

**TOWN OF FRANCESTOWN**  
OFFICE OF SELECTMEN  
27 MAIN STREET • P.O. BOX 5  
FRANCESTOWN, NEW HAMPSHIRE 03043-0005

**BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**08/17/2016**

Selectmen Present: Chairman Brad Howell and Henry Kunhardt

Staff Present: Town Administrator Jamie A Pike

Also Present: Guy Tolman, Betty Behrsing, Polly Freese and Ben Haubrich

Chairman Howell called the meeting to order at 9:00am.

Mr. Haubrich was before the Board to discuss FLT's application for an ARM grant from NHDES to complete the baseline documentation and environmental assessment of the Brooks property located on Clarkville Road. As part of the application, the Board is requested to complete a questionnaire relative to known or unknown hazardous waste and other potential hazards located on the property. Having no knowledge of the foregoing, a motion was made by Mr. Kunhardt and seconded by Mr. Howell to complete and sign the questionnaire.

**Motion Passes.** FLT is also requesting a letter of support of the conservation project. Mr. Howell will have Mr. Wicklow draft the letter for review and approval at the next Board meeting.

Consent Agenda:

- 08/15/2016 Payroll and Accounts Payable Manifest - \$26,261.84
- 08/01/2016 Payroll and Accounts Payable Manifest (Corrected) - \$271,583.63
- Meeting Minutes 07/25/2016
- Intent to Cut – Map 5 Lot 3 – Greenfield Road – Daniel Richer

A motion was made by Mr. Kunhardt and seconded by Mr. Howell to approve the consent agenda as presented. **Motion Passes.**

New Business:

- Building Permit – Map 6 Lot 32 – 85 Palmer Road – 3 bay garage
- Building Permit – Map 9 Lot 18 – 1332 Bible Hill Road – Solar Array Installation
- Building Permit – Map 14 Lot 24 – 118 Main Street – Renovation

A motion as made by Mr. Kunhardt and seconded by Mr. Howell to approve the 3 building permits as presented. **Motion passes.**

### Correspondence:

- Email from Terry Tranchemontagne requesting the use of the Town Offices parking lot, the Town Hall and Horse Sheds for the Church's Fall Festival on October 1<sup>st</sup>. Further, a request for the placement of signs was also included. Mr. Kunhardt and Mr. Howell consented to the use of the facilities, but requested more information regarding the signs, particular to quantity, size and duration.
- Letter from Jeanne Shaheen providing an overview of services available from her staff through her regional offices located throughout the state.
- Copies of letters from the Police Dept addressed to the Milford PD, the Hillsborough County Sheriff, NH State Police, Officer McCallister, and Gary Paige, thanking them for their provision of services to the Town for the funeral service of Cole Whole.
- Police Press Releases for the period of 07/25 through 08/14/2016
- Police Dept. Report dated 08/15/2016

### Liaison Reports:

Mr. Howell reported that he attended the Heritage Commission meeting held on 08/13. Discussions at the meeting included the budget for the Town Hall project and the picnic at OMH. The Board reviewed and approved a budget summary for the Town Hall project to use for grant applications.

### Old Business:

Plumbing RFP – Mr. Kunhardt stated the RFP was issued due to apparent misinformation provided to the office that the Millers would no longer be performing plumbing services. After speaking with Rick and Steve Miller, it was determined that they will be continuing their plumbing business and are willing to continue providing services to the Town. They will clean and service the oil burners at the Annex and Town Offices and provide all general plumbing services to the Town. Mr. Kunhardt further expressed that the current contractor for the geo-thermal system at the Library (Pinney Plumbing), having installed the system, is best suited to continue servicing the system. The Board agreed by consensus to reject both received bids and maintain all services with the current providers.

At a previous meeting, a complaint was brought forward regarding a No Parking sign located on Pleasant Pond Road across from the boat launch. Although appearing official in nature, Mr. Kunhardt confirmed with the Highway Department that this sign was not installed by the Town. The Board directed Mr. Pike to notice the property owner that the sign is located within the right of way and will be removed by the Town, and should the owner desire to have the Town regulate the roadway for No Parking, such request shall be made in writing to the Board of Selectmen.

Chairman Howell adjourned the meeting at 9:34am.

Respectfully submitted,

Jamie A Pike

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Brad Howell

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Abigail Arnold

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Henry Kunhardt