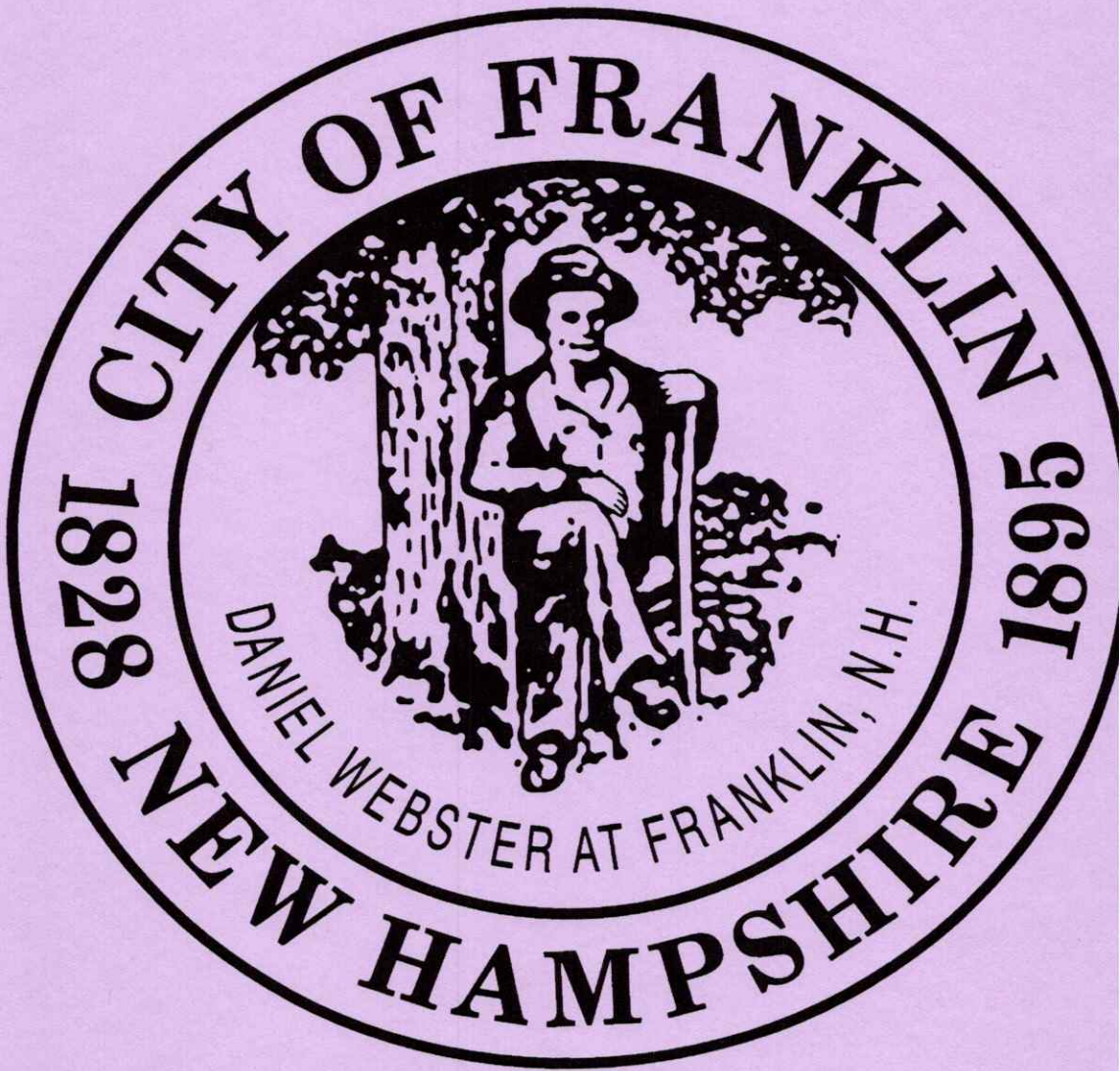
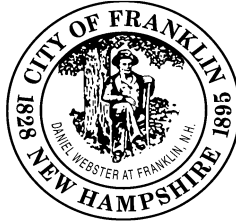


CITY OF FRANKLIN
CITY COUNCIL MEETING
April 3rd, 2023
6:00 P.M.





CITY COUNCIL MEETING

Monday, April 3rd, 2023 - 6:00 p.m.

Council Chambers, Franklin City Hall

or view only via Zoom: <https://us02web.zoom.us/j/87465974993>

or by phone: 1-312-626-6799, Meeting ID# 874 6597 4993

SALUTE TO THE FLAG

MOMENT OF SILENCE FOR OUR VETERANS

PUBLIC HEARINGS

Resolution 16-23 appropriating \$66,220 to the Franklin School District fiscal year 2023 budget.

Resolution 14-23 accepting grant funds in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management. These funds will be used for upgrades to the City's Hazard Mitigation Plan.

Resolution 17-23 to accept a \$200,000 grant from New Hampshire Department of Environmental Service Brownfield Revolving Loan Fund Clean Up Grant for cleanup of Map-Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant.

LEGISLATIVE UPDATE

PRESENTATIONS TO THE PUBLIC

Representatives from Easter Seals to present on proposed Veteran's project on Holy Cross Road.

Representatives from the Statewide Transportation Coalition to present on proposed bus routes through Franklin.

COMMENTS FROM THE PUBLIC

Persons wishing to address the Council may speak for a maximum of three minutes. No more than thirty minutes will be devoted to public commentary. Reminder that public comment is welcome and will be taken under advisement by the Manager & Council. Ongoing requests for

status should be addressed to the city manager or her designee during regular business hours. The council is a public body required to conduct the business before it on the agenda that has been vetted through the City's professional staff.

CITY COUNCIL ACKNOWLEDGEMENT

MAYOR'S UPDATE

Agenda Item I. (pg. 1)

Council to consider the minutes of the February 13th, 2023 City Council Workshop Meeting, the nonpublic minutes from the February 13th, 2023 City Council Workshop meeting, the March 6, 2023 City Council Meeting, the nonpublic minutes from the March 6th, 2023 City Council meeting and the March 20th, 2023 City Council Workshop Meeting.

Agenda Item II. (pg. 38)

School Board Update

Agenda Item III. (pg. 40)

Council to consider Resolution 16-23 appropriating \$66,220 to the Franklin School District fiscal year 2023 budget.

Agenda Item IV. (pg. 46)

Council to consider Resolution 14-23 accepting and appropriating grant funds in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management for the update of the City's Hazard Mitigation Plan.

Agenda Item V. (pg. 52)

Council to consider Resolution 17-23 to accept and appropriate a \$200,000 grant from New Hampshire Department of Environmental Service Brownfield Revolving Loan Fund Clean Up Grant for cleanup of Map-Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant.

Agenda Item VI. (pg. 58)

Council to consider Building Permit Proposal for Property on a Private Road.

Agenda Item VII. (pg. 64)

Council to review Code of Conduct policy for Elected Officials and Appointed Board Members.

Agenda Item VIII. (pg. 73)

Council to consider lease agreement with Brent Fife for the agricultural use of City Land.

Agenda Item IX. (pg. 77)

Council to consider changing the date of the regularly scheduled City Council meeting in July.

Agenda Item X. (pg. 79)

Other Business

1. Committee Reports
2. City Manager's Update
3. Late Items.

Adjournment

The City Council of the City of Franklin reserves the right to enter into non-public session when necessary, according to the provisions of RSA 91-A.

This location is accessible to the disabled. Those wishing to attend who are hearing or vision impaired may make their needs known by calling 934-3900 (voice), or through "Relay New Hampshire" 1-800-735-2964 (T.D./TRY)

CITY COUNCIL MEETING
AGENDA ITEM I



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of April 3rd, 2023

Subject: Approval of Minutes

Motion: "I move that the Franklin City Council approve the minutes of the February 13th, 2023 City Council Workshop Meeting, the nonpublic minutes from the February 13th, 2023 City Council Workshop Meeting, the March 6th, 2023 City Council Meeting, the nonpublic minutes from the March 6th, 2023 City Council Meeting and the March 20th, 2023 City Council Workshop Meeting."

Mayor calls for a second, discussion and the vote.



**City Council Meeting Minutes
Monday, February 13, 2023 - 6:00 p.m.
Council Chambers, City Hall**

Council in attendance: Mayor Jo Brown, Councilor Jay Chandler, Councilor Leigh Webb, Councilor Bob Desrochers, Councilor George Dzujna, Councilor Ted Starkweather, Councilor Valerie Blake (via telephone), Councilor Paul Trudel, Councilor Vince Ribas and Councilor Olivia Zink

Absent: None

Others in attendance: City Manager Judie Milner, Fire Chief Mike Foss, P&Z Director Seth Creighton, Finance Director Pessy Gaudette, and members of the public.

Mayor Brown called the meeting to order in Council Chambers at 6:02 p.m.

Salute to the Flag was led by Councilor Webb.

Public Hearings:

Resolution 15-23 appropriating \$60,000 from sale of 599 S. Main Street for the City Hall project.

Mayor Brown stated that she had received many letters and emails in support of the Franklin Opera House/City Hall renovations and would like to open this up for any extra comments.

The public hearing opened at 6:05 p.m.

Many residents came before the council to express the importance of having the Franklin Opera House in the city of Franklin and all were in support of doing whatever possible to renovate the building.

The public hearing on Resolution 15-23 closed at 6:40 p.m.

Comments from the Public:

Public comments opened at 6:40 p.m.

There was no discussion.

Public comments closed at 6:40 p.m.

Agenda Item I.

Council to consider Resolution 15-23 appropriating \$60,000 from the sale of 599 S. Main Street towards the City Hall project.

Motion - Councilor Ribas moved that the Franklin City Council adopt Resolution 15-23 appropriating \$60,000 in one-time unanticipated FY2023 revenues for the City Hall project. Seconded by Councilor Dzujna.

Mayor Brown asked if there was any discussion on resolution 15-23.

Councilor Webb asked Milner to explain the City Hall study that is being presented.

Milner stated that the study will take a look at everything and give concrete numbers, along with a plan to go forward. This will also help with going after grants as well.

What is left over from the \$60,000 revenues after paying for the study will go towards the capital reserve for the City Hall project.

The council expressed their support for the Opera House and Fire Chief Foss and P&Z Director Creighton were also able to answer any of their questions on the topic.

By a roll call vote.

Roll Call:

Councilor Blake yes Councilor Desrochers yes Councilor Starkweather yes

Councilor Webb yes Councilor Dzujna yes Councilor Trudel yes

Councilor Chandler yes Councilor Ribas yes Councilor Zink yes

All in favor. Motion PASSED.

Mayor Brown read Resolution 15-23:

RESOLUTION #15-23

A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2023.

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2023 which began July 1, 2022, **and**;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands Soldiers Memorial Hall (City Hall) needs significant repair to bring it to code compliance, **and**;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the City brought in \$60,000 in unanticipated one-time revenue for the sale of 599-601 South Main Street, **and**;

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to appropriate the one-time revenue for the City Hall Project, **Now**,

THEREFORE, BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 13, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #15-23 authorizing an increase in FY2023 revenues:

Sale of Municipal Property Revenue Acct. No. 01-0-000-35011-000 – Sixty Thousand dollars (\$60,000)

And an increase in FY2023 expenditure accounts,

Buildings Acct No. 01-9-012-40720-000 – Sixty Thousand dollars (\$60,000).

Agenda Item II.

Discussion on City Hall.

Milner started by addressing some myth busters, clarifications and education:

- Milner thanked everyone for coming forward with all of their concerns.
- Soldiers Memorial Hall is an important historical building.
- Renovations are needed – They have made small improvements along the way and has been several years in the making.
- The City Manager is not going to fire the Fire Chief. He is not the bad guy in all of this.
- City Offices/Opera House is a public and private partnership, which will continue.
- If anyone were to move out of the building, it would not be the Opera House. The recommendation would be to have the city offices move.
- Members of the opera house board have been included in discussions.
- The city and the Opera House put measures in place to ensure the safety of the public while working through this.
- Dan Darling and Milner have been in contact about options should they need to move out for renovations.
- The point of the city council meeting is to not upset the public, but get direction from the council.
- Difficult lift for the council to bond a project – city owners of the building will need to do and public support goes a long way.
- Milner stated that she is aware that there is some confusion regarding the timeline and funding for this project.
- The City Manager’s Economic Development Task Force has well over 100 years of combined experience at the Federal Agency, State Agency, Regional Development, and Local Development.
- Brought in over \$4m in funding directly to the municipality, efforts led to \$75m in new investments that the city can capture.

