

CITY OF FRANKLIN
CITY COUNCIL MEETING
July 11, 2022
6:00 P.M.





CITY COUNCIL MEETING

Monday, July 11, 2022 - 6:00 p.m.

Council Chambers, Franklin City Hall

or view only via Zoom: <https://us02web.zoom.us/j/84148795151>

or by phone: 1-312-626-6799, Meeting ID# 841 4879 5151

SALUTE TO THE FLAG

MOMENT OF SILENCE FOR OUR VETERANS

PUBLIC HEARINGS

Ordinance 01-23 to set the water and sewer rates for the FY2023 budget

Ordinance 02-23 changes to Chapter 160 fees for the FY2023 budget

Resolution 01-23 adopting the FY2023 budget

LEGISLATIVE UPDATE

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.

Council to consider the minutes of the May 4, 2022 City Council Special Meeting, May 9, 2022 City Council Special Meeting, June 6, 2022 City Council Meeting, the non-public minutes from the June 6, 2022 City Council Meeting, and the June 20, 2022 City Council Special Meeting.

Agenda Item II.

School Board Update

Agenda Item III.

Council to consider Ordinance 01-23 to set the water and sewer rates for the FY2023 budget

Agenda Item IV.

Council to consider Ordinance 02-23 changes to Chapter 160 fees for the FY2023 budget

Agenda Item V.

Council to consider Resolution 01-23 adopting the FY2023 budget

Agenda Item VI.

Council to discuss City Manager goals for FY23

Agenda Item VII.

Other Business

1. Mayor & Council Appointments
2. Committee Reports
3. City Manager's Update
4. 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 July 11, 2022

Subject: Approval of Minutes

Motion: “I move that the Franklin City Council approve the minutes of the May 4, 2022 City Council Special Meeting, the May 9, 2022 City Council Special Meeting, the June 6, 2022 City Council Meeting, the non-public meeting minutes for June 6, 2022 City Council Meeting, and the June 20, 2022 City Council Special Meeting.”

Mayor calls for a second, discussion and the vote.



City Council Special Meeting Minutes School Budget Presentation Wednesday, May 4, 2022 - 6:00 p.m. Council Chambers, City Hall

Council in attendance: Mayor Jo Brown, Councilor Olivia Zink, Councilor Bob Desrochers, Councilor April Bunker, Councilor Ted Starkweather, Councilor Vincent Ribas, and Councilor Valerie Blake

Absent: Councilor George Dzujna, Councilor Jay Chandler, and Councilor Paul Trudel

School District in attendance: Superintendent Dan LeGallo, Business Administrator Jefferson Braman, Paul Smith School Principal Susan Blair, Franklin Middle School Principal Ken Darsney, Franklin High School Principal Carrie Charette, Special Education Director Rebecca Butt, and School Board Chair Tim Dow.

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

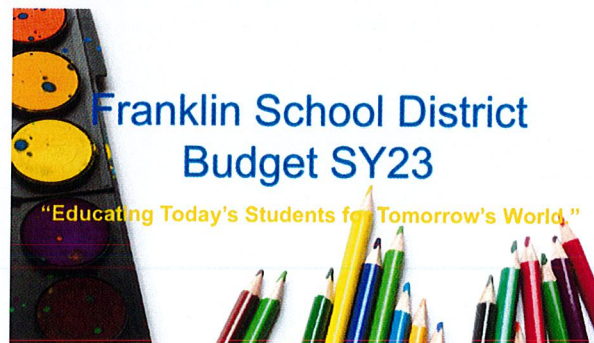
Mayor Brown called the meeting to order in Council Chambers at 6:02 p.m.

Salute to the Flag was led by Councilor Blake.

School Board Chair Tim Dow opened the School District budget presentation explaining that the school board is happy to present the FY2023 tax cap budget to the Council. He introduced himself and the rest of the school district in attendance.

Superintendent LeGallo let everyone know that they can ask questions at any time during the presentation.

LeGallo then reviewed and read the following slides:



Franklin School Board Members

Tim Dow, Chairman
Delaney Carrier, Vice Chairman
Deborah Brown, Treasurer
Maureen Aube
Christie Martin
Laurie Cass
Cecile Cormier
Paul Doucette
David Testerman



Superintendent's Administrative Staff

Dan LeGallo, *Superintendent of Schools*
Jefferson Braman, *Business Administrator*
Jule Finley, *Curriculum Director*
Barbara Slayton, *Office of Student Wellness Director*
Rebecca Butt, *Special Education Director*
Susan Blair, *Paul Smith Elementary Principal*
Kenneth Darsney, *Franklin Middle School Principal*
Carrie Charette, *Franklin High School Principal*
Dan Clark, *Building and Grounds Director*
Robyn Dunlap, *District Technology Director*
Brenda Petelle, *Food Service Director*
Dan Sylvester, *Athletic Director*

LeGallo turned the presentation over to Business Administrator Braman to go over their revenues.

City Council Special Meeting Minutes – School Budget Review

May 4, 2022

Page 3 of 23

Braman went through each line of the following slides:

**Franklin School District
Revenue Projection
Fiscal Year 2022/2023**

Source	20-21 Actuals	21-22 Budgeted	22-23 Estimates	Difference
General Fund:				
Revenue from State Sources				
Special Education Aid	152,885	122,295	145,000	c 22,705
Charter School Aid	39,604	30,000	45,000	15,000
Vocational Transportation Aid	5,122	5,000	5,000	0
Adequate Education Grant	8,701,824	8,268,687	8,433,990	165,303
Building Aid	181,944	81,944	81,944	0
Indirect Costs	55,850	69,000	69,000	0
Revenue from Federal Sources				
Medicaid Reimbursement	162,932	175,000	160,000	(15,000)
E-Rate Funding	54,062	47,173	47,173	0
Local Revenue Other than Taxes				
Tuition	18,293	18,000	0	(18,000)
Earnings on Investments	2,084	2,500	2,500	0
Other Local Revenue	2,553	2,000	2,000	0
Insurance Premium Holidays	148,272	98,586	105,685	7,099
Athletic Receipts	0	3,500	3,500	0
NH Charitable Foundation (Aware)	75,000	0	0	0
Unreserved Fund Balance	402,418	1,211,997	850,000	(361,997)
Total Revenues and Credits	10,002,844	10,135,682	9,950,792	(184,890)
District Appropriation	4,467,354	4,595,004	4,943,755	348,751
Education Tax	1,201,740	1,190,971	886,084	(304,887)
Additional Voted By City Council	0	0	0	0
Total General Fund	15,671,938	15,921,657	15,780,631	(141,026)
Food Service Transfer	715,157	535,718	600,000	64,282
Total General Fund and Food Service Revenues	16,387,095	16,457,375	16,380,631	(76,744)
Grant Funds	1,997,972	1,729,650	1,400,000	(329,650)
ESSER/GOFERR Funding	225,895	1,278,897	1,300,000	21,103
Grand Total Revenues	18,610,962	19,465,922	19,080,631	(385,291)

