

**DRAFT**  
**Franconia, Sugar Hill and Easton**  
**Tri-Town Board of Selectmen Meeting**  
**Monday, November 6, 2023**  
**at 4PM at Franconia Town Hall**

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**Board Members Present:**

**Franconia – Eric Meth, Dan Walker**

**Sugar Hill – Margo Connor, Richard Bielefield, Chris Ellms**

**Easton – Toni Woodruff, Bob Thibault**

**Others Present: Libby Staples, Jenny Monahan, Peter & Mary Grote, Karen Foss, Jan Cole**

**The meeting was called to order at 4PM.**

**Appointments/Work Sessions**

**Tri-Town Transfer Station Budget Review with Tim Blake:** Tim reviewed the transfer station budget, noting the following:

- Income is higher than forecasted due to the PAYT bag price increase and special handling item increases. It was also noted that the \$18,648 in 9412-600 PAYT bags will be removed as it was from a 2022 adjusting journal entry.
- Contracted Services for both C&D and Solid Waste Disposal are coming in under budget, presumably due to the change from NCES/Casella to Androscoggin Valley Landfill and contracting with Normandeau for hauling. We also no longer accept commercial C&D so have less disposal expenses for that.
- We are still waiting for the new propane heating system to be installed at the Transfer Station. This is not a tri-town expense.
- Cold weather uniforms will be purchased in the coming weeks, expending more of the uniforms line.
- Tim is working on getting some additional lighting installed for the darker months. This will probably be done in 2024.
- Tim would like to purchase a new, more modern register that can connect to the internet and can record Square transactions.
- Wages are underspent as one employee was out on leave for a time and we were not able to hire and retain part-time help.
- Town Administrator Staples noted that the payroll taxes in both the Transfer Station and Recreation budgets are shown as \$0, but this is a manual entry that is done at the end of the year so that data will be entered later.
- Selectman Walker noted that health insurance is increasing 15.6%.
- Selectman Walker noted that the CIP recommendation will include two new balers for \$86,297 and two new roll-off closed-top containers.
- Tim was asked about the need for a truck scale for the transfer station. It was discussed that as the transfer station is no longer accepting commercial C&D the need for a truck scale is decreased. In addition to funding the expense of the scale, housing and siting the scale as well as manpower for operating the scale could be difficult.

**Lafayette Recreation Budget Review with Katie Raymond:** Katie reviewed the recreation budget with the boards.

- In review of the income lines, Katie noted that the rec van was not operational this year and a new vehicle is being discussed with the CIP committee. A quote has been received for \$66,799 for a 14 passenger bus. The North Country Soccer Camp line needs to be discussed with the recreation board for clarification which will happen at their next meeting. The total income for rec has exceeded what was forecasted.
- Spring and Summer Programs are within budget but the summer supplies line may need to be increased as it has been significantly overspent each year for a number of years and \$800 seems low for what is needed for summer supplies. New equipment and uniforms were purchased and donations from local businesses were obtained for some of that expense. They hope to use Hillwinds pool for next year, it was under construction this summer and we will need to find out the cost for that for next year. \$5,000 spent on transportation came out of the ETF.
- The soccer budget is overspent, primarily due to the tournaments line. Katie and Jenny need to reconcile the recent credit card bills together to see what the final numbers will be.
- Rink & Ice Skating – there was discussion about the rink remaining unsealed and unpainted due to the wet weather this summer. Selectman Ellms suggested we look into a roll out liner for the rink that may serve to protect the unsealed surface and preserve ice as it is white and will not absorb the sunlight the way the asphalt surface will. He will send Katie some information. We are not sure who will be making ice as we have lost personnel that did it in the past.
- Wages will go over budget due to the PTO payout done at the beginning of the year. Katie said she increased hourly wages for counselors to be more competitive with surrounding towns.

There was some discussion about the dispatch phone line as the billing was increased on the biannual billing for Sugar Hill. The administrative fees were also increased as they had not been adjusted in many years and Franconia's personnel expenses have increased over time. We also plan to invoice the tri-towns in early December using projected data so the payments can be received before the end of the year.

With no further discussion, the meeting was adjourned at 5:27PM on a motion from Selectman Walker and a second from Selectman Bielefield with all voting in favor.

Respectfully submitted,

Jenny Monahan  
Executive Assistant