- This is not the same “poor” Franklin as 10 years ago, or even 5 years ago.
- This is a pivotal point in revitalization; the city needs to stay the course and show investors and other stakeholders that we not only talk the talk, but also walk the walk.
- Need to follow the footsteps of the bank, Davis & Towle, Chinburg, Buell Block and Waterhorse Pub.
- This is the first project of this magnitude in a very long time that is paid for from the general fund of the City, but the city is no stranger to projects of this magnitude or greater in the water and sewer enterprise fund.
- Hiring an architect and/or engineer is very typical of municipal projects in order to ascertain the scope and estimated (educated) cost of the project – it is done on all w/s projects.
- If a qualified firm wishes to respond to the RFQ/RFP with a pro bono response, it’s ok.
- Asking council for the authority to borrow up to \$X (\$5 million has been discussed as a preliminary number).
- It is especially important for applying for funding as it is a Demonstrated Match making funding applications stronger.
- The City Manager’s Economic Development Task Force will do everything it can to secure funding from other sources to offset the cost – likely, the Opera House portion and the Task Force is currently vetting a strategy that could reduce the burden by up to 46% by utilizing historical and new market tax credits. This is not ready for presentation yet.
- It is imperative that the city move quickly on securing the numbers and design strategy for the building, as everything is contingent on that to move forward.

Councilor Webb did ask if an RFQ is more expensive when keeping to a historical building and hiring someone with experience with that. Creighton answered letting him know that it is not more expensive.

Milner mentioned that some of the items that were on the list to be repaired have already been completed.

She also stated that the LCHIP grant is one that is on the table for the project.

There is a workshop meeting scheduled for March on the Pay & Class study and Milner recommended having another one scheduled for this topic as well.

March 20th was scheduled for a workshop on City Hall and March 27th was scheduled for a workshop on the Pay & Class study.

Milner added that it will take a couple of weeks to write the RFQ and will give three weeks to receive responses. This will be a total of 6-7 weeks.

Agenda Item III.

Other Business.

Milner had some late items to go over. She stated that she had sent the council a tiered option for the retention bonus proposal, per the request of the council at the last meeting. The amount was originally going to be \$3,000 for all employees.

Councilor Ribas had mentioned an idea for the tiered amounts, along with Finance Director Gaudette.

The council agreed to go with the following tiered option for the retention bonus being voted on at the next city council meeting:

Employees with 0-9 years of service - \$2,900
Employees with 10-19 years of service - \$3,150
Employees with 20+ years of service - \$3,400

Milner stated that the next item had to do with a resident who came in about some nonpublic minutes and they would like the council to consider unsealing the minutes from September 10th, 2018. It is regarding a piece of property that the city was looking at disposing of and that property has been taken care of so the recommendation would be to unseal those minutes.

Motion – Councilor Ribas moved that the Franklin City Council unseal the minutes from the September 10th, 2018 meeting. Seconded by Councilor Trudel.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Webb	<u>abstained</u>	Councilor Trudel	<u>yes</u>
Councilor Desrochers	<u>yes</u>	Councilor Chandler	<u>yes</u>	Councilor Zink	<u>yes</u>

8 in favor; 1 abstention. Motion PASSED.

Motion – Councilor Webb moved that the Franklin City Council enter into nonpublic according to RSA 91-A:3 II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Seconded by Councilor Chandler.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Webb	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Desrochers	<u>yes</u>	Councilor Chandler	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Entered into nonpublic at 8:16 p.m.

**Motion – Councilor Ribas moved to leave nonpublic session and return to public session.
Seconded by Councilor Trudel.**

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Webb	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Desrochers	<u>yes</u>	Councilor Chandler	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Public Session reconvened at 9:21 p.m.

Motion — Councilor Dzujna moved to seal the minutes. Seconded by Councilor Ribas.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Webb	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Desrochers	<u>yes</u>	Councilor Chandler	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Motion — Councilor Dzujna moved that the Franklin City Council renew City Manager Judie Milner’s 5-year contract, subject to some contract revisions. Seconded by Councilor Ribas.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Webb	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Desrochers	<u>yes</u>	Councilor Chandler	<u>yes</u>	Councilor Zink	<u>no</u>

8 in favor; 1 opposed. Motion PASSED.

ADJOURNMENT:

**Motion to adjourn was made by Councilor Zink and seconded by Councilor Ribas.
All in favor. Motion PASSED.**

The meeting adjourned at 9:26 p.m.

Respectfully submitted,
Lisa A. Jones



**City Council Meeting Minutes
Monday, March 6, 2023 - 6:00 p.m.
Council Chambers, City Hall**

Council in attendance: Mayor Jo Brown, Councilor Jay Chandler, Councilor Leigh Webb, Councilor Bob Desrochers, Councilor George Dzujna, Councilor Ted Starkweather, Councilor Valerie Blake, Councilor Paul Trudel, Councilor Vince Ribas and Councilor Olivia Zink

Absent: None

Others in attendance: City Manager Judie Milner, City Department Heads, and members of the public.

Mayor Brown called the meeting to order in Council Chambers at 6:00 p.m.

Salute to the Flag was led by Councilor Webb, followed by a moment of silence in remembrance of veterans Dr. William Bennett (US Army & Army Reserves 1958-1964), Alan Woods (US Army 1966-1969) and William Laflemme (15-16 years as a Cubmaster & Scoutmaster), who passed away this month, led by Councilor Desrochers.

Public Hearings:

Ordinance 03-23 repealing and replacing current Chapter 257 “Solid Waste” of the City of Franklin, New Hampshire, Municipal Code.

The public hearing opened at 6:02 p.m.

A few members of the public did speak on behalf of the ordinance. There were comments made about feeling as though the purple bag option is pointless and will cause residents to dispose of trash inappropriately. A new petition was handed to the mayor from resident, Desiree McLaughlin of Ward II, that was now against the entire revision being voted on. There was also a question about how much money this ordinance revision will be saving the city.

The public hearing on Ordinance 03-23 closed at 6:11 p.m.

Resolution 10-23 authorizing a one-time retention bonus program for employees and appropriating \$100,266 in one-time revenues to support the program.

The public hearing opened at 6:12 p.m.

Resident Kathy Rago, Ward III, asked where the one-time revenues were coming from. City Manager Milner answered stating that in resolution 10-23 it is a one-time contribution from their workers comp program and their unemployment programs that had contributions during the year of Covid, some American Rescue Plan Act monies and also some monies from the State of New Hampshire as far as the opioid settlements.

The public hearing on Resolution 10-23 closed at 6:13 p.m.

Resolution 12-23 at 6:00pm on March 6th, 2023 to accept and appropriate \$44,179.50 from the CCDF (Child Care Development Fund) for the purpose of stabilizing child care for the Parks and Recreation Before and After School and Summer Program.

The public hearing opened at 6:14 p.m.

There was no discussion on this hearing.

The public hearing on Resolution 12-23 closed at 6:14 p.m.

Resolution 13-23 appropriating \$325,667.89 to the Franklin School District fiscal year 2023 budget.

The public hearing opened at 6:14 p.m.

Resident Kathy Rago, Ward III, asked where the funds were coming from.

City Manager Milner stated that according to the council agenda report provided by the school district the funding is coming from the New Hampshire Education Department (NHED) Funding for Comprehensive School Improvement (CSI) for the Paul Smith Elementary School of \$118,797.36 and the Franklin Middle School for \$151,870.53. Also, the awarding from NHED for Beyond School Enrichment for the Franklin Middle School for \$20,000 to support an after-school drama program, the Franklin High School for \$20,000 to support an after-school drama program and for the Franklin High School for \$15,000 to run a freshman orientation program for the summer of 2023. The total amount of additional funding is \$325,667.89.

The public hearing on Resolution 13-23 closed at 6:16 p.m.

Legislative Update:

NH Representative, Jason Gerhard, let the mayor and council know that he did not have anything in particular. He stated that he represents Northfield and Franklin so he can be contacted personally with any questions.

Comments from the Public:

Public comments opened at 6:17 p.m.

NH Representative, Jason Gerhard, stated that he has been looking for the data on any recent police reports. He asked how that can be accessed. Milner let him know that he can look at the annual budget reports, which are located on the website at www.franklinnh.org. This also has all of the police data included. She also let him know that if he is looking for something else or something more recent, he can reach out to her so that she can find this information for him.

Resident Christine Dzujna, Ward I, read a letter to the council and the public in support of Police Chief Goldstein and his department. The letter is attached to the end of the minutes.

Resident David Therrien, Ward II, stated that to save the city money, employees should be

leaving their company vehicles at work instead of driving them home.

Resident Desiree McLaughlin, Ward II, thanked the mayor and Councilor Webb for attending her event on Friday at the laundromat. Partners in Prevention was present along with other nonprofits. She stated that it's been a continuing effort of hers to connect the people with resources that benefit the community. Also, the state is now behind her donation location 100% and let her know how to become a nonprofit, which makes her eligible for state aid so that she can expand.

The Mayor's Drug Task Force Director, Stephanie Wolff, gave some updates:

- On February 22nd the Task Force partnered with three other coalitions from across the state to educate NH representatives on potential consequences of Marijuana Legalization and the impact it could have on our youth and communities prior to the vote on House Bill 639. It was a great display of state-wide partnership.
- Last Thursday, the Task Force hosted a community free ski night. Despite it being a little rainy, they had a little over 60 people attend.
- The Task Force is partnering with Franklin High School on March 22nd to make this the best SAT testing day for the students. The Task Force will be coordinating with Hannaford's and Choose Franklin to provide breakfast and lunch to the students attending the testing day. Also, she wanted to say thank you to the owners of May Garden for donating gift certificates to raffle off on this day. Franklin High School will be planning other activities and games for the students following the test. She stated that If anyone would like to become involved in this event to please let her know.
- The Task Force Annual Event is coming up quickly! March 24th they will be presenting to the public who they are, what they do and how they do it. This will be at Mojolaki Country Club. There will be great food and drink, music and dancing, raffles and education. The link to purchase tickets is on the Task Force Facebook Page.
- The Chem- Free date has been rescheduled to May 13th. It is indeed the same day as Community Day so it will be a busy day for the Task Force. Any and all volunteers for either event are welcome. She asked everyone to feel free to reach out if interested in volunteering or donating to Chem Free.
- Wolff mentioned that she is applying for the Herren Project After-Prom grant which gifts awards up to \$2,000. She will have an answer on that on March 24th.
- Lastly, she echoed the coalitions confidence in Chief Goldstein and his department.

Resident Paul Duncanson, Ward I, wanted to know how the council determines whether the sale of a city property is discussed in a nonpublic session or not.

Milner answered, letting Mr. Duncanson know that there are a few reasons for going into a nonpublic. One example would be if the city had a strategic plan for selling a property that would give some people an unfair advantage if released to the public. There are several different items that determine going into a nonpublic and that can be found per RSA 91-A:3, II(d), which states that consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

Public comments closed at 6:36 p.m.

City Council Acknowledgement:

Councilor Dzujna thanked Officer Ainsley Bruno. He received a letter from Frank Jones, Assistant Professor at New England College, as he was so impressed with her. Ainsley participated in a program of his attending two of his classes on community policing. He sent a letter to the Chief to put in her personnel file and one was sent to him as well stating that he picked the right alumni to represent the police department.

Councilor Dzujna also read from a letter he wrote supporting Police Chief Goldstein. That letter is attached to the end of these minutes.

Councilor Starkweather gave a shoutout to the Franklin Robotics team. The did extremely well and represented the city very well.

Councilor Chandler wanted to second everything that Councilor Dzujna just said about the Police Chief. He stated that he has 100% confidence in him and the city manager.

Mayor's Update:

- Mayor Brown gave a heartfelt thank you to all of the city directors for their generous support of Police Chief Goldstein and City Manager Milner through flowers and some goodies that were put together.
- She gave a shoutout to resident, Desiree McLaughlin, for the event that she attended with Councilor Webb. She pulled together an impressive team of people to work with the homeless and appreciates everything that she does for the community.

