

**FRANCONIA BOARD OF SELECTMEN  
MEETING MINUTES  
Monday, October 31, 2016**

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, October 31, 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:** Cornelia Lorentzen, Phil Albanese, Skylar Boutin

**Other Guests:** Russ & Lydia Cumbee, Mary & Peter Grote, Dawn Steele, Alden

**BOS Minutes for 9/30/2016:** A formal reading of the September 30, 2016 minutes was waived and the minutes were approved as amended.

**BOS Minutes 10/11/2016:** A formal reading of the October 11, 2016 minutes was waived and the minutes were approved as amended.

**BOS Minutes 10/17/2016:** A formal reading of the October 17, 2016 minutes was waived and the minutes were approved as amended.

**BOS Closed Minutes 10/17/2016:** Minutes were approved as amended.

**BOS Minutes 10/24/2016:** A formal reading of the October 24, 2016 minutes was waived and the minutes were approved as amended.

**BOS Minutes 10/26/2016:** A formal reading of the October 26, 2016 minutes was waived and the minutes were approved as written.

<b>FOR CONSIDERATION OF APPROVAL:</b>
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**Minutes - 9/30/16, 10/11/16, 10/17/16 (& Closed) & 10/24/16, 10/26/2016**

**Transaction Lists - 11/3/16 - Approved and signed by the Board.**

**2nd Issue Property Tax Warrant - Tax rate is \$17.06 for 2<sup>nd</sup> issue 2016. Due on the 7<sup>th</sup> of December.**

**Intent to Cut - Best (M29/L20 & 20-1) - signed and approved by the Board.**

**Building Permit - Pratt - (M15/L3-2) - Pole Barn - signed and approved by the Board.**

**Building Permit - Luke Lore, LLC (M13/L7) - Plain Kate's**

**Building Permit - TTW, LLC - Signed and Approved by the Board.**

**Bernie wants to move the meeting along so that everyone could get out for trick or treating over at the Dow.**

## APPOINTMENTS:

**3:30 - Cornelia Lorentzen** - came in to inquire about her Building Permit and then to express her displeasure with the Building Inspector, Allan Clark. Allan Clark has to go by state codes before he can approve anyone's building permit. Cornelia became disruptive to the meeting and had to be removed by Chief Monaghan.

**4:00 - Skylar Boutin** - campaigned for State Representative.

## COMMITTEE REPORTS:

**Conservation Commission (FCC)** -Kathy McCarthy - is resigning from the commission after 16 years of service. Sally will draft a letter thanking her for her 16 years.

**CIP Committee (CIP)** - No report.

**Energy Committee (FEC)** - Street Light RFP - Two proposals came in today. The committee is expecting one more.

**Northern Pass** - No report.

**Planning Board - MTAG** - Eric will discuss the billing with Sally. Kaela Grey will be submitting bills to on behalf of the town to Plan NH. The town put up \$2000 and we are getting \$8K from Plan NH.

**Wages & Benefits** - No report.

**Audit Committee** - No report.

**Screening Committee** - Applicants were screened and three candidates were chosen for interviews.

**Interviewing Committee** - The committee wants to schedule Interviews for Monday, 11/7/16 or Wednesday 11/9/16. Letters and application has been sent to the three candidates. The Board discussed Carol Wills being on the Interviewing Committee. She is an elected official not a town employee. Carol works for the public. Carol's position gets paid for by the town. Bernie feels it is important that she would deal with the new Town Administrator more than anyone else. She is going to be here for awhile. A motion was made previously to put her on this committee. The Select Board sets her salary. Carol has been our Planning Board Secretary years ago, Town Clerk/Tax Collector for 7 years and also has been an Administrator for a school for 7 years. She does have a good understanding of how to work with the State on a municipal level. The Committee will be Jennifer Gaudette, Ken Ford, Carol Wills, Jeff Woodward, Trevor Presby, Dawn Steele and Bit Andross if she can be there. John has not heard back from anyone.

The Select Board will observe and questions may be submitted by them to the interview committee.

Candidates will be asked the same questions. There will be an hour for each candidate.

