

**Town of Franconia
Board of Selectmen's Regular Meeting
Monday, October 20th, 2025
at Town Hall at 4:00PM**

Board Members Present: Jill Brewer, Eric Meth, Dan Walker
Others in Attendance: Libby Staples, Jenny Monahan, Jan Cole

Appointments/Work Sessions
4:30PM - Tri-Town Meeting

Public Comment

Jan Cole commented that in light of the cybersecurity breach at town hall today, and the others at the school and library recently, that she hopes the town will develop and implement a cybersecurity policy.

To Sign/Approve

The minutes of October 6, 2025 were approved as amended.

The October 6th thru October 12th, 2025 Transaction List will be sent to the selectmen remotely for review tomorrow.

Vote to Expend from Fire Safety ETF: Chair Brewer made a motion to expend \$38,975.79 from the Fire Safety ETF for HSEM, Bergeron Fire Equipment and mobile radios, to be reimbursed.

Letter to Franconia Realty re Trees on Main Street: As previously discussed, the Conservation Commission had a forester evaluate the trees on Main Street in front of Franconia Market that were donated many years ago by the Conservation Commission to the former property owner. The trees, which were investigated as they appeared to be dead, were determined to have fallen victim to the Emerald Ash Borer. Chair Brewer has drafted a letter letting the property owner, Franconia Realty LLC, know that the trees are dead and requesting that they are removed and used as firewood or burned to make sure any remaining EAB's in the wood are killed. The board supports sending this letter.

To Discuss/Review

Town Hall Phones Quote: Town Administrator Staples reviewed the quote for the updated phone system at town hall. She said the cost for the four replacement phones is \$800, there is a \$250 one-time installation fee and the service will be \$130 a month. RingCentral will replace Spectrum as the phone service provider. There was a brief discussion that the water department, town administrator and Jenny all share one phone line, and that the company that previously installed the current phone system is no longer operating, so there is no one who will work on the current system. The board approves moving forward.

Additional Business: Town Administrator Staples said she was able to connect with the contact at Fidium who was working with the town on the project to bury the utility pole at the library several years ago and for which a payment of \$27,000 was paid by the anonymous Welcome Center donor prior to the work being done. As this project has not advanced and is currently on hold, a refund has been requested and will be returned to the donor once received to the town.

The board also acknowledged Susan Moore's resignation as a Supervisor of the Checklist and thanked her for her many

years of diligent service.

With no further discussion, the regular meeting was adjourned at 4:21PM.

Tri-Town Meeting

Board Members Present: Franconia – Jill Brewer, Eric Meth, Dan Walker, Easton – Brian Suthoff and Bob Thibault, Sugar Hill – Rusty Talbot and Chris Ellms.

Others in Attendance: Libby Staples, Jenny Monahan, Jennifer Gaudette, Katie Raymond, Tim Blake, Jan Cole.

The meeting was called to order at 4:34PM.

Recreation Budget Review: Katie said there were 37 kids from Sugar Hill, 15 kids from Easton, and four kids from Bethlehem and 32 kids that participated in the summer program for a total of 88 participants. Twenty-nine children participated in the Adventure Camp program over the tri-towns and Bethlehem.

Katie then reviewed the recreation budget with the boards line by line. Points of discussion were:

- Donations for uniforms were applied directly to the Uniforms Expense Line last year. That procedure has been corrected this year and the donated funds are applied to a restricted donations line.
- The total budget appears overspent at this time, but the monies that need to be assigned to the Rec Expandable Trust Fund will be moved out later.
- The Recreation Board is still working towards establishing a 501c3 to manage their trust fund and donations in the future.
- Adventure Camp is overspent mainly due to cost increases this year. There is also \$7,000 of offsetting revenue.
- Field Trips is also overspent due to increased costs – there is also some offsetting revenue.
- The town has not received the bill from Bethlehem for pool use so that line is falsely showing unspent.
- Soccer Supplies line is overspent due to the most recent recreation credit card bill has not been reconciled and most of the bill was assigned to the Soccer Supplies line.
- The Vehicle Repairs line is overspent due to the bus needing new brakes and tires this year.

Transfer Station Budget Review: Tim Blake reviewed the Transfer Station budget with the boards. Points of discussion were:

- Revenues are fairly on target for this point in the year but end up be a little lower than forecasted
- The Transfer Station is still using Starlink for \$120 a month – we should look into whether or not Fidium can service the station for less money.
- Tim suggests raising prices on mattress disposal and shingles as we are not comparable to other towns and this may attract people from other towns to bring their mattresses and shingles to Franconia. Tim suggests matching Littleton’s pricing on those items.

Selectman let the boards know that the replaced compactor container was auctioned off for \$12,600.

Old Home Day expenses were next discussed. Town Administrator Staples explained that last year the recreation board informed the town that it did not want Old Home Day expenses to be funded through the Recreation Expendable Trust Fund any longer. In response, Franconia budgeted \$11,000 for Old Home Day expenses, which did not fully cover the entire expense so the ETF paid about \$1,500 towards fireworks.

Sugar Hill Town Administrator Gaudette said that the Lyons Club initially funded the event when it began. She furthered that the Franconia Notch Regional Chamber of Commerce should make a donation as they make money off the duck race. Selectman Talbot agreed that a conversation should be had with FNRCC and that the fire department should contribute some of their donation revenue. Town Administrator Gaudette said that while many people from Sugar Hill come to Old Home Day, they also host and pay for their own event. They suggested sending a letter to the chamber.

Town Administrator Staples said there is going to be an increase in Administrative Fees to the tri-towns and suggested it is raised from \$4,000 to \$5,000. She said this is due to the overseeing of recreation taking a lot of time from the office. Town Administrator Gaudette said this should not go into effect until next year as Sugar Hill did not budget for it. Town Administrator Staples said she expected billing to come in under what was forecasted.

Chair Brewer asked the boards to keep regionalization of safety services in mind for the future to hopefully save all the towns some money.

With no further discussion, the meeting was adjourned at 5:29PM on a motion from Chair Brewer and a second from Selectman Walker.

Respectfully,

Jenny Monahan
Executive Assistant