Agenda Item I.

Approval of Minutes.

Council to consider the minutes of the January 30, 2023 City Council Workshop Meeting, the February 6, 2023 City Council Meeting and the Nonpublic minutes from the February 6th, 2023 City Council Meeting.

Motion - Councilor Dzujna moved that the Franklin City Council approve the minutes of the January 30, 2023 City Council Workshop Meeting, the February 6, 2023 City Council Meeting and the Nonpublic minutes from the February 6th, 2023 City Council Meeting per the corrections that were sent to the Executive Secretary. Seconded by Councilor Webb.

There were no comments on the minutes.

All in favor. Motion PASSED.

Agenda Item II.

School Board Update.

Superintendent LeGallo gave the following updates:

- **State Funding Results:** The Franklin School Board passed a resolution at their February meeting calling upon the state to address the inadequacy and inequity in school funding. This resolution was shared with representatives and state senators, as well as with the city council.
- **Beyond Enrichment Grants:** LeGallo stated that he is pleased to report that they have received over \$130,000 in Beyond Enrichment grants for all three schools. This includes a summer art program, gardening program and snowshoeing club at the elementary school, a summer arts program, after school drama program at the middle school and an after-school drama program, multimedia club program and summer transition program at the high school.
- **23/24 Budget:** He stated that they will be presenting their budget to the School Board tomorrow night at 6:00 p.m. This will be held at the Franklin High School cafeteria. They are hoping to present to the city council in early May.
- **Annual Report:** The School District Annual Report will be going out to the School Board for approval at the School Board meeting on March 20th. They will be sure to get it out to the city council once it is approved.
- **Strategic Planning:** Their 5-year Strategic Plan will be coming to an end at the end of this school year. They will be putting a team together and soliciting feedback from the community to develop their next strategic plan. He asked everyone to let him know if they have any interest in participating in the process.
- **2022 Audit:** This is completed and everything looks good.

Agenda Item III.

Council to consider Resolution 13-23 appropriating \$325,667.89 to the Franklin School District fiscal year 2023 budget.

Motion - Councilor Ribas moved that the Franklin City Council adopt Resolution 13-23 appropriating \$325,667.89 to the Franklin School District fiscal year 2023 budget. Seconded by Councilor Blake.

Mayor Brown asked if there was any discussion.
No discussion ensued.

RESOLUTION #13-23

A Resolution Granting Authority to Accept and Appropriate \$325,667.89 from The New Hampshire Education Department (NHED) for funding Comprehensive School Improvement (CSI) programs and Beyond School Enrichment programs

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$118,797.36 for the Paul Smith Elementary School from NHED and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$151,870.53 for the Franklin Middle School from NHED and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$20,000.00 for the Franklin Middle School from NHED for a drama program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$20,000.00 for the Franklin High School for a drama program from NHED and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$15,000.00 for the Franklin High School for a freshman orientation program from NHED.; **Now**,

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on March 6, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #13-23 to formally accept and appropriate \$325,667.89 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Education Department of Three Hundred Twenty-Five, Six Hundred Sixty-Seven Dollars and Eighty-Nine Cents. (\$325,667.89).

An Increase in Expenditures:

School District Expenditures – Three Hundred Twenty-Five, Six Hundred Sixty-Seven Dollars and Eighty-Nine Cents. (\$325,667.89).

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>yes</u>
Councilor Webb	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Chandler	<u>yes</u>	Councilor Ribas	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Agenda Item IV.

Council to consider Resolution 12-23 at 6:00pm on March 6th, 2023 to accept and appropriate \$44,179.50 from the CCDF (Child Care Development Fund) for the purpose of stabilizing child care for the Parks and Recreation Before and After School and Summer Program.

Motion - Councilor Zink moved that the Franklin City Council adopt Resolution 12-23 to accept and appropriate \$44,179.50 from the CCDF (Child Care Development Fund) for the purpose of stabilizing child care for the Parks and Recreation Before and After School and Summer Program. Seconded by Councilor Ribas.

Mayor Brown asked if there was any discussion on this motion.
No discussion ensued.

RESOLUTION #12-23

A Resolution Relating to a supplemental appropriation for Fiscal Year 2023.

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2023 beginning July 1, 2022, **and**;

WHEREAS, the City Council realizes the child care workforce crisis and the need for stabilization and,

WHEREAS, the City of Franklin Recreation Department has received \$44,179.50 from the Child Care Scholarship Data Pilot from CCDF (Child Care and Development Fund) and,

WHEREAS, the City Council appreciates and acknowledges the Recreation workers' continuing efforts to provide an essential service to the working parents of this community now,

THEREFORE, BE IT RESOLVED, *that at their regularly scheduled meeting of the City Council on Monday, March 6th, 2023, the City Council of Franklin, New Hampshire does hereby vote to adopt resolution #12-23 to authorize the City Manager to accept and appropriate the funds of \$44,179.50 (forty-four thousand, one hundred seventy-nine dollars and fifty cents).*

An Increase in Revenue:

Federal Grants Operating- CCASP Acct. No. 01-5-211-33111-129 – *forty-four thousand, one hundred seventy-nine dollars and fifty cents (\$44,179.50)*

An Increase in Expenditures:

Recreation Admin Summer Rec – Childcare Stabilization - Acct. No. 01-5-211-40121-129 – *forty-four thousand, one hundred seventy-nine dollars and fifty cents (\$44,179.50)*

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>yes</u>
Councilor Webb	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Chandler	<u>yes</u>	Councilor Ribas	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Agenda Item V.

Council to consider Resolution 10-23 authorizing a one-time retention bonus program for employees and appropriating \$100,266 in one-time revenues to support the program.

Motion - Councilor Dzujna moved that the Franklin City Council adopt Resolution 10-23 authorizing a one-time retention bonus program for employees and appropriating \$100,266 in one-time unanticipated FY2023 revenues to support the program. Seconded by Councilor Blake.

Mayor Brown asked if there was any discussion on this motion.

Councilor Zink stated that she does not support this resolution, as she thinks that this fund should go towards the pay & class implementation, if approved for the FY24 budget.

Councilor Webb stated that this seemed to be a fair program.

No other discussion ensued.

RESOLUTION #10-23

A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2023.

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2023 which began July 1, 2022, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the challenges of the current labor market and the city department's challenges in hiring and retaining employees as a result, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the recent pay & classification study completed by Municipal Resources, Inc. shows that the City's wages are significantly under the wages of comparable communities, **and**;

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to show appreciation to city employees and facilitate the recruitment process for open positions prior to pay & class implementation decisions in upcoming budgets through a retention bonus program, **and**

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the funding totaling \$280,825, for this one-time retention bonus is coming from unspent appropriations from unfilled positions, remaining American Rescue Plan Act monies and from one-time unanticipated revenues from State of New Hampshire and PRIMEX received in FY2023, **Now**,

THEREFORE, BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, March 6, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #10-23 authorizing a one-time retention bonus program for regularly scheduled city positions per the FY2023 position listing adopted with the FY2023 budget under the following guidelines:

Retention Bonus Rules:

One time retention bonus of \$2900 (1-9 years of service); \$3,150 (10-19 years of service); \$3,400 (20+ years of service) for FY2023 authorized position listing positions

Retention Bonus Earned after one year of employment; no proration of bonus for service under one year.

Current employees with one year of service or greater will receive bonus in paycheck following approval by the council.

Current employees with less than one year of service will receive bonus in paycheck following one year of service as long as they remain an active employee.

Open positions (as of council approval date) hired between approval date and June 30, 2023 will receive bonus in paycheck following one year of service as long as they remain an active employee.

And appropriating one-time unanticipated FY2023 revenue by authorizing an increase in FY2023 revenues:

Miscellaneous Revenue Acct. No. 01-0-000-35090-000 – One Hundred Thousand Two Hundred Sixty-Six dollars (\$100,266)

And an increase in FY2023 expenditure accounts,

Retention Bonus Acct No. 01-1-302-40131-000 - One Hundred Thousand Two Hundred Sixty-Six dollars (\$100,266),

By a roll call vote.

Roll Call:

Councilor Chandler	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Webb	<u>yes</u>
Councilor Dzujna	<u>yes</u>	Councilor Blake	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Ribas	<u>yes</u>	Councilor Starkweather	<u>yes</u>	Councilor Zink	<u>no</u>

8 in favor; 1 opposed. Motion PASSED.

Agenda Item VI.

Council to consider Ordinance 03-23 repealing and replacing current Chapter 257 “Solid Waste” of the City of Franklin, New Hampshire, Municipal Code.

Motion - Councilor Dzujna moved that the Franklin City Council adopt Ordinance 03-23 repealing and replacing current Chapter 257 “Solid Waste” of the City of Franklin, New Hampshire, Municipal Code. Seconded by Councilor Blake.

Mayor Brown asked if there was any discussion on this motion.

A discussion ensued about the trash ordinance revisions. There was confusion over how much this ordinance would save the city in funds and Milner explained that she put out a chart for the public on the website showing the current costs compared to costs after implementation. There would be a \$400,000 difference.

Councilor Webb stated that he would like to propose a single amendment to the ordinance.

Motion - Councilor Webb moved that the Franklin City Council amend Chapter 257-21 by adding the phrase “or more”, and Chapter 257-22, Section B: to add the entire sentence that states “Owner occupied multi-family residential buildings with three or more units, while being considered commercial, will be allowed up to 192 gallons of trash per week to be picked up from the unit occupied by the owner”, and Chapter 257-23, Section C: adding the phrase “or more” and strike out “per housing unit”, and Chapter 257-23, Section F: strike out “For single family” and begin with “For two-family units and three or more”, strike out “More than one” and starting the sentence with “Units may be required to share trash containers based on site specific conditions, circumstances” and adding “and barrel availability.” Seconded by Councilor Ribas.

Mayor Brown asked if there was any discussion on this amendment.

Clarification was given explaining that this is referring to multifamily units only and is being added to encourage owner occupancy on multifamily units in the hope that they would be more properly maintained.

8 in favor; 1 opposed. Motion PASSED.

The council discussed ways to funnel the cost savings back into trash via the transfer station and/or vehicles needed at the transfer station, if this ordinance passes. Milner did explain that it can go into the general fund, a capital reserve fund or they could have an enterprise fund, which is more like a private business like their water and sewer.

Milner also reminded the council that the costs savings is going towards the increased tipping that they are seeing come down the road, which also goes towards the transfer station, unfortunately.

Motion - Councilor Ribas moved that the Franklin City Council amend Chapter 257-12 to strike out reference 257-33, and revising it to reference 257-11. Seconded by Councilor Webb.

Mayor Brown asked if there was any discussion on this amendment.
No discussion ensued.

All in favor. Motion PASSED.

Mayor Brown asked if there was any other discussion on the ordinance to be voted on.

The council did discuss more on this subject. Recycling was brought up and there were statements about finding ways to motivate more people to utilize that service. It was also brought up that single family homes produce less trash than multifamily homes, even if the appraised value is the same and they pay the same amount of taxes. Multifamily units and businesses also produce income to compensate for the extra costs, where a single-family home does not.

Councilor Zink asked about where the purple bags for trash overage would be purchased. The ordinance states that they would be available for purchase at City Hall and she thought that the council discussed having them available at the transfer station.

Motion - Councilor Ribas moved that the Franklin City Council amend Chapter 257-44, by adding “,transfer station,” after the word City Hall. Seconded by Councilor Zink.

Mayor Brown asked if there was any discussion on this amendment.
No discussion ensued.

8 in favor; 1 opposed. Motion PASSED.

The discussion on the ordinance continued. Milner did clarify the costs for the purple bags would be as follows: \$2.35/13-gallon bag and \$3.00/30-gallon bag. The bag costs were figured out based on tipping costs and the average weight of a 13-gallon kitchen bag or a heavy duty 30-gallon bag.

The council did continue to discuss the subject, some not supporting the ordinance revisions and others stating that they understand why something needs to be done. Costs are rising and this was the solution brought to the council.

Councilor Ribas did thank his fellow councilors for all of the work that has been done on the revisions and thanked the public for all of their comments as well.

