

**MINUTES**  
**FRANCONIA BOARD OF SELECTMEN MEETING**  
**Monday, August 1, 2016**

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, August 1, 2016 at the Franconia Town Hall. Regular members in attendance were Bernie Costa, John Lachapelle, and Herbie Bartlett

Guests of the Board: John Monaghan

Other Guests: Peter Grote, Russ Cumbee, Dawn Steele, Jim Adlen, Kim Cowles, Mary Grote, Karen Foss, Lisa Cordle, Kevin Johnson.

**MINUTES: 7/25/16**

**BOS Minutes 7/25/2016:** A formal reading of the July 25, 2016 minutes was waived and the minutes were approved as written.

**FOR CONSIDERATION OF APPROVAL:**

**Transaction Lists – 8/4/16 - Approved and signed by the Board**  
**Building Permit – TTW, LLC (M14/L80) Storage Facility – not acted on because not signed by Allen Clark.**  
**Septic Design – C. Luke Lore ( Mark Vander Hayden (M13/L7) acknowledged, waiting state approval.**

**APPOINTMENTS:**

**Bernie made a statement that if one is going to record one must tell everyone you are going to record/audio tape the meeting you must tell everyone you are recording it. If you do not it is a class B felony.**

**Bernie stated that the public comments portion of the meeting will begin at the end of the meeting. There will be no audience participation until the end of the meeting.**

**3:00 pm – Greg Wells** – Corey Rush will continue to work at the Transfer Station until after Labor Day to cover. Greg is aware that he must pay him what he would be earning for Buildings and Grounds. He stated that two people cannot run the station alone. The job has not been advertised yet. It will be a two week process and a two week notice. Bernie asked if they could hire a temporary worker until the Board hired someone. Greg can ask All Staff. Bernie will talk to Scott and Kim about continuing the mowing while Corey is filling in at the Transfer Station. Greg would like to be kept in the loop.

Greg would like to schedule a tri-town meeting. He wants to discuss changing the operation at the transfer station. We need to hire a part time and a full time attendant. Ads will be put into the paper. Part time schedule would be TU 8am – 12pm, W 9am – 12pm, F 830am -5pm, SU All day. Full time schedule is SA, SU, M, T, W - TU & W 6am – 2pm and all other days is 830am – 5pm. It is not etched in stone. Greg can be flexible.

Sally will work on the ads. The salary range per Greg should be \$10-\$12 for the part timer and \$12-\$14 for the full timer. The full timer should be someone who can operate the station when Greg is not there. They have to be DES certified which costs \$50. The Certification class is held in Concord. He is not sure when the next training is. The individuals will be paid an 8 hour day plus mileage to attend.

Bernie wanted to know how to handle the operation of the station for Chippa's services. The Transfer Station will be open from 8am – 1pm so that everyone can go to the service. A sign will be posted at the station, at the post office, the town building, and the Village Store. It will also be put on the sign here in town and on the web. Greg will take care of the sign at the Transfer Station.

**3:15 – Jim Alden** – This request came out of last week's meeting. He was trying to share at that meeting but was cut off and wasn't comfortable with that. He made several observations about how the board is operating and things that are happening outside of meetings. He is on the town half staffing committee. He thinks that a motion is to be made to close the open comment session. Jim wasn't at the meeting that Russ Cumbee was at in regards to being editorialized that Russ was rude. He suggested that moving forward we need to raise the bar. Jim stated that he requested information from closed sessions and he got it today. He said it was complete. He hasn't had time to review too much. The job description was supposed to be attached but it wasn't.

Bernie responded "Where would you like to start Jim? He suggested, "How about how we close off open comment session". Bernie stated that she doesn't quite remember how she ended it but reminded him that "We don't have to have an open comment session. We were trying to be responsive to the fact that people have comments and questions during the meeting and it was being disruptive", so Bernie set up the Open Session time. She stated that when she asked if there was anything else and no one else said anything she moved on. You were cut off because I had closed the session. We do not have to follow Roberts Rules and we have nothing in place. Are you suggesting that for closing the Open Session that we ask for a vote? The closing of the open session was not cut off. I am a teacher and I know how to wait for a question. Regarding the job description, we did not have notes or emails in regards to this. It was created by Bernie from most of what the Wages and Benefits Committee had recommended. It was changed to a supervisory position and was not discussed ahead of time amongst the Board Members. She stated that we have heard your concerns and they are duly noted.

Jim also questioned the fact that Sally had not turned in a written notice of retirement. He felt that the Town Hall Staffing Committee could not give their recommendation until they knew for certain that Sally was retiring. Bernie told Jim that in regards to a staff member giving notice they are only required to give a month's notice. Bernie stated that she does not understand why that is a restriction. Your job for the staffing committee is to give us a recommendation. If you cannot do that the Select Board will have to.