Braman explained that the food service revenue is different than usual since they weren't positive how things would play out with Covid. They were able to provide free lunches to everyone during the summer during the pandemic, which they are continuing to do. The food costs have gone up quite a bit

recently yet the food service revenues have been better since all of the kids have been back in school full time. He stated that things are going to be going back to standard for the next school year.

The grant funds are estimates based on prior year grant funds. LeGallo added that this is the third year that they have done Portraits of a Graduate and they are expecting some extra funding from that as they have received grants in the past two years. They have applied for extra for this year. He stated that they should know more by August or September of this year. They will seek alternative funding if they do not receive this grant money.

Braman stated that the next slide shows the projected staff changes for next year:

2022-2023 Franklin School District Staffing Changes

Added Personnel:

Reading Specialist District Wide (General Fund)
FMS Special Education Case Manager (Grant)
PSS Library Media Specialist (General Fund)

Reduced Personnel:

PSS Library Assistant (General Fund)

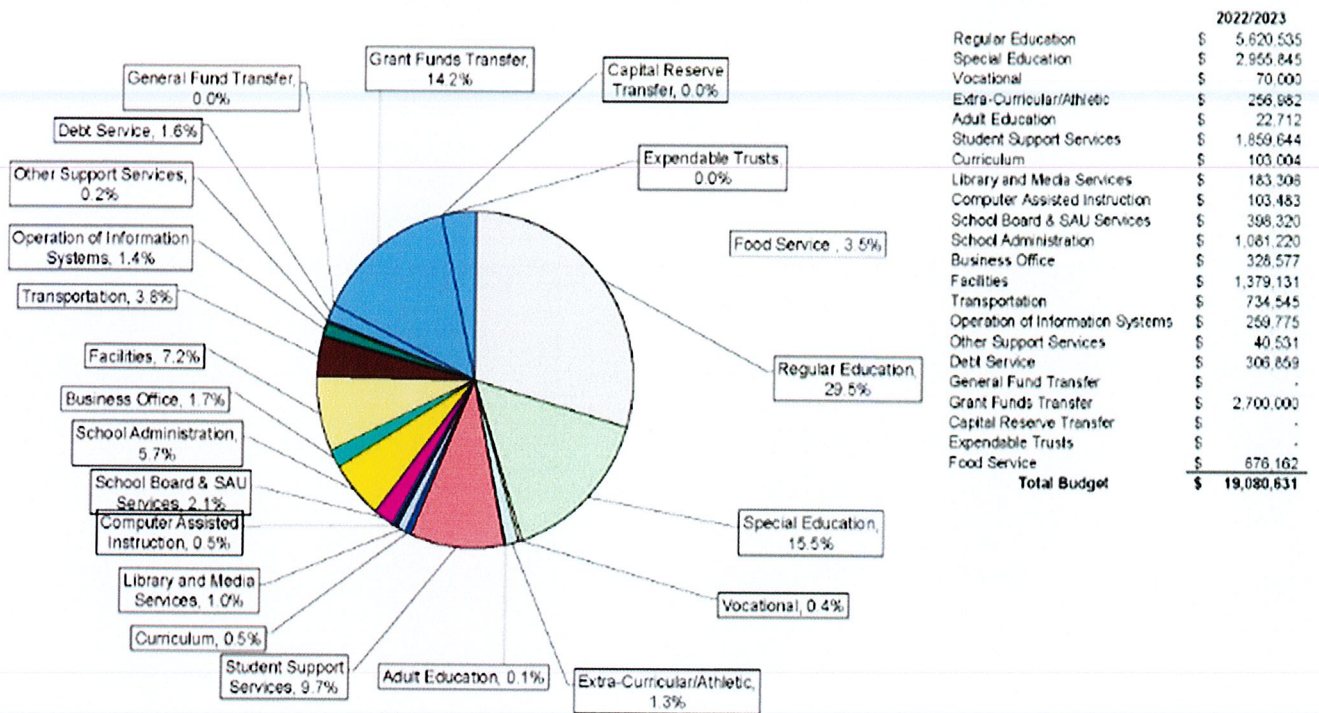
DeGallo added that in the minimum standards they are required to have a Reading Specialist in the district, which is why it is in the general fund. They are currently recruiting for someone certified for this position.

He also mentioned that the FMS Special Education Case Manager is due to the growing number of students needing special education. They aren't sure if this is because of Covid or for another reason, which is of concern.

The PSS Library Media Specialist is another minimum requirement for the Elementary School. They were using an aid and had a Specialist in the High School. If they can't find anyone for this position they will revert back to an aid.

Braman went to the next slide below, which shows a pie chart with a breakdown of their budget and expenditures broken down by function. He stated that they had to cut a total of about \$329,000 total from all of the departments that brought forth a proposed budget, so that they could get to the total budget of \$19,080,631. Some of the items cut will be covered by some grant funds.

