

**MINUTES
FRANCONIA BOARD OF SELECTMEN MEETING**

Monday, January 26, 2015

A meeting of the Franconia Board of Selectmen was held at 2:00 pm on Monday January 26, 2015 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

John Lachapelle called the meeting to order at 2:45 pm.

SELECTMEN'S TIME:

BOS Minutes 01/26/2015: Formal readings of the January 26, 2015 BOS meeting minutes were waived. The minutes of January 26, 2015 were approved.

FOR CONSIDERATION OF APPROVAL:

Transaction List for 01/29/2015- The Board reviewed and signed the transaction list for 01/29/2015.

Safety Services Building Project Transaction List- The Board reviewed and signed the transaction list for 01/29/2015.

Letter to Lodge/Stravato - Two separate payment agreements being sent. They will be sent to Lodge/Stravato for signature and signed by the Select Board upon return.

APPOINTMENTS:

2:00 –At Dow Clock -The Select Board visited the Dow Clock.

2:45 –Jeff Phillips/Scott Leslie - Cancelled

3:15 –Lydia Cumbee - Lydia has signed up for Supervisor of the Checklist. Lydia would like to be trained to be Deputy Tax Collector, (she is currently appointed as deputy) or she will resign her position. What is the situation with the training? Lydia would like to know the status of all training available to her. Hopefully we will have a new Tax Collector after the March town election. It's currently an elected position. We have an interim Tax Collector until election. The Municipal Tax Association holds training a couple times of year. John explained training for motor vehicles is a separate training. Lydia wants to be able to step i when needed as Tax Collector which she had been appointed deputy some time ago. It is the Select Board intention to get Lydia trained as Tax Collector. What if training is available before town meeting? Lydia would like to go. Select Board will look into this. To be trained for MV you must work in a supervised position for 30 days before any training is considered.

The Select Board plans a meet the candidate night in February and will coordinate this further with Moderator Mead.

Lydia also briefed the Select Board that Marilyn Knowlton has resigned as the Planning Board Secretary. Lydia will format the minutes but is not interested in taking the meeting minutes. Lydia will need access to Planning Board computer prior to some meetings to send correspondence.

4:05 - Trevor & Sandy Hamilton - The Select Board entered into non public session according to NH RSA 91- 3:2A at 4:00. The Select Board returned to public sessions at 4:30 pm.

4:30 - Bill Mead - Once warrant is drafted Bill would like to review. Bill is very concerned with the lack of a Town Clerk available for Town Meeting day. Bill must have someone in the Town Clerk seat that day. This person needs to be sworn in. The Select Board wonders if one of the staffing places in town could help us out. The person must be a resident of Franconia and sworn in. It would be ideal if this person were to be available for the day and be able to take the minutes later in the evening. Voting is from 1pm-7pm at the Elementary School on March 10, 2015.

The Moderator is willing to moderate a meet the candidates night in February.

No one so far has signed up to run for Tax Collector/Town Clerk or Selectman at this point.

TO DISCUSS/REVIEW:

Can the town accept property? Kay Whitcomb is still looking for it in prior Annual Reports. The Town will place an article on the Warrant. The Town Attorney can provide language for this.

John Lachapelle would like to clarify that part time employees who work between 20-40-hours a week may be eligible for prorated health care thru the Town of Franconia. See the Town's Employee Handbook. Any employee can ask for the Health Care who fits this criteria. May be of interest to some current employees.

A draft letter to Holden Engineering from the Towns Attorney was circulated and reviewed. This is for work not completed on Safe Routes to School causing us to lose a grant.

Profile Technology - each department does have some money for it in the current budget for computers and support. These amounts are prorated amounts between departments. Profile Technology has a service contract that we are looking at that is offering a basic level service of support which would be adequate. Profile Technology can adjust problems remotely. It's around \$1400 a year for the service. Bob Montagno does not have final quote at this point. In discussion last week Profile Technology is recommending that we not buy software for the computers. Licenses can be obtained thru Google for around \$600 a year to do 12 computers. Bob recommended that we do licensing thru Google. Employees with access would be able to access email from anywhere. Do all computers need to have this? Strongly recommend that we go with Profile Technology.

Computers have been delayed in some departments because we didn't really know what we needed based on each person. Public Safety Building computers replacement is next on the schedule.

Kim's computer - Kim uses her own computer for everything she does. Parks, Recreation, Web site, ect. Kim should be the same type of computer as everybody else. Cost for a computer for Kim is about \$850.00. This amount should be added to her budget.

Bob has questions about warrant article. With the CIP we still have \$46,000 in the Safety Services Building account. After a CIP review, unacceptable increases were found in the plan. The CIP recommends that at this time we take \$24,000 from the SSB fund and transfer to the bridge fund by warrant article. The CIP also asks that \$22,700 be transferred by warrant article to the Town Buildings fund. Sally told how to go about disbanding the fund and putting the other two articles on. It will take three articles. It was mention the next possible project could be the town garage. It has been suggested to put the money the town is collecting in back tax payments into a new capital reserve fund which would go to future use of a highway department building. This would include all the delinquent taxes and interest. Sally will look into this and see if it's possible to do. She will contact the DRA. The Select Board will take this under consideration. One could argue putting the money on the note and not dispersing it. Wait until next year and take a starting lump sum out of surplus is also a possibility.

Sally discussed the Warrant Summary. She also discussed putting money into the legal fund - capital reserve fund. Used money from Capital Reserve Fund during 2014 for a legal item. Select Board are agents to expend. The legal fund needs to be replenished.

Discussed the highway block grant and the highway expendable trust.

Bridge Maintenance is an article which will be on the warrant to become an expendable trust.

Discussed the vehicles being replaced in 2015. Talked about the sidewalks being fixed this year. Does Scott have a concrete number? If Scott has a plan this year Sally must know about it. Scott needs to come in with a plan this week.

Sally discussed where to put the letter request from the Children's Center for \$2000. Put in the line item or put as a separate Warrant Article. Are they asking for money from other towns? All three selectmen do not recommend at this point, they need further information. The Seect Board would want to know if they have been to other towns with the same request.

Tri County Cap is asking for funding for Community Transportation. It's a first time request for the Town of Franconia. Should it be put in as a warrant article? After some discussion the Select Board agree not to place this on the warrant.

Sally would like to know if there will be an article for Town Clerk Tax Collector? We have to have two articles to separate the two positions and one change the tax collector to be an appointed position. The town clerk may remain an elected position. Salary may be in the range of \$15 - \$18 per hour for the elected Town Clerk position.

Sally discussed the line item budget with the Select Board. Every department head needs to double check the line item budget and get back to her. This needs happen before the warrant gets printed or the Annual Report is send to the printers.

We are meeting on Presidents Day. Maybe Allan Clark can come to that meeting also as Sally will have a resident in attendance that has building questions that need to be answered.

A Teacher from White Mt School wants to bring in his civics class to learn about civics. The students from this class would like to interview the Select Board. Would they be available during the day? Sally will try to set up an interview for March 2nd.

It's a thought to dedicate the Town Report to the tax payers for the support of the Public Safety Building. It's a thought to have a colored photo of the building on the back of the report. Sally will contact

FOR YOUR INFORMATION:

Selectman Lachapelle adjourned the public meeting at 5:07 pm.

Respectfully submitted, Suzanne MacDonald, Executive Secretary