

**MINUTES
FRANCONIA BOARD OF SELECTMEN MEETING**

Monday, June 15, 2015

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, June 15, 2015 at the Franconia Town Hall. Regular members in attendance were Bob Montagno, Bernie Costa, Eric Meth, Sally Small and Herbie Bartlett.

Guests of the Board – Margo Connors, John Strasser, Dick Bielefield, Deb Stever, Zack Mei

Also attending – Peter Grote, Dawn Steele, Karen Foss

SELECTMEN’S TIME:

BOS Minutes 06/15/2015: Formal readings of the June 8, 2015 BOS meeting minutes were waived. The minutes of June 8, 2015 were not approved.

FOR CONSIDERATION OF APPROVAL:

Transaction List for 06/15/2015- The Board reviewed and signed the transaction list for 06/15/2015.

APPOINTMENTS:

TO DISCUSS/REVIEW:

Budget Worksheet Review – Kim Cowles - Parks - If Kim is using her personal vehicle for town business she may want to check her own personal insurance in regards to coverage. Sally will also check with Primex. How many miles does Kim put on her vehicle for Parks & Rec? Her response was 1000’s of miles. She hauls items for all events. Federal rate covers .57 per mile. Kim uses her truck all the time. We may want to have Scott’s truck available on the weekends for Kim to use. Kim may want to change her personal policy to a commercial policy.

Reviewing the Parks & Receptions budget

There was a question about the Rink Maintenance and Supplies. Kim does not know why that expense total is like that. Something may be typed in the wrong place.

Summer programs starts on Monday. She is not sure how many has signed up. There is Staff Training on Thursday and Friday and first aid training tomorrow. All looking good and the staff looks good too. They are having an adult work with the younger kids. A lot of the staff is

returning from prior years. Most of the staff has just graduated or 1st or 2nd year of college. Supplies amount may be utilities.

Soccer camp is going on right now. Before camp started there were 110 kids registered. Challenger Sports is a British Soccer School that travels from town to town. No income because all of our kids do it. It doesn't cost us anything. Kim arranges this. One week at our town. They travel to other towns. Coaches stay with host families. We make sure that background checks are done. Today was the first day of this camp.

Little kids do 1.5 hour sessions. Ages 1-3 go or a half a day and the older kids will bring their lunch for a full day. 13-18 year olds will come in, in the evening. Who supplies water...we have water on the Dow that was done on Thursday. Past years 3 – 4 Gatorade jugs.

We will have \$13,000 for the summer program on Friday that is not reflected on the income on the budget today. The Silo went up the other day so it should not affect the rec program at the school at all.

Deb Stever said there is no formal agreement between the towns in regards to the Rec tri-town program. She said, "Contractually, we have no idea how the fees are figured." Do other towns find that puzzling? The transfer station has a breakdown of fees that we do review by population. We believe the program in place was done verbally between the tri- towns before 1994 when Kim took over. Zack said it was in the 70's. Margot will ask Jennifer about this.

Request for donations everything is spelled out. When we send a letter it isn't spelled out. Kim says it has always been done that way she does not think it is arbitrary. The budget has not been changed drastically. The fees being charged it was agreed upon a long time ago. 50% tax base and 50% user fee. It was agreed upon at a round table meeting. Everyone thought it was fair. Some think it would benefit everyone to have it spelled out in a Memorandum of Agreement. We were charging what the government tax rate is for mileage. With budget pressures Bob can see recreation program being a target for cut back changes. Everyone loves the rec program. There are some people in town who don't think we should have a rec program. We should look at ways to generate more income. Should we be charging more and if we do will people think it too expensive and not send their children. Should this town be making income on the soccer program? We have to think about it as a business. Fund raising, donations, grants and fund raising has been done even for the van. Kim's wages have to be paid and half summer rec and user fees. We charge for baseball, soccer and baseball. Kim gets favorable comments from a lot of people. Kim thinks everyone is in favor. Kim went to the Easton Town Meeting three years ago and everyone was favorable. Eric wanted to know if there were programs that generate income in the winter. Kim said the skating rink and basketball. Winter is a slower time of the year. The school has a wellness program for the kids for skiing. When they are not skiing they are skating which is also open to the public. We may want to have to ask for contributions to be deposited into a donation box.