Proposed Operating Budget by Function



Braman went to the next slides listed below that shows an overview of their budget by school:

Franklin Budget Overview by Cost Center 2022/2023

	Paul Smith Elementary	Franklin Middle School	Franklin High School	District	Total
Number of FTE's (General Fund)					
Administration	2.00	2.30	2.50	6.00	12.80
Teachers	24.33	28.33	27.28	1.00	80.94
Teaching Assistants	19.91	13.08	11.24	0.00	44.23
Other Support Staff	4.47	6.47	5.66	7.38	23.98
Facilities Maintenance Staff	2.33	3.33	4.33	1.00	11.00
Total Number of FTE's	53.04	53.51	51.01	15.38	172.95
Number of Students (October 2022 Enrollment)					
Regular Education	200	250	223	Out of District Placement	673
Special Education	93	107	44	12	256
Total Number of Students	293	357	267	12	929
Square Feet per Facility					
	30,900	79,786	102,210		212,896

Franklin Budget Overview by Cost Center 2022/2023

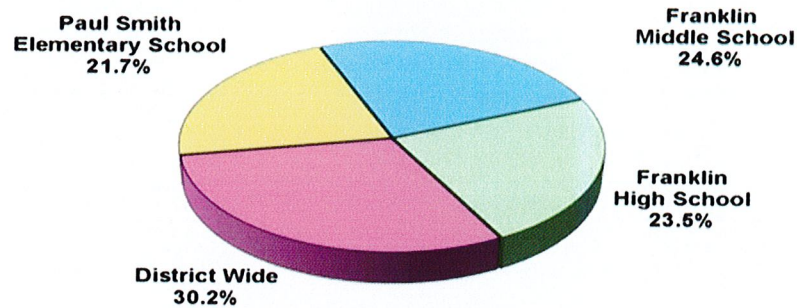
	Paul Smith Elementary	Franklin Middle School	Franklin High School	District	Total
Regular Education Costs					
Compensation	865,618	1,172,821	1,203,897	77,651	3,419,988
Benefits & Fixed Costs	539,374	692,861	662,490	40,926	1,934,620
Contracted Services	33,020	29,851	82,011	-	144,901
Supplies, Books, Software	17,105	18,664	51,905	-	87,674
Equipment	7,585	2,185	19,886	-	29,656
Dues & Fees	-	-	3,895	-	3,895
Total Regular Education Costs	\$ 1,562,712	\$ 1,916,982	\$ 2,014,189	\$ 127,577	\$ 6,620,536
Special Education Costs					
Compensation	513,608	520,413	219,630	134,039	1,387,590
Benefits & Fixed Costs	229,967	268,862	116,800	60,970	664,689
Contracted Services	286,610	387,065	209,138	15,000	897,811
Supplies, Books, Software	1,080	1,788	765	1,512	5,155
Equipment	-	-	-	-	-
Dues & Fees	-	-	-	600	600
Total Special Education Costs	\$ 1,031,175	\$ 1,188,127	\$ 546,422	\$ 212,121	\$ 2,968,845
Vocational Education	-	-	70,000	-	70,000
Extra-Curricular Activities & Athletics	646	80,483	170,852	-	258,982
Adult Education	-	-	-	22,712	22,712
Student Support Services	725,784	575,283	430,557	128,040	1,869,664
Curriculum	6,000	6,000	6,000	85,004	103,004
Library and Media Services	78,840	14,856	89,611	-	183,308
Computer Assisted Instruction	33,148	33,148	33,848	3,340	103,483

Franklin Budget Overview by Cost Center 2022/2023

	Paul Smith Elementary	Franklin Middle School	Franklin High School	District	Total
School Board & SAU Services	-	-	-	398,320	398,320
School Administration	342,873	407,938	330,409	-	1,081,220
Business Office	-	-	-	328,577	328,577
Facilities	264,168	371,108	504,654	239,200	1,379,131
Transportation	-	9,200	200,698	524,659	734,548
Operation of Information Systems	-	-	-	259,775	259,775
Other Support Services	-	-	-	40,531	40,531
Debt Service	-	-	-	306,659	306,659
General Fund Transfer	-	-	-	-	-
Grant Funds Transfer	-	-	-	2,700,000	2,700,000
Capital Reserve Transfer	-	-	-	-	-
Expendable Trusts	-	-	-	-	-
Total General Fund Budget	\$ 4,045,347	\$ 4,580,216	\$ 4,402,183	\$ 6,376,714	\$ 19,404,470
Food Service	89,792	118,488	79,690	388,192	678,162
Total Appropriations	\$ 4,135,139	\$ 4,698,703	\$ 4,481,873	\$ 6,764,906	\$ 19,080,631

Below is also a breakout of the proposed budget broken out by Paul Smith Elementary School, Middle and High School and district wide:

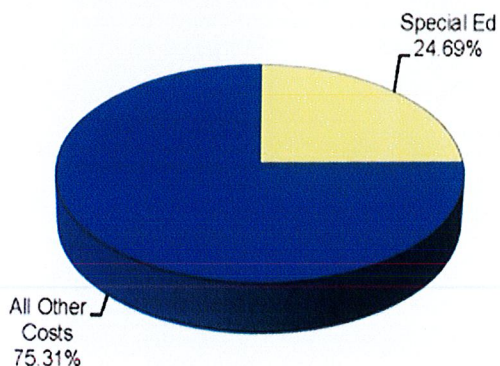
Proposed Operating Budget by Cost Center



	2022/2023	
Paul Smith School	\$ 4,135,139.35	21.7%
Middle School	\$ 4,698,701.83	24.6%
High School	\$ 4,481,884.15	23.5%
District-Wide	\$ 5,764,906.08	30.2%
	<u>\$ 19,080,631.41</u>	<u>100.0%</u>

This next slide shows the special education part of the budget:

