

TOWN OF FRANCONIA
BOARD OF SELECTMEN'S REGULAR MEETING
THURSDAY, NOVEMBER 6, 2017 AT TOWN OFFICES

TOWN OFFICIALS PRESENT: Eric Meth, Bernardette Costa, Jill Brewer

TOWN OFFICIALS ABSENT: None

OTHERS PRESENT: Holly Burbank, Town Administrator, Kim Cowles, Peter Grote, Justin Roshak

The meeting was called to order at 3:00pm at Bethlehem Village Store.

APPOINTMENTS:

The Board of Selectmen met with Bob Patel, Owner of the Franconia and Bethlehem Village stores to discuss different options for parking at the Franconia Village Store, and the possibility of having a sidewalk placed in front of his business. Many ideas were discussed from having traffic enter on one side of the Village Store and possibly continue behind the hardware store and exit at the gas station, or simply having parking on the right side of the Village Store instead of parking in front. The Board will next invite Mike Ford, Ford Family Ventures to a Board meeting to also discuss parking along Main Street. Town Administrator Burbank will reach out to Mike Ford to schedule a meeting.

The Board postponed the meeting at 3:30pm to travel back to Franconia Town Offices.

The meeting was re-convened at 3:41pm.

The Board next met with Kim Cowles, to discuss her position as the Buildings & Grounds Supervisor. Kim gave a brief update of the work she currently performs. She noted that she is currently working on a buildings maintenance plan. During the summer, she was very busy with the Recreation Department and their programs; however, Corey Rush was able to pick up the slack with mowing. During the winter& spring, Kim and Corey were able work on building projects. The Board briefly discussed salary with Kim. The Board will give some thought to the position, and would like to speak more about it at the next Board meeting.

SIGN/APPROVE:

The Board reviewed the October 30, 2017 meeting minutes. After a brief discussion, Bernardette Costa made a motion to accept the minutes as amended. Selectmen Brewer seconded the motion. All were in favor. **Motion Passes.**

The Board next reviewed the November 2, 2017 meeting minutes. With no discussion, Bernardette Costa made a motion to accept the minutes as written. Selectmen Brewer seconded the motion. All were in favor. **Motion Passes.**

The November 9, 2017 Transaction List was reviewed and signed.

Two building permits were reviewed and approved. Zeller, Map 15, Lot 44 and Hindley, Map 12 Lot 66.

TO DISCUSS/REVIEW:

Town Administrator Burbank gave an update. Holly noted that we continue having success with the Northern Pass Legal Defense Fund Fundraiser.

She also noted that panic alarms had been installed at Town Hall by Able Security Systems.

Town administrator Burbank also mentioned that ads for the open Administrative Secretary position will be placed in the upcoming issues of the Littleton Currier and Record Enterprise, and also had been placed on the Town's website, and also on the Dow Park and Police Department Facebook pages. Holly also mentioned that Judy Drake, Town Administrator in Warren has offered to come to Franconia and help at least one day a week during the interim while we search for a new Administrative Secretary. Holly would like to bring Judy in, pay her the current hourly rate that we were paying the prior secretary, in an effort to keep the office running smoothly during this transition. The Board agreed to have Judy come 1-2 days per week to help.

CORRESPONDENCE

Town Administrator Burbank read an email from Building Inspector Clark noting that he has reviewed the conversion of Whitney's building to a Nano-Brewery, and that it seems their biggest expense for conversion will be an updated septic system. He also noted that the first phase would not require any significant changes in order to meet Codes. Building Inspector Clark's final words were that he felt it would be a welcome addition to the community.

Holly next shared a letter received from Jeff Woodward. His letter noted that since he would not be able to attend Town Meeting in March and that he usually speaks in support of the Adaptive Sports Partners as well as the Boys & Girls Club non-profit organizations. In his letter, he writes his reason for support of each non-profit, and hopes in his absence at Town Meeting, that the Board will support these two great non-profit organizations, and their request for funding.

Holly shared a letter from NH Department of Transportation Traffic Engineer/Administrator William R. Lambert, in regards to the Town's application for a new crosswalk on NH Route 116 at Academy Street. The letter advised the Board of Selectmen that there is reasonable justification to establish a marked pedestrian crossing in that area. The letter went on to list areas that would need to be completed to ensure proper construction.

OFFER TO PURCHASE "SAM'S PLACE:

The Board next discussed a request to purchase "Sam's Place", the small building located between the Transfer Station and Highway Garage that currently stores tires. The person wishing to "purchase" the building is willing to replace it with a metal shed as payment. The Board discussed whether or not that building was actually "needed", and if so, a comparable replacement with a floor would have to replace it. The Board was not ready to make a decision regarding the building, and asked Town Administrator Burbank to reach out to Scott and Greg to see if they needed the building, and if so, what would be a comparable replacement.

D.O.T. ITEMS LIST

The Board reviewed a list of issues that the Franconia Board of Selectmen presented to NH Department of Transportation in relation to their 10-year Road Plan. The Board discussed the list of issues, and put them in order by priority.

COMMITTEE REPORTS:

Conservation Commission: Jill Brewer noted that the Trail Master Plan Meeting will take place on Tuesday, November 14th at 6pm at Town Hall, and that the Planning Board meeting will take place at 7:30pm at Town Hall on the same date.

CIP Meeting: Bernardette Costa gave a brief update of the CIP Committee. She noted that Greg Wells and Kim Cowles had met with the Committee. She also noted that the CIP Committee would like to meet with Paul Schmucker to again to discuss the ambulance. Holly will reach out to Paul to invite him to the next meeting.

Energy Commission: There was nothing new to report regarding the Energy Commission. Chairman Meth did mention that they were still anticipating delivery of the new lamps for the light poles.

Northern Pass: Chairman Meth gave a brief update on Northern Pass, and noted that he has been asked to testify sometime in December and that he be flexible and keep all dates open in December. Eric then read a small portion of a motion for new public hearings and to require a new application that was presented to the SEC by Grafton County Attorney Lara Saffo.

Planning Board: Eric Meth noted that at the last Planning Board Meeting, there was a presentation by Tim Clough regarding the Iron Furnace Brewery that he is hoping to open in the Whitney's Building on Main Street.

Eric also mentioned that the Planning Board will hold a public hearing on November 14th at 7:30pm to accommodate the Trail Master Plan Public Meeting at 6:00pm. The Planning Board will also hold a second public hearing on November 28th at 7:00pm.

The Board then briefly discussed the requested take-over of Trailside Road. The Board would like to ensure that there are at least three full-time residents living on that street, and based upon that outcome then receive an engineer's report that the road meets town specifications. Holly will research if there are at least three full-time residents on that road.

The Board next entered non-public session at 5:30pm pursuant to NH RSA 91-A: 3, II (c), (j).

The Board came out of non-public session at 6:44pm. Bernardette 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 6:45pm on a unanimous voice vote.

Respectfully Submitted,

Holly A. Burbank
Town Administrator