

**FRANCONIA BOARD OF SELECTMEN
MEETING MINUTES
Tuesday, October 11, 2016**

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Tuesday, October 11, 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: Carol Wills

Other Guests: Russ Cumbee, Mary & Peter Grote, Jim Alden

BOS Minutes 10/3/2016: A formal reading of the October 3, 2016 minutes was waived and the minutes were approved as amended.

FOR CONSIDERATION OF APPROVAL:

Transaction Lists - 10/13/16 - Approved and signed by the Board.

Minutes 10/3/16 - Approved by the Board

MS-535 - Financial Report - Was reviewed and discussed by the Board.

Building Permit - Burton (M22/L11.1-14) New House - approved and signed by the board.

APPOINTMENTS:

3:00 - Sally Small - (1st - 3rd Q Financial Spreadsheet & MS-535) - was reviewed and discussed by the Board. Allan Clark has not submitted a bill yet. The Board would like to talk to Rick Gaudette and see if he wants to build a budget for forest fires. The Board would like to go over the financials that Sally handed out and then review with her when she gets back from vacation. The audit is complete but has not received the physical audit.

3:30 - Carol Wills - Tax Deed Process - was discussed with the Board. Carol submitted a list of liens up to September of this year for a total of \$129,859.42. There are 8 parcels with 6 different owners to be deeded.

COMMITTEE REPORTS:

Conservation Commission (FCC) - No report.

CIP Committee (CIP) - No report.

Energy Committee (FEC) - Solar Panel recommendation coming forth for the town.

Northern Pass - There has been a petition circulating. Peter Grote handed the petition to the Board. He believes the town should participate by expressing an opinion of support. You can sign the petition on the website. Bernie stated that the Board would review this.

Planning Board - There are two informal discussions to be held tonight at 7pm.

Wages & Benefits - There will be a meeting on October 27th @ 2pm here at the hall.

Audit Committee - Sally gave the requested audit questionnaires to Peter Grote for the Friends of Franconia requesting an independent audit.

TO DISCUSS & REVIEW:

Septic Design - Gordon & Bennett (M28/L6) - Replacement System - reviewed.

Letter from Trustees of the Trust Fund Re: Ladder Truck - reviewed.

Fire volunteer hours during work week - There was a fire at Alpine Village and Erik Rasmussen is on the Sugar Hill Fire Department. It was a major fire. Erik was scheduled to work at the transfer station until five but left at 2pm. We don't have a policy for volunteer fire fighters. John thinks we should pay him. Herbie will pay Erik three extra hours at regular pay. The Board will ask Greg about necessary staffing if a fire occurs.

Interview Committee - We have 9 candidates so far for Town Administrator. Sally said that she thinks there are two on NH Job Works but she cannot get them off the computer. Herbie will work on this. She posted an ad in the Union Leader on Sunday and changed the due date to the 21st of October instead of the 14th.

Wages & Benefits - Health source will be coming here on October 27 at 2:00pm. All employees are requested to attend.

Questionnaires for Rec Committee - Sally has received three to be reviewed and there was another person who submitted one.

Employment for Relatives policy - Sally will have Laura review the policy.

Recreation agreement - Sally stated that we have received the wording from Laura Spector Morgan and Sally will update the verbiage before we meet with the other two towns.

Screening Committee - John had concerns about Bit's schedule. Bernie believes that Jennifer Gaudette should be part of one of the committees as she is a resident and knows the job. John will put an email out to these people and start the organization process. The first meeting will be after the 21st.

John Lachapelle, Eric Meth, Bit Andross or Jennifer Gaudette, Jeff Woodward, Dawn Steele.

Payroll Time Slips - John Lachapelle thinks that all departments should have a standard payroll form. All the departments have a different payroll time sheet designed for each department. John would like to see all employees and supervisors sign each time sheet before submitting payroll time slips. Herbie will draft a new payroll form for approval. The police department may have a special form that is required. Herbie will check with John Monaghan.