Proposed Franklin Special Education Budget 2022/2023



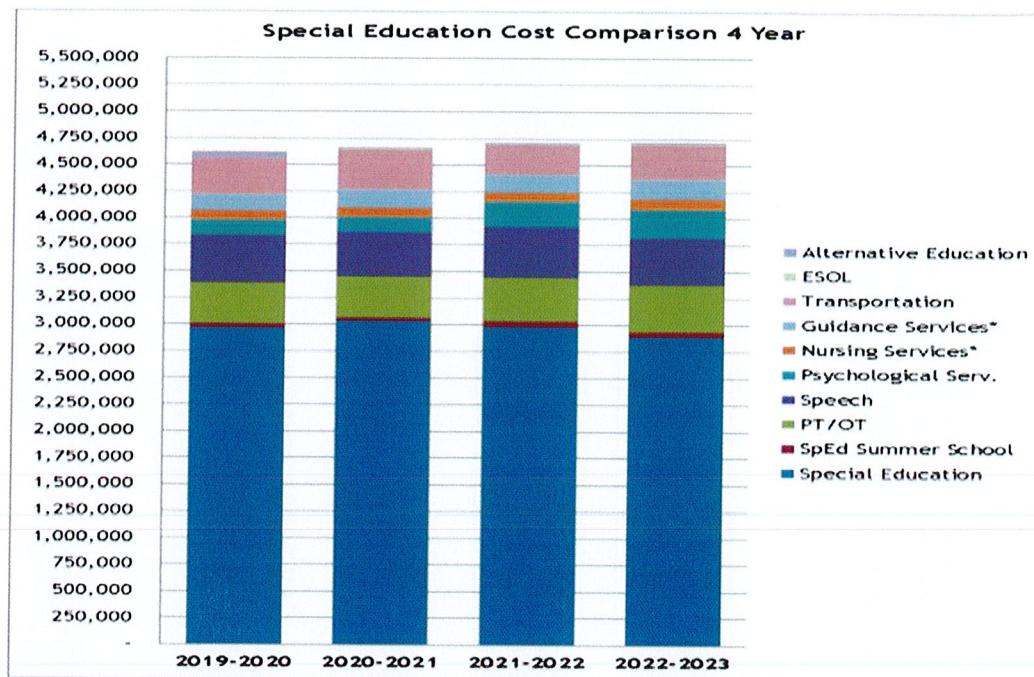
1210 Special Education	2,887,468
1220 SpEd Summer School	48,278
1250 Alternative Ed	11,520
1260 ESOL	8,579
2122 Guidance *	182,944
2134 Nursing Services *	100,098
2140 Psychological Services	266,791
2152/2153 Speech & Audiology	441,915
2160/2162 OT & PT Services	443,335
2700 Transportation	320,930
	<u>4,711,857</u>

* 40% of total costs related to special ed

Total Budget	19,080,631	
Special Ed	4,711,857	24.69%
All Other Costs	14,368,774	75.31%

Councilor Zink asked how many other languages are spoken in the Franklin district and LeGallo answered saying that there are about 6 students right now that are in need of ESOL services. They had 4 exchange students in the High School this year and will have about 4 for next year as well.

Braman stated that the next slide, shown below, gives a look at their historical expenditures on special education within the past four years. You can see there is a slight increase:

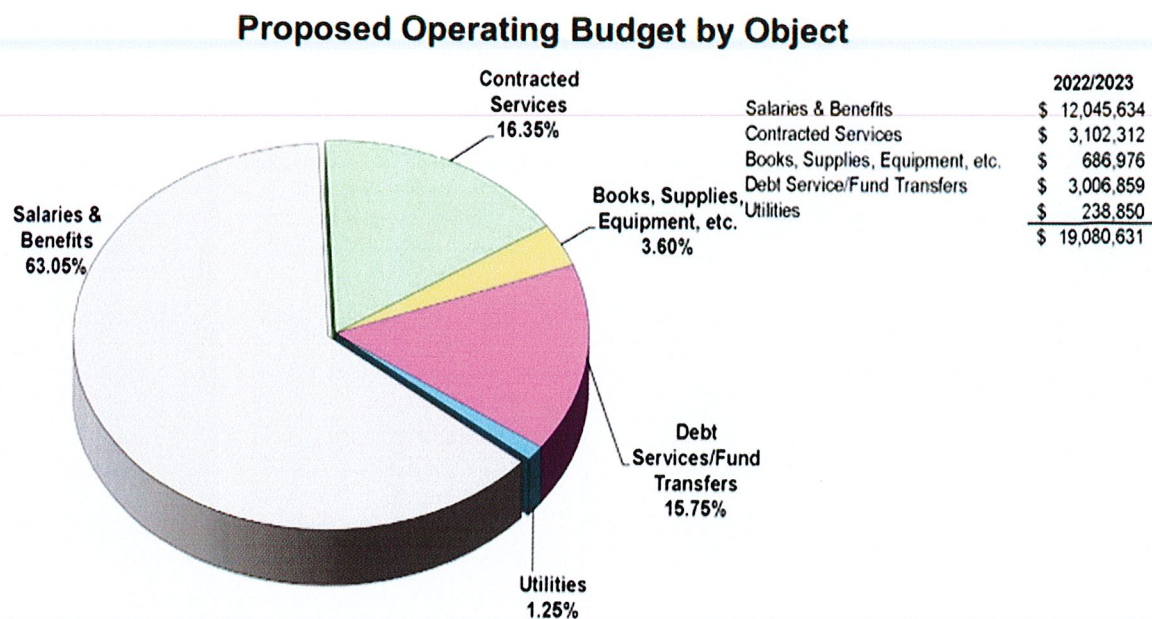


The below slide shows the numbers that go along with this:

Special Education Historical Comparison				
	2019-2020	2020-2021	2021-2022	2022-2023
Special Education	2,969,905	3,034,687	2,978,295	2,887,468
ESOL	5,949	7,460	7,460	8,579
SpEd Summer Schoo	31,428	31,228	58,464	48,278
Alternative Education	62,344	12,220	11,100	11,520
PT/OT	385,216	381,779	404,422	443,335
Speech	452,468	422,429	482,821	441,915
Psychological Serv.	140,579	143,272	240,014	266,791
Nursing Services*	87,141	85,210	83,774	100,098
Guidance Services*	156,402	171,332	164,920	182,944
Transportation	326,820	368,711	277,932	320,930
Special Ed Total	4,618,250	4,658,327	4,709,202	4,711,857
		0.87%	1.09%	0.06%
		40,078	50,875	2,655
Total General Fund	16,783,831	18,549,563	18,558,966	19,080,631
SpEd to Total	27.52%	25.11%	25.37%	24.69%

