

**Town of Franconia
Board of Selectmen's Regular Meeting
Monday, December 15th, 2025
at 4PM at Town Hall**

Board Members Present: Jill Brewer, Eric Meth, Dan Walker

Others in Attendance: Libby Staples, Jenny Monahan, Lydia Cumbee, Monica Laflamme, Roslyn Page, Bill Oliver Esq., Conner McCourt, Jan Cole, Chief Tyler Gaudette, Tim Blake, Katie Raymond, Carol Wills, Chris Nicodemus, Stacy Holmes.

The meeting was called to order at 4:03PM.

Appointments/Work Sessions

Budget Review

Tax Collector – The only change to this budget for 2026 is an annual wage increase. 2026 Proposed at \$21,854.

Town Clerk – This budget is increased mainly due to the costs for the programming and maintenance of election machines for the three elections in 2026, the addition of a tabulator which is required by state law (\$3,000) and the annual wage increase. There is also a proposed increase to the Supervisors of the Checklist line but that may change prior to the budget hearing. 2026 Proposed Budget \$61,151.

Recreation – This budget is proposed with a total increase of approximately \$10,000. Most of the increases are in the Summer Program due to increased attendance, increased market costs, increased field trip and pool use costs. Adventure Camp counselor wages (\$5,000) shifted to summer camp wage line; no net increase in total cost. Other increases as minor line adjustments throughout the budget. There was a brief discussion on whether the rink utilities should remain a tri-town expense or move to Franconia's Buildings and Grounds budget. The board feels it should remain tri-town as is used greatly by the tri-towns. 2025 revenue was \$53,000. Recreation budget is proposed at \$143,979 for 2026.

Transfer Station – This budget is mostly flat as proposed for 2026 with some costs shifted around. Staffed previously with three full-time employees, this year there are two full-time and two part-time which lowers health insurance costs. No funds were budgeted in 2025 for PAYT bags but we will need to purchase both sizes for 2026 which is added to the budget at a cost of \$26,000. \$1,500 is added for seven jersey barriers which will replace the rock border for increased visibility and safety. \$3,000 is budgeted for the gutter replacement project which was not completed in 2025. Revenue came in under forecast, recalculation in progress for next year. Wages include annual increase of 3%. 2026 Proposed is \$391,454.

Fire Department – The 2026 Proposed is an increase of \$2,000 over last year which is mainly due to the higher monthly expenses of the new phone system that was installed this year after the older system failed. 2026 Proposed at \$149,120.

Stacy Holmes – The Frost Place L-Chip Grant – In an effort to continue restoration on the 170-year-old

Frost Place that has structural issues due to a “wet basement”, the Friends of the Frost Place (501c3) are asking the town to partner with their fundraising efforts towards a match for an L-CHIP grant. They have secured \$40,000 already of the \$130,000 needed to apply and fundraising efforts are ongoing. They are asking that the town advance a warrant article to voters for a significant portion of the \$130,000. The board discussed possibly using the Unassigned Fund Balance and asking voters to approve the expenditure. No decisions made at this time; this will be revisited to determine an amount for a warrant article. The project would need to be completed over the next two years.

Monica Laflamme – Supervisors of the Checklist Term Limits RSA – Monica said that HB151 gives local legislative bodies the option of choosing a three-year term for SOTC. Under this system, one supervisor would be elected every year over the three-year cycle. This would not affect the term of current supervisors. Monica said that the three supervisors are in favor of adopting this change and ask that the board advance a warrant article asking voters to accept the term change. The board is in support of this change.

Ammonoosuc Conservation Trust Easement Closing – Roslyn Page reviewed the terms of the Conservation Easement Deed with the board assisted by Bill Oliver, Esq. and Conner McCourt. The easement is for Map 17 lots 2 & 3, which is 41.09 acres. Annual property monitoring required to ensure compliance with easement terms; reserved rights allow for future projects (e.g., trails, community garden) with written notice and approval. The 32-page deed was reviewed by town counsel and ACT provided maps and photographs of the subject property. The board signed the easement and Chair Brewer and Conservation Commission Chair Chris Nicodemus initialed all required sections.

Public Comment

There was a brief conversation about the repairs to the Safety Services Building due to the water damage from the frozen sprinkler system and how those expenses would be managed. Will they be paid from Buildings Maintenance ETF first and then reimbursed by Primex? Town Administrator Staples said reimbursement should happen relatively quickly so should be manageable.

To Sign/Approve

The minutes of December 8, 2025 were approved as written.

The December 12th thru December 18th 2025 Transaction List was reviewed and approved.

Vote – Recreation Expendable Trust Fund Expenditures – To Transfer the income from the Top-Notch Triathlon, Halloween Cup and Wobble Gobble, the following motion was made:

Chair Brewer made a motion to transfer the amount of \$71,630.23 which was collected by the town for these events to the Lafayette Recreation Expendable Trust Fund. Selectman Walker seconds, motion passes unanimously.

To reimburse the town for the expenditures for the same events, the following motion was made:

Chair Brewer made a motion to request reimbursement from the Lafayette Recreation Expendable Trust

Fund in the amount of \$53,164.28. Selectman Walker seconds, motion passes unanimously.

Vote – MacLachlin Memorial Fund - Town Administrator Staples and Trustee Jan Cole explained that the Lafayette Recreation Department held Wobble Gobble in 2024. The town has an unreimbursed amount of \$3,364.11 from that event. There exists an event on the town's books to fund recreation events called the MacLachlin Memorial Fund. This fund has a current balance of \$4,128.23 and those funds can be used to satisfy the outstanding obligation for reimbursement.

Chair Brewer made a motion to request reimbursement from the MacLachlin Memorial Fund in the amount of \$3,364.11. Selectman Meth seconds, motion passes unanimously.

Library Trustee Record of Appointment – The board approved the appointment of Hamilton Cammann as an alternate library trustee until the next election.

Franconia Soaring Foundation Property Tax Abatement – The board approved a property tax abatement for \$7,486 for the second half 2025 property tax in accordance with the PILOT agreement with Franconia Soaring Foundation.

To Discuss/Review

Town Website – Town Administrator Staples revisited this topic with the selectmen as when it was last discussed, the thought was that due to the migration of the town website and all town email addresses from .org domain to .gov domain, that it may be better to wait until 2027 to try to get a professional website for the town. However, upon further consideration, she thinks it would be manageable and maybe we should just move forward with it now and put it on the warrant. The proposed funding is \$24,000 start up from the Unassigned Fund Balance and it would be \$6,000 per year with a 5% annual increase thereafter. The board agreed to move forward with a warrant for this now rather than delaying another year.

Correspondence

Town Administrator Staples said Rick Gaudette has offered to serve as the Building Inspector for a period of one year. The board approves Rick taking the position.

HEB Engineers – Wells Road Culvert Project – Town Administrator Staples updated the board on the reimbursement process and costs associated with this project said that as the project is in the permitting process right now, the estimated expense may increase some before construction starts in 2027. More details to come as they come available.

At 5:27PM, Chair Brewer made a motion to enter non-public session pursuant to RSA 91-A:3,II(c). Selectman Meth seconds. The board left non-public at 5:45PM. With no further discussion, the meeting was adjourned at 5:45PM.

Respectfully,
Jenny Monahan
Executive Assistant