

**TOWN OF FRANCONIA**  
**BOARD OF SELECTMEN'S REGULAR MEETING**  
**THURSDAY, NOVEMBER 13, 2017 AT TOWN OFFICES**

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

**TOWN OFFICIALS ABSENT:** None

**OTHERS PRESENT:** Holly Burbank, Town Administrator, Kim Cowles, Peter Grote, Chief John Monaghan, Dawn Steele, Tony Patel, John Lachapelle, Mike Ford, Steve Heath, Don Carey.

**The meeting was called to order at 3:05pm at Franconia Hardware Store.**

**APPOINTMENTS:**

The Board of Selectmen met with Mike Ford, Owner of the Franconia Hardware Store to discuss different options for parking, and the possibility of having a sidewalk placed in front of his business. Mike did mention that he is not supportive of the sidewalk in front of his business, as it would reduce parking, make snow removal very difficult, and with poor drainage in the downtown area, that could also pose problems. A brief conversation was had about NH DOT's 10 year road plan, and the fact that NH DOT needs to grind the road down, as it just keeps getting higher with each paving, and causes water to run into the businesses parking area and basement.

The Board asked Mike if there was anything he thought the Town could do to help with his business, and he mentioned what the Town does need is a public bathroom. Currently, visitors and residents visiting the downtown area of Franconia have to use the bathroom at Mac's Market, or go up to Town Hall to use those bathrooms.

The Board postponed the meeting at 3:30pm to travel to the Franconia Village Store to meet with Tony Patel.

The meeting was re-convened at 3:35pm at the Franconia Village Store.

The Board of Selectmen met with Tony Patel, Manager of the Franconia Village Store to discuss different options for parking at the Franconia Village Store, and the possibility of having a sidewalk placed in front of his business. Also in attendance were John Lachapelle, Don Carey and Steve Heath, prior owner of the Franconia Village Store.

Bernadette Costa showed the 2008 Plan NH Village Design Charette that gave the Town different options for improved parking and walk-ability in the downtown area. She also mentioned NH DOT's 10 year plan, and the possibility of having NH DOT help with some of the improvements to parking, drainage and the possibility of a sidewalk.

Steve Heath gave a brief history of parking and drainage in front of the store, and that DOT in the past would not help with drainage.

Don Carey mentioned that he walks often along the downtown area, and that there are no longer any more curbs, as the road continues to get higher with each paving. He suggested that NH DOT would need to grind the road back down to create curbing again. He also noted that 90% of business customers to the Village Store parks in front of the store.

Tony Patel noted that he was not in favor of the sidewalk, nor was he in favor of creating a parking lot on the North side of the store, as he has many older customers, and parking in front makes it easier for them to get in to the store. Tony and Steve also noted that putting a different entrance into the building is not an option.

John Lachapelle asked how a project like this would be funded, and the Board noted that they didn't have anything specific in mind, but they would look at different grants, and Congestion Mitigation Air Quality (CMAQ) grants for walk-ability.

Lastly, Bernadette Costa showed photographs of a sunken garden currently in place in Wolfeboro, NH where the gardens catch drainage. After a brief discussion, Steve Heath noted that it may not be a bad idea, but the Town would have to also get permission from the Woodsville Guaranty Bank, as they own the strip of land just behind the store. The Board then told Mr. Patel that if he thought of any ways that the Town could help his business to reach out to us.

With no further discussion, the board postponed the meeting at 3:55pm to travel back to Franconia Town Hall.

The meeting was re-convened at Town Hall at 4:05. Chairman Meth gave a recap of the earlier meeting for those that weren't in attendance.

**SIGN/APPROVE:**

The Board reviewed the November 6, 2017 meeting minutes. After a brief discussion, Chairman Meth made a motion to accept the minutes as amended. Selectmen Costa seconded the motion. All were in favor. **Motion Passes.**

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

The Board reviewed and signed the 2017 Equalization Municipal Assessment Data Certificate.

Four building permits were reviewed and approved. Mike – Map 6 Lot 28; Boone – Map 31 Lot 16-2; Burgener – Map 24 Lot 20 and Paynotta – Map 22 Lot 4-3.

**TO DISCUSS/REVIEW:**

The Board briefly discussed the Properties Director position. The Board asked Holly to do some research as to what the wages and hours are for other Towns of similar population with a position similar to our Properties Director position.

## **COMMITTEE REPORTS:**

**Conservation Commission:** Jill Brewer noted that the Trail Master Plan Meeting will take place on Tuesday, November 14<sup>th</sup> at 6pm at Town Hall.

**CIP Meeting:** Bernardette Costa gave a quick explanation of how a capital purchase would affect the Town tax rate. The formula comes from a worksheet in the NH Municipal Association book "The Basic Law of Budgeting".

The Board briefly discussed the replacement schedule of the Life Squad Ambulance. The Board would like to meet with Paul Schmucker to discuss further. Holly will reach out to Paul and schedule him to meet with the Board at their next meeting on November 20<sup>th</sup>.

Bernie next discussed the John Deere tractor and the idea that if they could find a used tractor with low miles and in good shape, would we be able to spend out of the Buildings & Grounds Fund now, and were the Selectmen agents to expend from this account? It was also discussed if the Selectmen were not agents to expend, was there another fund that this money could be spent out of? Holly would look at these funds and report back to the Board.

**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.

**Planning Board:** Eric Meth noted that there would be a public hearing on Tuesday, November 14<sup>th</sup> at 7:30pm to discuss the proposed zoning changes brought about by the MTAG Grant and walk-ability within Town.

There was a brief discussion regarding the purchase of Sam's Place. The Board asked Holly to speak with Scott to see if the building was needed.

The Board next discussed sending a letter to Jim McMahan of NH DOT letting him know of what the Town feels are priority projects that we would like them to consider as part of their 10 year road plan. Eric Meth made a motion that we send the proposed letter to Jim McMahan of NH DOT. Jill Brewer seconded the motion. All were in favor. **Motion Passes.**

## **PUBLIC INPUT:**

Dawn Steele and Peter Grote had questions regarding the Fund Balance for ending FY2016. Holly noted that as of right now, it is around 1%. Holly mentioned that this was a timing issue as it relates to certain warrant articles at last year's Town Meeting. Holly is awaiting an explanation from the Town auditors for clarity.

Dawn next asked about the insurance breakdown noted in last week's minutes. It noted that the Town paid 75% and the employee paid 25%. Dawn thought the breakdown was more like 69% Town paid and 31% employee paid. Holly will look into this further.

The Board next entered non-public session at 5:00pm pursuant to NH RSA 91-A: 3, II (a), (c).

The Board came out of non-public session at 5:45pm. 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 5:46pm on a unanimous voice vote.

Respectfully Submitted,

Holly A. Burbank  
Town Administrator