When the people are paying taxes they want it to be justifiable for the tax payers. Not as formal

as the transfer station. We may want to draft up a Memorandum of Agreement between the three towns.

We had a \$54,000 cut from our budget. Bob says if we can show in other areas ways to cut the budget. We need to trim our budgets or charge more for soccer. If someone were to rent a bus or van it would cost money. We need to find ways to offset maybe the rec committee needs to think about this. Bob is a supporter of the program. Bob would like to see more for the seniors. Sally will draft up a Memorandum of Agreement. Kim's salary and wages are coming out of the rest of the budget upgrades are offset by fund raising. What do you want to do to offset? When you are trying to raise income you have to think outside of the box. Are all children charged the same? We don't want to look at people's financial situation. People step up for kids who cannot afford the programs. We do payment plans. The fee for summer rec is \$300 if paid by a certain date and then \$360 if not paid on time which is extra income generated for that. People outside of the tri town will pay \$600. Zack said "A lot of things could be tweaked which could generate more revenue." Play around with those numbers. Kim asked what would you like us to do? Maybe increase or decrease to bring in more people. How would Easton say they would subsidize someone from out of town? When was the last time we raised that fee? Wages have gone up but not a whole lot. There are seven weeks of summer rec. Kim is open for suggestions. We are constantly trying to generate more income. She has been asking for a vehicle. Margo thinks that we cannot resolve now and that we should pass it on the recreation advisory board. Long term costs of using the van which money is being put away for that. Easton committee member, John Hines, talked to the Select board. He is on the Recreation committee. Sue Ford posts on the bulletin board. Even on Saturday. Kim sends thing to the town clerk. She sends a PDF but gets no response. We just took down a Bulletin Board. WE have one downstairs if Easton wants it. Bill Brousseau is teaching the first aid class tomorrow. We might be able to make money by offering it to other rec programs. These types of classes are hard to find and the kids need this type of class for jobs. Maybe have one meeting a quarter. Hard to find a First Aid/ CPR run two classes. Bernie would pay to go to that.

Zack suggested that we schedule these meetings for Jan & July as opposed to March and June. Rec usually waits til the 3rd quarter. On this schedule we have a meeting in September. Usually we meet once a year. Kim calls all towns and come out in November. After this week we will not see Kim til after summer. Sugar Hill requested this meeting in regards to something else and decided to go over the budget. At the end of each quarter Sally can send you an update. Sally will email all. Sally has it in the computer. Kim excused herself at 3:41pm.

Budget Review – Greg Wells – Transfer Station -

We want to review Greg's budget and then do an agreement that we should have done in 2005.

Recycle income is down because the market is way down. It dropped a couple of months ago. It may not go up anytime soon. It would almost be cheaper to landfill it but most people do not want that. Greg thinks he will come close on the budget. In the summer there will be more bottles. Cans are big money only when shipped out. Cardboard dropped but expect to come back. Asian market opens up and that is where the mixed paper goes. Cardboard stays in

country and not sure where newspaper goes. Recycled Aluminum dropped from \$60 to \$20 per bales. Everything is down but not as bad as 2009. We could single stream and put everything into one trailer. One open top but when you pay for transportation and the use of their container it and it costs us. When price goes up to where it should be it is good. Land filling is not good. People would have a fit for land filling. Greg will show us the cost flow he will go back to 2008. Herbie will pull the thumb drive info from Greg. Karen is interested in the volume and price. Mixed paper went up and newspapers dropped because no one buys them anymore. Milk, laundry detergent, soda bottles are not going into the land fill. Landfill \$62/ton. It takes up space. Scrub and burn...naval base in Norfolk and heats the navy base for nothing. NH banned incinerators. You cannot burn brush at the southern part of the state. No more burn pile. Town may have to buy a chipper for them to use.