Can of money - John Lachapelle asked about a can of donation money that was found downstairs. He said that Kay found it. Sally said that it was a can that Kay found downstairs. It hadn't been there very long. The money is from donations for an event over at the Dow. The money is in the safe to be counted. John clearly stated that this is not the way money should be handled.

Director of Properties & Building & Grounds - John Lachapelle stated that this is not about the person, but the process. This employee has a part time job driving school bus. Who approved that? Is there an agreement in writing to release someone from their regular work schedule? Comp time is part of this. You can have 2 weeks or 10 days of comp time. There is no written policy. This benefits the employee but doesn't benefit the town's people. Who is tracking this? Bernie will check on the policy for comp time. Who gets comp and who gets OT? The reference to 2 weeks of accumulated comp time came from this employee in her email, 84 hours. There is no written policy comp time. John's questions are: who approved the work schedule adjustment, the comp time and the overtime approval/tracking went unanswered.

Miscellaneous - Eric Meth received an email from a local about a possible building code violation - emailed her back and said he would take it under advisement. She was referred to the building inspector and Allan responded to her. It had been a problem before. Is the owner required to fix it? If the code was violated in the past is it required to be brought up to code when the appliance is installed? His response said there was no provision for this. He only inspects for new construction. A mechanical inspector cannot go unless invited by our building inspector. Allan reviews all commercial life and safety code violations and it is not a fire code issue. Our inspector said it was not a health code or OSHA issue. It is not a state issue and is not responsibility of the Franconia Building Inspector. This is about a hood over a dishwasher. Refer to the Select Board in writing. John stated that there was a prior file on this.

Building over by the Transfer Station - someone interested in buying it. The board at the time wanted \$7K. This person only wants to pay \$250 for structure. This person said it was a historical building. The transfer station stores tires in this building at the moment. John wants to check the file on this. He recommends that the Board familiarize themselves with what is in the folder. Kay will look for the file. John will speak to Kay. Eric will answer both questions and John will find the file.

PUBLIC INPUT:

Jim Alden - last week at meeting there was a discussion in regards to who would be on the hiring committee. Jim's name had been mentioned and Bernie wanted to go into non public session. His name was on the list before the session but was not on the list after this session. He had requested minutes and asked if they were sealed. Bernie said she didn't know there was a time limit of 72 hours to get minutes to him. Jim couldn't understand why there were only four lines of minutes for them being in closed session for 10 minute. Bernie offered Jim Alden a closed session meeting to discuss and he refused. Bernie stated she would be happy to tell him anything but will not tell him in a public session. Jim is concerned that the Board is insinuating that he broke the Right to Know Law. Bernie stated that the staffing committee he chaired was set up to provide timely minutes for the meetings and there were three sketchy sets of minutes that took place. Where is the transparency in that? Part of the issue is that you were the chairman and you're responsible. Bernie stated that when Jim asked to be on another committee it didn't make a whole lot of sense so you were not chosen.

The Boards sent all members of the committee a thank you note acknowledging completion of the recommendation.

The Chair criticized the committee for not posting meeting times, when the Chair acknowledged instructing the committee when it was formed that it was not necessary to post its meetings.

John stated that when asked by Jim Alden what he had to say, he stated that the Chair had called him a liar and that he believed that personal matters were getting mixed with town issues.

The committee did a great job putting the packet presentation together and presenting it on August 8th. However the minutes were sketchy and there were minutes that were missing. Bernie said again that she would discuss this in a non public session if Jim wanted to discuss this further.

Russ Cumbee - complained about the minutes and Bernie's application of the Right to Know Law. People get on these committees because they care about the Town, they work hard, they're qualified people, they have a lot to give to the Town. And what Bernie does seems to be calculated to discourage people from being on these committees and disparage people that have worked on these committees. It seems like you're almost trying to squash a resource in the Town and that's a terrible mistake.

The Board adjourned at 5:05 pm.

Respectfully submitted,

Herbie Bartlett, Executive Secretary