* Health & Guidance 40% of total cost is special ed related

Below is pie chart which is a breakdown based on overall pieces of the budget. Braman added that their budget is fairly low compared to other districts:



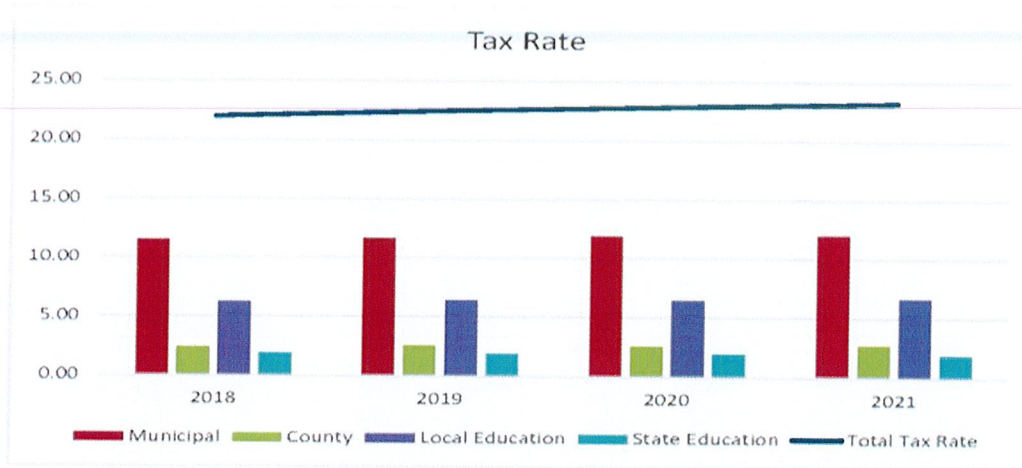
Below is a comparison based on the pie chart:

Comparison by Object Detail

	2021/2022	2022/2023	Increase/(Decrease)	
Salaries & Benefits	\$ 11,554,591	\$ 12,045,634	\$ 491,043	4.25%
Contracted Services	\$ 3,144,189	\$ 3,102,312	\$ (41,877)	-1.33%
Books, Supplies, Equipment, etc.	\$ 557,533	\$ 686,976	\$ 129,443	23.22%
Debt Service/Fund Transfers	\$ 3,978,459	\$ 3,006,859	\$ (971,600)	-24.42%
Utilities	\$ 231,150	\$ 238,850	\$ 7,700	3.33%
	<u>\$ 19,465,922</u>	<u>\$ 19,080,631</u>	<u>\$ (385,291)</u>	<u>-1.98%</u>

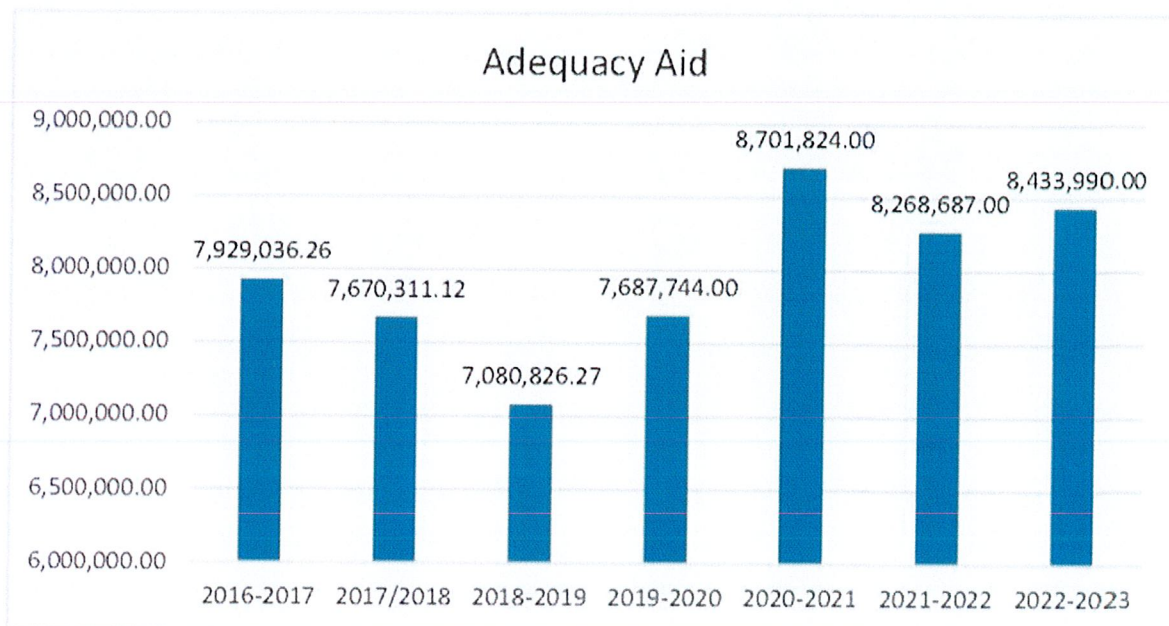
City Manager Milner explained that on page 38 of the City Manager's Proposed Budget you can see the debt service for the school district listed.

This next slide shows the historical tax rate for the city over the last three years with color coding for municipal, county, local education and state education:



	2018	2019	2020	2021
Municipal	11.43	11.61	11.87	12.00
County	2.39	2.59	2.57	2.67
Local Education	6.22	6.38	6.45	6.62
State Education	1.92	1.89	1.95	1.92
Total Tax Rate	21.96	22.47	22.84	23.21

Braman then stated that this next slide shows the wonderful inconsistency of adequacy. It was a pretty high number last year and dropped down this year. The first five columns are actual numbers, and the last two are estimates.