By a roll call vote.

Roll Call:

Councilor Chandler	<u>yes</u>	Councilor Desrochers	<u>no</u>	Councilor Webb	<u>yes</u>
Councilor Dzujna	<u>yes</u>	Councilor Blake	<u>yes</u>	Councilor Trudel	<u>no</u>
Councilor Ribas	<u>yes</u>	Councilor Starkweather	<u>yes</u>	Councilor Zink	<u>no</u>

6 in favor; 3 opposed. Motion PASSED.

Mayor Brown called for a 10-minute break at 7:41 p.m.
The meeting reconvened at 7:51 p.m.

Agenda Item VII.

Council to consider setting a public hearing for Resolution 16-23 appropriating \$66,220 to the Franklin School District fiscal year 2023 budget.

Motion - Councilor Ribas moved that the Franklin City Council set a public hearing for April 3rd, 2023 at 6:00 p.m. at City Hall Council Chambers for Resolution 16-23 appropriating \$66,220 to the Franklin School District fiscal year 2023 budget. Seconded by Councilor Webb.

Mayor Brown asked if there was any discussion on this motion.
No discussion ensued.

All in favor. Motion PASSED.

Mayor Brown read resolution 16-23 to the public:

RESOLUTION # 16-23

A Resolution Granting Authority to Accept and Appropriate \$66,220.00 from The New Hampshire Education Department (NHED) for funding Beyond School Enrichment programs.

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$20,000 for the Franklin Middle School from NHED for a Summer Arts program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$20,000 for the Paul Smith Elementary School from NHED for a Summer Arts program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$6,200.00 for the Paul Smith Elementary School from NHED for a Gardening Club program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$10,520.00 for the Paul Smith Elementary School from NHED for a Snowshoe Club and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$9,500.00 for the Franklin High School from NHED for a Multi-Media Club.;
Now,

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on April 3, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #16-23 to formally accept and appropriate \$66,220 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Education Department of Sixty-Six Thousand, Two Hundred Twenty Dollars (66,220.00).

An Increase in Expenditures:

School District Expenditures – Sixty-Six Thousand, Two Hundred Twenty Dollars (66,220.00).

Agenda Item VIII.

Council to consider setting a public hearing for Resolution 14-23 accepting grant funds in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management. These funds will be used for upgrades to the City's Hazard Mitigation Plan.

Motion - Councilor Ribas moved that the Franklin City Council set a public hearing date for 6:00 pm, at the April 3rd, 2023 meeting of the City Council for Resolution 14-23. Adoption of Resolution 14-23 will result in acceptance of grant funds, in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management. The \$9,000 will be utilized to improve and update the City of Franklin's Hazard Mitigation Plan. It is understood that there is a 25% (up to \$3,000) soft match by the city, which will bring the total cost of the project to \$12,000. Seconded by Councilor Dzujna.

Mayor Brown asked if there was any discussion on this motion.
No discussion ensued.

All in favor. Motion PASSED.

Mayor Brown read resolution 14-23 to the public:

RESOLUTION #14-23

A Resolution Granting Authority to Accept Grant Funds from the NH Department of Safety, Division of Homeland Security and Emergency Management

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2023 beginning July 1, 2022, **and**;

WHEREAS, the City Council understands that the City Manager and Fire Chief have identified that the City's Hazard Mitigation Plan needs to be updated, **and**;

WHEREAS, the City has been awarded a grant of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management, to help offset the costs of the plan, **and**;

WHEREAS, matching funds, in the form of soft match for services, in the amount of \$3,000, will be directed towards this project for total project funding of \$12,000, **now**;

THEREFORE, BE IT RESOLVED, that at a regularly scheduled meeting of the City Council on Monday, April 3, 2023, the City Council of Franklin, New Hampshire does hereby vote to adopt resolution #14-23 to accept \$9,000, in grant funds from the NH Department of Safety, Division of Homeland Security and Emergency Management, to update the City's Hazard Mitigation Plan and to authorize City Manager, Judie Milner, to sign all relevant documents pertaining to the acceptance and administration of this grant award and hereby authorizes the following non-lapsing appropriations,

An Increase in Revenues:

State Grants Revenue Acct. No. 01-0-000-33591-000 – Nine Thousand Dollars (\$9,000),

An Increase in Expenditures:

Emergency Management Mach & Equipment Expense Acct. No. 01-2-208-40740-000 – Nine Thousand Dollars (\$9,000).

Agenda Item IX.

Council to consider Building Permit Proposal for Property on a Private Road.

Motion - Councilor Dzujna moved that the Franklin City Council approve the issuance of a Building Permit and year-round Certificate of Occupancy for 3 Kenwood Ave, Map-Lot 128-404-01, and authorize the City Manager to execute the Agreement and Notice of Release from Municipal Responsibility and Liability between the City of Franklin and the owners. Said fully executed agreement is to be recorded at the Merrimack County Registry of Deed; the

recording and recording fees are the responsibility of the applicant. Recording must be complete before permits can be issued. Seconded by Councilor Ribas.

Mayor Brown asked if there was any discussion on this motion.

Planning & Zoning Director Creighton explained that their vote allows the city to issue an occupancy permit.

All in favor. Motion PASSED.

Agenda Item X.

Council to consider disposition of tax deeded property.

Motion - Councilor Dzujna moved that the Franklin City Council authorize the City Manager to dispose of the following properties:

Map/Lot#	Location	Disposition Method	Recommended Minimum Bid	Notes
117-005-000	26 Pleasant Street	Direct Sale		Must be merged with successful abutter property within 60 days of acquisition; further conditions may be imposed
128-066-000	373 New Hampton Road	Bid	\$23,000	
096-412-018	18 Vine Street	Direct Sale		to park owner

Seconded by Councilor Ribas.

Mayor Brown asked if there was any discussion on this motion.

There was a small discussion confirming the locations of the above listed properties for clarification.

All in favor. Motion PASSED.

Agenda Item XI.

Other Business:

1. Mayor & Council Appointments

Mayor Brown nominated Ted Nemetz to the Upper Merrimack River Local Advisory Committee.

Mayor Brown nominated Gregory Thompson to the Upper Merrimack River Local Advisory Committee.

Mayor Brown appointed Ernesto Gonzalez to the Planning Board, seat PB9, term of service to January 2025.

2. Committee Reports

Councilor Webb stated that the Legislative Committee met on March 1st. They talked about the charter changes that had been suggested and the decision was that it should be considered at a workshop for the entire council, since there could be more charter changes made.

As far as the election recount procedure, it was determined that they'd like to have more input from the people working the polling locations. He stated that the city clerk has been approached to elicit some of those responses to see if they are in sync with what is being proposed before bringing it to the council.

The code of conduct was also discussed, with the question being to codify or not. The consensus was to not codify and bring to the next city council meeting in April, as is, with no changes.

Councilor Dzujna stated that the MSD Committee met on February 22nd and they had Eliza Styczynski and Margaret Blank from NH DES to do a kickoff for a wastewater assessment program. They discussed having another meeting on it and getting the information out to the stakeholders. They also discussed the loader that went down, along with a 2002 and 2003 truck that all need repairs. MSD Director Hanscom is going to look into what the life of the vehicles will be if the repairs are done since it is about \$30,000 to repair one truck compared to a quarter of a million to replace one. This will also be brought up during the budget season.

Councilor Ribas reminded the council that they discussed putting together an ad hoc committee to discuss the city manager evaluations. He stated that they have tentatively scheduled the first meeting for that committee for March 21st at 6 p.m. in the Blue Conference Room.

3. City Manager's Update:

- Contingent Grant Line Activity – Received \$424.57 as part of the sex offender compliance grant, \$75 from grant monies for Recreation Scholarships, \$50 for flower beatification, and \$70 to the fire department.
- Trust fund for school funding – \$273.21
- City Council Workshop Meetings in March/April:
 - March 20th - Councilor Webb discussed the charter review at the Legislative Committee meeting and would like to bring it forward to the council in one or two workshops for March and April, to give time for the changes to be put on the October ballot. Milner passed out the current charter for each councilor to have for review.
 - March 27th - This workshop will be discussing the implementation of the Pay & Class study and other FY24 budget items.
 - April 10th – Milner asked to leave this night open, starting at 6:30 p.m., for the April secondary workshop meeting to discuss City Hall, as time is of the essence on that discussion. She is also requesting this evening instead of the regularly scheduled meeting, since it falls within a school vacation week. She asked the council to let her know whether this will work for them or not.

- Congratulations:
 - Sean Riberdy from the Municipal Services Department, and David Sabo from the Fire Department, for being the first two graduates of the CDL Pilot program done in Franklin.
 - Keith McNulty, from the Fire Department, for passing the advanced EMT exam.
- Committee meetings – March:
 - Police – TBD – This is being rescheduled.
 - Parks & Rec– Thursday, 3/23, 10 a.m. at the Bessie Rowell
 - Joint Finance – Thursday, 3/23, 5:30 p.m. at the City Hall “Blue Conference Room”
- Welcome: Sean Breen (Fire Department), Tom Hegener (Fire Department) and Chris Davis (Water Department).
- Random Acts of Community – Shoutout to Desiree McLaughlin for hosting an event to connect folks to services last Friday, and Judith Ackerson for helping out with the city’s community calendar updates on the Franklin website.
- Media contacts – Shoutout to the Union Leader for putting the City Hall project on the front page, which did get the attention of Senator Shaheen, who came out and asked us to put in a congressional delegated spend request for this project.
- Economic Development Forum – March 8th at 6 p.m. is being held at the Bessie Rowell in the gym.
- Mayor’s Drug Task Force Annual Event – March 24th at 6 p.m. Tickets are on sale and this will be held at Mojolaki. There will be a silent auction, awards and some educational pieces.
- Shout Out to Mill City Park and the Parks & Rec Director Alpers for a very well-done Boat Bash Snow Crash event, along with the Municipal Services Department for making sure people could get out to the event in the snow.
- Milner stated that she had spoken with the council before about the land that the two solar projects were on and both solar projects have been cancelled on city land and land that the city used to lease to Mr. Fife. Without objection, she stated that she would like to offer the land to Mr. Fife for the next growing season for now and put the lease on the next agenda. There was no objection.
- Broadband Update – the council may remember that there was some ARPA money that went towards a Broadband study in the city to make sure that all houses are getting the appropriate speed for broadband. It is now at the step of sending out an RFP to hopefully get everyone served in the city of Franklin.

- Milner gave a shoutout to all city employees who have supported her and Police Chief Goldstein via flowers, a munchie basket and all of the supportive comments given at this time.
- Daylight Savings is next week. Remember to change your clocks and change your smoke detector batteries.
- St. Patrick's Day is coming soon. She let everyone know that NH Chronicle did a piece including the new Waterhorse Pub in Franklin and she was invited to that private event for the filming there. That will be airing on March 13th.
- Milner gave the council a heads up that her vacation to Scotland is scheduled for June 22nd – July 6th of this year.
- City Hall Update – The RFP should be going out by the end of this week or early next week. The Economic Development team has been talking a lot about different funding sources for this project as well.
- (3) Non-Public Meetings are needed, with some late items first.

4. Late Items:

Milner stated that there are 2 late items for tonight.

1st Late Item:

Council to consider setting a public hearing for resolution 17-23 to accept a \$200,000 grant from New Hampshire Department of Environmental Service Brownsfield Revolving Loan Fund – Clean Up Grant for cleanup of Map/Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant.

Motion – Councilor Ribas moved that the Franklin City Council set a public hearing on Monday, April 3rd, 2023, at 6pm regarding Resolution 17-23 to accept a \$200,000 grant from New Hampshire Department of Environmental Service Brownsfield Revolving Loan Fund – Clean Up Grant for cleanup of Map/Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant. Seconded by Councilor Trudel.

Mayor Brown asked if there was any discussion on this motion.
No discussion ensued.

All in favor. Motion PASSED.

