

TOWN OF FRANCONIA
BOARD OF SELECTMEN'S REGULAR MEETING
MONDAY, OCTOBER 3, 2022 AT 5:00PM AT TOWN HALL

BOARD MEMBERS PRESENT: Jill Brewer, Dan Walker, Eric Meth

OTHERS PRESENT: Kim Cowles, Jenny Monahan, Larry Plate, Peter Grote, Steve Plant, Lynn Terres, Carol Walker, Karen Foss, Mike Betley, Mary Grote, Dawn Steele, Paul Hayes, Pat Garvin, Monica Laflamme, Jan Cole

The meeting was called to order at 5:05pm.

APPOINTMENTS/WORK SESSIONS

5:00pm – Jan Cole – Unassigned Fund Balance Work Session:

Jan said that in 2021 the revenue surplus was \$72,064 and there were \$170,098 in unexpended appropriations. She said the property taxes received were 6.4% more than anticipated and suggested the selectmen check into the forecasting process. In the Misc/Other revenues section of the audit there was approximately \$60,920 and nothing was forecasted.

She said the sidewalk project came in under budget, and the project was being paid for from capital reserve funds and the unassigned fund balance. She said because the project came in under budget and was predominantly paid for with the UFB, it caused revenues to be lower than forecasted because the funds were not taken from the capital reserves, which would have made them count towards revenue.

She said the police department was under budget in 2021 due to being understaffed. The highway department appears overspent in the 2021 audit due to the warrant article expenditures being included.

Debt service shows underspent by \$38,000, but the reason for that is not clear. Capital outlay was not budgeted for but was spent at \$45,000. Transfers in/out was overspent by \$41,000. This appears to be related to the way these funds were categorized on the audit.

Town Administrator Cowles said revenue projections and department budgets were tightened up for 2022 and this year's department budgets are in good shape.

Voters approved \$221,000 of expenditures from the UFB for 2022. Most of those items are completed and paid for with a few projects still being wrapped up, such as the new highway truck outfitting.

Jan said that the current state of the market affects the balances of the capital reserve funds and that should be monitored. She said \$70,000 was approved for spending from the library capital reserve which is slightly more than is in the fund. Project planning for next year was briefly discussed.

The balance of the UFB for 2021 was \$1,377,973 and after the approved expenditures from 2022 town meeting and the special town meeting it was \$1,041,723. The 12% target balance is \$643,360. Jan agreed to attend another work session with the selectmen on October 17th at 5pm.

6:00pm – Pat Garvin & Monica Laflamme – Short-Term Rental Registration Update: Pat and Monica attended a virtual training on short-term rentals with Town Administrator Cowles and Jenny Monahan last week. After the training and receiving feedback on the original draft from town counsel they made some changes to the short-term rental agreement the planning board drafted and they previously presented to the selectmen. Pat said the new registration is more explicit than the previous registration and includes the town ordinances that can be cited as nuisances. They added safety inspections for the STR properties and clarified that the fine for being in violation of the registration regulations is \$250 a day after receiving written warning from the town. STR owners need to pay the updated registration fee by April 1st 2023 and that will register them for the period of one year.

After a brief discussion confirming that the planning board has reviewed the updated draft and recommends it be implemented, Chairman Brewer made a motion that the town accept and immediately implement the updated short-term rental agreement. Selectman Meth seconded the motion with all voting in favor. **Motion passes.**

PUBLIC COMMENT

Public comment was taken from Larry Plate, Virginia Mike, Dawn Steele and Trevor Presby.

TO SIGN/APPROVE

The October 3rd, 2022 transaction report was reviewed and signed by the selectmen.

The minutes of September 26th, 2022 were approved as written.

An Intent to Cut application for map 16, lot 26 – Franconia Mtns Road – Walker – was signed by the board.

TOWN ADMINISTRATOR UPDATE

Town Administrator Cowles provided the MS-1 for the selectmen to sign. She said the town's total valuation increased by about 5 million dollars. She also filed the MS-434.

COMMITTEE REPORTS

Broadband Commission: Selectman Meth said the BC met twice last month for presentations from Internet Service Providers. The commission created an RFP that was sent to multiple providers with a deadline of November 4th.

Conservation Commission: Chairman Brewer said the CC is meeting tomorrow at 4pm.

Chamber of Commerce: No update.

Energy Commission: The next meeting is Thursday October 14th. The time or location may change due to town hall being booked at that time.

Planning Board: Selectman Meth said the next meeting is on the 11th. He added the STR registration work that was done and previously discussed in the meeting.

With no further discussion, the meeting was adjourned at 6:43pm on a motion from Selectman Chairman Brewer and a second from Selectman Meth with all voting in favor.

Respectfully Submitted,

Jenny Monahan
Administrative Secretary

DRAFT