The next slide is an estimate of their anticipated costs of what they assert funding for. LeGallo added that these are the ESSER funds and the positions that they are funding. He read through the items on this slide:

ESSER Projected Grant Funding for FY23

Description	Amount
PSS Classroom Teacher (AM)	78,082.00
PSS Behavioral (MB)	88,311.00
FMS Classroom Teacher (CH)	73,146.00
FMS Classroom Teacher (MP)	59,638.00
Tech Integrator (DC)	108,210.00
PSS Case Manager	92,376.00
FHS Case Manager (PP)	103,981.00
FHS Case Manager (SS)	72,504.00
FMS Virtual Case Manager (JH)	105,000.00
Social Workers	320,910.00
Tehnology Computers/Supplies	125,308.00
FHS Homework Recovery	9,300.00
PSS Admin Asst	49,316.00
FHS Part time Guidance (0.2 FTE)	11,308.00
FHS Summer School	18,574.00
Teachers Pay Teachers	6,500.00
Discovery Education	24,748.00
Zoom/PearDeck (Difference)	2,743.50
Brain Pop	2,395.00
Total Projected FY23 ESSER Funding	1,352,351

LeGallo added that the goal here was to try to recover from the pandemic, provide for our kids and prove and get the results that they've all been talking about and that is what they will continue to do. They will have ESSER funds available next year as well so that will be in the budget again. He does, however, realize that they are supporting their budget with ESSER funds.

Braman went to the next slide showing the current student population as of April 2022:

Student Population 2021-2022

Total Population: 953 students
April 2022

Paul Smith School: 304
Franklin Middle School: 375
Franklin High School: 274

The next slide is the estimated student population for next year:

Projected Student Population 2022-2023

Total Population: 965 students

Paul Smith School:	319
Franklin Middle School:	377
Franklin High School:	268

Next is the school staffing, where Paul Smith School Principal Blair took over the presentation:

PSS Staffing 2022-2023

- ***Principal and Assistant Principal***
- ***17 Classroom Teachers***
- ***2 Preschool Teachers***
- ***1 School Counselor***
- ***1 Social Worker (Grant Funded)***
- ***1 Behavior Specialist***
- ***4 Allied Arts Teachers (Music, Art, PE & Library Media Specialist)***
- ***4 Title 1 Teachers (Grant Funded)***
- ***5 Special Education Case Managers***

Blair stated that they are not going to see much change in the staffing for 2022-2023. These positions are all pretty static except for the Library Media Specialist.

Councilor Zink asked how much of a turnover there is with teachers and Blair said there is none. She stated that she has been very fortunate and when she has needed to hire someone it is for a new position.

Blair stated that this next slide showing the Paul Smith School enrollment projections is a very conservative estimate. Because of Covid it was hard to get exact numbers for this. There isn't any vaccines or boosters for young children yet so there are still parents that aren't sure about sending their kids back to school yet. Kindergarten is not a requirement, so not all kids go. That is why you always see a big jump from grade K to grade 1.

PSS Enrollment Projections 2022-2023

	21-22	22-23	#Teachers	Ratios
Preschool	40 (25)	40	2	1:10
Grade K	60 (67)	65	4	1:15.2
Grade 1	76 (74)	72	5	1:15.2
Grade 2	72 (68)	74	4	1:18.5
Grade 3	<u>71 (70)</u>	<u>68</u>	4	1:17
	319 *(304)	319		

*(Actual April 2022)

Blair stated that the below house model is very similar to last year's:

PSS 2022-2023

Collaborative House Model

- **Three House Model: Sulloway: Kindergarten only**
Aiken and Griffin: Grades 1-3
- **Responsive Classroom & Fly Five**
- **Family Model: Building relationships while differentiating learning opportunities**
- **Response to Instruction Model embedded**
- **All students are supported by Title I teachers who provide Tier II support in English Language Arts and Mathematics**
- **Every effort is being made to keep students in the same House for grades 1-3 at PSS**

Franklin Middle School Principal Darsney started by presenting the enrollment projection for the middle school stating that this is an estimate based on the same reasons that Blair just spoke of. There was a gradual increase in enrollment every single month last year and they are still getting more kids weekly so the numbers are pretty strong.

FMS Enrollment Projections 2022-2023

	21-22	22-23
Grade 4	66 (73)	70
Grade 5	56 (63)	73
Grade 6	80 (85)	63
Grade 7	83 (86)	85
Grade 8	<u>67</u> (68)	<u>86</u>
	352 *(375)	377

*(Actual April 2022)

Darsney explained a little about the students being divided by Academy per the slide below. They try to keep siblings together and students stay in the same academy so they have the same teachers. Grades 7-8 tend to be a little more self sufficient so they are able to have higher numbers of students per class.

FMS Class Size 2022-2023

By Academy:

Grades 4-6 206/12 Teachers = 17.2 Students per classroom

Grades 7-8 171/8 Teachers = 21.4 Students per classroom

Schoolwide:

Grades 4-8 377/20 Teachers = 18.9 Students per classroom

Darsney stated that he has had no changes in staffing, shown below, except for the number of Special Education teachers, which is up to two from last year. Some of the teachers teach more than one subject and more than one grade level. This is also why the academy system works so well.

FMS Staffing 2022-2023

- ***Principal and Assistant Principal***
- ***20 Classroom Teachers***
- ***2 School Counselors***
- ***1 Social Worker***
- ***5 Allied Arts Teachers (Health, Music, Art, PE, Computers)***
- ***3 Title 1 Teachers (Grant Funded)***
- ***7 Special Education Teachers (Including 1 Teacher for the ODELL Behavioral Support Program)***

The below slide shows their looping classrooms. Darsney stated that research has shown that students having more time in classrooms and developing better relationships is a benefit. Teachers are able to spend more time with students to help them with competencies. For Allied Arts they added health and fitness this year, which has been a very good addition for their school.

FMS Configuration 2022-2023

FMS: Multi-Age looping classrooms (3rd year of implementation).

- **Two Academies Grades 4-8, 10 Teachers in each Academy**
 - **Grades 7-8, 4 Teachers each responsible for Math, English Language Arts, Science, or Social Studies**
 - **Grades 4-6, 6 Teachers responsible for either multiple subjects and/or multiple grade levels**
- **5 Allied Arts Teachers**
- **2 School Counselors**
- **1 Social Worker (Grant Funded)**

Darsney went over the below slide, which explains the amount of instruction within the looping classes.

