

**TOWN OF FRANCONIA**  
**BOARD OF SELECTMEN'S REGULAR MEETING**  
**Monday, January 29, 2018 AT TOWN OFFICES**

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**TOWN OFFICIALS PRESENT:** Bernadette Costa, Jill Brewer, Eric Meth

**TOWN OFFICIALS ABSENT:** None

**OTHERS PRESENT:** Holly Burbank, Jenny Monahan, Peter Grote, Karen Foss, Justin Roshak, Bill Mellekas, Chief Mac Cashin.

**The meeting was called to order at 3:04pm**

**APPOINTMENTS:**

Town Administrator Holly Burbank reviewed the 2018 Proposed Operating Budget with the Board.  
Points of discussion were:

- The five year contract with Avitar Assessing - The annual amount increases this year and for each consecutive year, with the final and largest contractual increase coming the fourth year (2021), at which time the annual cost will be approximately \$54 thousand dollars. It was discussed that the Board may wish to start planning for that expense. Holly will provide a copy of the contract to the Board members.
- Holly Burbank proposed acquiring a supplemental insurance policy for all the town's first responders through Provident. The plan would provide coverage 24 hours a day (on duty or not) and give a fifty thousand dollar life insurance policy. The cost to the town would be \$3283 to cover all three departments (Fire, Police, Life Squad – about 35 people) for two years. Holly felt this would be a good protection benefit for a very reasonable price. The Board will consider this.
- The website/internet line has been increased by \$3000 to potentially upgrade the website, as has been previously discussed. Holly said "Virtual Town and Schools", from whom she received the quote of \$1500 per year, is a widely used website design and host company across the state.
- Holly received a non-profit funding request from Tyler Blaine House in Lancaster for \$300. After a brief discussion, it was decided that this request will go on the warrant.
- The operating budget is up \$86.6k from last year, predominantly due to equipment and technology upgrades, and this year's Executive Budget including line items removed from other department budgets. The budget as presented was \$1,846,741.

The Board arranged another meeting for budget review on 1/31 at 4:15.

The Northern Pass Legal Defense Fund was discussed. The funds have been totally expended at this point, in both the Legal Fund and NP Legal Defense Fund. The Board will consider how they wish to proceed with this and revisit the topic later.

**SIGN/APPROVE:**

The Board reviewed and approved the January 22, 2018 meeting minutes as amended.

The February 1, 2018 Transaction List was reviewed and signed.

**TO DISCUSS/REVIEW:**

**Town Administrator Update:** None

**Correspondence:** Holly received a letter from the Town of Lisbon entitled “Regional Impact Notification Regarding Site Plan Review Application”. The letter is in regards to a solar energy installation and was sent to all towns that border Lisbon. Eric Meth will share it with the Planning Board.

Holly also had a letter from Steve Plant regarding the town taking over maintenance of Balancing Rock Road. After a brief discussion, the Board directed Holly to get in touch with Mr. Plant and let him know the road would be visited in spring by Red McCarthy for evaluation. His fee would be at the expense of the road’s homeowner’s association. Holly will send a letter to the homeowners advising that the town will not be taking over roads maintenance at this time.

Chairman Meth said that Cannon Mountain Ski Area’s General Manager, John DeVivo, recently approached him regarding the new Transfer Station hours. DeVivo said it would pose a difficulty for the mountain during vacation weeks if they cannot access the Transfer Station on Wednesdays, and requested that the town accommodate them during vacation weeks. The Board will encourage John to speak with Scott Leslie to discuss this issue.

**PUBLIC INPUT:**

Bill Mellekas presented a Memorandum of Understanding between the Abbie Greenleaf Library and the Town. The Board will review the MOU. He commended the walkway and sidewalk maintenance that Kim Cowles and Corey Rush have done this winter. The handicapped ramp is in need of work though, he said, due to icy conditions experienced this winter rendering it impassable at times. They are looking at possible solutions now. The Board will get back to Bill regarding the MOU.

Mary Grote thanked Eric and Karen for their work on the streetlight project, commenting that she was pleasantly surprised with the “unobtrusive” nature of the lighting.

Mary also said that some people were not happy about the changed hours at the Transfer Station, and it being closed on holidays. She feels that part-time residents may have difficulty getting to the Transfer Station if it is closed on holidays. Selectman Costa said other similarly populated town’s Transfer Stations are generally closed on government holidays as well. Jill Brewer said that the transition may be difficult but the Board had waited and made the decision after careful consideration.

Karen Foss inquired about the Avitar Assessing contract discussed earlier in the meeting, asking “When that contract expires does that go out to bid?” Bernadette Costa said there are a very limited number of companies that offer the type of mapping and assessing services Avitar provides. Holly Burbank said she was not sure if other assessing companies offered software.

**COMMITTEE REPORTS:**

**Conservation Commission:** Jill Brewer provided an update on activity with the Riverwalk Project, reporting that all affected landowners have given permission except Garnet Hill, who have given verbal permission but are waiting on their legal department to sign the easement.

Jill also reported that Kim got a \$500 grant to update the kiosk at Fox Hill. In the spring she plans to give it a new roof and updated map with a park history. They have also received a favorable quote for the conservation placards to be placed on trees on the park boundary. The Commission plans to have a local artist update the Conservation Commission logo and move forward with the placards in the spring.

Jill said the Conservation Commission motioned to support House Bill 1343 (an act relative to the protection of beavers and their dams/lodges) with a letter.

**CIP Committee:** None

**Energy Commission:** None

**Planning Board:** None, meeting planned for 01/30.

**Northern Pass:** Selectman Costa was planning to attend the first day of the NP deliberative session on 01/30.

Chairman Meth made a motion to enter non-public session at 4:14pm pursuant to NH RSA 91-A:3 II (a). Jill Brewer seconded the motion. All were in favor. **Motion passes.**

The Board came out of non-public session at 5:45pm. Bernadette Costa made a motion to seal the minutes of the non-public session. Jill Brewer seconded the motion. All were in favor. **Motion Passes.**

With no further discussion, the Board adjourned at 5:48pm on a unanimous voice vote.

Respectfully Submitted,

Jenny Monahan  
Administrative Secretary