



TOWN OF FRANCONIA

INCORPORATED 1764

BOARD OF SELECTMEN'S REGULAR MEETING

MONDAY OCTOBER 02, 2017 AT 3:00PM AT TOWN OFFICES

TOWN OFFICIALS PRESENT: Mr. Eric Meth, Chairman, Ms. Jill Brewer, Ms. Bernie Costa.

OTHERS PRESENT: Holly Burbank- Town Administrator, Christopher Gautreau- Admin Asst.

INVITED GUESTS: There were no invited guests today.

GENERAL PUBLIC: Ms. Barbara Ashley

The regular meeting was called to order at 3:05 pm.

ITEMS FOR BOS REVIEW/APPROVAL/DENIAL/DISPOSITION:

- 1) Meeting Minutes of September 25, 2017: The meeting minutes were reviewed with Selectman Costa making a motion to approve the amended minutes and Selectman Brewer seconded with all voting in favor.
- 2) Transaction List- October 05, 2017: The transaction list of October 05, 2017 was reviewed and signed by The Board.
- 3) Building Permits: James Garvey- Map 12/ Lot22, Connolly- Map 15/ Lot 28-3, Henderson- Map 16/ Lot 37-7. All of the building permits were approved by the Building Inspector and reviewed by The Board and signed.
- 4) Timber Tax-Reeder-Map 12 / Lot 1: The timber tax bill was reviewed and signed by The Board.
- 5) LUCT- Pratt- Map 22/ Lot 4-8: This parcel was taken out of Current Use and with the Land Use Change Tax form signed by The Board.

SCHEDULED APPOINTMENTS

RE: 3:00pm- Ms. Karen Foss-Energy Commission:

ACTION(S) Ms. Karen Foss gave an update to The Board in regards to the Street Light Project and presented the Affinity Lighting Contract for review. The Geographic Information System, (GIS) was discussed as well as the associated cost. An additional two- thousand dollars will be needed to add the GIS to the contract which was recommended by Affinity Lighting. The total cost of the project with the GIS component will be \$35,794. Some of the benefits of adding the GIS are: an up to date inventory of telephone poles, wattage, and the integration of any other GIS in the future. Aspects of the project such as the commitment from the Community Development Finance Authority, (CDFA), the award letter for the rebate from Eversource, permitting requirements, and the executed contract from the contractor were discussed in detail. There was also some discussion as to storing the fixtures upon arrival and a few locations were discussed with the consensus that we have plenty of options available. Karen also advised that it will take only five working days to complete the project. Selectman Costa made a motion to approve an additional two-thousand dollars to fund the GIS component, with Selectman Brewer seconded with all in favor.

TOPICS FOR REVIEW/UPDATE/ DISCUSSION

- 1) TOWN ADMINISTRATOR UPDATE-HOLLY BURBANK: Holly gave an update in regards to the Fiscal Year 2018 budget. Holly will be meeting with all the department heads beginning this week and extending into next week. Holly is also working with FEMA for federal aid from the July 01, 2017 storm event. Holly will also be attending the press conference on Tuesday, October 2, 2017 in Plymouth with regards to Northern Pass.
- 2) BUDGET PREP TIMELINE: Holly presented her FY 2018 Budget Preparation Timeline to The Board. A work session was initiated by Holly with the Board with all agreeing on an October 18, 2017 date from 4:00pm to 6:00pm. The budget timeline was reviewed and revised.
- 3) CMAQ UPDATE: Selectman Brewer reported that she is working with Chris Fornier from HEB Engineering and he will be coming up with the cost proposal for the guidelines established within the constructs of the CMAQ application. Jill also reported that we will not have to do the Request for Qualifications, (RFQ), and she is working on garnering letters of support for the trail project. Jill also met with officials from Garnet Hill and they are supportive and enthusiastic about the project. They also noted that they will discuss the easement with their attorney for advisement.
Selectman Brewer is also working on a map for the project and noted that her contact at the North Country Council has been very helpful and has a vast knowledge of experience with projects of this nature.

