

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

BOARD OF SELECTMEN MEETING MINUTES

April 4, 2016

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

Staff Present: Town Administrator Jamie Pike, Police Chief Fred Douglas, Road Agent Gary Paige

Also present: John Thalhauser, Jan Hicks, Ben Haubrich, Guy Tolman, Polly Freese and others.

CALL TO ORDER: Chairman Howell called the meeting to order at 6:02pm.

A motion was made by Ms. Arnold and seconded by Mr. Howell to enter a non-public session pursuant to RSA 91-A:3, II(b). Roll call vote: Arnold, Aye; Howell, Aye; Kunhardt, Aye. **Motion passes.**

Chief Douglas was present to speak about hiring officers for the Police Department. Chief Douglas reviewed for the Board the current staffing within the department and the challenges of scheduling the current personnel. There was discussion about recruiting officers for the department. It was decided to advertise for a full time officer and part time officers. Mr. Pike will put the ad together along with any other documentation and distribute for comment.

A motion was made by Ms. Arnold and seconded by Mr. Howell to leave the non-public session. **Motion passes.**

The public session reconvened at 6:45pm. The minutes of the non-public session were not sealed.

Fred Douglas – Tree Removal

Chief Douglas wanted the Town to be aware that the rotten tree on the 2nd NH Turnpike South has been taken down. Asplundh has indicated they will be in Frankestown in about 2 weeks to remove trees. They expect to be in Town for 2½ months clearing trees from a list of flagged trees.

Gary Paige – Road Work Quotes

Mr. Paige has obtained quotes from paving companies for the cost of paving Pleasant Pond Road. Both contractors indicated that it would be more cost effective to quote the Pleasant Pond Road paving with other summer paving projects scheduled. Thus the quotes are for all paving projects through the summer. He also talked about cost of calcium chloride, \$6000 line item for 12 tons. Schoenberg quoted \$14.00/ton less than Harris, based on 16 tons, which would cost \$1800 more than what was budgeted. Discussion ensued. Mr. Paige asked to purchase calcium chloride from Harris. The Board agreed.

Mr. Paige indicated that he has done sand sealing on roads in the past. It is a process that extends the life of the asphalt. He would like to sand seal Poor Farm Road from the Police Station to past Todd Road (approx. ½ mi.). There is only one vendor from Connecticut that does it. He presented their quote and explained the terminology. The Board approved.

The maintenance and paving quotes were reviewed. Mr. Paige explained the details of the quotes and answered questions. Advance Paving was the least expensive. Ms. Arnold asked Mr. Paige if there was leftover material, could it be discussed before it is used. Mr. Paige agreed. The Board decided to use Advanced. Mr. Paige added that he would like to rent a vibratory roller, which is not included in the quote. He indicated it would be an extra \$1000. The Board agreed.

Revisions to DOT Map

Henry suggested that Jamie make all the corrections to the DOT information report, check updated map will be sent separately by 8/31, and send it back. Then he explained the changes that need to be made on the maps and indicated the information is used to calculate State Block Grants. Mr. Kunhardt will generate some changes to the map and do the distance measurements with Mr. Paige.

A motion was made by Henry Kunhardt and seconded by Brad Howell to have Mr. Pike make all the corrections to the DOT information report, check updated map will be sent separately by 8/31, and send it back to the State. **Motion passes.**

Mr. Paige estimated the arrival of the new loader as mid-May.

Bill McAuley – Insurance Issues

Mr. McAuley indicated many of the exhibits at the museum came from the Crotched Mountain Fire Fighters Association. The Town is responsible for the care custody and control of the exhibits. Mr. McAuley wondered if the Town should ask the Crotched Mountain Fire Fighters Association to officially turn over the exhibits to the Town for insurance purposes. Abigail Arnold suggested that it be pointed out to CMFFA that the exhibits may not be covered by the Town's insurance because official ownership of the exhibits isn't documented. Due to time constraints it was agreed that Mr. McAuley would come back to the next meeting to continue the discussion.

Consent Agenda

- A. 04/04/2016 Payroll & Accounts Payable Manifest
- B. Timber Warrant – Map 6 Lot 61-1
- C. Land Use Change Tax – Map 3 Lot 26
- D. Abatement - Map 3 Lot 26
- F. Litter-Free NH Registration

A motion was made by Brad Howell and seconded by Abigail Arnold to approve items A, B, C, D and F of the consent agenda. **Motion passes.**

MS535 Financial Statement

The MS535 Financial Statement was item E in the Consent Agenda above. It was not approved by the Selectmen at this time. Henry Kunhardt had some questions on the form which was prepared by Tim Greene of Roberts & Greene, PLLC, the Town's auditing firm. It was agreed to discuss the form at the next Selectmen's meeting.

New Business

- A. Letter to Charlotte Gilman to deny her petition dated 1/20/2016 requesting reclassification of a portion of Cressy Hill Road
- B. Notice of Intent to Excavate submitted by Kris Stewart, Map 3 Lot 51

- C. Letter from Rick Miller requesting a 90-day extension on his Intent to Cut, Map 8 Lot 2
- D. Report of Cut for Jonas, Map 6 Lot 26

Board approved items A, B, C and D.

Due to time constraints it was agreed to defer the Correspondence and Administrative Update to the next meeting.

Mr. Howell asked if there were any questions from the public. Mr. Kunhardt asked to be heard. He talked to Ben Haubrich about perambulation. He said we're overdue on a couple of Towns; Greenfield and Deering and asked that Mr. Pike be appointed to initiate perambulation with those towns. The Board agreed.

Polly Freese asked what Litter-Free NH Registration is. Betsy Hardwick responded that it's the blue bags for the Conservation Commission for roadside cleanup.

John Thalhauser asked about the decision on Gary's calcium chloride purchase; is it to stick with the budgeted \$6000 or did the Board approve the additional \$1800? Mr. Howell responded the decision was to stay with the budgeted amount of \$6000.

NEXT BOARD OF SELECTMEN MEETING: Monday, April 18, 2016

ADJOURNMENT: Chairman Howell adjourned the meeting at 7:30 pm.

Respectfully Submitted,

Jamie A Pike

Not approved until signed.

Brad Howell

Abigail Arnold

Henry Kunhardt