## TO DISCUSS & REVIEW

**Septic Design - Herbert (M26/L16)** - reviewed by the Board.

**Procedures and Practices for Town Employees** - The Board has to address concerns. The town needs clear and concise rules that are consistent across the board. The Board needs to define comp, flex and overtime and when it is available who it applies to. It protects everyone. Eric Meth will deal with this with the town attorney and with NH Municipal Associations. Input would address the transparency the town is looking for. It has to be reinforced. Remarks made seemed to challenge the ethics of one particular employee. There are a dedicated group of employees that deserve our support. We just need better practices and procedures and to be consistent. The group of employees at Health Trust Meeting was noted that they were a dedicated group of employees that we have here at the town. We need a spirit of transparency in regards to the Building and Grounds Supervisor Position. Eric proceeded to read a letter that he had written to be included with the minutes in regards to one of our employees.

**Presby Building Proposal** - The Infrastructure Committee 2006 did a study and a report. We actually should get that group up and going again. There was a specific group for this. We should ask them to look into the Presby Proposal. Kathy Mead, Bob Gilbert, Jeff Woodward were on the former Committee. We have a time limit on this proposal. They need to look at this building. The Board thinks it is okay to resurrect the committee. Sally will ask these people if they still want to be on the committee and review this proposal.

**Recreation Committee Vacancy** - John Lachapelle thought that Tinalyn Caisse Knox would be a good candidate, Eric thought that Frank Pinter would make a good candidate and Bernie's choice was Cindy Berlack. Bernie stated that we need to think about this and then discuss again.

**The tri-town recreation agreement** is all set as far as our attorney was concerned. Sugar Hill and Easton will have Bernie Waugh review the doc. John Lachapelle would like to see the agreement with Laura's changes.

**Miscellaneous** - Chris Brooks has expressed concerns to Bernie that it appeared the stones at the Willow cemetery were pressure washed and the stones have been moved 25 feet from the burial lots. Sally will contact the Cemetery Trustees for clarification.

**Commendation for Gary Pilotte** - a copy of the commendation should be put with the minutes.

**Welcome Center** - In regards to a new welcome center as was posted in the paper...The Town has made no commitment to a welcome center.

**PUBLIC INPUT**

**Dawn Steele** - correction of the minutes in regards FLSA minutes were submitted to the board to review.

**Peter Grote** - wants minutes changed for 9/30/16. He submitted changes to the Board.

**Jim Alden** - expressed concerns about comp time for employees and keeping all time records here at the office. Sally stated they are all here at the office. There is also a concern about an employee driving a bus as she has a CDL license and working a lot of hours.

**Tina Lynn Knox** - expressed concerns about transparency and respect for the town's people. She would like the Board to show respect when the Town's people had a question. She really liked last week's meeting and hopes that we can move forward with that type of meeting. She said that the town is a business and should be run like a business. She wanted to know how Carol Wills got back onto the Interview Committee. Bernie stated that a motion was made at a previous meeting that Carol would be a part of the Interviewing Committee. Carol will not be supervised by the Town Administrator

**Dawn Steele** - Asked if the furnaces had been cleaned in the buildings. Kim said she was working on it. Sally will ask again.

**Mary Grote** - Carol is supervised by the tax payers and gets paid by the tax payers. The RSA's of the state are her boss along with the tax payers.

**Peter Grote** - Tax Collector - supervised - The selectmen cannot fire a tax collector unless dereliction of duty.

Carol does not report to the Board. She sets her own hours that are approved by the Select Board. Her salary is agreed on thru budgeting and voting. Who is responsible for supervising? The State supervises her. Several years ago there was a person who was not doing their job right and there were no checks and balances. Sally stated that it had to do with the liens. Tax Collector will not be reporting to the Town Administrator.

She is monitored by her computer system. Anything wrong is flagged. We elect people who can handle money. There is an audit every year. There was an audit after Marilyn and when Marie left. The interim auditor is responsible on a yearly basis.

The Board adjourned at 5:00 pm.

Respectfully submitted, Herbie Bartlett, Executive Secretary