

Town of Francestown

Board of Selectmen

Minutes of Meeting

Monday, April 20, 2020

Members Present: Chair Brad Howell, Henry Kunhardt and Marsha Dixon

Others Present: Admin. Jamie A Pike and EMD Kevin Holdredge

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

Emergency Management Director Kevin Holdredge provided the Board with an update of Francestown's response to the COVID-19 epidemic. Mr. Holdredge has built a sanitizing machine for the purposes of sanitizing the interiors of town vehicles. Ms. Lunetta has been acquiring sufficient PPE for the Fire & Rescue department. Mr. Holdredge also requested permission to order 30 N95 masks and replaceable filters from a company in Hampton. The order total is \$2,419.90. A motion was made by Ms. Dixon and seconded by Mr. Howell to approve the order. **Motion passes.**

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

- a. Check Manifest dated 04/21/2020
- b. Fire & Rescue Trust Fund Donation Acceptance - \$25.00
- c. Gravel Tax Warrant – Francestown Sand & Gravel - \$25.02

The Planning Board has applied for and received a grant in the amount of \$10,000 for updating the water resources chapter of the Master Plan. A motion was made by Mr. Kunhardt and seconded by Ms. Dixon to accept NHDES funds in the amount of \$10,000 and to further authorize Karen Fitzgerald, Chair of the Planning Board, to execute any documents which may be necessary for the grant contract.

Motion passes.

The Board executed the Management Representation letter as drafted by the Town's auditor, Tim Greene.

Mr. Pike advised the Board that there had been an incident of residents target shooting at the top of Crotched on town owned land. The shooters have been identified and asked to discontinue the activity. The Board discussed issuing an ordinance regarding target shooting on town land.

Mr. Pike also reported that a fire pit has been found near Shattuck Pond in the same location of a previous forest fire. The Board discussed posting the property with "no fires" signs.

Mr. Pike laid out a plan to re-open the recycling barn at the Transfer Station. The floor will be marked with social –distancing blocks, traffic will be one way and the number of persons in the building at one time will be limited. Plenty of signage will be posted to provide guidance. The Board approved the plan, but recognized that if users are not capable of policing their use, it may have to be closed again.

The Board discussed at length potential budget cuts and project delays to counteract forecasted potential revenue loss, COVID-19 response expenses, and cash flow needs. A memo was prepared for distribution to the departments seeking their input and suggestions of potential budget cuts and project delays. Two immediate cuts were to cancel the fishing derby and to forgo the hiring of a recreation director for 2020.

Being no further business, Chairman Howell adjourned the meeting at 7:15pm.

Respectfully submitted,

Jamie A Pike

Approved 7/20/20