Mayor Brown read resolution 17-23 to the public:

RESOLUTION 17-23

A Resolution Relating to a Supplemental Appropriation for Fiscal Year

2023. In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2023 which began July 1, 2022, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the City applied for grant funds under New Hampshire Department of Environmental Services (NHDES) Brownfield Clean Up grant program for the Stanley/Ferrari Mill (map/lot 117-142-00), and;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the city was awarded \$200,000 from the NHDES Brownfield Clean Up Program for the Stanley/Ferrari project, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to accept and appropriate the non-matching grant award, Now,

THEREFORE, BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, April 3, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #17-23 accepting the grant award of \$200,000 under the New Hampshire Department of Environmental Services Brownfield grant program, authorizing the City Manager to sign all documentation pertaining to the grant and authorizing an increase in FY2023 revenues:

Federal Grant - Brownfield Acct. No. 01-0-000-33110-413 – Two Hundred Thousand dollars (\$200,000)

And an increase in FY2023 expenditure accounts,

Nuisance Abatement Acct No. 01-1-302-40491-413 – Two Hundred Thousand dollars (\$200,000).

2nd Late Item:

Request for complete discontinuance of a portion of Punch Brook Road (a Class VI Road).

Motion – Councilor Webb moved that the Franklin City Council set a public hearing for 6pm on March 27th, 2023 regarding discontinuance of a portion of Punch Brook Road, a Class VI highway. Seconded by Councilor Trudel.

Mayor Brown asked if there was any discussion on this motion.

Milner stated that this hearing would be scheduled during a city council workshop meeting.

All in favor. Motion PASSED.

Milner stated that they were ready to enter into a nonpublic session.

Motion – Councilor Ribas moved that the Franklin City Council enter into nonpublic according

to RSA 91-A:3 II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted AND according to RSA 91-A:3 II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver a fee, fine or other levy, if based on inability to pay or poverty of the applicant AND according to RSA 91-A:3 II(d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Seconded by Councilor Trudel.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Webb	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Desrochers	<u>yes</u>	Councilor Chandler	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Entered into nonpublic at 8:43 p.m.

Motion – Councilor Ribas moved to leave nonpublic session and return to public session. Seconded by Councilor Dzujna.

All in favor. Motion PASSED.

Public Session reconvened at 10:15 p.m.

Motion — Councilor Chandler moved to seal the minutes. Seconded by Councilor Ribas.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Webb	<u>yes</u>	Councilor Trudel	<u>absent</u>
Councilor Desrochers	<u>yes</u>	Councilor Chandler	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Motion — Councilor Ribas moved that the Franklin City Council add the review and approval of the City Manager’s revised/new contract to the March City Council workshop meeting. Seconded by Councilor Blake.

All in favor. Motion PASSED.

ADJOURNMENT:

**Motion to adjourn was made by Councilor Ribas and seconded by Councilor Webb.
All in favor. Motion PASSED.**

The meeting adjourned at 10:16 p.m.

Respectfully submitted,

Lisa A. Jones
Executive Secretary

My name is Christine Dzujna of Ward I. I am a member of the Planning Board, a Superintendent of the Check List, a Director of the Drug Force, and a Trustee of our public library. I am also a member of Franklin's Business and Professional Women and have worked in our school system for nearly 17 years.

I mention these commitments because they are relevant to my total confidence in our Police Chief, David Goldstein, and in his department.

I have been on the Drug Task Board for 3 years and have worked with Chief Goldstein on many projects to educate both our children and the citizens of Franklin on the consequences of substance abuse. Part of our job is to be out in the community to support the city's events such as community day, national night out, drug take back day, Fall festival and the holiday stroll. There has never been a time when Chief Goldstein and his staff were not in complete support of these events.

I have been a library trustee for several years. One of our meeting's discussions included how to make our library friendlier and safer inside and out. We asked Chief Goldstein if one of his staff might join our meeting to discuss children jumping in the river and people hanging out around the library. The Chief sent Lieutenant Poirier. He was accommodating and gave us good solid information and reminded us that he and his co-workers are always willing to come and help.

As Superintendent of the Checklist, I have never known the police officers to complain about being at the elections. This assignment cannot be as stimulating as others, but they do it and they do it well -- keeping in mind the safety of all who enter the various election sites.

One of the many projects that the BPW conducts is a camp for high school girls. This camp is about teaching them real life experiences by conducting a reality store in which they travel from event to event to see what it takes to live for a month. In addition to the reality store, we start the day with a keynote speaker. This year our speaker is Police Officer Tracy. She has agreed to speak on what made her become a police officer and what her daily duties consist of. In addition, we asked Chief Goldstein if he would share with our high school students his course on self-defense and without hesitation he said yes.

Finally, for the time I spent in the school system, I have never felt unsafe. Our police department has always been there for the children and they always come with a smile. When times are tough, and the children are having a hard time, they help. When times are tough and the staff are having a hard time, they help. When times are tough and there's a threat, they show up – completely.

For these reasons, I am without hesitation confident in police chief, David Goldstein, and his department. I thank them for all they do for the city of Franklin.

Christine P. Dzujna

As a current member of the Franklin City Council, I write this letter to the citizens of our city to calm any concerns about the Franklin Police Department and its leader, Chief David Goldstein. He and I both share the importance of transparency and keeping in touch with the residents of Franklin.

As an elected official, it is also my job to listen to my constituents—the residents that reside in Franklin are important to me. I talk to many people each week, throughout the year. I respect that opinions will be formed and spoken. But opinions without a factual basis, or without merit, are nothing more than the products of inuendo, rumor and unsubstantiated information. Those types of opinions do nothing to foster good community relations. They become unhealthy for the well-being of our community. When those negative opinions implicate suspicion of unprofessional work or someone not doing their job, they warrant my attention as a city leader.

Chief David Goldstein of the Franklin Police Department is the epitome of an outstanding leader. His more than 4 decades of experience with the NH State Police and the City of Franklin as OUR Chief, along with his advanced degrees of higher education (including a Ph.D. in Psychology) and thousands of hours of all types of training speak for itself. Chief Goldstein has proven time and time again that he is totally committed to transparency, accountability, fairness, and to providing professional law enforcement services to the residents of the City of Franklin at the lowest possible cost and without compromise.

As a member of the City Council, I am proud to support him. I know that with any task that is necessary of the Franklin Police Department, under Chief Goldstein's command and that of his very capable and highly competent supervisory staff, the job is going to be done the way it should be. We all know he is a superior leader, and cares a great deal about the health, welfare, and safety of his personnel as well as the citizens of Franklin. We all need to support Chief Goldstein and the

members of the Franklin Police, especially during a time when certain parts of our great nation don't do that, and it results in an increase in social turmoil.

I am a proud member of the City Council and dedicated to public service. I welcome anyone that has concerns about matters of public safety in Franklin to reach out to me. We will talk.

Respectfully submitted.

George J. Dzujna
Franklin City Council



**City Council Meeting Minutes
Monday, March 20, 2023 - 6:00 p.m.
Council Chambers, City Hall**

Council in attendance: Mayor Jo Brown, Councilor Jay Chandler, Councilor Leigh Webb, Councilor Bob Desrochers (via telephone), Councilor George Dzujna, Councilor Valerie Blake, Councilor Paul Trudel, Councilor Vince Ribas and Councilor Olivia Zink

Absent: Councilor Ted Starkweather

Others in attendance: City Manager Judie Milner, City Department Heads, and members of the public.

Mayor Brown called the meeting to order in Council Chambers at 6:02 p.m.

Salute to the Flag was led by Councilor Dzujna.

Mayor Brown stated that this is a workshop meeting and there would not be any public comments.

She also decided to move the second agenda item up before the charter change discussion, which is the consideration of the City Manager's contract revisions.

Milner stated that because Councilor Desrochers is attending via the telephone on speaker that all votes must be roll call votes.

Agenda Item II.

Council to consider City Manager's contract.

Mayor Brown stated that they went through the contract to make revisions on the language and the amount of pay. The only changes that her and Councilor Chandler made was to have the background investigation check not be mandatory on the second subsequent renewal and changing Milner's annual salary.

She asked if there were any discussions or comments from the council.

The council discussed Milner's pay along with her benefits and insurance.

Motion - Councilor Desrochers moved that the Franklin City Council accept the City Manager's contract revisions. Seconded by Councilor Chandler.

Mayor Brown asked if there was any discussion.

There was more discussion on Milner's pay and what it is based on. The revision in the contract from her current annual salary of \$114,000 to an annual salary of \$131,040 is considered the base pay for her position according to the Pay & Class Study that has been done and will be presented in the upcoming budget meetings for FY24. Milner's renewed contract and pay raise would not be effective until July 1, 2023.

Motion - Councilor Desrochers moved that the Franklin City Council amend the previous motion and approve the City Manager's contract with her current annual salary of \$114,000 and wait until the Pay & Class Study is approved to change the annual salary to \$131,040. Seconded by Councilor Trudel.

Councilor Chandler stated that he supports the change in annual salary to \$131,040. They cannot afford to lose someone with her expertise and experience.

By a roll call vote.

Roll Call:

Councilor Blake	<u>no</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>absent</u>
Councilor Webb	<u>no</u>	Councilor Dzujna	<u>no</u>	Councilor Trudel	<u>yes</u>
Councilor Chandler	<u>no</u>	Councilor Ribas	<u>no</u>	Councilor Zink	<u>yes</u>

5 opposed: 3 in favor. Motion FAILED.

Mayor Brown stated that they will now revert back to the original motion accepting the City Manager's contract revisions as written.

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>no</u>	Councilor Starkweather	<u>absent</u>
Councilor Webb	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Trudel	<u>no</u>
Councilor Chandler	<u>yes</u>	Councilor Ribas	<u>yes</u>	Councilor Zink	<u>no</u>

Councilor Starkweather called in via telephone to vote on this motion as well and voted "yes".

6 in favor: 3 opposed. Motion PASSED.

Agenda Item I.

Charter Review

Councilor Webb started the discussion on the charter review by mentioning that resident, Kathy Rago, suggested changing the budget default date.

There was also a discussion about looking at the October election date and revisiting this to change it to November like other communities.

After many comments and suggestions, it was decided by the council that the charter should be referred back to the Legislative Committee for a more comprehensive review.

Councilor Webb stated that he would schedule a Legislative Committee meeting to do this.

Agenda Item III.

Opioid Litigation Update.

Milner let the council know that they do not need to go into a nonpublic session on this topic if they are ready to vote in public after reviewing the information that she passed along to them via email.

Motion - Councilor Zink moved that the Franklin City Council accept the National Opioid Litigation settlement offers from CVS, Walgreens, Walmart, Teva, and Allergan. Seconded by Councilor Dzujna.

Mayor Brown asked if there was any discussion on this subject.
No discussion ensued.

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>absent</u>
Councilor Webb	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Chandler	<u>yes</u>	Councilor Ribas	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Agenda Item IV.

Other Business.

Mayor Brown stated that her, Councilor Chandler and Councilor Dzujna met with someone from transportation about a potential bus coming through Franklin. She stated that she would like to invite her to the next City Council meeting in April to talk about what is involved with having this bus company come through Tilton, Franklin and the Lakes Region. Watts is also very interested in this idea as well.

She asked if there was any objection to putting that on the April agenda. There was none.

Mayor Brown asked if there was any other business to discuss.

Councilor Webb asked Milner for an update on the RFP for the City Hall project and asked if the

final would need to be reviewed by the council.

Milner answered saying that they are wordsmithing that RFP early this week and will be having a couple of people wordsmith it for her as well. It will go up on the website and other entities and does not need to be reviewed by the council. Generally, it is put on the NHMA's (New Hampshire Municipal Association) website and some other professional sites as well.

ADJOURNMENT:

**Motion to adjourn was made by Councilor Ribas and seconded by Councilor Zink.
All in favor. Motion PASSED.**

The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Lisa A. Jones
Executive Secretary

CITY COUNCIL MEETING
AGENDA ITEM II



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of April 3rd, 2023

Subject: Monthly School Board Update

Superintendent Dan LeGallo will provide a monthly update to the Mayor and City Council.

CITY COUNCIL MEETING
AGENDA ITEM III



From: Dan LeGallo, Superintendent
Subject: 2022-2023 Appropriations New Revenue

Recommendation:

To allow the Franklin School District to appropriate additional funding from the New Hampshire Education Department (NHED) Funding for Beyond School Enrichment for the Franklin Middle School for \$20,000 to support a Summer Arts program, the Paul Smith Elementary School for \$20,000 to support a Summer Arts Program, the Paul Smith Elementary School for \$6,200 to support a Gardening Club program, The Paul Smith Elementary School for \$10,520 to support a Snowshoe Club program and the Franklin High School for \$9,500 to support a Multi-Media Club program. The total amount of additional funding is \$66,220.

