

**TOWN OF FRANCONIA**  
**BOARD OF SELECTMEN'S REGULAR MEETING**  
**Monday, June 18, 2018 at Town Offices**

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**TOWN OFFICIALS PRESENT:** Jill Brewer, Eric Meth, Jeff Blodgett.

**OTHERS PRESENT:** Holly Burbank, Peter Grote, Bob Montagno, Karen Foss, Rebecca Brown, Cindy Berlack.

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

**APPOINTMENTS:**

Town Administrator Holly Burbank updated the Board on Town Hall renovations as Kim Cowles was not able to attend the meeting. Holly said the wall and ceiling painting in the main room at Town Hall is nearly complete and with the installation of the new windows, is much improved. Lanterns were also mounted around the perimeter of the room this week. The completed repairs have amounted to about \$7,800, leaving approximately \$45,000 in the Building Improvements fund. Holly said she will later be asking the Board to fund the refinishing of the floor. The front doors of the main room also need to be replaced as they are rotting.

Chairman Brewer made a motion to use up to \$15,000 from the Buildings Maintenance Fund towards improvements in the Main Room at the Town Hall. Selectman Blodgett seconded the motion. All were in favor. **Motion passes.**

**Rebecca Brown/Ammonoosuc Conservation Trust re Cooley-Jericho Community Forest MOU:** Rebecca spoke with the Board about the ways the four member towns of the Cooley-Jericho Community Forest can divide responsibility for the forest's upkeep and improvements. She would like all member towns to sign a Memorandum of Understanding. The Board agreed to look over the MOU and consider.

**Cindy Berlack – Dow Tennis Court Proposal**

Cindy met with the Board to discuss the idea of the Town participating in buying or leasing the Dow Academy's tennis court, and repairing it so it could be utilized by residents and the general public. The projected cost of repairs is \$30,000. After a brief discussion, the Board said they would take it under consideration.

Selectman Meth recused himself during this discussion due to his residency at the Dow Academy.

**Bob Montagno:**

Bob updated the Board on the status of the trail project that he envisions would span from the Iron Furnace Brewery to the Village House Restaurant along the Gale River. Bob says an informal committee has met several times and recently discussed, that while the trail would be a nice thing for the Town to have, it would not necessarily be a draw for visitors to the Town. Bob suggested that the addition of art installations along the trail may make it something more of interest to tourists, and that other communities have had success with similar projects. Chairman Brewer said the current focus for this project should be phase 1, which is getting the trail planned, funded and built.

**SIGN/APPROVE:**

The Board reviewed and approved the June 4, 2018 meeting minutes as written and the June 4 2018 Tri-Town minutes as amended.

The June 21, 2018 Transaction List was reviewed and signed.

**TO DISCUSS/REVIEW:**

The topic of allowing alcohol usage on the Dow during Town events was revisited. Holly Burbank did check with Primex and learned that alcohol is not excluded from coverage.

Chairman Brewer made a motion to allow alcohol use on Dow Field between June 1<sup>st</sup> and September 1st at Town sponsored events. Selectman Blodgett seconded the motion. All were in favor. **Motion passes.**

The Board next approved the property tax abatements for the tax deeded properties: M6/L16, M14/L82, M29/L10-1, and M29/L40-8.

A building permit for Map 33 Lot 33-1 was reviewed and approved.

Holly Burbank let the Board know that 2018 year to date budgets are now in the system. Holly said she could provide updated departmental budgets to the Board monthly for their review if they wished. The Board agreed this would be a good idea.

Selectman Blodgett asked about the status of signs directing visitors to available public bathrooms. Holly said the signs were in progress, and she had inquired with the Town's legal counsel to make sure there were no unforeseen risks to the Town regarding ADA compliancy with the public restrooms. Legal counsel said that this would only be an issue if the Town built new public restrooms or remodeled the current ones.

**Town Administrator Update:** Holly Burbank reviewed her written update with the Board. It is attached to these minutes.

**Correspondence:** None.

**COMMITTEE REPORTS:**

**Conservation Commission:** Chairman Brewer said she had received an update from the State regarding the changes made to the Profile Lake Boardwalk project, but found the explanation of the changes difficult to envision without being represented on a map. She said she may request a map reflecting the changes.

**CIP:** Karen Foss and Jenny Monahan are to meet soon to start preparing for CIP season.

**Energy Commission:** Selectman Meth said there is a meeting on 06/20.

**Planning Board:** None

**Northern Pass:** None

**Chamber of Commerce:** Selectman Blodgett said the chamber has mainly been discussing the Lupine Festival.

**OTHER DISCUSSION:**

Chairman Brewer said she met with Chris Fournier of HEB Engineering and they walked the section of Rte. 116 from town to Bickford Hill Rd. to investigate the possibility of applying for a federal Transportation Alternatives Program (TAP) grant to widen the road so it could be better utilized for cycling and pedestrian traffic. Chairman Brewer said she expects to hear back from Chris Fournier with information in coming weeks.

**PUBLIC INPUT:**

Karen Foss asked about the Cooley-Jericho Forest MOU and suggested seeking clarification of the Town's financial commitment to the forest's expenses, future revenue from timber harvest, whether it should be part of the Town's budget and if it should go on the warrant. The Board agreed these were good questions to consider about the MOU and perhaps the Town's legal counsel should review the MOU.

Chairman Brewer made a motion to enter non-public session at 5:00pm pursuant to RSA 91-A:3 II(a)(c).

The Board left non-public session at 5:22pm.

Chairman Brewer made a motion to seal the minutes of the non-public session. Selectman Meth seconded the motion. All were in favor. **Motion passes.**

With no further discussion, the Board adjourned at 5:22pm on a unanimous voice vote.

Respectfully Submitted,

Jenny Monahan  
Administrative Secretary

**Town Administrator Update**  
**May 21, 2018**

**Crosswalk – NH Route 116 @ Academy Street**

- *The surveying for the crosswalk has been completed. We are waiting for HEB to give us the next steps to take in the process.*

**RTK Request**

- *We received a right to know request from Jim Cyrs requesting copies of the Highway Foreman Job Description, the salary range for this position, as well as Town policies regarding required interviews, annual performance appraisals etc. In addition, he asked for a Town policy addressing the use of Town owned vehicles for home to work site commute. This request has been completed.*

**Buildings & Grounds Tractor Purchase**

- *We have received delivery of the 2018 New Holland tractor to be used by the Buildings & Grounds Department.*

**Fire Pond – Aspen Road**

- *Request for Bids for dredging of the Fire Pond on Aspen Road will be advertised beginning next week.*

**Ongoing Projects:**

- *Riverwalk & Bickford Trail Easements*
- *July 1<sup>st</sup> Storm – FEMA Funding*
- *Road Acceptance Policy*
- *Crosswalk Design – NH Route 116 @ Academy Street*
- *Fire Pond – Aspen Road*
- *Town Report Cover Collaboration w/ Lafayette School*
- *Tax Deed Property Bid*
- *192 Main Street – Building Disposal*
- *Tri-Town Transfer Station Agreement*