

**FRANCONIA BOARD OF SELECTMEN
MEETING MINUTES
Monday, December 5, 2016**

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, December 5, 2016 at the Franconia Town Hall. Regular members in attendance were Bernie Costa, Eric Meth, John Lachapelle, Sally Small and Herbie Bartlett.

Guests of the Board: Kim Cowles, Peter Grote

Other Guests: Thad Presby, Frank Pinter, Jim Alden, Brian Williams, Mary Grote, Lisa Cordle, Claudia Lachapelle, Karen Foss, Dawn Steele, Jeff Woodward.

BOS Minutes for 11/28/2016: A formal reading of the November 28, 2016 minutes was waived and the minutes were approved as amended.

FOR CONSIDERATION OF APPROVAL:

BOS Minutes 11/28/16 - approved by the Board as amended.

Transaction List 12/8/2016 - approved and signed by the Board.

APPOINTMENTS:

3:00- 4:12pm - Closed Session - Legal - Laura Spector Morgan was present and minutes were not taken.

3:30 - Kim Cowles - Recreation, Parks & Buildings & Grounds Budgets - Kim presented the paperwork for a grant for Fox Hill Park that required the Chairman of the Board's signature. The grant is for \$7K they will pay \$4,620 and our portion will be in kind to do work on the trail from the kiosk out towards the river. Work to be done in the Spring of 2017.

Town Hall Work - Three proposals for work on the town hall have come back. Per the town procedures the proposals have to come to the meeting to be opened. We received proposals from Cole Hill Builders, Whitney's, & Presby's. This will be on the agenda for next Monday. Kim will make a recommendation before Monday and the Board will take a vote on it.

Franconia /Easton/Sugar Hill Tri-Town Agreement - Kim has been to both towns to discuss the agreement. She suggested having the two town attorneys work out the verbiage of the agreement to take to the town meeting. Make sure Laura Spector-Morgan reviews the final agreement.

Budgets - Parks - Budget was discussed and is under budget at this time. Kim will include a budget that will include government buildings & parks.

Government Buildings - Are over spent furnace and septic issues but overall budget is underspent.

Dow clock maintenance - Kim is being proactive on the maintenance of the clock. How often does the association check on it? The Town owns the clock and the Association owns the cupola. It was a 50/50 when the roof had to be done. Harriet Taylor will have to be brought in for her thoughts on it.

Bernie makes a motion to have Kim or Corey inspect the clock twice a year, John seconded the motion with all voting in favor.

Outside bathroom - Sally is waiting to see if Connie Wright will continue to clean the outside bathroom in 2017.

Rec Budget - was reviewed and discussed.

4:15 - Wage & Benefits - Jeff Woodward discussed preparing the job descriptions and wage ranges. The Committee recommends a new time keeping system. All employees must sign in and out and document their half hour lunch and other breaks.

4:45 - Peter Grote - Audit Committee - The Audit Committee recommends Plodzik and Sanderson to audit the town for the next three years. We use to have a cash basis system and then we changed to an accrual basis system. There was discussion in regards to having a formal audit committee.

John made a motion to formally establish the audit committee, Eric seconded it and John and Eric voted Yes, Bernie voted No.

The Select Board entered into non public session according to NH RSA 91- A3, II (e) & (c) at 3:00 pm. The Select Board returned to public session at 3:30 pm.

The Select Board entered into non public session according to NH RSA 91- A3, II (e) & (c) at 5:45 pm. The Select Board returned to public session at 6:15 pm.

Minutes were sealed on both sessions.

COMMITTEE REPORTS:

Conservation Commission (FCC) - No Report.

CIP Committee (CIP) - had the CIP Hearing and no one showed up.

Energy Commission (FEC) - No report.

Northern Pass - No report.

Planning Board - No report.
Wages & Benefits - No report.
Audit Committee - See appointment.
Infrastructure Committee - No report.
Items to Revisit - See List

PUBLIC INPUT

No Public Comment

The Board adjourned at 6:15 pm.

Respectfully submitted,
Herbie Bartlett
Executive Secretary