Suggested Motions:

March 6, 2023

Councilor moves, "I move that the Franklin City Council set a public hearing for April 3rd, 2023 at 6:00 p.m. at City Hall Council Chambers for Resolution 16-23 appropriating \$66,220 to the Franklin School District fiscal year 2023 budget.

Mayor calls for a second, discussion and vote.

April 3, 2023

Councilor moves, "I move that the Franklin City Council adopts Resolution 16-23 appropriating \$66,220 to the Franklin School District fiscal year 2023 budget."

Mayor calls for a second, discussion and roll call vote.

Discussion:

The Franklin School District was also awarded \$20,000 each for Beyond School Enrichment for the Franklin Middle School and Paul Smith Elementary School to support a Summer Arts program, \$6,200 and \$10,520 to the Paul Smith Elementary School to support a Gardening Club and a Snowshoe Club and \$9,500 for the Franklin High School to run a Multi-Media Club program.

Fiscal Impact:

This amount will have no effect on the taxes raised by the City of Franklin as this is excess funds to be received by the district from other sources.

Alternatives:

Do not appropriate at this time or use the funds for another purpose.

Attachments/Exhibits:

Resolution 16-23



CITY OF FRANKLIN, NEW HAMPSHIRE
"The Three Rivers City"

316 Central Street
Franklin, NH 03235

Phone: (603) 934-3900
Fax: (603) 934-7413

RESOLUTION # 16-23

A Resolution Granting Authority to Accept and Appropriate \$66,220.00 from The New Hampshire Education Department (NHED) for funding Beyond School Enrichment programs.

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$20,000 for the Franklin Middle School from NHED for a Summer Arts program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$20,000 for the Paul Smith Elementary School from NHED for a Summer Arts program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$6,200.00 for the Paul Smith Elementary School from NHED for a Gardening Club program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$10,520.00 for the Paul Smith Elementary School from NHED for a Snowshoe Club and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$9,500.00 for the Franklin High School from NHED for a Multi-Media Club.; **Now,**

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on April 3, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #16-23 to formally accept and appropriate \$66,220 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Education Department of Sixty-Six Thousand, Two Hundred Twenty Dollars (66,220.00).

An Increase in Expenditures:

School District Expenditures – Sixty-Six Thousand, Two Hundred Twenty Dollars (66,220.00).

By a roll call vote.

Roll Call:

Councilor Blake	_____	Councilor Dzujna	_____	Councilor Trudel	_____
Councilor Chandler	_____	Councilor Ribas	_____	Councilor Webb	_____
Councilor Desrochers	_____	Councilor Starkweather	_____	Councilor Zink	_____

Approved: _____
Mayor

Passed: _____

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification and that Michelle Stanyan is the City Clerk for the City of Franklin, Franklin, New Hampshire.

A true copy, attested: _____
City Clerk

Date: _____

**CITY OF FRANKLIN
NOTICE OF PUBLIC HEARING & MEETING**

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, April 3, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Resolution #16-23, appropriating \$66,220 to the Franklin School District fiscal year 2023 budget.

Provisions for persons with special needs can be made by contacting the City Manager's office, via telephone or mail at least five days prior to the public hearing.

**City of Franklin
316 Central Street
Franklin, NH 03235
(603) 934-3900**

CITY COUNCIL MEETING
AGENDA ITEM IV



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
April 3rd, 2023

From: Michael Foss, Fire Chief/EMD

Subject: City Council to consider adoption of Resolution #14-23 at the March 6th, 2023 meeting of the Franklin City Council. Adoption of Resolution #14-23 will result in the acceptance of grant funds in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management. These funds will be used for upgrades to the City's Hazard Mitigation Plan.

Recommended Motion for the March 6th, 2023 Meeting of the City Council:

"I move that the Franklin City Council set a public hearing date for 6:00 pm, at the April 3rd, 2023 meeting of the City Council for Resolution 14-23. Adoption of Resolution 14-23 will result in acceptance of grant funds, in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management. The \$9,000 will be utilized to improve and update the City of Franklin's Hazard Mitigation Plan. It is understood that there is a 25% (up to \$3,000) soft match by the City, which will bring the total cost of the project to \$12,000."

Mayor calls for a second, discussion and vote.

Recommended Motion for the April 3rd, 2023 Meeting of the City Council:

"I move that the Franklin City Council adopt Resolution 14-23 which will result in acceptance of grant funds, in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management. The \$9,000 will be utilized to improve and update the City of Franklin's Hazard Mitigation Plan. It is understood that there is a 25% (up to \$3,000) soft match by the City, which will bring the total cost of the project to \$12,000."

Mayor calls for a second, discussion and roll call vote.

Background: In May of 2019 the City of Franklin adopted and updated their Hazardous Mitigation Plan. The proposed update took place as a result of the five-year recommendation that was given by NH Homeland Security and Emergency Management. As stated in the plan, the goal of the update was to help with the following items:

- Plan for the protection of life, property, and critical facilities within the City of Franklin.
- To aid local, state, and federal coordination and communication so that this plan is a working document with realistic goals, objectives, and recommendations.
- Coordinate among City departments, including mid-level personnel, to implement the protection and prevention measures set forth in this plan. The overall goals of Franklin's Hazard Mitigation Plan update have not changed substantially since the adoption of the 2019 plan.
- Strengthen continuity of operations and continuity of government.

Fiscal Impact: No foreseen financial impact will result during the Hazardous Mitigation Plan update. It is anticipated that matching funds will be offset from salaries of staff working to improve the plan (soft match funding).

Alternatives: The alternative is to forego the acceptance of the grant funding and upgrade the Hazard Mitigation Plan later with unguaranteed sources of revenue. At this time, it is unclear if NH Homeland Security and Emergency Management grant funds will be available in the future.

Attachments: Proposed Resolution #14-23



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

316 Central Street
Franklin, NH 03235

(603) 934-3900
fax: (603) 934-7413

RESOLUTION #14-23

A Resolution Granting Authority to Accept Grant Funds from the NH Department of Safety, Division of Homeland Security and Emergency Management

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2023 beginning July 1, 2022, **and**;

WHEREAS, the City Council understands that the City Manager and Fire Chief have identified that the City's Hazard Mitigation Plan needs to be updated, **and**;

WHEREAS, the City has been awarded a grant of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management, to help offset the costs of the plan, **and**;

WHEREAS, matching funds, in the form of soft match for services, in the amount of \$3,000, will be directed towards this project for total project funding of \$12,000, **now**;

THEREFORE, BE IT RESOLVED, that at a regularly scheduled meeting of the City Council on Monday, April 3, 2023, the City Council of Franklin, New Hampshire does hereby vote to adopt resolution #14-23 to accept \$9,000, in grant funds from the NH Department of Safety, Division of Homeland Security and Emergency Management, to update the City's Hazard Mitigation Plan and to authorize City Manager, Judie Milner, to sign all relevant documents pertaining to the acceptance and administration of this grant award and hereby authorizes the following non-lapsing appropriations,

An Increase in Revenues:

State Grants Revenue Acct. No. 01-0-000-33591-000 – Nine Thousand Dollars (\$9,000),

An Increase in Expenditures:

Emergency Management Mach & Equipment Expense Acct. No. 01-2-208-40740-000 – Nine Thousand Dollars (\$9,000),

By a roll call vote.

Roll Call:

Councilor Webb	_____	Councilor Dzujna	_____	Councilor Ribas	_____
Councilor Zink	_____	Councilor Chandler	_____	Councilor Blake	_____
Councilor Desrochers	_____	Councilor Starkweather	_____	Councilor Trudel	_____

Approved: _____
Mayor

Passed: _____

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification and that Michelle Stanyan is the City Clerk for the City of Franklin, Franklin, New Hampshire.

A true copy, attested: _____
City Clerk

Date: _____

**CITY OF FRANKLIN
NOTICE OF PUBLIC HEARING & MEETING**

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, April 3, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Resolution #14-23, accepting grant funds in the amount of \$9,000 from the NH Department of Safety, Division of Homeland Security and Emergency Management. These funds will be used for upgrades to the City's Hazard Mitigation Plan.

Provisions for persons with special needs can be made by contacting the City Manager's office, via telephone or mail at least five days prior to the public hearing.

**City of Franklin
316 Central Street
Franklin, NH 03235
(603) 934-3900**

CITY COUNCIL MEETING
AGENDA ITEM V



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

April 3rd, 2023

Date: March 1, 2023

From: Seth Creighton, Director of Planning & Zoning

Subject: Council to Consider Setting a Public Hearing for Resolution 17-23 to accept a \$200,000 grant from New Hampshire Department of Environmental Service Brownfield Revolving Loan Fund – Clean Up Grant for cleanup of Map-Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant.

Suggested Motions:

March 6, 2023

Councilor moves “I move the Franklin City Council set a public hearing on Monday, April 3, 2023, at 6pm regarding Resolution 17-23 to accept a \$200,000 grant from New Hampshire Department of Environmental Service Brownfield Revolving Loan Fund – Clean Up Grant for cleanup of Map-Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant.”.

April 3, 2023

Councilor moves “I move the Franklin City Council adopt Resolution 17-23 to accept a \$200,000 grant from New Hampshire Department of Environmental Service Brownfield Revolving Loan Fund Clean Up Grant for cleanup of Map-Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant.”.

Discussion:

Over the last several months, the City Council authorized Staff to apply for several grants that are intended to be used to demolish structure(s) and remediate contamination at the now City-owned parcel on Memorial St, Map-Lot 117-142 which is commonly referred to as the “Stanley/Ferrari Mill”. One of the grants applied for, and since awarded, is the NH DES’s Brownfield Revolving Loan Fund – Clean Up Grant.

Fiscal Impact:

There are no anticipated costs to the City related to this, the grant award is 100% federal funds, with no match requirement.

Alternatives:

The Council can choose to not continue with this grant, thereby drastically reducing the ability to cleanup this contaminated property.

Attachments:

Resolution 17-23



CITY OF FRANKLIN, NEW HAMPSHIRE
"The Three Rivers City"

316 Central Street
Franklin, NH 03235

Phone: (603) 934-3900
Fax: (603) 934-7413

RESOLUTION #17-23

A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2023.

In the year of our Lord, Two Thousand Twenty-Three,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2023 which began July 1, 2022, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the City applied for grant funds under New Hampshire Department of Environmental Services (NHDES) Brownfield Clean Up grant program for the Stanley/Ferrari Mill (map/lot 117-142-00), **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the City was awarded \$200,000 from the NHDES Brownfield Clean Up Program for the Stanley/Ferrari project, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to accept and appropriate the non-matching grant award, **Now,**

THEREFORE, BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, April 3, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #17-23 accepting the grant award of \$200,000 under the New Hampshire Department of Environmental Services Brownfield grant program, authorizing the City Manager to sign all documentation pertaining to the grant and authorizing an increase in FY2023 revenues:

Federal Grant - Brownfield Acct. No. 01-0-000-33110-413 – Two Hundred Thousand dollars (\$200,000)

And an increase in FY2023 expenditure accounts,

Nuisance Abatement Acct No. 01-1-302-40491-413 – Two Hundred Thousand dollars (\$200,000),

By a roll call vote.

Roll Call:

Councilor Chandler _____ **Councilor Desrochers** _____ **Councilor Webb** _____

Councilor Dzujna _____ **Councilor Blake** _____ **Councilor Trudel** _____

Councilor Ribas _____ **Councilor Starkweather** _____ **Councilor Zink** _____

Approved: _____

Mayor

Passed: _____

I certify that said vote has not been amended or repealed and remain in full force and effect as of the date of this Certification and that Michelle Stanyan is the City Clerk for the City of Franklin, Franklin, New Hampshire.

A true copy, attested: _____

City Clerk

Date: _____

**CITY OF FRANKLIN
NOTICE OF PUBLIC HEARING & MEETING**

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, April 3, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Resolution #17-23, to accept a \$200,000 grant from New Hampshire Department of Environmental Service Brownfield Revolving Loan Fund Clean Up Grant for cleanup of Map-Lot 117-142, Stanley / Ferrari Mill and authorize the City Manager to execute all documents relating to the grant.

