

# Town of Francestown

Board of Selectmen

Minutes of Meeting

Monday, October 21, 2019

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

Others Present: Administrator Jamie A Pike, Richard and Marla Foote, Richard Foote Jr., John Kendall, Kevin and Mindy Pobst, and others.

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

A motion was made by Mr. Howell and seconded by Ms. Arnold to enter into a non-public session pursuant to RSA 91-A:3. II(b) at 5:30pm. Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

The Board conducted an interview for the position of Administrative Assistant. No decisions were made.

A motion was made by Mr. Howell and seconded by Me. Arnold to exit the non-public session at 5:50pm. **Motion passes unanimously.**

Richard Foote Sr. was before the Board to ask a question about his assessment on his barn. The assessment was explained. Mr. Kunhardt offered to meet with Mr. Foote at his home if he had any further questions.

The building permit for Kevin and Mindy Pobst was reviewed. John Kendall had worked with Mr. Pobst to more clearly depict the location of the home on the plat. It was determined the proposed addition was outside the wetland setback. A motion was made by Ms. Arnold and seconded by Mr. Howell to approve the building permit as presented. **Motion passes.**

The driveway permit for Mary Clattenburg was reviewed. The Planning Board approved with conditions the sedimentation and erosion control plan the previous week. Mr. Kunhardt showed the Board areas of where the proposed driveway crossed steep slopes in excess of 25%. Mr. Kunhardt felt the amount of area required some use of judgement to determine its conformity with the ordinance. The Board discussed having proper survey support during the construction of the driveway. Mr. Kendall stated that he did not have the expertise to supervise such a job. A motion was made by Mr. Kunhardt and seconded by Ms. Arnold to approve the driveway on the condition that survey support be provided by Keach-Nordstrom Associates or an equivalent licensed civil engineering firm. **Motion passes.**

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to approve the consent agenda as presented. **Motion passes**

Consent Agenda:

- a. Check Manifest dated 10/22/2019
- b. Public Assistance Fund Donation Acceptance \$450.00

Mr. Pike informed the Board that he has recruited three members for the Broadband Committee and that the Planning Board would also like to have a representative on the committee. Mr. Pike will arrange for an initial meeting.

Mr. Pike presented two proposed contracts for Utility Assessments for the next five years to implement HB500. Avitar Associations, Up to \$12,000 per year. Sansoucy \$4,400 per year. The Board agreed to enter into the contract with Sansoucy.

Mr. Pike presented the Board with a revenue sharing check from the State in the amount of \$17,408.62. These funds could be used to offset the tax rate, be spent on a special project or could be allowed to lapse to fund balance. Mr. Pike explained that next year, because they would be considered anticipated revenues and act as a tax rate offset, that it would be reasonable to use them equally this year and reduce the amount of fund balance to be used to offset taxes. The Board was in agreement.

A motion was made by Ms. Arnold and seconded by Mr. Howell to enter into a non-public session pursuant to RAS 91-A:3, II(d) at 6:56pm. Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

The Board reviewed minutes of:

11/13/2017	3/4/2019	4/16/2019
12/4/2018	3/4/2019	4/19/2019
12/10/2018	3/11/2019	4/22/2019
1/7/2019	3/14/2019	5/13/2019
1/21/2019	4/1/2019	6/3/2019
1/28/2019	4/4/2019	7/15/2019
2/25/2019	4/8/2019	7/22/2019
		7/26/2019

It was determined unanimously that the minutes could be unsealed upon approval the Attorney General's office of the removal of the Conservation Easement related to the reconstruction of the South New Boston Road Bridge.

A motion was made by Ms. Arnold and seconded by Mr. Howell to exit the non-public session at 7:00pm. **Motion passes unanimously.**

A motion was made by Mr. Kunhardt and seconded by Mr. Howell to enter into a non-public session pursuant to RSA 91-A:3, II(b) at 7:00pm. Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

A motion was made by Ms. Arnold and seconded by Mr. Howell to exit the non-public session at 7:17pm. **Motion passes unanimously.**

A motion was made by Ms. Arnold and seconded by Mr. Howell to seal the minutes of the non-public session until the proposed action was executed because it was determined that divulgence of this information would likely render a proposed action ineffective. Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

Being no further business, Chairman Howell adjourned the meeting at 7:18pm.

Respectfully submitted,

Approved 11/04/2019

Jamie A Pike  
Town Administrator