

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

**BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**09/12/2016**

Selectmen Present: Chairman Brad Howell, Abigail Arnold and Henry Kunhardt

Also Present: John Kendall, Dennis Orsi, Betty Behrsing, BJ Carbee, Donna Noonan, Polly Freese, Ruth Behrsing, Susan Cripps, Betsy Hardwick, Kevin Pobst, Guy Tolman, Sarah Pyle, Ben Haubrich, Robin Haubrich, Lisa Stewart, Sarah Pyle, Charlie Pyle, Jan Hicks, Jim Tovey and others

Mr. Howell called the meeting to order at 5:30pm.

**Complete Streets – Sylvian von Aulock (SNHPC)**

Sylvia von Aulock presented a summary from the Complete Streets meeting. She discussed the findings and some proposals that have been recommended and approved by DOT. She addressed the issue of people not stopping at the stop bar, confusing signage and a cross walk. She recommended more detailed signage to reduce confusion at the intersection. As far as having a crosswalk, the town would have to convince DOT that a crosswalk is needed, even though DOT declined to put one in last year. Ms. von Aulock recommended that someone would have to physically stand at the intersection and count the number of cars that stop and the number of cars that don't stop to prove to DOT that a crosswalk is necessary. On the day of the crosswalk demo (October 1<sup>st</sup>) a removable duct tape crosswalk will be placed where the crosswalk would go. The number of cars that stop and don't stop when they see a person ready to cross will be recorded to see if the crosswalk has an influence on whether or not cars stop. Other recommendations are to apply fog lines, tighten the radius around the right hand turn, better define travel and non-travel lanes, replace the stop sign with a larger more reflective sign, and the Route 136 W approach should have a sign indicating "Entering Francestown Village Center." Mr. Kunhardt suggested that a crosswalk may give people a false sense of safety because site distance is still an issue. Ms. Von Aulock explained the "stop, look and wave" concept used by Exeter and Derry and suggested it may work for this space. DOT has approved the proposals recommended as a demonstration project.

A motion was made by Mr. Howell to go forward with the demonstration plan as outlined above, seconded by Mr. Kunhardt as long as the crosswalk is temporary. **Motion Passes.**

**New Business:**

- Request for tax exemption filed by the Community Church of Francestown on the grounds it is a religious organization

Abigail Arnold made a motion to grant the tax exemption, seconded by Henry Kunhardt. **Motion Passes.**

- Summary of Inventory of Valuation MS1 form for 2016 (.17% increase over last year)
- Revised Estimated Revenues Francestown MS 434 form for 2016 (no revisions)

Brad Howell moved to sign the MS 1 and MS434 forms, seconded by Henry Kunhardt. **Motion Passes.**

- Memo requesting the Board accept two donations made to the Heritage Fund

Abigail Arnold moved to accept the donations, seconded by Henry Kunhardt. **Motion Passes.**

**Consent Agenda:**

- A. 09/12/2016 Payroll & Accounts Payable Manifest
- B. Supplemental Intent to Cut for Bible Hill Road Map 6 Lots 27 and 27-1
- C. Building Permit Application for a new foundation for modular ranch at Map 3 Lot 48, 158 Russell Station Road

Abigail Arnold made a motion to approve the Consent Agenda items A through C, seconded by Henry Kunhardt. **Motion Passes.**

**Correspondence:**

- Letter to LCHIP requesting a 12-month extension of the Grant for the Town Hall Rehabilitation
- Email from David Preece at SNHPC regarding 2017 Road Safety Audits
- Gary Paige's Weekly Report for and 8/28 – 9/3 and 9/4 – 9/10
- Police Dept. Job Task Report dated 8/29 through 9/1 and 9/4 through 9/7
- Notice from James St. Jean Auctioneers regarding the State of NH Surplus Property Auction on 10/15/16 in Concord
- Email from Deborah Rogers indicating the Library Trustees plans to improve the Library's landscaping
- Email from Bill McAuley asking if the Board would approve having Jennifer Vadney become one of the co-curators of the museum. He also asked to get rid of old wood remaining in the basement of the museum. The Board approved of Jennifer Vadney as co-curator but wanted to make sure the protocols allow it. The wood can be disposed of. They will bring it to the burn pile. Charlie Pyle asked if they could take a look at the wood before it's brought to the burn pile. They may be able to use some of the wood at the Bee Hive.
- Email from Guy Tolman asking that the Lake House Recovery Center be put on the Agenda to discuss permitting, etc.
- 2016 Transfer Station Recycling Report
- August 2016 Animal Control Officer Report
- Police Press Release for the period of 8/22 through 9/5/2016
- Jamie Pike's Administrative Report dated 9/7/16
- Media Blast from SNHPC regarding schedule of projects, meetings and events
- Letter from HealthTrust offering decommissioned equipment to Member Groups – Mr. Pike indicated he would like to obtain one of the computers for the public computer and requested the Boards approval to apply
- Copy of letter to Kevin Speese from NHDES authorizing him to start work as he is not in a municipally designated prime wetland, bog, marsh or tidal zone
- Copy of Old Meeting House notice to Members regarding planned programs and events
- Email from Burt Thomas to Board of Selectmen seeking to extend their appreciation to Chief Douglas for checking on their house during numerous vacations
- Letter from Employee Compliance Auditor from NH Retirement System – Jamie spoke briefly about the results.
- Administrative Reports for 9/2 and 9/9

