

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

BOARD OF SELECTMEN MEETING MINUTES

February 25, 2016

Selectmen Present: Chair Brad Howell, Scott Carbee and Abigail Arnold

Staff Present: Town Administrator Jamie Pike

Also present: John Arnold, Jan Hicks, Robyn Haubrich, Judi Miller, Polly Freese, Betty Behrsing, Tom Anderson and others

CALL TO ORDER: Mr. Howell called the meeting to order at 5:34 PM

Consent Agenda:

- A. 02/16/2016 and 02/22/2016 Payroll & Accounts Payable Manifests
- B. Certificate of Authorization (HealthTrust Application and Membership Agreement)
- C. Certificate of Authorization (HealthTrust Combined Rating Agreement)
- D. Donation Acceptance from Crotched Mtn. Ski Area to Recreation Fund (\$590.06)
- E. Tax Deferral, Map 2 Lot 34
- F. Deputy Health Officer Appointment – John Kendall
- G. Veterans' Tax Credit, Timothy Henshaw, Map 3 Lot 3-7

A motion was made by Scott Carbee to approve the Consent Agenda items A through G, seconded by Abigail Arnold. **Motion passes.**

Correspondence

- 1. Administrative Reports of Town Administrator dated 2/19/2016 and 2/22/2016
- 2. Frankestown Police Department Press Release for 2/1/16 – 2/7/16
- 3. January 2016 Report of Animal Control Officer
- 4. Job Task Report from Frankestown Police Department for 2/8/2016 – 2/11/2016
- 5. Frankestown Police Department Press Release for 2/8/16 – 2/14/16
- 6. Job Task Report from Frankestown Police Department for 2/1/2016 – 2/19/2016
- 7. 2015 MS-10 Report of Common Trust Fund Investments
- 8. 2015 MS-9 Report of Trust and Capital Reserve Funds
- 9. 2013, 2014 and 2015 Uncollected Property Tax Report
- 10. Copy of correspondence from NH DOT to Governor Hassan regarding Inspection of Red List Bridges
- 11. SNHPC correspondence dated 2/3/2016 to Mr. Pike regarding Regional Signal Warrant Study

A discussion regarding a cross walk, signal lights or signage at the intersection in front of the Town Hall ensued. It was agreed that the intersection is dangerous and something should be done but it was also

felt that it may not meet the criteria or volume required by NH DOT. It was suggested that Mr. Pike contact the State again about putting in a cross walk at the intersection. Mr. Pike indicated that after the last paving of the road at the intersection DOT determined that it was sufficient reconstruction and a cross walk would have to be ADA compliant, there would have to be a lighted signal with audio notification (for the blind) and a steel ribbed step off plate. Everything in the area would have to come up to meet the ADA specification as well as having sight distance, which it does not have. The Board asked Mr. Pike to explore the issue regarding possible signage.

Liaison Report

Mr. Carbee discussed the Fire Science/Fire Fighter 1/EMT program. Chief Kullgren highly recommends this program. There were three Frankestown students attending the classes. SAC is going to initiate a Perkins Grant in the fall so they can offer Fire Science/Fire Fighter 1/EMT classes to students in surrounding towns and in three years it will become part of the program. There was a Learn to Fish program on Sunday with Linda Macula. NH Fish and Game also participated. The program included classroom time and then actual time on the ice.

Mr. Howell reported that Friends of the Heritage Commission are seeking to incorporate as a 501C3 so that they can do some fund raising themselves and apply for grants that the town wouldn't be eligible for directly. Mr. Carbee added that they have applied for and have received a FIN.

Administrative Update

Mr. Pike indicated the following updates:

- The geothermal system at the library is running smoothly with a few minor issues; Henry Kunhardt has spent time monitoring and tracking the system operations; Penny Plumbing was in Town this morning and they replaced the air filters upstairs and recommended changing the downstairs filters twice per year
- The Transfer Station has been running smoothly with MDS; new covers have been installed on the paper container; MDS is still working on the logistics of getting their bailer in place, once that is done the \$5/ton price may go up if industry prices go up
- The Town Report went to the printers last week and is printed bound and boxed up for shipment. We should receive the reports by Friday and they will be mailed out next week.
- Utility Pole Licenses – The attorneys have created a process of notifying the utilities of the Town's intent to amend the licenses to include the new language indicating that they are required to pay property taxes. The Town must notify the utility that all licenses will be amended (past and future) and that there will be a public hearing. After the public hearing the Town will notify the pole owner of the approval of the amendments. Also the pole owner must supply Town with a list of all poles indicating which utilities are using the pole. Mr. Pike would like to schedule the public hearing on Monday, March 21, 2016. The Board agreed that March 21, 2016 is good for all.
- Chief Douglas will attend the next meeting, February 29th, to explain how he would like to handle weapon disposal.

Approval of Minutes

A motion was made by Mr. Howell to approve the Meeting Minutes of January 4, January 25, and February 4, 2016 as amended, and January 11, February 2 and February 8, 2016 as written, seconded by Abigail Arnold. **Motion passes.**

Polly Freese commented that she feels the intersection at the Town Hall is scary and would like to see something done to make it safer.

NEXT BOARD OF SELECTMEN MEETING: Monday, February 29, 2016 at 6:30pm

ADJOURNMENT: Brad adjourned the meeting at 6:04pm.

Respectfully Submitted,

Jamie A Pike

Not approved until signed.

Brad Howell

Scott S Carbee

Abigail Arnold