

TOWN OF FRANCONIA
BOARD OF SELECTMEN'S REGULAR MEETING
MONDAY, JANUARY 3, 2021 AT 6:00PM AT TOWN HALL

BOARD MEMBERS PRESENT: Dan Walker, Jill Brewer, Eric Meth

OTHERS PRESENT: Kim Cowles, Jenny Monahan, Larry Plate, Virginia Mike, Mike & Tina Betley, Dawn Steele, Peter & Mary Grote, Chief Mac Cashin, Jayne O'Connor, Patricia Garvin

The meeting was called to order at 6:00pm

APPOINTMENTS/WORK SESSIONS

Chief Cashin – Police Department Update, Prosecutorial Agreement & Department Budget Review:

Chief Cashin requested that the town renew the Prosecutorial Agreement with the Town of Littleton. He said the cost is \$6,900 this year and is a great savings compared to the town employing its own prosecutor.

Chairman Brewer made a motion to continue the prosecutorial agreement with the Town of Littleton for 2022. Selectman Meth seconded the motion with all voting in favor. **Motion passes.**

Chief Cashin said he has prepared an ad for the proposed Administrative Assistant/Welfare Officer position at the Police Department. He said the position would be about 15 hours a week if he is able to find an interested party. He proposed \$15-\$20 an hour for the position. If he is not able to find a suitable candidate, he has a back up plan to continue with an Administrative Assistant position to replace Jamie Allaire.

Chief also said that Sgt. Jarvis has returned to work from his deployment. The town will have four full-time officers starting Wednesday, which will provide some extended coverage hours.

While reviewing the Police Department budget, Chief Cashin said he reduced Training by a couple hundred dollars as it was not utilized last year and many of the trainings are now remote. As previously mentioned, Prosecuting increased. He requests to restore his Fuel line to \$7,500 as it was reduced to \$6,500 to meet budget cuts and is currently overspent. The Uniforms line was underspent due to Sgt. Jarvis being deployed and not requiring any items. In Wages, Regular Wages is increased to reflect potential COLA increases. In Wages, Part Time, Chief Cashin said he is reducing this line from \$9,000 to \$7,000 this year.

TO SIGN/APPROVE

The January 3, 2021 transaction report was reviewed and signed by the selectmen. Updated transaction reports from the weeks of November 19th-25th and December 17th – 23rd due to the Visa charges being added to these transaction periods.

The December 20th, 2021 minutes were approved as amended on a motion from Selectman Walker and a second from Selectman Meth.

2021 Equalization Municipal Data Certificate (Pink Slip) was signed by Chairman Brewer.

TO DISCUSS/REVIEW:

Conservation Commission Appointments – Chris Nicodemus & Ginny Jeffryes: The selectmen reappointed Chris Nicodemus & Ginny Jeffryes to the Conservation Commission for three-year terms on a motion from Chairman Brewer and a second from Selectman Meth with all voting in favor. **Motion passes.** The board thanked Chris and Ginny for continuing to serve.

Bike Friendly Community Initiative Grant: Chairman Brewer said Bruce Caplain from the Bethlehem Select Board has asked the town if they would like to partner on a grant application to the US Economic Development Administration (EDA). He said that if the grant were awarded it would provide enough funding to complete the Profile Trail and fund the items needed to be a bike friendly community (signage, bike racks, etc.) Chairman Brewer said Caplain is trying to get a 501c3 for the tri-town initiative but as that is taking some time, he is asking Franconia to partner on the grant application in the event that the 501c3 application is not approved in time. Chairman Brewer said this would not cost the town anything and just means that if the grant were awarded, the funds would come into the towns to be dispersed for the project. After a brief discussion, Chairman Brewer made a motion that Franconia be willing to partner with Bethlehem for the EDA grant application. Selectman Meth seconded the motion with all voting in favor. **Motion passes.**

Correspondence: Christie Shaw-Doran sent the selectmen a card thanking them for instituting the town wide mask mandate.

Town Administrator Update: Town Administrator Cowles said there were some adjusting journal entries for the boards review that are for transferring payroll taxes from the Personnel Administration Budget to the various departmental budgets. The board reviewed and approved the adjusting journal entries.

Town Administrator Cowles said she spoke with Corey Rush and the plow on his truck is severely bent. His truck is scheduled for replacement this year on the CIP. The most favorable quote for the 9.5' V plow is \$7,500 and would be transferred to the new truck once it is received.

Town Administrator Cowles said she and Jenny met by phone with John Harvey of Office Systems of Vermont to discuss options for the copier lease, which expires in February. John said Office Systems of Vermont can offer three options to the town: Continue with the current lease for the same price of \$98 per month, purchase the current copier for \$1,200 and pay a service contract fee of \$113 per quarter or upgrade to a new machine for \$129 a month. After a brief discussion, the board opted to continue the same contract on the same machine for the next year as the current machine is working well and is adequate for the town's needs.

Town Administrator Cowles said she is waiting to hear from the Town of Easton on whether or not they can attend a tri-town meeting on Monday, January 10th to discuss the Transfer Station and Recreation budgets.

The public budget hearing is scheduled for February 7th at 6:00pm at town hall and Town Meeting is

scheduled for March 8th at 7pm at Lafayette Regional. The locations may change if needed depending on local Covid numbers.

COMMITTEE REPORTS

Committee Reports were tabled until next week.

PUBLIC COMMENT:

Mary Grote said that on some occasions the board has not entered non-public session correctly and must convene the public session prior to going into non-public and must be more specific about the reason non-public session is being held.

Dawn Steele said the governor signed HB108 into law which as of January 1st this year requires a list of certain information be available to the public about non-public sessions and provided some documentation to the board.

Dawn Steele asked if there would be any further discussion on the Welcome Center before publishing another RFP.

With no further discussion, the meeting was adjourned at 7:05pm on a motion from Chairman Brewer and a second from Selectman Walker with all voting in favor.

Respectfully Submitted,

Jenny Monahan
Administrative Secretary