

TOWN OF FRANCONIA

WATER COMMISSIONER MEETING

Wednesday, August 22, 2018 at Town Offices

COMMISSIONERS PRESENT: Richard McLachlin, Joan Hartford, Darrel Dietlien.

OTHERS PRESENT: Holly Burbank, Kevin Johnson, Deane Haskell.

The meeting was called to order at 4:38pm

Town Administrator Holly Burbank thanked the Board for coming together to discuss NH RSA 91-A, Right-To-Know Law, as well as best conduct for running a meeting.

Holly began the meeting by directing the Water Commission to a few different handouts. One was an article produced by New Hampshire Municipal Association (NHMA) regarding Non-Public Sessions Under the Right-To-Know Law, the second was a copy of NH RSA 91-A, and the third was a template that can be used by the Water Commission when/if they enter non-public session.

Town Administrator Burbank talked to the Board about the importance of Right-To-Know (RTK) in NH when conducting meetings of the Commission. She explained that RTK is in the forefront in NH, and it is now, more than ever, very important to conduct their meetings in a way that allows attendees the opportunity to hear business being discussed in an open and fair way. She cautioned the Commission on using proper language when moving from a portion of the meeting where public comment was being allowed to a session where they would no longer take public comment. She suggested saying something along the lines "that they are no longer taking public comment, and would continue with a work session". She then noted that although rare for their Commission to enter a non-public session, it should be done by a motion to enter, a second and then a vote. She then directed the Commissioners to the non-public session template that they could use and follow, which gives them step by step instructions on how to enter and leave a non-public session. She also noted that on page 4 of the NH RSA 91-A handout, it stated the reasons that public bodies were allowed to enter such a session.

With no further discussion, a motion was made to enter non-public session at 4:48pm in accordance with NH RSA 91-A:3 II (a) (c). The vote was seconded by Joan Hartford. All were in favor.

The Commissioners left non-public session at 5:35pm.

With no further discussion, the Commissioners adjourned the meeting at 5:36pm on a unanimous voice vote.

Respectfully Submitted,

Holly A. Burbank
Town Administrator

These minutes of the Town of Franconia Water Commissioner have been recorded by its Secretary. Though believed to be accurate and correct they are subject to additions, deletions and corrections by the Water Commissioners at its next meeting when the Commission votes its final approval of the minutes. They are being made available at this time to conform to the requirements of New Hampshire RSA 91-A:2.