

**MINUTES
FRANCONIA BOARD OF SELECTMEN MEETING**

Monday, December 30, 2013

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, December 30, 2013 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 –

Ted Hoyle called the meeting to order at 3:00 pm.

SELECTMEN'S TIME:

BOS Minutes 12/23/2013: Formal readings of the December 23, 2013 BOS meeting minutes were waived. The minutes of December 23, 2013 were approved.

FOR CONSIDERATION OF APPROVAL:

Transaction List for 1/2/14 - The Board reviewed and signed the transaction list for 1/2/14.

APPOINTMENTS:

TO DISCUSS/REVIEW:

Recreation Van –Kim spoke with Sugar Hill Select person and they have no problem with her using some of the money allocated in the line item and the rest of the money for purchase coming from the Dow Fund account.

Sally will work on a rough line item budget surplus form the 2013 budget for the next meeting.

Meeting with P & R will be schedule at a convenient time with all parties involved.

Department Head Meetings attendees – The Select Board would like to start meeting with department heads the first Monday of each month. Suzy has been asked to invite Kim Cowles, John Monaghan, Greg Wells, Scott Leslie and Sally Small. Attendance is not optional at these meetings. They will start at 2pm here at the Town Building.

The Select Board clarified some questions they had regarding the review of the budgets from last week, especially the Fire Department. Sally explained some of the line items in relation to other department budgets. Sally will work on a more streamlined, easier to read and compare line item budget for the Fire

Department, Police Department, and Life Squad. The Police have electric heat while the other two departments share the propane heat. Sally will also have these items broken out for next meeting.

The billing practices of the Life Squad were discussed with Sally Small giving the details. Sally will get an aging report so the Board can see the amount of outstanding bills. Sally will have to look into the collection practice of outstanding bills/past due balances which would happen with Comstar, the Towns billing agency.

Pending issues to revisit were discussed one by one. Suzy has a list and Bob Monatago will keep the list up to date. This list will be reviewed once a month during the last meeting of the month.

There still remain questions as to how the funds that are in the Cemetery Trust can be used. The Transfer Station Special Fund will hopefully be used for the purchase of a new baler. The Highway Department Heavy Equipment will need to be changed to make the Select Board agents to expend.

John questioned the paving of the Cemetery and the cost associated with it. Why can't it be brought to a gravel surface? This cost may be able to come from the special fund.

A bid opening was held for the steps. It will be approximately \$55,000 to replace the steps. The cost does include railings. This money will come from the Building and Grounds Maintenance Fund. Money will definitely need to be put into this account this year from the CIP. Sally will send figures to Bob so he knows how much is in the Building and Grounds Maintenance Fund. No contractor has been selected at this point for the steps.

The steps will be introduced at the Public Hearing in the very near future. There will be some disruption to normal everyday business. The process for bidding will also be discussed at this meeting.

FOR YOUR INFORMATION:

DOL – Safety Inspection Report is complete. Audit is closed.

Selectman Hoyle adjourned the meeting at 4:00pm

Respectfully submitted, Suzanne MacDonald, Executive Secretary