Bethlehem gets their trash taken care of for nothing. It's a win...win for Casella. We wouldn't want their legal fees or taxes. They haul to Burlington or Montpelier and they electronically separate. Bethlehem Zero sorts its recyclables. Sally said that Gilford is also zero sort and all the recyclables are thrown into one container. Margo wanted to know if we will see an increase with summer people and then market should go back up. Greg not worried about the bag sales. Glass is glass. Greg could get a crusher and we could use the glass for roads and sidewalks. We could get screens that are fine enough. How much would one cost? It could run \$100K and up. A smaller one would work and then you won't have to pay transportation. There is always a market for glass and they give it away. Greg needs storage. Bernie asked about the field trip that we were supposed to take. Sally said it did not pan out. We have gone to other transfer stations in the past. It didn't work out. We have a 40 foot container now. Storage we are taking care of the issue. Greg has magazines for Gaylord. This stuff has to be stored out of the rain. Aluminum and tin go into the storage containers. He has to keep jockeying items in the container. Bob says there is money available in the Special Reserve Fund. It is in the budget this year we voted on it. It will be \$3500 instead of \$3000 budget. We are taking \$16K out of the special fund. We took money out for the skid steer. Strictly storage – two containers full – product has be under cover. Why are you accumulating because you have to have so much before you can transport it to cut down on transportation fees. Electronics are a problem. It costs us to get rid of CRTS. We charge for them. We charge enough to offset the price to get rid of it. We charge \$100 to get rid of a huge floor model. We cannot leave it outside. If nothing wrong with it, it goes overseas to someone who needs it. The ones that do not work are put thru a crusher and it separates and the lead is extracted from the rest. We cannot put any in the landfills.

Can you fix the drain pipe that is drowning the flowers?

Greg when can we shred recycle and shred the documents we want to get rid of? Jeff has his new truck it can get hauled to Littleton. Gregg was excused 4:05.

When do we want to renew our transfer tri-town agreement? We will probably need to update because of the population. Do we want to change the language?

All the money gets put into CIP reserve fund. We met in December and \$16K was voted in by the three boards. We did that the year before for the skidder. The special revenue fund has been discussed by the three towns. Capital Reserve each town could have set up. We are not doing that anymore. A group of towns could collectively do what one town could do. Sally said that the Capital Reserve we have in the town of Franconia is set up for equipment and road repairs and building repair but nothing to do with the Special Reserve Fund. It takes a vote of all three Boards of Selectmen to approve the removal of the funds. Sally explained that with the baler the three boards agreed to take money out. The town of Franconia has to write the whole warrant article. In our article it shows income coming from the Sugar Hill & Easton, PAYT bags, fees and recycling and this year \$16K from the special revenue funds for the running of the transfer station. We have had to do it. Does each town have to vote on it? It takes a vote of the three Boards of Selectmen to use Special Reserve Funds.

We all look at the budget. We have to gross budgets where we show the total costs and the total expenses in the town of Franconia. Sugar Hill and Easton's line item shows just their share of the operation.

Margo 1) Easton and Franconia have discussed the MOU for the community forest. Rebecca Brown felt that if one select board member from each town met to further the discussion to hammer out concerns then they could come back to their boards with a workable agreement. We want a simple way to do this. Bob said our feelings were that we didn't feel we had a dog in the fight but we are part of the group that signed on to be part of the community forest. Bernie said it was not in the warrant article that passed. We do not want to involve town funds. Maybe choose a representative that is not a select board member. Town has financial concerns about the MOU. Want to figure this out so they can move on. Easton felt the MOU was vague and that everyone should be present along with Landaff. Bernie thinks maybe a separate agreement may not be uncalled for. Margo can see problems down the road and wouldn't be equitable. The problem of donating \$20K for the parking area came from Sugar Hill's conservation fund. Dividing up the logging Sugar Hill is already ahead of the program. It was an upgrade from the conservation commission. Margo said they wanted to have control over the parking area. John said the road agent was having a tough time plowing up there and the work enabled him to do it in a lot less time. Deb thinks it is great. Rebecca never asked for them to put in \$20K. Bob wanted to know if this was a document that says this is how much is shared in the revenue. We paid \$5K in the beginning. Cooley-Jericho Community Forest has a lot that has to be ironed out. We should have another meeting at some point and have an open forum. Margo wanted to know how to structure that. Logistically where and to have as many board members as possible attend. Are we okay if it may need a warrant article? Maybe invite and see who shows. Bob suggested that we do not want to get involved and spend money on this unless there is an advocate with a warrant article and then move forward with it. We do not want this as a line item in our budget. Selectmen concerned about them coming to the town for money instead of a fund raiser. The Museum came to us for the same situation and it is now funded by the town as opposed to fund raisers.