Provisions for persons with special needs can be made by contacting the City Manager's office, via telephone or mail at least five days prior to the public hearing.

**City of Franklin
316 Central Street
Franklin, NH 03235
(603) 934-3900**

CITY COUNCIL MEETING
AGENDA ITEM VI



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
for April 03, 2023

Date: March 24, 2023
From: Seth Creighton, Director of Planning & Zoning SC
Subject: Building Permit Proposal for Property on a Private Road at
17 Riverview Dr, Map-Lot 115-022-00

Recommendation:

Recommend approving the request to build a single-family residential structure at 17 Riverview Dr, a private road.

Suggested Motion:

"I move that the Franklin City Council approve the issuance of a Building Permit for 17 Riverview Dr, Map-Lot 115-022-00, and authorize the City Manager to execute the Agreement and Notice of Release from Municipal Responsibility and Liability between the City of Franklin and the owners. Said fully executed agreement is to be recorded at the Merrimack County Registry of Deed; the recording and recording fees are the responsibility of the applicant. Recording must be complete before permits can be issued."

Mayor calls for a second, discussion, and vote.

Discussion: When an individual wishes to build a structure on a private road or a Class VI road (a publicly owned unmaintained road) the provisions of NH State Law RSA 674:41 "Erection of Buildings on Streets; Appeals" apply. This law says that the issuance of the permit must be approved by the governing body (City Council). This statute also references that a recommendation on the request shall come from the Planning Board. The purpose of this law is to allow a municipality and the property owner to come to an understanding of what living/owning on an unmaintained road means, and/or if it's even safe to allow such. This procedure is applicable each time a new structure is proposed.

This request is relevant to 17 Riverview Dr, a private road. The property is a vacant (land only) parcel.

The City's technical departments have reviewed the application and suggest approving the request.

Fiscal Impact: There are no anticipated costs to the City related to this request. The proposed home will add assessed value.

Alternatives: The Council can either approve with conditions, or deny, the request.

Attachments/Exhibits: Map showing the location of the property; and, a sample "Release of Municipal Liability" that will be used as a template for this property.

CHRIS DUMONT
41 RIVERVIEW DR
FRANKLIN NH
03235

18⁶⁰
2⁰⁰

AGREEMENT AND NOTICE

PURSUANT TO RSA 674:41

3⁰⁰ cop

This Agreement is made this 9 day of Sept., 2022 by and between the Christian Dumont Trust and Georgette T. Dumont Trust (collectively "Owner") of Franklin, in Merrimack County, New Hampshire, and the City of Franklin (the "City"), 316 Central Street, Franklin, New Hampshire, a municipal corporation organized under the laws of the State of New Hampshire.

WHEREAS:

- A. The Owner owns certain real property located at 14 Dotties Lane, Franklin, New Hampshire, identified as Tax Map 115 Lot 93, and described in a deed recorded in the Merrimack County Registry of Deeds at Book 3786, Page 1743 (the "Property");
- B. Dotties Lane is a private way constructed prior to the effective date of RSA 674:41, and prior to the time that the City began regulating subdivisions;
- C. The Owner has an easement right for access to the Property from the public way;
- D. Notwithstanding the fact that Dotties Lane Drive was constructed prior to the regulation of subdivisions by the City, the parties agree to record this Agreement and Notice to provide notice that the City has not as of the date of this Agreement and Notice, and has no present intention of, accepting responsibility for Dotties Lane as set forth in more detail below; and
- E. The City has agreed on 09/06/2022 to the issuance of a building permit for the construction or expansion of a residential structure with said use subject to the terms and conditions contained in the present Agreement and Notice between Owner and the City and upon the filing.

NOW THEREFORE, the City and Owner agree as follows:

1. The City does not accept, nor assumes any, responsibility for the maintenance or unkeep of Dotties Lane, including but not limited to, plowing, sanding or salting, grading, drainage repairs, damage from erosion and run-off, or the repair of potholes, or any liability from the use of said roadway by Owner.
2. The construction and occupancy or use of the structure on the Property referenced above shall not be deemed to constitute evidence of public necessity and convenience requiring layout or alteration of said road as a Class V Road.
3. If at the time of an emergency event or occurrence at the Property Dotties Lane is not in a condition that would permit the reasonably safe passage of Municipal emergency vehicles to the Property, including police, fire, and ambulance services, Owner releases the City from all liability in law or equity from the City's failure or refusal to provide such Municipal emergency services to address such emergency event or occurrence.
4. This Agreement shall be binding on the Owner and all heirs, successors and assigns.
5. Owner agrees to record a copy of this Agreement and Notice in the Merrimack County Registry of Deeds.

Executed this 9 day of September, 2022

Christian Dumont Trust


By: 

Christian Dumont, Trustee

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK, S.S.

Before me personally appeared Chistian Dumont, Trustee, on this 9th day of September, 2022 personally known or satisfactorily proved to me to be the same, and executed this instrument for the purposes stated herein.



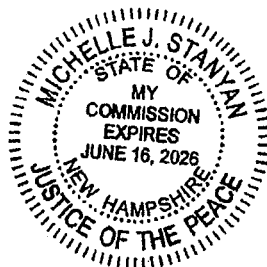

Justice of the Peace/Notary Public
My Commission expires: 06/16/2026

Georgette T. Dumont Trust

By: Georgette T. Dumont
Georgette T. Dumont, Trustee

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK, S.S.

Before me personally appeared Georgette T. Dumont, Trustee, on this 9th day of September, 2022 personally known or satisfactorily proved to me to be the same, and executed this instrument for the purposes stated herein.



Michelle Stanyan
Justice of the Peace/Notary Public
My Commission expires: 06/16/2026

CITY OF FRANKLIN, N.H.

By: Judie Milner
Judie Milner, City Manager
Duly authorized by Franklin N.H. City Council

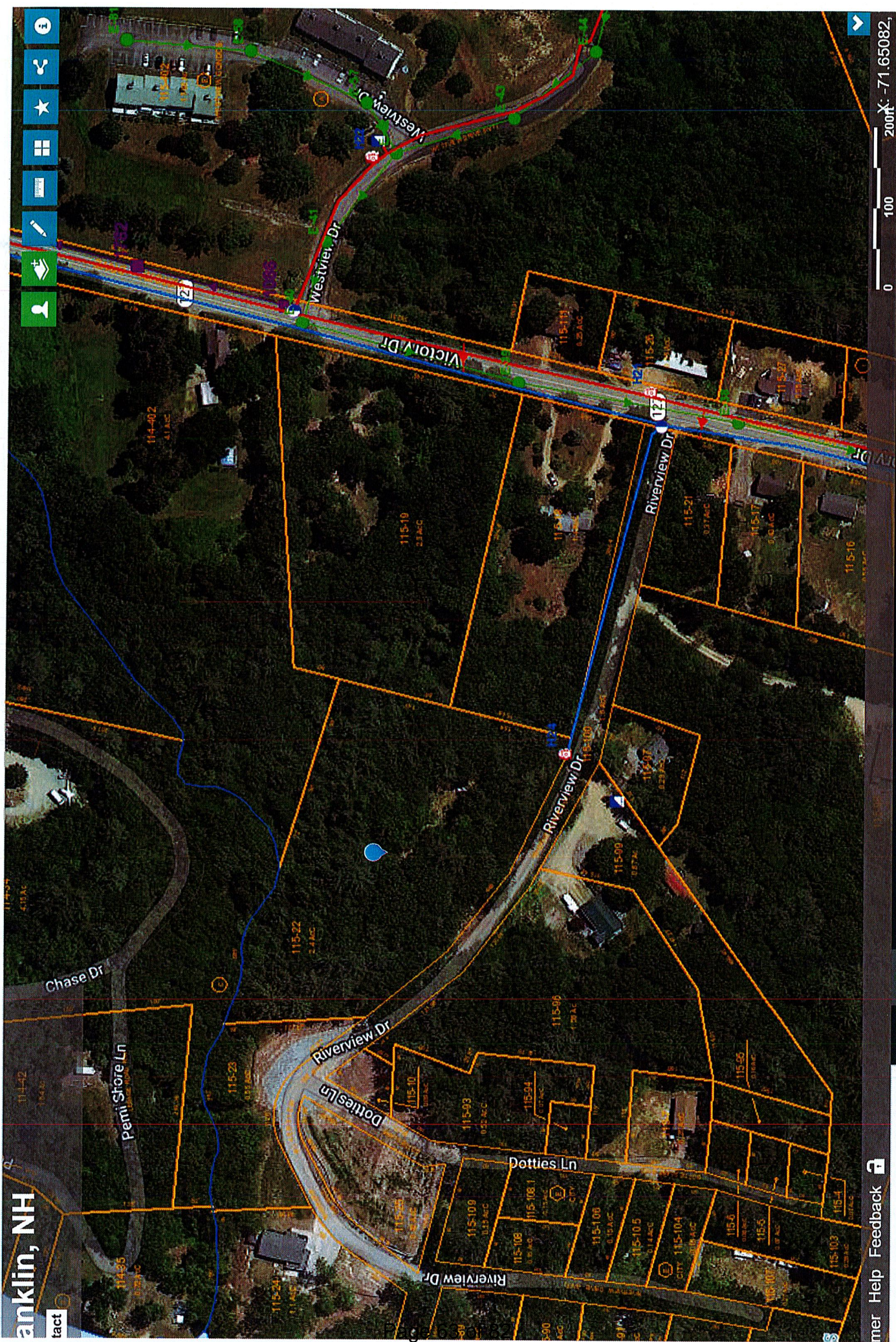
STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK, S.S.

Before me personally appeared Judie Milner, City Manager for Franklin N.H., on this 9th day of September, 2022 personally known or satisfactorily proved to me to be the same, and executed this instrument for the purposes stated herein and attests that she is duly authorized by the Franklin N.H. City Council to execute this instrument.



Michelle Stanyan
Justice of the Peace/Notary Public
My Commission expires: 06/16/2026

Franklin, NH



CITY COUNCIL MEETING
AGENDA ITEM VII



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
April 3, 2023

Subject: Review & approve code of conduct for elected officials and appointed board members policy

Suggested Motion:

Councilor moves, "I move that the Franklin City Council re-adopt the 9/8/15 code of conduct for elected officials and appointed board members policy."

Mayor calls for a second, discussion and vote.

Discussion:

This is the annual review of the policy. Last review was 2/1/21, last change 9/8/15. At 1/3/22 inaugural meeting code of ethics was referred to legislative committee for review and codification recommendation based on the alternative discussed in the council agenda report at the 1/3/22 city council meeting:

The city council could choose to codify this policy. As the council may recall, Attorney Fitzgerald recently opined that this policy is a suggestion to all elected officials and appointed positions but cannot be enforced. However, should the council choose to codify the policy it is a rule not a suggestion.

Should the council choose to codify the policy, the recommendation is to send it to legislative committee for review and presentation to the council as an ordinance.

Legislative committees (2/22/22 & 3/1/23) have recommended keeping the code of conduct as a policy and not codifying the code of conduct.

Attachment:

Code of Conduct for Elected Officials and Appointed Board Members (last reviewed 2/1/21)



CITY OF FRANKLIN
CODE OF CONDUCT
FOR
ELECTED OFFICIALS
AND
APPOINTED BOARD MEMBERS

Date Approved: April 1, 2002
Last Reviewed on February 1, 2021

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PREFACE

The purpose of the Code of Conduct is to assist Elected officials and appointed board members in performing their duties for the public. The Code of Conduct is a guide for the members to follow during their term in office. This Code does not reduce the authority granted to Elected officials and appointed board members by the laws of the United States and the State of New Hampshire, as well as the Charter for the City of Franklin.

We remember that we are, first and foremost, servants of the people and treat them with the highest respect and dignity in our public meetings and outside of those meetings. Further, Franklin's public officials should educate themselves on the requirements of the law and ordinances to ensure that they are never using their position to avoid either.

The Code of Conduct will be distributed to all City Council and board members annually in January, and new board members as they are appointed during the year.