John Lachapelle is concerned Sally had made her retirement public but we need it in writing. Bernie suggested that we can change the policy to three months notice but there in her experience in teaching your need to give one or two months which is standard. When she had resigned from her job, because of certain personal, health and conditions on the job, she had waiting until the last minute to give notice.

Jim said it would be professional that the employee would give a written letter regarding the retirement. The committee does not want to go forward unless we have that letter. Bernie asked if the Board could at least have copies of the committee's minutes so they could understand their rationale. She was informed that the minutes were available.

John insisted that we need to get the retirement in writing. John will ask for it.

**3:45 pm – Closed Session – Legal**

**3:55 pm – Closed Session –Personnel**

<b>TO DISCUSS/REVIEW:</b>
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**Letter for Corey Rush**– he is starting the Building & Grounds position – Bernie will send the digital copy to Sally.

**Hiring of Relatives** – The Board considered the new policy and approved it.

**Addendum to the Bid Policy** – gives us the option to not put it out to bid when we have an appraised or trade in value bid. Bernie and John both approve this policy. It will become a part of our policy.

**FYI** – John came across a policy that when we have non-staff members use our facilities. The Board will have Kim take a peek at it and see if we need any changes. The Littleton form shows that non-residents have to have their own insurance and that anyone who uses alcohol at their event on town property must have an alcohol policy attaché to their homeowners insurance.

**Rose Bushes** – at the bridge is on state property. Bernie had spoken to the state they would take them out. One of our town’s people would like a bush. Kim will cut them low and dig one up and give it to the town’s person. She will double check with the Conservation Commission whose previous members had planted them and believes they will let the roses be cut back

**Donation of Chip** –Sally will write a check to Neighbor to Neighbor for \$75 as agreed upon by the Board.

**Wednesday’s meeting – fire truck** – John will be there. Bernie is not sure if she will be there. Rick will be there. He would be the one with all the information.

**Workers Compensation** - Someone on the Recreation Staff broke their wrist playing basketball during work hours.

**Wages & Salary Benefit Committee** – the board is directing them what to do. The next thing is receiving the retirement plan. Peter Chappell will not get the insurance 2017 rates til October. We will want to meet ahead a time. The retirement is with Valic. Our current insurance plan is with Peter Chappell at Health Trust.

**Integrated Housing for Age from AARP** – Bernie wanted John and Eric to read it.

**Legislative Principles** – Bernie went thru it to see which ones the Selectmen agreed on. For every one you have to fill out a full form. There are 8 that all three of us chose. Post notice requirements, preservation of municipal immunity, prorating disabled death and blind exemptions, local option revenue sources, NH retirement system, site evaluation committee and local input, & transportation funding. John recommends we split them up. Have to have them in for August 12<sup>th</sup> and they will be considered in September. The Board decided to copy and email back and forth.

**Public input –**

**Dawn Steele** – The triathalon is Saturday and questioned if that will that cause a problem if they have the dump open at 8am? The four way intersection is clear within 10 minutes per John Monaghan. Route 141 takes forever and then everyone is in the woods. After the triathalon, she would like to get a break down with what comes back to the town in all areas. The PD doesn’t charge for their time. It is free. She would like the break –down of income and expenses and would like a copy.

Dawn also stated that she was at the dump it was packed. Kevin and Corey were there and this is no reflection on them but she saw people from Massachusetts dump bags and they were not using the purple bags. Court Roussel provides purple bags to his tenants with information about disposal. Russ has seen trailer loads being disposed with no purple bags. We can speak to Greg about this.

**Intersection of Rte 18/Rte 116** – Bernie saw someone come out of the Best Western driving slowly down the hill and then blew right thru the intersection.

**Town ordinances** – John Monaghan has requested a meeting with the Select Board to go over the existing Town Ordinances. No new ordinances since 1978 and would like to go thru them. Items like Dogs on the Dow, Alcohol on town property for example. Items like this that should be reviewed. We will schedule for 8/22/16 at 4pm

**Russ Cumbee** – we should have that kind of record of any event for income and expenses. Bernie said we have those records she will find out where they are kept.

3:45 pm – **Closed Session** – Legal and Personnel – As per RSA 91-3:II (e) the Board voted to go into closed session. At 3:54 pm the Board voted to come out of closed session and seal the minutes.

3:55 pm – **Closed Session** – Legal and Personnel – As per RSA 91-3:II (e) the Board voted to go into closed session. At 4:09 pm the Board voted to come out of closed session and seal the minutes.

**The Board made a motion to adjourn the meeting at 4:30 pm with all voting in favor.**

Respectfully submitted,

Herbie Bartlett  
Executive Secretary