Any citizen has the right to do that but we do not want it to be a line item. (Museum and the Frost place.) This needs further discussion. We will set up another meeting.

Common Interest agreement in regards to Northern Pass - our attorney is fine with it in Franconia. Sugar Hill will sign up as an intervener as a site evaluation process. Legal information cannot be subpoenaed. We can share information. We will have to sign on so the Forest Society and the AMC all groups can share information. This is a double protection so their lawyers cannot come to take our records. It would be a closed session. Among the lawyers between the towns but the attorneys from the others side cannot come after us. We do not have to provide information to their lawyers. **All three towns voted to participate in the Common Interest Agreement. Attorney Bernie Waugh will sign the agreement on behalf of all three towns.**

Sally will draft up a Memorandum for Understanding. Easton pays \$2000 to the Town of Franconia for administrative fees to take care of the Recreation Programs and the Transfer Station. It hasn't gone up since it started. A job description is being requested for the employees. This money is for Sally's cost for administering and bookkeeping and record keeping, bill paying, depositing all the funds. A job description for Kim & Kris is being requested. Sally can send job descriptions and update the percentages. Sally has a list of the items the Town of Franconia takes care of on behalf of the Tri-Towns. Kim is the Executive Director and Kris is the Youth Director. Kim should write it all down in regards to what she actually does. We think she does a great job and she is an asset to the town. Job descriptions that we did a year ago and we do update them. The two we have been done in the last five years. Job performances will be sent to Sugar Hill and Easton. Sally's tasks are fixed costs to run the program.

Truck & Cruiser - Sally needs to have checks signed for the truck. A check for \$24,000 and some change for Jeff's truck and \$10,000 for outfitting the new police cruiser were paid. No grant money was used. Jeff's truck and cruiser all paid for.

Taylor Oakes - The new guy Taylor Oakes who works with Jeff will want to see time sheets. Bernie asked if we realized that Scott is not around half day on Thursday and all day on Fridays. Sally said that, that is how he takes his vacation. Taylor got hired without the board being consulted. How does the process work? The head of the department and Jeff should come to us. If we had looked early on but on the other hand nothing is an emergency. Are we the last step in the hiring for full time? Who determines what the pay is? We do. We determined \$12 for that job. It was going to be \$16.00/hr. It is cheaper than paying Jeff time and a half.

Peter Grote - will replace Mary Fowler on the ZBA. He can come see Carol tomorrow to be sworn before our next meeting for the ZBA. Carol will be gone 17-19th.

Abatement of Taxes for Robert Morse...he still has a shed on the property. His house burned to the ground. We will send him a copy. The tax bill should have been \$745 instead of \$1854. A new appraisal card will be sent to them.

Inventory Forms - we haven't used for years. It is for the inventory of your property. SONH

has a form that is to come back by the 1st of August. Each tax payer gets a form so the Select board will sign that we are not using the state inventory forms.

Ammonoosuc Conservation Trust - Ridge Road I am not aware of it being sold. We have no expertise in this area. Karen is familiar with property. Not anything polluting. We are not aware of anything in regards to a problem with this. We will sign it...no liabilities coming back on us if there is anything found on that property.

Dispatch Fees – their calendar year is 1 July to 30 June their fees for Grafton's Service. They have gone up \$8000 a quarter. Sally had no idea it was going to jump up so high. She did not bump up enough. We will be \$11K over budget. This is the 991 line and the total department calls were 2596 calls for billing period.

Littleton Regional Hospital – As of Oct 1st they will no longer be sending a paramedic when we call. It is cost prohibitive which will impact every ambulance service. We need to have Paul and Mark come in and talk about it. We could write a letter and ask what we are going to do. There is not enough activity in Franconia as compared to other towns that are big. If you don't use your skills you can lose them. Bill Mead is a paramedic but works in other towns. Not enough activity to pay a paramedic on our department. Towns were sharing the paramedic from the hospital. Calnex has a huge ambulance service. Our citizens will be transported but there are certain things they cannot do until they get to the hospital. It will be a scoop and run. We are curious if that will be for Cannon Mountain too.

