

**MINUTES
FRANCONIA BOARD OF SELECTMEN MEETING**

Monday, October 14, 2013

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, October 14, 2013 at the Franconia Town Hall. Regular members in attendance were Ted Hoyle, John Lachapelle, Bob Montagno, Suzy MacDonald and Sally Small

Guests of the Board-Kim Cowles and Marilyn Knowlton

Ted Hoyle called the meeting to order at 3:00 pm.

SELECTMEN'S TIME:

BOS Minutes 10/14/2013: Formal readings of the October 14, 2013 BOS meeting minutes were waived. The minutes of October 14, 2013 were approved as amended.

FOR CONSIDERATION OF APPROVAL:

Transaction List for 10/17/13 - The Board reviewed and signed the transaction list for 10/17/13.

Emergency Operations Plan – Memorandum of Understanding & Foreword – The Memo of Understanding & Foreword was reviewed and signed by the Select Board.

Building Permit – Profile Club – New Clubhouse – This permit for the Profile Club will be brought to the Select Board again once the Building Inspector and Fire Inspector have had a chance to review the plans.

APPOINTMENTS:

3:00 –Kim Cowles – 3rd Q Budget Recreation & Parks – The Tri Town Recreation Budget was discussed. Rink Maintenance was discussed. The Dow Field Playground Fund was discussed and Kim will be spending most of that money in the 4th quarter.

The Select Board was under the understanding they would be meeting quarterly with the Towns of Easton and Sugar Hill to discuss the Transfer Station and the Recreation and this has not happened.

The Parks budget was discussed. The lawnmower which is shared with Building & Grounds was an issue for a while. The mower did not work and was taken to Exit 41. Exit 41 struggled to get the mower running. An outside contractor was hired for mowing of the Dow as things were starting to get behind.

Bob discussed the emails between Kim and William Rose regarding Safe Routes to School. Scott Leslie went to the “school” and should be taking this project forward. The qualifying bids were discussed and the fact that we may go to the next in line for the construction phase of the project.

Scott Leslie must submit the monthly reports. This is not something that should come from the engineer, according the NHDOT.

The Select Board would like to see Scott Leslie and Kim Cowles at the next meeting. Also being invited are the two remaining engineering firms from the qualifying bids on the Safe Routes to School program.

Kim discussed how better communication between departments would help make access to vehicles and equipment easier for Kim and allow for better use of time.

3:30 – Marilyn Knowlton – 3rd Q Budget Town Clerk/Tax Collector & Tax Deeds – The 3rd Q Budget for Town Clerk and Tax Collector was discussed. The dog tags were discussed and the income from them.

The need for a Deputy Clerk position was discussed. The DRA is recommending that Marilyn has a Deputy Tax Collector. Marilyn would like to look for one. The wages will need to be adjusted accordingly for next year.

Marilyn talked with the Select Board regarding tax deeds. There are several properties that could be taken by the Town for lack of payment of taxes. A property must be three years delinquent before the Town can think about taking it for lack of payment. The lien process was discussed. A package of information was given to each Select Board member. On the last page is a letter that can be given to each delinquent property owner. The Auditors Report had much higher numbers of delinquent accounts but they take all years into account. This is tax payer's money so the Select Board would like to pursue collecting this money. Marilyn is asked to move forward with the tax deeding process treating each taxpayer the same. Marilyn will keep the Select Board updated on each situation.

TO DISCUSS/REVIEW:

Bob discussed the CIP sidewalk item. Scott Leslie and Bernie Costa were going to be working on this project together. They are looking at all options to maintenance sidewalks. The sidewalks in town have been measured. The Select Board would like to discuss this with Scott Leslie and Jeff Phillips at the next meeting.

The Select Board would like to have a list of buildings that are inspected by the Fire Department. Suzy can show the Select Board the time sheets that have been submitted for payment.

The handicapped ramp has been repaired at the Town Building. Jeff Phillips will also work on temporarily repairing the front steps at the Town Building.

The Safety Services Building Committee will meet this Wednesday at 1pm and invite the Select Board to come to the meeting.

On Tuesday a financial planner will be at the Library at 5:30 pm to discuss investing municipal funds. The Select Board is invited to attend.

FOR YOUR INFORMATION:

Ted Hoyle was served paperwork from the Grafton County Sheriff on Friday October 11, 2013. The Summons in Civil Action paperwork will be forwarded to the Town's Attorney first thing in the morning. This is in regards to Fairpoint Communications.

Selectman Hoyle adjourned the meeting at 4:22 pm

Respectfully submitted, Suzanne MacDonald, Executive Secretary