FMS Allied Arts Details 2022-2023

**Over the course of the school year each student in
Grades 4-8 receives 7 weeks of instruction in:**

- **Computer**
- **Art**
- **Physical Education**
- **Music (Including Band and Chorus)**
- **Health and Fitness**

Mayor Brown thanked Darsney for everything he has done for the school and wished him luck as this will be his last year at Franklin Middle School.

Franklin High School Principal Charette took over and started with the high school staffing. She stated that they do not have a lot of changes. The Extended Learning Opportunities Coordinator was hired this year.

FHS Staffing 2022-2023

- **Principal and Assistant Principal**
- **20.7 Classroom Teachers**
 - **14.2 Core Teachers (English, Science, Social Studies and Math)**
 - **6.50 Allied Arts Teachers (Computer Science, Spanish, Industrial Arts, Music, Art, Family & Consumer Science (0.50), and Physical Education/Health)**

FHS Staffing 2022-2023 (continued)

- **2 Guidance Counselors**
- **1 Social Worker**
- **3 Special Education Teachers**
- **1 Library Media Specialist**
- **1 Creating Alternative Pathways Teacher**
- **1 Extended Learning Opportunities Coordinator**
- **3 Paraprofessionals for Student Support**

Charette went over their enrollment. She stated they also have a lot of kids that have been returning or are new after the start of school, so this is an eb and flow number. 268 students is the estimate for next year. The core teachers are the Math, Science, English and Social Studies so the total at the bottom includes the Art and ELO teachers.

FHS Enrollment Projections 2022-2023				
	21-22	22-23	Core Teachers	Ratios
# Students	273*(274)	268	14.2	1:19.0
	*(Actual April 2022)		Total Classroom Teachers	
			20.70	1:13.0

Below is a list of all of the things they will be accomplish this year after the changes to last year's budget. Charette added that she wanted the council to know that with the position of the Computer Science teacher that they added, 108 students took classes in computer science this year, which is great. Some took a course and loved it so much that they took another one. They are also looking to expand their manufacturing classes since there seems to be a growing interest in this.

FHS Educational Improvements for 2021-2022

- **Extended Learning Opportunities Coordinator**
 - To facilitate, monitor, and assist students and community partners with personalized educational opportunities
 - Teaches Elective for Freshmen Academy
 - Collaborate with Lakes Region Community College to increase Dual Enrollment opportunities
 - Community Rotary Club Member
- **New 2021-2022 Schedule**
 - Continued learning for English, Math, Science, and Social Studies to improve learning and course credit earning success
 - Targeted interventions for struggling learners through learning labs
 - Time during the school day for internships and Extended Learning Opportunities
 - Increases student opportunities to take more elective courses
- **Computer Science Teacher**
 - Designed CS Curriculum including Advanced Placement courses and increases electives and fulfills the state requirement for graduation
 - Implemented CS National Honor Society

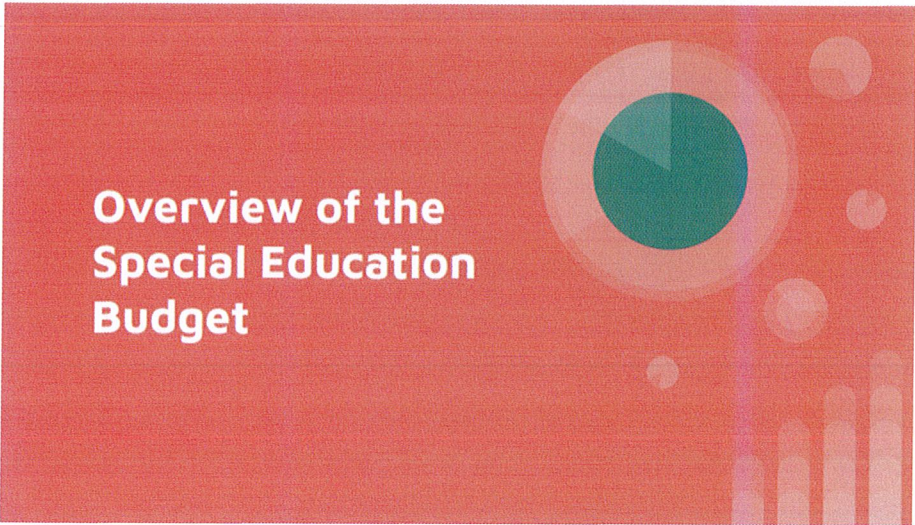
Charette finished up with below slide on additional learning opportunities. She mentioned that some students are still using VLACS since Covid, but there has been a decline from since students want to be in a classroom with their teachers.

FHS Additional Learning Opportunities

- **HUOT Technical Center in Laconia**
- **Agricultural Center at Winnisquam Regional High School**
- **Lakes Region Community College Dual Enrollment**
- **Running Start College Classes (Culinary, English, Manufacturing, and Spanish)**
- **Extended Learning Opportunities and Internships**
- **Community Service Projects**
- **Online Learning Courses**
- **Lakes Region Community College on Campus Manufacturing Courses to continue into 2022-2023**
- **Franklin Winnisquam Learning Intercampus Partnership to be Reestablished 2022-2023 was on hold due to Covid**

Mayor Brown mentioned that this was Charette's last year at the school and thanked her for everything she has done for the students.