On a chart the town of Franconia an average run for us is 4x /month for paramedics. Bethlehem has 5. Calnex replaced Ross Ambulance with three crews on duty all the time. If they cannot get help within 10 minutes, people will start suing. A lot of times Sugar Hill has Calnex but our guys are the first ones there. A paramedic can do more than our EMT'S. We need to write a letter in regards to our people and the mountain. This letter was emailed to Sally and the Board of Selectmen. Are we the only one that covers Cannon? No, Lincoln also covers or Grafton County gets called. Sally will call them. We will have Paul & Mark come next Monday.

Dinny Issue – Leak coming in under the pallets where the pellets are. They were supposed to fix the foundation. They were going to do something with the drainage. Jeff & Scott were notified over and over since last year. We have to have Jeff & Scott come in if they cannot do it quickly and Dinny will be at the meeting. Bob said if they cannot do it this week please come in and talk to us on Monday.

Sidewalks - Bernie spoke about the sidewalk and safety to schools. She contacted Holden and got to talk to the assistant. He basically disagreed they owed us money. He wanted a copy that our lawyer sent. We are going to take legal action. A letter went out. Bernie looked up how to go about doing small claims and it seems easy. She checked with Ron Taksar who is a retired army engineer. He worked on sidewalks when he was a selectmen and he explained about asphalt and cement. There are two types which are asphalted concrete which is black and the Portland

cement that is white which can be dyed. You can dye it and if done right it will last a long time but no one has skills. There are so many variables in doing it correctly. The material underneath depends on uniformity and moisture content and the aggregate and curation...slow cure is the best...lets the volatile to evaporate. Curbs were like granite and we have a mixture.

Jeff had his driveway done and went with Central way back when.

Safety Services - the hole...Mark Taylor was there and he did see the problem area between parking lot and first telephone pole. It is angled incorrectly. Anyone pulling off they will tumble into the brook to the ditch. Bernie hasn't heard anything. We should put cones out there. Sally said Scott wasn't working that Thursday and Friday. Tried calling Jim and left messages at garage and then Jeff came in. Stones are angled down and will block up the culvert. Jeff is going to talk to DOT and see what has to be done.

Clock - Energy commission meeting had a final walk thru of the clock. Eric can hear it and he can feel it.

At 5:32pm a motion was made by Bernie to adjourn the meeting and seconded by Bob. Everyone voted unanimously to adjourn.

<p>ITEMS TO REVISIT</p>

Overtime Policy for HW/BG - 03/30/2015 **(To discuss in the Fall with the Road Agent)**
 Mittersill Roads Winter Policy – 04/06/15 **(To discuss in the Fall with the Road Agent)**
 Road Safety Report - 03/30/2015, 4/13/15
 Safe Routes to School - 03/30/2015, 4/13/15, 5/4/15, 05/11/15, 6/1/15, 6/8/15
 Dow Clock – 04/06/15, 4/13/15, 5/4/15, 6/1/15, 6/8/15
 Technology Committee – 04/06/15, 4/13/15, 5/4/15, 6/1/15, 6/8/15
 Zoning Ordinance Vote - 04/13/15, 5/4/15, 6/1/15
 Harvard Street House - 4/13/15, 4/27/15, 5/4/15, 5/11/15, 5/18/15, 6/1/15, 6/8/15
 Honor Roll Sign at Town Hall - 4/13/15, 5/4/15, 6/1/15, 6/8/15
 Evergreen Apts - 4/13/15, 4/27/15, 5/4/15, 5/11/15, 6/1/15, 6/8/15
 Follow up on Sidewalks/Business area - 4/27/2015, 5/11/15, 6/1/15, 6/8/15
 Telephone/Internet at PSB - 4/27/2015
 Fire Ponds & Cisterns - 5/4/2015, 6/1/15
 Hiring of Relatives 5/11/15, 6/1/15
 Fire Dept Generator to School 5/11/15, 6/1/15/ 6/8/15
 Delinquent Taxes 5/18/15, 6/1/15, 6/8/15
 Performance Reviews 5/18/15, 6/1/15
 Vehicle Issue 6/8/15
 Kim's insurance

