

# FRANCONIA BOARD OF SELECTMEN MEETING MINUTES

**Monday, June 13, 2016**

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, June 13, 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:

Others Present: Peter Grote, Lydia Cumbee, Dawn Steele, Mary Grote

**BOS Minutes 6/6/2016:** A formal reading of the June 6, 2016 minutes was waived and the minutes were approved as written.

## FOR CONSIDERATION OF APPROVAL:

**TRANSACTION LIST – 6/16/16 - Approved and signed by the Board**  
**MTAG AGREEMENT – Approved and signed by the Chairman**  
**SANSOUCY AGREEMENT – Approved and signed by the Board**  
**LETTER TO CARL SHAEFER - Signed by the Board**  
**APPOINTMENT FOR TRUSTEE OF THE TRUST FUNDS – Signed by the Board**  
**PETTIGLIO SEPTIC DESIGN – Reviewed to be sent to NH DES for approval**

## APPOINTMENTS:

**3:00 –Open** – Mary Grote asked if the Trustees of the Cemetery were appointed or elected and asked the board to clarify why the Trustees were responsible for hiring the sexton when the town was paying the salary. Sally explained that the Trustees were elected and it was their responsibility to come up with the budget for the Cemetery line item. Since the Trustees will be doing the hiring, the Wage, Salary and Benefits Committee can contact them and share their information in regards to the Sexton/Cemetery Job. The Committee can certainly offer their services. The Board will meet with the Cemetery Trustees just like we do with the Library Trustees during the budgeting process.

## TO DISCUSS/REVIEW:

**NORTHERN PASS COMMITTEE** – Peter will come in tomorrow and get the room set up for the meeting. Peter will give an agenda to Sally so she can make a copy for all. A map for the water lines will be posted and copies of the letters for denial of geotechnical and borings will be available. There will be a sign-up sheet for an informational mailing list. Sally will share with the Northern Pass Committee the Sansoucy Intervention Letter.

**QUESTIONS FOR ROW-** Scragg Mountain Road Sign or the ROW –Bernie contacted Arthur Chase in regards to the having the Class VI Road sign put back at the intersection of Scragg and Wallace Hill Road because the State declared Scragg Mountain Road a Class VI back in 1990. Arthur contends that when he subdivided his property he had to build 200 feet of the road to town specs that fronted the second lot and that it is really a class V Road. Bernie asked Sally to give Arthur the letters from the State that declared the road Class VI. It's not a ROW issue.

**Cole** – Delage Farm Hill Road – Timber Lane. There was much discussion and the Board concluded that the Planning Board needed to follow whatever the deed said about the right-of-way. The board explained that it is not an arbitrator in regards to the ROW on Timber Lane. There is a legal opinion that the ROW was part of the recorded original subdivision. The deed referenced as Book 3970 Page 534 on the Cole subdivision does not pertain to the ROW at the end of Timber Lane. The Planning Board can put a condition on the plan in regards to the application not being complete.

**Question for lawyer:** “How is a prescriptive easement defined and how long does it have to have been in that use and what legal rights does it grant the user. This is in respect to Right of Ways”. Sally will contact the town attorney to get the questioned answered.

**REVIEW DRAFT LANGUAGE ON MEDICARE ELEGIBLE EMPLOYEES** – The Board reviewed the draft language and Bernie questioned that it didn’t address the possibility of supplemental insurance. John stated that there are two separate issues. 1) Medicare eligible employees should apply for medicare. 2) The town may provide supplemental coverage for medicare eligible employees. The committee is still reviewing the options for a supplemental coverage and will provide recommendations to the board. John felt we should start by having the attorney review the language of the draft and asked Sally to send it to the attorney.

**REVISED BUILDING & GROUNDS SUPERVISOR JOB DESCRIPTION** – The board reviewed the two job descriptions; one had been prepared by Sally by using the historic job description for a Buildings and Grounds **worker** and combining this with the proposed job description for a Buildings and Grounds **Supervisor and Cemetery Sexton** which had been prepared by the Wage, Salary and Benefits committee. Bernie had reviewed this document and had made several changes based upon the Board’s decision to advertise for a Buildings and Grounds **skilled worker**. At this meeting, the Board reviewed this document and blended it with the second job description which the Wage, Salary and Benefits committee had developed for a **Buildings and Grounds Supervisor** and decided on the final wording for the forty hour per week position. The ad is for buildings & grounds position not supervisor. Pay will be commensurate on ability and experience. If the right candidate applies, the position could become a supervisor position.

The application was reviewed and approved. The Board decided to have 5-6 people review the applications and help with the interview process. The ad that goes in the paper on June 15<sup>th</sup> will run for two weeks. It will also go into the website. Applicants will be able download the application and job description from the town website. A background check will be required when we get ready to hire after the interviews. We would pay \$16-\$18 with benefits for a skilled laborer. All applications have to be in by July 1<sup>st</sup>. We will review the applications on July 5<sup>th</sup>. Sally will call several suggested townspeople who have expertise in the area of hiring buildings and grounds employees and ask them to help in the application review process and the interviewing process.

**There will be no meeting on June 20<sup>th</sup> as Eric & Bernie will not be available. John will come in to review the checks on Monday.**

**4:45 – Closed Session – Legal and Personnel** – As per RSA 91-3:II (e) the Board voted to go into closed session. At 4:53 pm the Board voted to come out of closed session and seal the minutes.

**The Board voted to adjourn the meeting at 4:53 pm.**

Respectfully submitted, Herbie Bartlett, Executive Secretary