

Minutes of the Selectboard Meeting

September 30, 2016

Part I

Attending: Eric Meth, John Lachapelle, Bernie Costa, Allan Clark, Building Inspector, Rick Gaudette, Fire Chief

At 2:45 p.m. the group met at the fire station to review previous documents pertinent to the building permits issued for Plain Kates, etc.

We then proceeded to Plain Kate's Riverside Saloon. There we met with proprietor Cornelia Lorenzten's representative Phil Albanese and Russell Buckingham. We toured the museum and proposed restaurant portion of the building. The Board was informed that the required fire alarm is in place with Capital being the supplier of the product but that they are waiting for Fairpoint to install another line before the alarm is operational.

There was discussion of future plans for the space and Phil produced an architectural floor plan of existing conditions at the building which is one of the documents that had been previously requested. Allan explained that that document and another plan of what is going to be done are needed to be examined before he can make a determination about a building permit. He decided he could waive the requirement of stamped plans because the creator of the plan was Vladamir Petkovich who was previously a licensed architect, well-known to the building inspector, but who had recently retired and allowed his license to expire.

Allan informed Cornelia's representatives that the State Code mandates a sprinkler system if this is going to be a band hosting venue/meeting place which holds **greater than 99 people**. This is based upon square footage and egress. The Board's concern is that the new/current plan to create large openings in the walls of the previously isolated dining area will be increasing the area of congregation to larger than the 99 limit which had previously been planned.

Phil and Russell will discuss these issues with the owner.

The Selectboard adjourned to the Town Hall and reopened the meeting at 3:50 p.m.

Additional Members of the Public in attendance: Russell Cumbee, Lydia Cumbee, Mary Grote, Dawn Steele, Nick Mike, Claudia Lachapelle, Brian Williams and Peter Grote

Members of the Audit Committee, Peter Grote, Claudia Lachapelle, and Brian Williams met with the Board to discuss their recommendation that the Town have conducted an independent audit of the internal controls, software, accounting process and structure of the financial reporting capabilities of the Town.

Part 2

Peter referred the Board to the Hardiman and GFOA reports on the NH Municipal Associations website.

Since it was determined that there were no funds to pay for such an examination and Bernie did not feel that it was a wise use of funds, the Board, voted unanimously not to fund a review of the internal controls, software, accounting process and structure of the reporting capabilities of the Town.

The Audit Committee stated that there existed a citizens group, Friends for Franconia, that has agreed to underwrite the cost of this audit. Any communications from the CPA firm concerning internal audit activities will only pass through the Audit Committee.

A report by the CPA firm will be submitted only to the Audit Committee for review. It will be presented to the Board.

The Board voted unanimously to make Town Hall staff available to work with the third-party auditor to review the internal controls, software, accounting process and structure of the reporting capabilities of the Town for a period of no more than 16 hours.

Peter also presented to the Board two submissions: a set of Questions and Answers, and a set of Transmittal and Commentary Letters from several past auditors.

Respectfully submitted,

Bernardette Costa