

**THE PLANNING BOARD  
TOWN OF FRANCESTOWN, NEW HAMPSHIRE**

**November 19, 2013**

**MINUTES**

Planning Board Members Present: L. Kunhardt, S. Pyle, L.Ames, A. Arnold, H. Camirand, B. Lindgren

Bob Lindgren is taking the minutes.

The meeting was brought to order at 6:32pm.

There were conflicting times shown on the web site -- the calendar showed it starting at 7:00 pm, but the agenda showed it as starting at 6:30 pm. Apologies to those who were informed of the wrong starting time.

**Review of Minutes:**

The minutes of 11/5/13 were reviewed. There was one suggested change: Larry Ames suggested changing "be permitted" to "require a permit". Also, Mr. Tolman's name should be spelled correctly and consistently. Henry Camirand moved to accept the minutes as modified. Abigail Arnold seconded the motion. All in favor.

**Announcements and Communications:**

Announcements and Communications: The Board has received the annual required letter from Crotched Mountain Ski and Ride informing the Board of its proposed hours for the winter. A new building permit request has been received for the AT&T Cell Tower on Crotched Mountain, asking to change the antennas and do some equipment upgrades.

**CIP:**

The Board then took up the CIP agenda item of trying to set a "long-range view" of this year's plan. To that end, the Chair asked several of the major department heads to attend the hearing and give the Board an overview of the big-ticket expenditures they are requesting.

Fire Department:

Chief Kullgren of the Mt. Crotched Fire Department was first. He suggested that they basically continue on the 6-year plan as outlined, and stay on schedule for the truck replacement program. The next big expense would be in 2015 with the replacement of the Rescue Truck. He asked to move up the replacement schedule of the Varipack breathing apparatus from 2017 to 2016, with the goal of replacing 5 each year. Each unit costs about \$2000. He also asked to begin replacing the truck radios in 2017. He has been requesting current quotes for the replacement of the fire station furnace, which is now 30 years old. He priced out pellet stove furnaces at around \$100,000, and concluded that an oil or gas furnace at \$15-18,000 would be more cost effective. He hopes to apply for a grant for the truck exhaust system perhaps for next year; current estimates are \$45,000, down from the last quote of a few years ago of \$75,000. He believes that by applying a coating to the glass wall, it will not need to be replaced for another 5 years, maybe.

(6:55 pm Barb Martin arrives and takes the minutes.)

Discussion ensues regarding equipment needs, size of equipment and how the various equipment works on town roads and driveways.

Discussion ensues regarding volunteer staff and the sustainability of it. Daytime staff is, and always has been, an issue.

Lisa Borbeau joins the Board at 6:56pm.

Highway Department:

Gary Paige presents for the Highway Department. Bridge Bureau visited town again. The Scoby Pond bridge has been downgraded to 10 tons. Town was informed the bridge will be downgraded again in the fall of 2014. Paige contacted the firm that does temporary bridges. Paige believes the temporary, wood/glue laminate bridges would be better for the country roads in Frankestown. The cost estimate for the Scoby bridge is \$91,000, plus engineering and contingencies. Paige also checked into this type of bridge for County Road North.

Paige is working towards eliminating the corrugated metal bridges, as these types of bridges continue to corrode.

DOT defines a bridge as a minimum 10 foot span.

Discussion ensues regarding various bridges, their spans, and maintenance of them.

Discussion about adding culverts to the line item Road Improvement.

Culverts are not rated by the state and are up to the town. Only requirements are with DES and wetlands.

Discussion ensues regarding flood requirements for various culverts.

Discussion about priority of each project.

Discussion ensues regarding the wood glue/laminate bridges and if they will work for the town.

Discussion ensues regarding bridges on the state list of bridges.

Paige advises a backhoe is needed, but bridges are more important. Could save \$10,000 - \$12,000 per year if town purchased a backhoe. Backhoe would cost \$50,000.

#### Heritage Commission:

Maureen Von Rosenvinge presents. Heritage Commission will apply for an L-Chip grant. The opportunity to do so is now. Cost to the town would be 30% of the total cost. This will be about \$250,000 to \$300,000. Funds would need to be available by 2015. Timing is an issue, and requires town support. This would get the Town Hall open and usable. L-Chip would provide \$400,000, Town would provide \$275,000, and the balance would come from donors and in-kind contributions. This price does not include the steeple, exterior painting, 2<sup>nd</sup> floor would not be opened, no kitchen, no antique reproduction lights, etc., no stage upgrades, no use of the basement for archival storage.

Mike Branley has asked the Selectmen for \$90,000 from unspent funds to go into a Warrant Article to perform maintenance items. These include refacing of the clocks, heating system at the fire department, partial painting of Town Hall, town building alarm upgrades, and a \$10,000 buffer for other miscellaneous projects.

There is a possible \$50,000 required to upgrade the police station at the Annex once FIHS moves out in 2015.

#### Prioritizing Un-Funded Projects:

In the past, the board has used 3 criteria to prioritize:

Health, Safety and Welfare  
Cost Saving  
Discretionary

Ames researched how other towns prioritize. Ames recommends the way Hillsborough prioritizes.

Discussion ensues regarding the list of un-funded projects, with the following criteria used:

- Removes imminent threat to public health or safety
- Alleviates substandard conditions or deficiencies
- Responds to Federal or state requirements to implement
- Improves quality/efficiency of existing services
- Provides additional capacity to meet needs of growth
- Reduces long-term operating costs
- Provides incentive for economic development
- Project is eligible for matching funds

All criteria have equal value. If a project satisfies a criterion, it receives a score of "1." If it does not, it receives a score of "0." Highest possible score is "8."

The list of un-funded projects, and their respective scores, is as follows:

Culverts and small bridges (7 ½)  
Town Hall ADA compliant (7)  
Town Hall renovations (6)  
Town Offices ADA compliant (6)  
Police Station ADA compliant (6)  
Fire Station exhaust system (5 ½)  
New Radios – fire department (5)  
Fire Ponds (5)  
Police Station (Town Hall Annex) renovations (5)  
Traffic counters (5)  
Alarm System upgrade (5)  
Back Hoe (4)  
Fire Station furnace (4)  
Police Station generator (4)  
OMH Clock (4)  
Town Beach (4)  
Transfer Station renovations (4)  
Fire Station ADA compliant (4)  
Cemetery water system (3)  
Fire Station solar wall (3)  
Library Trim/Chimney (3)  
Demolish old ski rental shop (2)  
Fire Station paint (2)  
Eagle repair/gilding (0)

**Unfinished Business:**

ZO Changes for Agriculture: Discussion ensues regarding proposed changes to size of structure and time allowed for operations, portability of structure. Discussion ensues regarding structure within the setback area.

Discussion ensues regarding percentage of volume produced and how to verify.

Discussion will continue at next meeting.

Next CIP Meeting on December 3 at 6:30 pm and December 4 at 7:00 pm.

Meeting adjourned at 9:30 PM

Respectfully Submitted,  
*Barb Martin*