- 4) FEMA SCOPING MEETING UPDATE: Holly reported a very productive meeting with FEMA last week. There were a lot of questions from the attendees as well as discussions of the projects being looked at and the qualifications. Holly also went over the list of items that need to be completed for the application. She also noted the importance of having the hydraulic study done as soon as possible while tweaking the proposal. Also, there is only a 60 day window to incorporate projects starting from their first meeting day. Holly is working with her contact from FEMA and also reported that the Wells Road culvert as well as the one on Cole Hill will be inspected on October 11th, 2017 at 11:00am. Holly and Scott Leslie plan on attending as well.
- 5) BALANCING ROCK ROAD LETTER: Holly presented a letter from Mr. Steve Plant of the Balancing Rock Homeowners Association of which he is the treasurer. The association is asking the town to incorporate the remaining roadway on Balancing Rock Road into their portfolio of town-maintained roads. This section of roadway has been privately maintained for over twenty years Mr. Plant reported. The letter also states that the road is in specification with the current guidelines and appreciates the consideration by The Board to its request. Selectman Costa advised to ask the town engineer to look at the roadway to bring it up to town specifications, and also noted that three full time residents living on Balancing Rock Road was required which Bernie noted that they did have.
- 6) HARVARD STREET TREE TRIMMING REQUEST: A tree removal request was submitted to The Board. There are two red spruce trees in the front yard of a Harvard Street residence. These two trees are on private property and The Board decided that it is not in support of this request.
- 7) ABUTTERS NOTICE-SITE PLAN REVIEW-930 EASTON RD: Holly addressed an abutters notice from TTW, LLC for a site plan review which proposes to add two 150'X30' metal storage unit buildings with gravel access on October 10, 2017 at 7:30 pm at Town Hall. Selectman Costa will try to attend the public meeting.
- 8) GRAFTON REGIONAL DEVELOPMENT CORP-ANNUAL MEETING NOTICE: The annual meeting invitation was discussed for the October 24, 2017 event. The GRDC promotes small business in a number of ways in Grafton County. Holly volunteered to attend the function on behalf of The Board, and Selectman Brewer thought that was a great idea and with acknowledgement from the entire board.
- 9) SIGN PERMIT VIOLATION: A sign permit violation was cited in reference to the All Ways Inn. The issue is the size of the sign which is over 32 sq.ft. which would be outside of code guidelines. Sign requirements and enforcement were discussed and Selectman Costa referenced the zoning order. Holly asked what The Board would like to do, with Selectman Meth suggesting a variance from The Zoning Board of Adjustment, (ZBA.) Chris will research the 2016 meeting minutes to locate prior discussions on this matter.

COMMITTEE REPORTING

CONSERVATION COMMISSION: The Commission will be meeting on October 12th at 8:00am to walk The Middle Earth Trail. Selectman Brewer reported that the boundaries have to be measured and prefers some sort of signage to mark them once a logo is chosen. Jill also reported that there is an easement to protect the trail.

The Society for the Protection of New Hampshire Forests will be visiting Fox Hill on October 17, 2017 for their regular check-in. Jill commented on the fabulous job that Kim Cowles and her volunteers have done to improve the Gale River trail with ledge pack and other maintenance. Jill said the trail looks great and the improvements make the trail more walkable friendly.

The commission also discussed the Crocker Woods Property that ACT is in the process of purchasing with the Conservation Commission holding the easement.

CIP COMMITTEE: Selectman Costa and the committee will be meeting with The Fire Department and Life Squad at their next meeting. Bernie mentioned to The Board that if they were aware of or had any plans for capital expenditures to please let her know so that she can bring them to the committee. The meetings have been productive with updates to equipment and the associated funding.

A member of the committee would likely attend the upcoming Tri-Town Meeting Bernie reported.

