

**MINUTES
FRANCONIA BOARD OF SELECTMEN MEETING**

Monday, April 7, 2014

A meeting of the Franconia Board of Selectmen was held at 2:00 pm on Monday April 7, 2014 at the Franconia Town Hall. Regular members in attendance were Ted Hoyle, John Lachapelle, Bob Montagno, Sally Small and Suzy MacDonald

Guests of the Board – Jeff Phillips, Scott Leslie, John Monaghan, Greg Wells, and Kim Cowles

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

SELECTMEN'S TIME:

BOS Minutes 3/31/2014: Formal readings of the March 31, 2014 BOS meeting minutes were waived. The minutes of March 31, 2014 were approved.

FOR CONSIDERATION OF APPROVAL:

Transaction List for 4/10/14 - The Board reviewed and signed the transaction list for 4/10/14.

Building Permit –Franconia Community Church -Map 14/Lot70) Addition – A Building Permit for the Franconia Community Church, Map 14/Lot 70 for an addition was reviewed and signed by the Select Board. This includes conditions presented by the Building Inspector for the Town of Franconia.

P & L Electronic File Transfer Agreement was reviewed. This would allow the Town of Franconia to use some of the information that has been prepared by Provan & Lorber. This agreement will be sent to the Town's Attorney for their review before being signed by the Chairman.

Quote for Transfer Station Baler was reviewed and signed by the Select Board.

Abatement of Taxes – King – The Board reviewed and signed an Abatement of Taxes for King.

APPOINTMENTS:

Rick Gaudette – Rick presented a proposal from Presby to provide temporary garage space for the Fire Department and the Life Squad. The proposal is for the Main Street location know as “the old children’s center” for a 6 month lease payable in advance for \$13, 800. The Select Board unanimously supports this.

John Monaghan has received a proposal from Presby to temporarily house the Police Department office space at the Presby, Route 116 building. The Police Department will not have bay housing. They will be paying \$1800 for 6 months. The Select Board unanimously supports this.

2:00 – Department Heads Meeting – **John** Lachapelle would like to look at the first quarter budgets. There were some questions by the Department Heads when the budgets would be looked at and in what fashion. The Department Heads should be using what Sally has given then for budget information and looking at their first quarter and doing their own review. The Department Head should be looking closely

at quarterly budgets as well as a breakdown for the remaining year. The Department Head meeting is a good time to look at the budgets. The budgets will be reviewed at the next Department Head meeting. Remember, Bob has offered to help with this budget review process.

The Franconia Select Board would like to meet quarterly with Sugar Hill and Easton Select Boards. Historically Kim has only met with the other two boards once a year in November. Greg can be ready by next week to meet with all three boards.

Scott Leslie discussed the inspection of vehicles and having the Town of Franconia receive Municipal Certification so that we could inspect our own vehicles. We have about 10 vehicles that need inspection. If we qualify for this program it should be done. Jeremy Hall is willing to get certified. John Monaghan will look into this.

Jeff Phillips is ready to purchase the lawn mowers. He should get quotes and present to the Select Board. The Purchasing policy was reviewed. Both Jeff and Scott have vehicle maintenance budgets that are quite high. John Monaghan also added that his vehicle maintenance budget is climbing due to issues with the Expedition.

Greg Wells needs to have the quote signed so that he can purchase a new baler.

John Lachapelle signed the paperwork so that the new to us Highway Truck can be registered with the Town Clerk.

John Monaghan reports that all officers are back on duty and the Police Department is again at full strength.

Scott Leslie and crew have been working on lots of frozen culverts.

Greg Wells has some outside painting planned at the Transfer Station. Nothing has happened with flattening cardboard. Greg will be installing plastic strips in the fall to act as a wind shield. Greg can make signs but is hoping things get better when the new baler gets here for cardboard. The gate will be replaced/fixed when the frost is out of the ground. It will be done this year for sure. Greg will also have the yard York raked this spring. We did put calcium chloride down last summer and will do so again this summer.

Kim Cowles is busy planning summer events around Town and on the Dow. She would like to have a 55 year recreation reunion with a concert and a bbq. She is also working on the White Mt Triathlon, Old Home Day, and the Triathlon and Wellness Fair. The whole month of April is Earthday. Bags are available for roadside cleanup. Kim is also in the process of hiring summer recreation counselors.

Sally was able to report that the audit was finished last week. On Thursday Sally, Suzy, Martin Cashin, and Mark Taylor will be attending an Emergency Management Seminar.

The Select Board would like to know if there are any training sessions for Select Board members. Sally will look at Local Government Center.

Chainsaw training will be hosted by the Town of Franconia with Primex on October 2, 2014.

First Aid and CPR training for employees who want to participate will take place on June 18 here in Franconia.

The front steps construction was discussed and the need to re route people to the rear of the building. Evening hours for the Town Clerk /Tax Collector were discussed. There is some talk of directing traffic thru the back door, thru the main hall, out the double doors and back into Marilyn's side. The Board will discuss this with Marilyn.

The sinkhole in the parking lot needs to be fixed. The Highway Department can fix this in half a day.

Scott Leslie has been in touch with William Rose on the Safe Routes to School. Scott will continue to work on this project. Sally had some question on the engineering portion of the easement. Scott will follow up.

TO DISCUSS/REVIEW:

1st Q Budget Hearings will be reviewed at the next Department Head Meeting. Department Heads should be prepared with their budgets.

Septic Design – Lovett (Map 29/Lot 4) – A septic design for Lovett (Map 29/Lot 4) was reviewed and will be sent to the State of NH for their approval.

Sally briefed the Board on Fire Pond Easements and assured them that she is moving forward on this matter. Sally will be asking the Town's Attorney to create an easement that can be used by the Town of Franconia.

Notifying the public regarding the moving and new location of the Fire, Ambulance, and Police was discussed. A notice will be placed on the website as well as placed in the newspaper. Notices will also be placed on bulletin boards at various places throughout town.

John Lachapelle has asked Marilyn Knowlton Tax Collector/Town Clerk to come into a meeting and discuss the tax collection on properties whose property taxes are delinquent. Marilyn will be attending a workshop on the lien/deed process this week.

FOR YOUR INFORMATION:

Notice of Final Tax Bill 2013

Letter from P & L to Eastern Construction

Selectman Hoyle adjourned the meeting at 3:34 pm

Respectfully submitted, Suzanne MacDonald, Executive Secretary