

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

October 28, 2014

APPROVED MINUTES

Planning Board Members Present: L. Kunhardt, Lisa Bourbeau, L. Ames, H. Cameron, S. Pyle, B. Lindgren, H. Camirand, A. Arnold and P. Tolman,.

Others present: Town Administrator M. Branley and Fire Chief Larry Kullgren

M. Callahan is taking the minutes.

The meeting was brought to order at 6:30 pm.

CIP Discussion and Review

L. Ames passed out a list of unfunded projects or projects where funding has not been identified that was generated at the last meeting and a copy of the prior list with expanded language for clarification. S. Pyle indicated that she thought this was something that would be helpful for future CIP planning discussions and something that should be adopted.

L. Ames indicated his concern for using the undesignated surplus for funding the building projects and whether or not retrofitting the rescue truck, with its new price tag, is enough of a savings to justify doing it now or waiting a year or two and getting a new vehicle. He questioned if it might be wiser to get an ambulance instead of the rescue truck and suggested maybe putting off the rescue truck for a year or two.

Fire Department

Fire Chief Kullgren said he is researching possible alternatives for the rescue vehicle. He is waiting for full replacement cost numbers. The Chief indicated that the current rescue truck is a 2000 and in 2015 it will meet its 15 year expectancy as a front-line vehicle. He reports that the vehicle is still serviceable and will be good for a couple more years without any major repairs or upgrades. The Fire Department's goal is to rebuild the truck using the body and a new cab and chassis. Even if the decision were made to purchase new or refurbish the existing rescue truck, the FD would still want to recycle the cab and chassis and upgrade the forestry truck. He feels it will take several months to complete research for the various alternatives.

The Chief indicated that the average medical call would require 2 to 4 personnel for a 4 hour call. The requirements and regulations for an ambulance were discussed. The Chief indicated that an ambulance could still be staffed by volunteers, or alternatively, it could be on a paid-call basis. The revenue generated via billing and insurance payments may pay for all or part of the staffing. Discussions regarding payment for services, Medicare/Medicaid and billing ensued.

The Chief indicated that there was a good possibility that the decision whether to stay with Peterborough Ambulance Service, buy a new truck, refurbish the existing truck or consider purchasing an ambulance would most likely be postponed. He indicated that the rescue truck has some minor issues but he felt that it was good for another year or two and recommended paying next year's assessment on the ambulance contract with Peterborough.

Radios/Pagers

The Chief indicated there is no need for replacement of radios and pagers at this time. The current radios were supplied by the Federal Government. When the FD received the radios they were obsolete. When the radios fail or have issues they are not serviceable. The life expectancy is undetermined and technology could outdate them quickly. If frequency or bandwidth changes they could become unusable.

Fire Ponds

Chief Kullgren indicated that at this point they've been backing off on that topic because they completed all the reasonably affordable ones and as the plan proceeds they just get more expensive. He stated that things are adequate, although there are some areas that have a water shortage. S. Pyle asked if the Dennison Pond/Candlewood Hill Road area is a top priority. The Chief responded that water is limited in that area and it's a difficult location. The Poor Farm Road and Bible Hill area are also limited. There are some small ponds on private property but it could be problematic accessing them in the winter.

Vehicles

The 15 year life of vehicles and current and future costs was discussed. A. Arnold stated that provisions are in the plan for the trucks in case it's needed. If not, the vehicles will stay in use. Specific vehicle maintenance records, such as life cycle analysis and a historical maintenance and repair log which would apply to all vehicles were discussed. Whose responsibility it was to maintain the records and produce a recommendation and/or analysis discussion ensued. It was decided that more information from department heads was necessary to allow the Board to make informed decisions on vehicle replacement. It was determined that each Board member would draft a list of information they would need in order to formulate a decision. A. Arnold asked whether the plan would be finalized tonight. Discussion ensued.

MOTION: L. Bourbeau made a motion to continue the discussion until such time as additional information is received that supports the recommendations being made by the department heads for the Plan, seconded by P. Tolman.

Vote: L. Kunhardt, in favor; L. Bourbeau, in favor; L. Ames, opposed; S. Pyle, opposed; A. Arnold, opposed; P. Tolman, in favor; B. Lindgren, in favor

Motion carried - discussion postponed

A fleet evaluation form, looking into software for vehicle maintenance and sending a letter to the Board of Selectman and Town Administrator asking them to inform the department heads that they must anticipate providing specific documentation, was discussed.

A. Arnold left the meeting. Alternate Lisa Wilsher sat for her.

MOTION: L. Bourbeau made a motion to reconsider prior Motion, seconded by B. Lindgren

M. Branley provided assurance that department heads would be notified of the need for them to provide further information as soon as he is advised of what specific information the Board wants, he will notify department heads. S. Pyle suggested that each Board member write list of specific information needed and what their expectations are for the CIP next year for M. Branley to review.

Discussion on Proposed Appropriations to CIP

Fire Department – Will review before expending funds

Highway Equipment – More information necessary

Bridges – Still waiting to hear from the State. More money may be needed than what is available now.

Police Department - More information necessary

Cemetery – Funding is agreed to

Fire Truck – More information necessary

Building – Assuming no grant and using undesignated fund surplus

Appraisal – Funding is agreed to

Roads – Funding is agreed to

New Business

Pyle read a letter received from the Fire Department addressed to the Board of Selectmen, Planning Board and Budget Committee. The letter requested all questions pertaining to operations of the Fire Department be directed to the Chief or to the Deputy Chief, Brian Delahanty, and that questions regarding the operating budget be directed to the Fire Wardens. The letter also stressed that input from any other Fire Department member attending a meeting should be regarded as their personal opinion and not the opinion of the Department.

Pyle read an email from Betsy Hardwick asking the Board to consider reimbursing the Conservation Fund \$900 for the cost of printing the copies of the Conservation Plan.

MOTION: B. Lindgren made a motion to pay the \$900, seconded by Lisa Wilsher. Discussion regarding who received copies of the Conservation Plan ensued.

Vote: L. Kunhardt, opposed; L. Bourbeau, opposed; L. Ames, in favor; S. Pyle, in favor; Lisa Wilsher, in favor; P. Tolman, in favor; B. Lindgren, in favor

Review of Minutes

The Meeting Minutes of October 15, 2014 minutes are approved as amended.

MOTION: Motion to approve the 2015 – 2020 CIP as presented, seconded by B. Lundgren.

Vote: L. Kunhardt, in favor; L. Bourbeau, in favor; L. Ames, in favor; S. Pyle, in favor; Lisa Wilsher, in favor; P. Tolman, in favor; B. Lindgren, in favor. Approved by all.

Planning Board Annual Budget

MOTION: L. Bourbeau made Motion to reduce Proposed Budget for printing from \$200 ~~by~~ to \$50.00, seconded by L. Kunhardt

Vote: L. Kunhardt, in favor; L. Bourbeau, in favor; L. Ames, in favor; S. Pyle, in favor; Lisa Wilsher, in favor; P. Tolman, in favor; B. Lindgren, in favor. Approved by all.

MOTION: Motion to submit budget to the Board of Selectmen, seconded by L. Bourbeau

Vote: Vote: L. Kunhardt, in favor; L. Bourbeau, in favor; L. Ames, in favor; S. Pyle, in favor; Lisa Wilsher, in favor; P. Tolman, in favor; B. Lindgren, in favor. Approved by all.

Meeting adjourned 9:50 pm
Next meeting November 18th at 7:00 pm