**Liaison Report**

There was a Heritage Commission meeting on Saturday and upcoming events and fundraising efforts were discussed. Some of the events planned include a concert, a family picnic and a Halloween party. Mr. Howell added that the letter to LCHIP requesting a 12-month extension has been sent.

**Administrative Update**

Mr. Pike reported on the following topics:

- Tomorrow is the State Primary Election and staffing was discussed. Betsy Hardwick was asked to serve as Selectmen Pro-Tem and Mr. Pike has an appointment form for her.

Brad Howell Moved to appoint Betsy Hardwick as a Selectmen Pro-Tem for Election purposes, seconded by Abigail Arnold. **Motion Passes.**

- Landscaping bids have been received in in response to the RFPs sent out. They range in price from \$20,000 per year up to \$97,000 per year. Bryant Landscapes came in lowest but he has asked for an annual review based on fuel prices. Mr. Pike proposed a 3-year contract with Bryant.

Brad Howell Moved to approve the Bryant Landscapes contract for three years, seconded by Henry Kunhardt. **Motion Passes.**

- Mr. Pike discussed assessing contractors for 2017 and 2018. Avitar, M & N Assessing and Comerford Neider Perkins were lowest. The Selectmen chose to interview all the candidates. Mr. Pike will schedule.
- Mr. Pike discussed replacement of the air conditioning units for the Selectmen’s Office. They cannot be repaired as the parts are no longer made. Bids were solicited from Denron (\$4,793) and Granite State Plumbing (\$5,172). Mr. Pike and Mr. Kunhardt will review the specifications further and provide a recommendation.
- When Harwood Painting was here working on the Meeting House they looked at the Police Station and submitted prices for the painting of the west gable end of the building for \$850 and \$2,300 for both ends and the front. Mr. Pike is asking the Board to consider having the west end painted. Mr. Pike also talked about the PD door which needs replacement. He was quoted a price of \$600 to replace the door with a solid core door which would be anchored in the masonry units. The Board agreed to have the door replaced and both gable ends painted.
- Mr. Pike spoke briefly about the Library Window Restoration RFP. Mr. Pike has been speaking with prospective contractors, and feels that the scope and specificity of the RFP should be reduced. This would allow potential contractors to submit their best or preferred methods and scope of work for review by the Board. Mr. Pike will issue the invitations to bid.
- There was a brief discussion on engineering for bridges. Mr. Kunhardt will work with Mr. Pike to finalize and issue the RFP.

#### LAKEHOUSE RECOVERY LLC

Mr. Howell opened the discussion by saying the matter of Lakehouse Recovery LLC being located in Francestown is being looked into. Until all pertinent information has been obtained a rational decision cannot be made. He opened up the discussion to questions and comments. Ms. Arnold suggested inviting the owner to come to a meeting and speak with the town and answer some questions about his operation. Residents commented on their individual interpretations of whether or not Lakehouse is in violation of State or local RSAs/ordinances. After further discussion Henry Kunhardt moved that the Board ask Mr. Hatfield and/or the owner of the property to come in next Monday. He said he has heard conflicting information and he would like to hear from him directly. Ms. Arnold added that additionally, she would like him to provide his contract with the property owner, a written description of what he is doing and copies of State approvals that are required and copies of any written legal opinions. Discussion ensued.

At 6:50 pm Abigail Arnold moved to adjourn the meeting, seconded by Henry Kunhardt.

Respectfully submitted,

Martha J. Callahan

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Brad Howell

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Abigail Arnold

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Henry Kunhardt