

**FRANCONIA BOARD OF SELECTMEN
MEETING MINUTES
Monday, October 3, 2016**

A meeting of the Franconia Board of Selectmen was held at 3:00 pm on Monday, October 3, 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:

Other Guests: Peter & Mary Grote, Dawn Steele, Claudia Lachapelle, Jim Alden, Ted Hoyle, Don Carey, Bebe Garfield, Ken & Linda Ford.

BOS Minutes 9/26/2016: A formal reading of the September 26, 2016 minutes was waived and the minutes were approved as amended.

FOR CONSIDERATION OF APPROVAL:

This meeting is being recorded on a hand held devise by a member of the public.

Transaction Lists - 10/6/16 - Approved and signed by the Board.

Minutes 9/26/16 - Approved by the Board

Driveway Permit - Sanders/Pearson - Map R29/Lot 40.5 300 Park View Drive - approved and signed by the Board.

Intent to Cut - Betty Otorowski - Map 1/Lot 1 & Map 9/Lot 1 - Approved and signed by the Board.

Letter to Avitar Re: Fairpoint Settlement - Fairpoint will get an abatement refund. Sally will ask Gary and Jay about updating the language.

Thank you Letters - Signed by the Board.

APPOINTMENTS:

3:00 - Scott Leslie - Question raised by CIP - In the winter Scott takes the town truck home at night to be able to get out and check the roads more quickly. He has a chainsaw and other equipment necessary in case he needs it. He lives 2.5 miles away from the town garage.

Scott gave Herbie a list of the town paved roads. She will share with the Select Board.

Scott got bids for the sidewalk paving from Harvard Street out Route 116 to just past the cemetery. Scott will send Sally an email from the third bidder, GMI stating that

they do not want to do the sidewalks for \$21K. Scott said he doesn't want to be paving at the end of October or into November. It is too cold to do asphalt.

The equipment at the town garage is getting primed and painted. He spent more on calcium chloride this year.

There will always be issues up in Mittersill with winter parking. Scott will put up signs and it will be monitored.

3:30 - Mark Taylor - Update on the flood that occurred in February 2016 on Plantation Road with the Gale River. DES conducted mitigation study and submitted the project to The Army Corps of Engineers. Mark called DES in July & September and left messages and finally got in touch with a supervisor. Mark submitted a proposal to do work this fall which will mitigate some of the issues prior to the work the State will do next year. There are trees in the river and a berm that will have to be repaired. The authorization for the work Mark proposed came in today at 2:30pm. The expiration date is November 15th. There are trees over hanging the river that will come down the first snowfall. Mark wants to repair the berm with angular stone and put a culvert pipe in not greater than 20" in diameter that angles down towards the river.

Scott will manage the site and figure out what we have to do and rebuild the area. The cost will have to come out of the highway block grant. No federal funds available because the Governor did not declare it a disaster. We can notice the neighbors and put it on the websites that we will be doing this work.

4:00 - Rachelle Lyons - Watershed - spoke in regards to the 46 crossings of perennial and intermittent streams in Franconia. There are concerns about the aquatic migration thru culverts and under bridges. They want to analyze the data that they have acquired. She wants to invite the towns to the workshops they are having in the early winter. They want to turn the data over to the town and have the towns set the priorities for making improvements. She has spoken with the Conservation Commission. Northern Pass will definitely have an impact on this.

4:15 - Peter Grote - Audit Committee - We have a contract and we are scheduled for November 2nd & 3rd. The concerned group is called the Friends for Franconia which is an anonymous group. The Town needs a name to associate with this group and Peter said that he was the contact person and will take responsibility for the request. There is a questionnaire that Sally & Carol will have to fill out. The CPA will need it back in two weeks. A member of the committee will represent and introduce the CPA's to the town employees.

4:30 - Cornelia Lorentzen - No show.

COMMITTEE REPORTS:

Conservation Commission (FCC) - The commission had applied for \$26K grant application to improve the trails and make them more handicapped accessible. The Commission only was awarded a grant for \$4600. The Commission is working with Chris Nicodemus to improve existing terrain.

CIP Committee (CIP) - The town buildings maintenance expendable trust fund is used for capital expenditures of \$5K or more. How much is left from the public safety building financing? Ask Sally. The Crown Vic is ready to be sold. John is putting an ad into the newspapers. Frost Place - roof is to be replaced in 2017. CIP will touch base with Kim. Kim has met with the Frost Place many times. Trevor has volunteered to do a Request for Proposal (RFP) to help the Frost Place. The town is responsible for the outside of the buildings. The Heritage Museum was there at the last CIP Meeting and the Committee asked them to consult with the town before doing any repairs. We will have a meeting with the Museum and Bernie has spoken to Kim about that.

Energy Committee (FEC) - has been in discussion on solar panels for the town building.

Northern Pass - The middle of November items are to be done with data questions.

Planning Board - A comprehensive report was presented by Kaela Gray from NCC who is doing the work for MTAG grant and project. She set a time line and is ahead of schedule.

Wages & Benefits - Dawn Steele is waiting to hear from Peter Chapel. We will schedule the employee meeting in regards to the insurance once she hears from him. We will schedule the regular staff meeting for Friday October 14th at 230pm.

TO DISCUSS & REVIEW:

Septic Design - Lemire - Map 22/Lot 4.1-1 Morristown Road - Reviewed by the Board.

Advisory Finance Committee - Bernie apologized to the Board for suggesting that we have an Audit Committee. She had read article 39 on the NHMA website and realized that an audit committee is not appropriate for a Town like Franconia. It is used for large cities with Town Councils. She reminded the Board that it had only asked the Audit Committee to review the audits and make their recommendations to the Board.

John didn't want to undermine what the audit committee is doing now. John is not going to engage in this conversation since the board had already approved the mission of the audit committee. Bernie stated that there were people in town that object to the audit committee.

Bernie made a motion to disband the audit committee and create an advisory finance committee and keep the members of the audit committee and move them to the other committee. No one seconded the motion and it was not approved.

There was a discussion in regards to the difference between the Finance Advisory Committee and the Audit Committee.

Financial Quarterly Meeting - The Board would like to have a meeting to review the quarterly financial reports and have the reports in front of the Board. Mentioned at last meeting - have the financials in front of us. The Board will have Sally and Carol involved.

Interview/Screening Committee - The closing date for applications is October 14. The Board will ask Jeff Woodward, Bit Andross, Eric Meth, John Lachapelle, and Dawn Steele. If Bit cannot do this then we can ask Jennifer Gaudette to be an alternate.

The final interview committee would include citizens on the panel to review the final two or three candidates for the Town Administrator Position.

Bernie wanted to go into Closed Session - Re: personal reputation

Closed Session - Legal and Personnel - As per RSA 91-3:II (e) the Board voted to go into closed session. At 4:40pm the Board voted to come out of closed session 4:45 pm.

Also if two Selectmen are on a committee you have to publicly advertise it.

Questions about running for public office - John said that it is inappropriate to be accosted about voting at the Transfer Station. Is someone allowed to campaign on public or town property? Ask Carol if you can do this.

PUBLIC INPUT:

Town Administrator Position: It was decided that if we don't have more than four or five applicants we can extend the application deadline and put it in the Union Leader.

Dawn Steele - Is Kim getting the furnace cleaned at the Public Safety Building? All furnaces need to be cleaned.

Tri-Town Rec Agreement - Sally is discussing with the attorney on what kind of fund that can be used to make the money easily accessible.

Employment of Relatives - John wants a copy of the policy from Sally.

The Board adjourned at 5:25 pm.

Respectfully submitted,

Herbie Bartlett
Executive Secretary