

**MINUTES  
FRANCONIA BOARD OF SELECTMEN MEETING**

**Monday, December 22, 2014**

A meeting of the Franconia Board of Selectmen was held at 2:00 pm on Monday December 22, 2014 at the Franconia Town Hall. Regular members in attendance were Ted Hoyle, John Lachapelle, Bob Montagno, Sally Small and Suzy MacDonald

Guests of the Board: Department Heads, Betsey Phillips, Allan Clark

John Lachapelle called the meeting to order at 2:00 pm.

**SELECTMEN'S TIME:**

**BOS Minutes 12/15/2014:** Formal readings of the December 15, 2014 BOS meeting minutes were waived. The minutes of December 15, 2014 were approved.

**FOR CONSIDERATION OF APPROVAL:**

**Transaction List for 12/24/14** - The Board reviewed and signed the transaction list for 12/24/14.

**Safety Services Building Project Transaction List**– The Board reviewed and signed the transaction list for 12/24/2014.

**Abatement for Wiggins** – Abatement for Wiggins was reviewed and signed by the Select Board.

**Abatement for Lodge/Stravato** – Abatement for Lodge/Stravato was reviewed and signed by the Select Board.

**MS – 60A** – The MS – 60A was reviewed and signed by the Select Board.

**APPOINTMENTS:**

**2:00 – Department Head Meeting – Chief John Monaghan, Scott Leslie, Jeff Phillips, Kim Cowles, Greg Wells** - Chief John Monaghan has prepared his year end budget and the 2015 proposed. The propane at the new building is currently an unknown. Both 1000 gallon tanks are full. Nobody is sure how long the propane is expected to last. John has eliminated the cleaning line item and has moved that to the administrative line item. He would like to have a person do some administrative work and would also use this person to clean the Police side of the building. The Select Board is fine with this decision. Vehicle Maintenance was discussed. The Expedition is due to be replaced in 2015. This should help to cut down on vehicle maintenance. Bob Montagno asked about digitizing the records and wondered if that has been included in the budget. John has included this in the budget under Administrative. The “specials” line item is over budget due to the fact the police took “a little longer to heal” after various health issues.

Scott Leslie has prepared his budget to show total amount spent to date. He has not done the 2015 proposed budget. He has put up more sand and less gravel and the line item budget will show that. The Highway Block Grant was used for some of the purchase of the new truck. The white 5500 truck has the

potential to have large repair bills in 2015. The repair figure listed on the 2014 budget is the true and correct figure. The Highway Block Grant for 2015 should be around \$45,000. The Select Board discussed how this should be used. There are two more trees that should have been cut on Dow Ave that were not. There was miscommunication with the tree cutter and he took down two of the trees further down that were not designated to be cut. The trees to be cut were not marked. This should be put on the list of things to get done in 2015.

Jeff discussed the Town Buildings 2014 budget. He started by discussing the equipment maintenance issues throughout 2014. He is over on his overtime and on the phone. The Select Board will be making changes on all town issued cell phones soon. Health insurance for Jeff will be going down a little in 2015. He has about \$8000 left in his total budget. Can Jeff start separating out maintenance and repairs of vehicles? His truck is scheduled for replacement in 2015.

The Cemetery 2014 budget was discussed. The stone washing did not happen this year. He has spent about half of his budget. There still is no water at the cemetery. Jeff is hoping to work with Peter Hilton on this next year.

Greg Wells reviewed the 2014 Transfer Station Budget. Tipping is under due to plastic. Discussed charging for tire disposal. Money is collected from the customer that covers cost of tire disposal. The income for 2014 was discussed. Bag sales are down this year. The newer furnace at the Transfer Station was discussed. Greg does not feel that it has been working correctly. This furnace is located downstairs. He has talked with a repair guy and they are looking into increasing the vent size of the pipes. When Scott Leslie had problems with a similar furnace at the Highway Department he needed to have cold air returns installed. This seemed to help it work properly. Greg is concerned with freezing pipes which will affect the water at the Highway Garage.

Kim answered questions on the Recreation Department Budget for 2014. The purchase of the trailer came from vehicle expense. Kim is not over budget. She has received more income than anticipated. She will show budgeting for 2015 Fit Girls.

The Parks budget was discussed. Kim was shorthanded most of the summer with her assistant. One line item shows over due to the purchase of park benches and park signs. She will be receiving a donation for the cost of some of the benches.

Bob Montagno discussed the projected quarterly budgets with the Select Board. They don't care if budgets are presented this way. The Department Heads would prefer not to submit budgets this way. They no longer need to do this step.

Sally's Budget was reviewed for 2014. She has enough money left in her budget to replace all of the computers and the networking in her office. The Select Board signed a purchase order with Profile Technology.

**3:00 – Betsey Phillips – Supervisor of the Checklist** – Betsey has received a letter from the Secretary of State of NH that they have found an anomaly in the batch scanning for the last election. There is no record that five people whose names were scanned applied for absentee ballots. Marilyn did not have a chance to get this information in. The Secretary of State's Office could not enter this information. They need the Town Clerk to enter this information. Marie has no access to Election Net. How can we get her this access? The Supervisors are handing this information over to the Select Board to clear up.

**3:20 – Allan Clark – Safety Services Building** – Allan reviewed the status of the Safety Services Building. The floor is done and the casework is being completed. Access to the building was discussed. The budget to date was reviewed and it appears we will be about \$27,000 under budget. It appears that Ricci is about \$15,000 under GMP. Change orders were signed by the Select Board. (3)

<b>TO DISCUSS/REVIEW:</b>
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Do we know when our cell phone contract is up? Sally will follow up on this.

The Energy Commission would like to add Karen Foss. Sally will draw up the appointment.

Is Donn Lathrop finished all of his work on the Dow Clock? Does the Town of Franconia owe him more money?

One application for Town Clerk/Tax Collector has been received. Position is open until January 5, 2015.

January 23, 2015 is the deadline for information going into the Annual Report.

Sally will work on writing the article for taking over Ken Mosedale's Road.

Sally will also write the article asking the Select Board to become agents to expend of the Bridge Maintenance Fund.

Sally will get all SRTS information to John Lachapelle.

The Annual Report will now show accumulated totals on tax liens.

John Lachapelle has asked Kay to look into who has passed away in town this year.

<b>FOR YOUR INFORMATION:</b>
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**St of NH PUC – Energy Division – Rebate Pre-Approval Application - Submitted**

Selectman Hoyle adjourned the public meeting at 3:55 pm.

Respectfully submitted, Suzanne MacDonald, Executive Secretary