

**TOWN OF FRANCONIA**  
**BOARD OF SELECTMEN'S BUDGET REVIEW**  
**DECEMBER 11, 2019 AT TOWN HALL**

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**BOARD MEMBERS PRESENT:** Jill Brewer, Eric Meth, Jeff Blodgett.

**OTHERS PRESENT:** Holly Burbank, Jenny Monahan, Corey Rush, Scott Leslie, Dawn Steele, Karen Foss, Mary Grote, Peter Grote, Lynn Terres.

**The meeting was called to order at 4:02 pm.**

**BUDGET REVIEW:**

**Highway Department:** Scott Leslie, Public Works Director, presented the Highway Department's proposed 2020 budget to the Selectmen. The two requested increases to the Highway Department budget are in Wages and Fuel, Equipment & Vehicles. Scott also let the Board know that he would like to purchase a Vibratory Roll for approximately \$10,000 from his remaining 2019 Highway Block Grant funds. He thinks this will reduce road grading time significantly. He would also like to use some of those funds to purchase a plow for the New Holland Tractor. He said this will cost at least \$4,000. The total proposed budget increase for 2020 is 2.66%.

**Buildings & Grounds:** Corey Rush presented the Buildings & Grounds proposed 2020 budget. He recommends eliminating the Telephone/Internet funding as he prefers to use his personal phone rather than carry a second phone. The Utilities line is requested to increase due to increased costs from providers. The Fuel & Oil line was increased as it was exceeded this year, 2019. Under Buildings & Property Maintenance, a line item was added for the Maintenance Shop, but the equivalent in funds was removed from Town Hall Maintenance so there is no increase in Buildings & Property Maintenance. Buildings & Grounds total proposed budget increase is 3.04% for 2020.

**Miscellaneous Budget Reviews:**

Town Administrator Burbank presented these budgets. The following budgets are unchanged from 2019: Revaluation, Legal, Fire Dept., Life Squad, Building Inspection, Emergency Management, Other Communications, Street Lights, Health Administration, Welfare, Patriotic Purposes, Other Conservation and Long Term Debt.

**Town Clerk:** Town Administrator Burbank said this budget reflects an increase in the services of Business Management Support Inc. that was removed from the budget in 2019 and must be put back into the budget for 2020. Town Clerk Carol Wills has requested an increase in the Salary line for the possibility that she may have to pay a third Supervisor of the Checklist rather than just two as in previous years.

**Tax Collector:** This budget is basically unchanged with the exception of a Salary increase for the proposed COLA increase, the 53<sup>rd</sup> payroll week and a reduction in Software Support from Avitar.

**Planning & Zoning:** This budget reflects a reduction in Secretarial Services from \$3,000 to \$1,500 and an increase in Legal Services from \$150 to \$1,000. This total budget decreased by 9%.

**Insurance:** This budget includes our Property and Liability Insurance. The Liability Insurance costs have been increased by Primex by 8.5% for 2020. Grouping the Heritage Museum insurance in with this budget brings the total increase to 9.8%.

After the budget review, Chairman Brewer said that at the previous meeting, the Board had discussed changes to employee benefits.

Chairman Brewer made a motion to zero out Dental Insurance for employees, keep employee retirement as is and change the employee health insurance policy back to all employees contributing 25% towards their health plans. Selectman Blodgett seconded the motion. All were in favor. **Motion passes.**

Town Administrator Burbank said she had prepared a notification letter for employees to be distributed tomorrow. The Selectman reviewed and approved the letter.

**Fire Hydrant Cost Proposal:** Town Administrator Burbank said she spoke with Meaghan, Secretary to the Water Department, and learned that the Water Department can charge the Town for maintenance of the fire hydrants. The proposed cost of the hydrants maintenance per Meaghan is \$9600. Town Administrator Burbank said she subsequently spoke with Fire Chief Gaudette regarding the hydrants and learned that they are not used by the Fire Dept. due to low pressure in the system. Chief Gaudette said his understanding was that only people that are on the town water system would fund the maintenance of the hydrants. Town Administrator Burbank suggested a Selectman may wish to attend the Water Dept. meeting tomorrow night.

The Board entered non-public session at 4:42 pm pursuant to NH RSA 91-A:3, II(a).

The Board left non-public session at 5:10pm.

With no further discussion, the meeting was adjourned at 5:10 pm.

Respectfully Submitted,  
Jenny Monahan  
Administrative Secretary