

**TOWN OF FRANCONIA  
ASSESSING PROPOSALS REVIEW AND  
BOARD OF SELECTMEN'S REGULAR MEETING  
MONDAY, NOVEMBER 15, 2021 AT 4:00PM AT TOWN HALL**

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**BOARD MEMBERS PRESENT:** Jill Brewer, Dan Walker

**OTHERS PRESENT:** Kim Cowles, Jenny Monahan, Dawn Steele, Sally Small, Carol Wills, Peter Grote

**The meeting was called to order at 4:00pm**

**APPOINTMENTS/WORK SESSIONS:**

**4:00pm - Assessing Companies Proposal Review:** Chairman Brewer, Selectman Walker, Carol Wills, Sally Small and Dawn Steele reviewed the proposals from Avitar Assessing and KRT assessing companies. The discussion revealed that clarification on the proposals is needed from both companies. Further information will be sought from both Avitar Assessing and KRT and the committee will reconvene on the 22<sup>nd</sup>. The work session ended at 5pm.

**The regular meeting was called to order at 6:02pm**

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

**OTHERS PRESENT:** Kim Cowles, Jenny Monahan, Janice Cole, Lynn Terres, Ginny Jeffryes, Dawn Steele, Chief Cashin, Peter & Mary Grote, Virginia Mike, Dr. Ginny Jeffryes

**APPOINTMENTS/WORK SESSIONS:**

**6:00pm Chief Mac Cashin:** Chief Cashin said that Jamie Allaire is leaving her position as an administrative assistant for the Police Department. She has agreed to stay until March. He said that he and Town Administrator Cowles have discussed the idea of creating a position at the PD that would combine the administrative assistant position with a welfare officer position. He said he was unsure how many hours the position would need at this time and said those details are still being evaluated. Chief Cashin will put some numbers together for the board and revisit the topic with the board in January.

**TO SIGN/APPROVE:**

The November 15th, 2021 transaction list was reviewed and signed by the selectmen.

The minutes of November 1<sup>st</sup>, 2021 were approved as amended on a motion from Chairman Brewer and a second from Selectman Walker with all voting in favor.

A Septic Application for Map 17 Lot 3, Profile Road was approved by the board.

**TO DISCUSS/REVIEW**

**Town Health Officer:** Town Administrator Cowles said in addition to Dr. Ed Duffy volunteering to serve as the town's Health Officer, Dr. Ginny Jeffryes has also volunteered. The selectmen proposed asking Dr. Jeffryes if she would be willing to serve as the Deputy Health Officer. After a brief discussion,

Selectman Walker made a motion to appoint Dr. Duffy as the town's Health Officer. Selectman Meth seconded the motion with all voting in favor. **Motion passes.**

Chairman Brewer then made a motion to appoint Dr. Jeffryes as the town's Deputy Health Officer (pending her acceptance of the position). Selectman Walker seconded the motion with all voting in favor. **Motion passes.**

#### **TOWN ADMINISTRATOR UPDATE**

Town Administrator Cowles said she researched the 2022 Corporate Price Index and it has been set at 5.4%. and the Social Security increase will be 5.9%.

Town Administrator Cowles met with the Cemetery Commission and they would like to increase the pay for the Cemetery Sexton to \$19.80 from \$16.80. The sexton also works part time for Buildings & Grounds and she would like to match the cemetery pay for that position. She also recommended that the other part time Buildings & Ground's employee's pay be increased to \$19.80 per hour as he is currently making \$17 per hour and has been offered work elsewhere for \$20 per hour. Town Administrator Cowles said there were funds available to support the wage increases. The board discussed this and agreed the raises were appropriate for the current hiring market.

Selectman Walker made a motion a raise the two part time Buildings & Grounds positions to \$19.80 per hour effective immediately. Chairman Brewer seconded the motion with all voting in favor. **Motion passes.**

Dr. Ginny Jeffryes had joined the meeting at this point and accepted the position of Deputy Health Officer.

Selectman Walker said he had reached out to legal counsel at the NH Municipal Association to ask which ordinances can be enacted by the Selectmen and which require a town meeting vote. He said the response was somewhat vague but it did state that there is no comprehensive list of ordinances that the board can approve in the RSA. The board discussed that the best thing to do is put all the proposed ordinances to town meeting vote.

#### **CORRESPONDENCE**

Selectman Meth said he was contacted by John Devivo, General Manager of Cannon Mountain Ski Area and he said there is a ceremony to commemorate the opening of the Milttersill Performance Center on December 4<sup>th</sup> and invited the board members to attend.

#### **COMMITTEE REPORTS**

**Broadband Initiative:** Selectman Meth said the committee has still not had their meeting but tomorrow there is a meeting with the tri-town representatives with Carol Miller, former Director of Broadband Technology for the state and she is going to provide information to the towns on the National Collaborative on Digital Equity's initiative to assist towns with using ARPA funds to further their broadband projects. Selectman Meth cannot attend the Zoom meeting but another representative of the town, Doug Weisman will be attending. Selectman Meth also said the Grafton County Broadband Committee has sent out an online broadband survey and has received back 1,200 responses. Selectman Meth said he plans to take the survey tonight.

**Chamber of Commerce:** Selectman Walker said the annual meeting and election of officers will be held this month via Zoom but he has not yet seen the date.

**Conservation Commission:** Chairman Brewer said the commission plans to meet in December but has not yet confirmed the date.

**Energy Commission:** Selectman Meth said the next meeting is the 18<sup>th</sup> at 4:30 at town hall.

**Planning Board:** Selectman Meth said the Planning Board has the public hearing tonight for the ordinances at 7pm following this meeting and they had a lot line adjustment at their meeting last week and also reviewed the distribution of the Master Plan survey.

**CIP:** The CIP met last Wednesday and reviewed the updated spreadsheets from the interviews they have conducted thus far. Selectman Meth attended in Selectman Walkers place. The committee is also waiting on some estimates from department heads.

**PUBLIC COMMENT:**

Mary Grote urged the board to reinstate the town wide mask mandate and that she disagrees with the board not reinstating it to date.

When asked by the board, Deputy Health Officer Dr. Ginny Jeffryes also said she feels the mask mandate should be reinstated.

Ginny Mike said the Master Plan survey might get better results if it were anonymous and that the surveys at the post office don't direct people where to return the survey to.

With no further discussion, the meeting was adjourned at 6:58pm.

Respectfully Submitted,

Jenny Monahan  
Administrative Secretary