ENERGY COMMISSION: Ms. Foss addressed The Selectmen today with regards to the Street Light Project and its status.

PLANNING BOARD: Chairman Meth thanked Selectman Costa for standing in for him at the last Planning Board meeting which he was unable to attend.

NORTHERN PASS: Chairman Meth referenced the press conference in Plymouth tomorrow morning which Holly will be attending. The press conference will highlight the impacts of Northern Pass on the North Country as well as the draft paper by retiring supervisor Thomas Wagner from The White Mountain National Forest.

On October 10, 2017 at the Holiday Inn in Concord will be the New Hampshire Energy Summit with the presenters from Sustainable Energy Advantage, LLC. Amongst the topics will be how the Massachusetts Clean Power RFP will impact high-voltage projects.

Also of interest will be a presentation by Granite State Clean Link Power on October 11, 2017 from 6:00pm-7:30pm at Town Hall. Chairman Meth would like Ms. Cowles to notify the community of this presentation on the town sign at the Peabody & Smith property.

Eric also stated that the subject of the hearings will be focused on orderly development and the recall of the construction panel. He goes on to say "they don't have their ducks in a row."

The quote of the week is by Kathleen Daly, the Vice Chair of the Site Evaluation Committee. "There is so much opposition from so many of these towns; you should have done more to minimize the impact."

PUBLIC INITIATIVES/COMMENTS/QUESTIONS: Ms. Barbara Ashley reported to the Select Board on the status and initiatives of The Chamber of Commerce in Franconia. The Chamber has signed a lease agreement with Mr. Mike Ford for the space formerly occupied by the Franconia Sports Shop. Barbara was enthusiastic to develop the new space into a comprehensive welcome center with trained individuals to assist tourists. Barbara states that it is a multi-purpose space and that the building is the first view off of Exit 38. The change to a walk-in from the current walk-up was cited as a favorable attribute of the new location. Feedback from town businesses has been positive and favorable, with the deficiencies of parking and restrooms noted as well. The Board responded with favorable and supportive comments for the new location.

OTHER WORK/ COMMUNICATION(S)/ ACTION(S)

There will be no Selectmen’s Meeting on October 09, 2017 in observance of the Columbus Day Holiday. The next meeting will be on October 16, 2017 at 3:00pm.

Selectman Costa asked how often the State of New Hampshire holds the Supervisor’s Training Seminar. Holly responded that it is held once a year.

Selectman Costa also reported speaking with Mr. Patel of The Franconia Village Store. Bernie suggested having The Board meet with him at his store in Bethlehem.

Bernie reported that she is busy writing the list for the upcoming Department of Transportation meeting in regards to the 10 Year Plan. Jill suggested adding bike lanes on Main St., as well as along Rte. 116.

Scott Leslie may be getting to the Fire Pond this winter and Selectman Costa suggests sending the homeowner details of what the work will encompass.

ITEMS TO REVISIT:

AirBnB’s	Cisterns & Fire Ponds (3/28/16)
Buildings Plan	Updating Pole License Agreement
Road Plan	Woodchuck Road Paving-Mittersill
Sidewalk Plan	Purchasing & Bidding Policy
Tri-Town Recreation Agreement	Purchase of Presby Building
FD Generator in Trailer	Antique Fire Truck Storage

* Chairman Meth made a motion to enter a non-public session @ 5:36 pm for legal and personnel issues as per RSA 91-A: 3, II, (c). Selectman Brewer seconded the motion with all in favor.

*The Board came out of Non-Public Session at 6:10 pm.

*Chairman Meth made a motion to seal the Non-Public minutes with Selectman Brewer seconded, and all voting in favor at 6:11 pm.

*With a unanimous voice vote, The Board adjourned the meeting @ 6:11 pm.

Prepared and respectfully submitted by:

Mr. Christopher J. Gautreau

Mr. Christopher J. Gautreau

Administrative Assistant