

**MINUTES
FRANCONIA BOARD OF SELECTMEN MEETING**

Monday, September 8, 2014

A meeting of the Franconia Board of Selectmen was held at 2:00 pm on Monday September 8, 2014 at the Franconia Town Hall. Regular members in attendance were John Lachapelle, Ted Hoyle, Bob Montagno, Suzy MacDonald and Sally Small

Guests of the Board – Department Heads & Kevin Low

John Lachapelle called the meeting to order at 2:00 pm.

SELECTMEN'S TIME:

BOS Minutes 08/25/2014: Formal readings of the August 25, 2014 BOS meeting minutes were waived. The minutes of August 25, 2014 were approved.

FOR CONSIDERATION OF APPROVAL:

Transaction List for 9/11/14 - The Board reviewed and signed the transaction list for 9/11/14.

Safety Services Building Project Transaction List for 9/11/14 – The board reviewed and signed the transaction list for 9/11/14.

Primary 9-1-1 Dispatch Agency Confirmation was reviewed and signed by the Select Board.

Passumpsic Bank – Request for Advance was reviewed and signed by the Select Board.

MS-1 Signature Page was reviewed and signed by the Select Board.

APPOINTMENTS:

2:00 –Department Head Meeting – The Department Head meeting was attended by Scott Leslie, Sally Small, Kim Cowles, and John Monaghan. Greg Wells and Jeff Phillips did not attend. Jeff Phillips is out of work with a shoulder injury. The Select Board feels that he can still attend meetings.

Kim Cowles updated the Board on several items. The Summer Recreation Program was a big success. The Town of Franconia along with PRIMEX will host a chainsaw safety class on October 2, 2014. This will also count as our fourth quarter safety committee meeting. Kim would like to have some trees pruned on Academy Street and “Dolans” Park. The concert held this last Friday night was not really well attended. There was a lot going on around the area. The new message board is open for community messages on a first come first serve basis. Kim will be picking up the trailer for the Recreation department tomorrow.

John Lachapelle is wondering if we have some type of or could come up with a Community Award. John would like to recognize the citizens who planted in the island at Coal Hill Road. It would be nice to continue the theme. Its fine for all these plantings but who is going to maintain them.

Scott is all done paving except for a little bit left at Mittersill. The top of Deer Pass was discussed and the ownership of it as well as the parking lot. We have nothing showing that it's a town road. The town did not put in the parking area either. The records for this area need to be found. The Homeowners Association should meet with the Select Board.

Emails have been received from some residents on Plantation Road. They are very happy with the road.

Scott will soon have all the gravel that we have bought removed from the end of the airport.

The FEMA grant for Wells Road is moving forward. It has passed State approval and is now going to the Federal Government. The Town of Franconia will have to pay approximately \$46,000. The Highway Department should be thinking about "in kind services" for this project. Mark Taylor should submit a CIP form for this.

The Highway Block Grant is usually around \$45,000. This is given on a fiscal year, not calendar year.

The amount placed in CIP for town Buildings Maintenance Fund needs to be bumped up.

A contract was signed by the Select Board with a firm who will be digging up the old tanks at the Town Building and the Mittersill Fire Station.

The John Deere Tractor is in for repairs to the brake system.

Scott is still looking into getting a fountain for The Dow.

John Monaghan reports that all officers have been range qualified.

The Police Department will be running enhanced radar on Route 142 and Main Street after several complaints.

The Ford SUV is not working well at this time. John is looking at options.

John Lachapelle would like to see a committee established for the planning of an Open House at the Safety Services Building when ready.

Sally has sent all necessary paperwork to the Department of Revenue.

Roberts & Greene is still working on the audit.

John Monaghan and Scott Leslie would like to see sick time and vacation time accrued shown on pay stubs. Sally says Quick Books does not allow this to happen. Questions regarding the amount of time that can be rolled over were discussed. Medical contributions were also discussed. Sally will invite someone from LGC to present the options to the employees. Open enrollment is the first of the year. The Town of Franconia employees are not in the State of NH retirement plan. The Police are in the State of NH retirement plan.

CIP meeting is two weeks from Tuesday. Come prepared with all your forms filled out correctly.

Jeff Malcolm is stepping down from the Recreation Committee. The Committee is looking for volunteers.

3:00 – Kevin Low – SNS Computers – Town Technology – Kevin was here to pitch his company to the Town of Franconia. His company can provide IT support, wireless, and internet options. Kevin sees a goal of getting all employees working on the same program. One server can do all of the town departments. Not all computers would need to be replaced. SNS would like to have an engineer come to the Town and do an audit. The Town of Franconia sees issues with Tech Support. Dawn Steele will continue to work on the Town's technology.

TO DISCUSS/REVIEW:

Email from Bill Mead Re: Plantation Road – An email in support of the work done of Plantation Road was read to the Select Board.

Email from Meghan McPhaul Re: Recreation Committee – An email from Meghan McPhaul regarding interest in the Recreation Committee was read.

Bob Montagno discussed the Town of Franconia and how they initiated activity with Provan & Lorber. When this was initiated the Town received favorable comments from others regarding Provan & Lorber and now this is not the case. Bob has asked others to stop speaking negatively about Provan & Lorber. The Town became worried about their reputation and did not ask for Provan & Lorber to do any of the site work at the new Safety Services Building.

The rust spots on the stair railings at the Town Building have been looked at by Stan Szetela, the contractor who did the initial work. Stan has contacted the manufacturer and they will stand behind the work.

The CIP Committee has discussed vehicle and equipment trades. Most of the trades get virtually nothing for value. The Police Chief and the Road Agent are looking at keeping a vehicle as a spare. This could be a way to extend the life of new equipment.

The next Department Head Meeting must be attended by all Department Heads.

The process of workers compensation needs to be reviewed and remain accurate. Information should be relayed from the employee to the supervisor. The employee and or supervisor should then contact the Administrative Assistant immediately so appropriate paperwork can be filed. The Select Board should be notified as soon as possible. Workers Compensation procedure will be scheduled by the Safety Committee for review.

When the Select Board, Trustees, and Treasurer meet with Passumpsic Bank the Town will keep in mind that they are looking for the best value. Convenience is not an argument.

Primary Day is tomorrow. The Select Board must have a presence during the open voting hours. John Lachapelle would like to have a warrant article next year to ask the voters to change the voting hours. John will be here from 8-10am and 2-4pm. Bob will be here from 4-7pm, and Ted from 10am-2pm.

FOR YOUR INFORMATION:

Jane Cloran's Retirement Party

North Country Council Open Houses

2014 Granite State Grind & Roll 09/27/2014

Selectman Lachapelle adjourned the meeting at 4:20 pm

Respectfully submitted, Suzanne MacDonald, Executive Secretary