

## Town of Francestown

Board of Selectmen

Minutes of Meeting

Monday, June 5 2017

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

Others Present: Town Administrator Jamie A Pike, Charlie Pyle, Aaron Williams, Donna Noonan and Polly Freese

Chairman Howell called the meeting to order at 5:35

### **Consent Agenda**

- A. Payroll & Accounts Payable Manifest 06/06/2017
- B. Heritage Fund Donations - \$100.00
- C. Library Alternate Trustee – Mindy Pobst
- D. Timber Tax Warrant – Map 8 Lot 65 – Kenneth O'Donnell
- E. Parade Permit – FIHS Labor Day

A motion was made by Ms. Arnold seconded by Mr. Kunhardt to approve the Consent Agenda as presented and discussed.

### **Motion passes**

### **New Business**

- A. Town Hall Update- Removed bathrooms, shored up south gable wall, removed ceiling on first floor, removed insulation, water tanks delivered.
- B. Change Order #1 Underground Utilities-Two services coming into the new town hall. Single phase currently comes overhead but since they have to dig a trench for 3 phase service they plan to bury single phase, 2 extra conduits for communication lines. These changes total \$4225.00. A motion was made by Mr. Kunhardt and seconded by Mr. Howell to approve Change Order No. 1. **Motion passes.**
- C. Land Use Change Taxes
  - a. Map 3 Lot 22 – Ravalico
  - b. Map 2 Lot 11 – JaneA motion was made by Ms. Arnold seconded by Mr. Howell to accept Land Use Change Taxes as presented. **Motion passes.**
- D. Executed Bill of Sale for 1983 Chevy Forestry Truck to MCFA
- E. Police Station – A motion was made by Mr. Kunhardt to accept Limited Services for Bid Documents provided by Susan Phillips-Hungerford for \$4500. Seconded by Ms. Arnold. **Motion passes**
- F. A motion was made by Mr. Kunhardt to enter into a CAP agreement with Primex for the Workers' Comp and Property Liability programs. **Motion passes.**
- G. The construction estimate for the Old County N Road Bridge was received from DOT. The Town's portion is \$185,000. A motion was made by Mr. Kunhardt and seconded by Ms. Arnold to submit the application for Bridge Aid Construction. **Motion passes.**

### **Other Business**

- A. Kay Anderson, Health Officer, requested funding for attendance to a class on animal hoarding. The Board agreed to use funds from the executive professional development budget.

- B. The Intent to Cut for Mr. Hoey was executed after discussion of warnings sent to logger by division of Forest and Lands.
- C. The Board reviewed a letter from Tim Bower which requested a reconsideration regarding the status of Lakehouse Recovery. Upon information gathered from counsel and other parties, the Selectmen did not entertain reconsideration.
- D. Recommendations provided the Safety Committee regarding the Transfer Station were reviewed and discussed. Mr. Pike informed the Board of corrective actions already taken and those to be scheduled.
- E. Board approved Building Permits for Marcia Tripp and Edward Graham and Tom and Andrea Wing
- F. John Byatt, Project Engineer from CLD, would like to schedule a public informational meeting ahead of the design work to let abutters know what will be happening on South New Boston Rd. This was scheduled for a regular Selectmen's meeting on June 19<sup>th</sup>.
- G. Discussed and reviewed a draft letter to Sirkka Holm acknowledging her service during WWII.
- H. Donna Noonan asked for an explanation from the board regarding the denial of payment for the purchase of pizza that the Rec Dept. bought for the community supper. It was explained that the Community Supper is not a Rec Dept. program. It was suggested that Ms. Noonan go back to the Community Supper organizers for reimbursement from what was raised at the supper.

A motion was made by Mr. Kunhardt and seconded by Ms. Arnold to enter into a non-public session in accordance with RSA 91-A:3, II(c) at 6:30pm. Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

Others Present: Jamie Pike and Aaron Williams

Mr. Williams brought forward a plan for the payment of outstanding tax liens for 2014, 2015, and 2016. The Board agreed to enter into a tax payment agreement with \$200 payable weekly until all current and future assessed taxes are paid in full. All in favor.

Mr. Pike will draft and circulate an agreement for execution.

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

The Board reviewed the Town Hall funding commitment letter from Drew Houston. Mr. Pike was directed to send a letter to Mr. Houston thanking him for his funding effort and to request a time table for the receipt of the remaining committed funds.

A motion was made by Mr. Howell and seconded by Ms. Arnold to enter into a non-public session in accordance with RSA 91-A:3, II(d) at 7:05pm. Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

A motion was made by Mr. Howell and seconded by Ms. Arnold to exit the non-public session at 7:35pm. All in favor. **Motion passes.**

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

A motion was made by Ms. Arnold and seconded by Mr. Howell to enter into a non-public session in accordance with RSA 910A:3, II(a) at 7:36pm. Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

The Board discussed the current salary of Town Administrator Jamie A Pike, and approved an increase to \$55,000 per year effective July 1, 2017. All in favor.

A motion was made by Mr. Kunhardt and seconded by Ms. Arnold to exit the non-public session at 8:02pm.

Being no further business the meeting was adjourned at 8:02pm.

Respectfully submitted,

Kimberlee Dalley

Approved on 07/24/2017

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Brad Howell

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Abigail Arnold

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Henry Kunhardt