ATTENDANCE

Elected officials and appointed board members should make every effort to notify the Mayor, or City Manager (in the case of the City Council), or the Chairman of their respective board, if they will be unable to attend or will be late to a meeting. In the event a member needs to leave a meeting, while the meeting is in session, the member should receive acknowledgement of their departure from the presiding officer.

CONDUCT AS A PUBLIC OFFICIAL

Public service is a public trust, requiring elected officials and appointed board members to place loyalty to the constitution of the United States and the New Hampshire Constitution, federal and state laws, city ordinances and Charter provisions and ethical principles above private gain for themselves or others.

Elected officials and appointed board members shall not, except as otherwise permitted by ordinance, solicit or accept any gift, service or favor from any person or entity seeking official action from, doing business with, or conducting activities regulated by the City of Franklin, whose interests may be affected by the performance or non-performance of the elected official's or appointed board member's duties.

Elected officials and appointed board members shall never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether for remuneration or not; and never accept favors or benefits under circumstances which might be construed as influencing the performance of their public duties.

Elected officials and appointed board members shall put forth honest effort in the performance of the public duties, remaining impartial and responsible to the public.

Elected officials and appointed board members shall make no promises of any kind binding upon the duties of their office, since an elected official or appointed board member only have authority to make binding decisions, when voting at a legally posted meeting of their board or committee, when a quorum is in attendance.

Elected officials and appointed board members shall not interfere with the powers and duties of the City Manager, as set forth in the Franklin City Charter, or interfere with the powers and duties of the Superintendent of Schools, as set forth by the laws in the State of New Hampshire. Interference by elected officials or appointed board members with the City Manager or Superintendent's powers and duties could constitute immediate forfeiture of their office and criminal charges.

CONDUCT AT MEETINGS

At City meetings a councilor or board member shall be recognized to speak by the Mayor or chair or in his/her absence the person appointed by the Mayor/Chair. The behavior of an elected official/board member both in public and in private should reflect the trust placed in them as leaders of the community.

The goal of a Franklin elected official or board member is to provide the highest quality leadership for all its citizens, to be fiscally responsible and to be dedicated while listening to the needs of others.

CONFLICT OF INTEREST

Elected officials and appointed board members of the City of Franklin shall avoid conflicts of interest when conducting City business – even the appearance of a conflict of interest.

State law demands that City officials, and board members, not participate in any matter in which they (or a member of their family) have a personal interest, which may directly or indirectly influence the impartial performance of their duties. In

such instances, officials shall recuse themselves from discussion and decision-making.

If an elected or appointed office holder insists upon participation when there is a clear and serious conflict of interest, the Franklin City Council will consider this misconduct and may take corrective action allowable under State law and the City Charter.

Recusal means to remove oneself completely from all further participation in the matter. In the setting of a meeting, an official or board member who has been recused shall immediately leave the meeting room or seat themselves with other members of the public who are present. The person recused shall not participate in further discussions, unless it is clearly stated for the record that such comments are made only as a member of the public. A recused person may not deliberate or vote on the matter in question.

Immediate uncertainty about conflicts and recusal can be resolved by majority vote of the board or committee. Any such vote would be non-binding, but can assist the official's decision regarding participation.

LEGAL COMMUNICATIONS

Designate legal counsel shall attend any meetings of the Council when requested by the Mayor or City Manager. Any member of the Council (through the City Manager when possible) may call upon Counsel for an oral or written opinion to decide any question of law or parliamentary procedure.

All boards in the City of Franklin shall direct all communications to Counsel through the Chairperson of their respective boards, and the Chairperson shall go through the City Manager when possible.

Legal communications received from the City Attorney are not public information and will not be shared with the public unless authorized by the City Manager.

NON-PUBLIC SESSION

The meetings of all governmental bodies are open to the public, in accordance with the State of New Hampshire "Right-To-Know Law", RSA 91-A. There are occasions when governmental bodies need to conduct business in non-public sessions, as allowed under the provisions of RSA 91-A. The intent of non-public sessions, or "non-meetings" to meet with legal council are to allow for the governing bodies to discuss confidential information, that could affect someone's reputation, or releasing the information would make the action taken ineffectual.

The confidential information discussed, or actions taken in non-public sessions are to remain confidential. No elected official or appointed board member in the City of Franklin shall violate the confidentiality of non-public sessions by publicizing, gossiping or discussing the information acquired in the course of official duties without a legitimate reason to do so. No elected official or appointed board member in the City of Franklin shall use any confidential information acquired by virtue of the individual's official position for personal benefit, or for the benefit of any other person or business. This does not apply to information, which is readily available to the general public.

The misuse of confidential information by any elected official or appointed board member in the city of Franklin could lead to the forfeiture of their office, or even criminal charges.

SALE AND USE OF PUBLIC PROPERTY

Elected officials shall protect and conserve City property and services and shall not use them for other than authorized purposes or for personal benefit and or gain. No elected or appointed official shall devote any City property or labor to private use, except as may be provided by Law or Ordinance.

SEXUAL HARASSMENT

All officials and board members of the City of Franklin are entitled to operate in an environment free of sexual harassment. History has shown that public entities are far from immune to this illegal behavior. This City is committed to preventing such misconduct. To accomplish these goals, the City's policy against sexual harassment shall be clearly communicated to all officials and board members. In addition, this policy will be reinforced through a complaint investigation procedure.

All complaints of sexual harassment or retaliation shall be promptly and thoroughly investigated by the City Manager or by the Mayor or his/her appointed designee when necessary. While it can never be completely guaranteed, particular care shall be taken in the course of investigations to protect confidentiality. Should it be determined through investigation that an elected or appointed City official has committed sexual harassment; their immediate removal from office may be considered by the City Council. The reason for removal shall be brought to the attention of the Superior Court, who holds jurisdiction over removal proceedings.

CODE REVIEW

The Code of Conduct can be amended any time by the City Council. The Code should be reviewed and approved by the City Council annually.

CITY COUNCIL MEETING
AGENDA ITEM VIII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

April 3, 2023 City Council Meeting

Subject: Approval of Annual Agricultural Real Estate Lease, Tax Map 123, Lot 403, with Mr. Brent Fife

Suggested Motion:

Councilor moves, "I move that the Franklin City Council approves an Agricultural Real Estate Lease with Mr. Brent Fife for 34 acres of City owned property located off River Street, identified as Tax Map 123, Lot 403, and to authorize City Manager Milner to duly execute the lease on behalf of the City."

Background:

The attached lease is the same (with the dates and acreage changed) as used in the last several years and has been approved by Attorney Fitzgerald.

Note: Acreage has changed from 11 acres to 34 acres as a result of the termination of city lease agreements with solar company. 34 acres was previously farmed by Mr. Fife's father before the city entered into the solar agreements.

Attachment:

One Year Lease Agreement

AGRICULTURAL REAL ESTATE LEASE

City of Franklin
And
Brent Fife

LEASE AGREEMENT made this ____ day of April, 2023, by and between the City of Franklin, New Hampshire, a municipal corporation located in the County of Merrimack, hereinafter referred to as the Lessor, and Brent Fife of 925 South Main Street, Franklin, County of Merrimack and State of New Hampshire, hereinafter referred to as the Lessee.

PREMISES: The parties agree that the Lessor shall lease to the Lessee a portion of a certain parcel of land located within the City of Franklin, and owned by the Lessor and located off River Street. The Lessor is leasing 34 acres specifically identified on the Franklin Tax Map as Parcel #123-403-00.

CONSIDERATION: Consideration for this rental shall be in conformance with RSA 72:23 and any amendments thereto. Annual payments shall be equivalent to \$25.00 per acre.

LEASE TERM: This lease shall be for a period of one year subject to cancellation as described herein. However, it is hereby understood and agreed by the parties that the Lessee shall have the use and enjoyment of the premises only from the period of May 1 through November 1 of 2022. For the remaining six months of any year, the property shall be subject to the use and occupancy of the Lessor.

PURPOSES: It is understood and agreed that the leased premises are to be used solely for agricultural purposes. Any other use of the premises shall be approved by the Lessor prior to such a use being established by the Lessee. The Lessee may not sublet any portion of the premises or assign his responsibilities or rights under this lease agreement to any other party without the written consent of the Lessor.

CANCELLATION: Either party may cancel this agreement upon 60 days notice to the other. However, in the event that the Lessor exercises its option to cancel this agreement during the months of May, June, July, August, September or October of any year, then the Lessor shall allow the Lessee the right to enter upon the leased premises, care for and harvest any crops which have been planted prior to receipt of notice of cancellation. Cancellation notice by any party shall be in writing, certified mail with return receipt requested.

LIABILITY: The Lessee agrees to hold the Lessor harmless for any injury, loss or occurrence to any party that arises or is in any way connected with the Lessee's use of the premises. Lessee shall, upon request of the City Manager, provide the City with proof of insurance in an adequate amount to protect the City's interest in this regard. Lessee shall not be required to have insurance coverage of higher face

amounts than that carried by Lessor. However, in the event of claims which exceed Lessee's coverage, any overage payment shall be borne by the Lessee.

MERGER: All agreements and representations made by the parties are contained herein and, unless specifically enumerated in this document shall not form a part of this agreement.

AMENDMENT: Any amendment to this agreement shall be in writing executed by the parties.

SEVERABILITY: Should any clause, sentence or paragraph of this document be found void, illegal or of no effect, the remainder of the document shall not be affected by such a finding and shall remain in full force and effect.

APPLICABLE LAW: The parties agree that this contract shall be construed under the laws of the State of New Hampshire. Should any future statutory amendments or court decisions revise the applicable law with regard to the lease of municipal property, such provisions shall be incorporated into this agreement to the highest degree possible.

Witness

Judie Milner, City Manager
City of Franklin, Duly Authorized

Witness

Brent Fife

CITY COUNCIL MEETING
AGENDA ITEM IX



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

April 3, 2023

**Subject: Council to Consider Rescheduling July City Council Meeting Falling on the Eve of
Independence Day Holiday (7/3/23)**

In order to publish the July City Council meeting in our budget schedule document for the FY24 budget process, we are asking the council to consider changing the regularly scheduled city council meeting of July 3, 2023 which is the eve of the Independence Day Holiday and during a vacation week for many professions.

Helpful Date:

Monday following the holiday – July 10, 2023

CITY COUNCIL MEETING
AGENDA ITEM X



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of April 3rd, 2023

Subject: Other Business

- 1. Committee Reports**
- 2. City Manager's Update**
- 3. Late Items**

Adjournment



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting April 3, 2023

Date: March 28, 2023
From: Judie Milner, City Manager
Subject: City Manager's Update

- Contingent Grant Line Activity – Donations - \$150 Kayak Beautification; \$100 Fire Dept; \$99 Franklin Partners in Prevention; \$400.98 Sex Offender Compliance Grant
- Trust fund for school funding – \$273.21
- Congratulations:
- Jim Irwin Award
- American Council of Engineering Companies (ACEC) – NH Engineering Excellence Award – Overall Winner
- County ARPA sub-awards to Franklin nonprofits
- Franklin Partners in Prevention Annual Event
- Concord Hospital – Healthcare in the Region Strategic Planning session
- Committee meetings – April:
 - Fire– Monday, 4/10, 6pm, Fire Dept
 - Joint Finance – Thursday, 4/13, 5:30pm, SAU Office
- Random Acts of Community – Doc Taylor (Rabies Clinic, 3/25, 107 vaccinations)
- Shout out to City Clerk's Office – Rabies Clinic; 64 dog licenses

- Message from Assessing Office – Elderly Tax Exemption & Veteran’s Credit applications due 4/15/23
- Media contacts –
- Economic Development Forum – “The Tale of Two Cities Follow Up” April 24th 6pm at City Hall
- FY2024 Budget Dates
 - Budget 101 Public Forum – 4/19, 6pm, City Hall
 - May 1st – Regular Monthly CC Mtg – FY2024 Manager’s Proposed Budget
 - May 3rd – School District FY2024 Budget Presentation
 - May 8th – Municipal Dept FY2024 Budget Presentation
 - May 15th – Municipal Dept FY2024 Budget Presentation
 - May 22nd – Municipal Dept FY2024 Budget Presentation
- Youth Government 2023
- City Hall Update

(1) Non-Public Needed

I move the City Council enter into nonpublic session under RSA 91-A:3 II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.