Special Education Director Butt started her presentation of the Special Education budget per the below slides:



Overview of the Special Education Budget

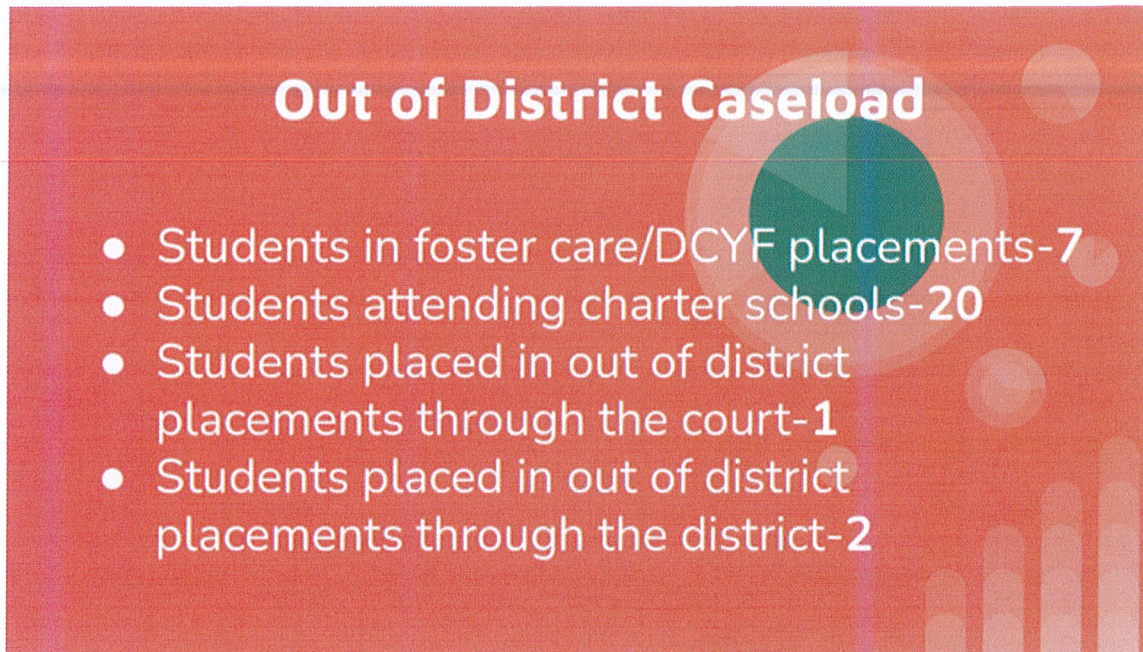
A Look at the Numbers for the 2022-2023 School Year

- Number of students with an Individualized Education Plan (IEP): **297** (4/19/22) **256** (5/4/2021)
- Number of students requiring specialized transportation: **67**
- Number of students who have met the definition of homelessness and may require shared transportation costs: **4**
 - **Reporting for homelessness continues to be down**

Staffing: Case Managers

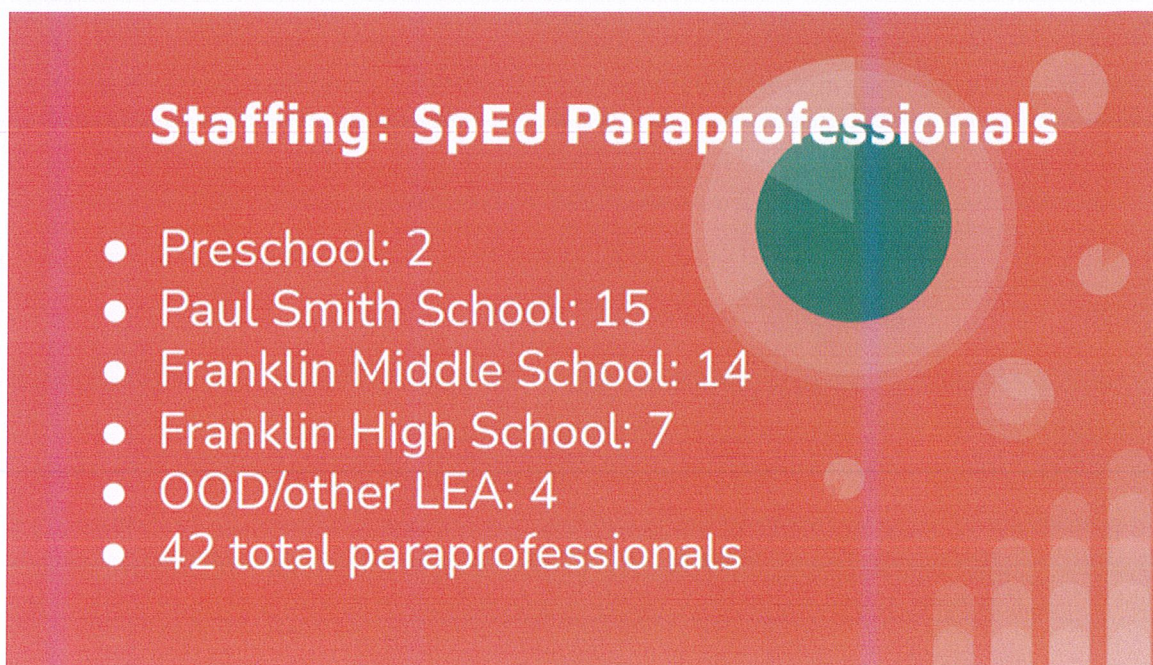
- Preschool: 2
- Paul Smith School: 5
- Franklin Middle School: 7
 - 1 for the Odell program and 6 for the remaining special education students
- Franklin High School: 3
 - 1 for Life Skills and 2 for the remaining special education students
- 17 Total Case Managers

Butt stated that she is working with 7 to 8 other school districts per the below slide.



Butt moved onto Paraprofessionals and stated that this is a wish list. Currently, there is 1 at the Preschool, about 13 at Paul Smith School, 11 at the Middle School, 5 at the High School, and around 4 at the charter schools.

LeGallo added that finding Paraprofessionals is very difficult. School everywhere are in need of this position.



Butt read off the slides below showing the staffing in each school for Speech Language Pathologists and Assistants along with Occupational Therapists and Assistants.

Staffing: Speech Language Pathologists (SLP) and Speech Language Pathology Assistants (SLPA)

- Preschool: SLP-0.5, SLPA-0.5
- Paul Smith School: SLP-1.25, SLPA-2
- Franklin Middle School: SLP-1, SLPA-1
- Franklin High School: SLP-0.3, SLPA-0.25
- OOD/Other LEA: SLP-0.5, SLPA-0.5

Staffing: Occupational Therapists (OT) and Certified Occupational Therapy Assistants (COTA)

- Preschool: OT-0.25, COTA- 0.25
- Paul Smith School: OT-0.75, COTA: 1.0
- Franklin Middle School: OT-0.5, COTA-0.5
- Franklin High School: OT-0.25, COTA-0.25
- OOD/Other LEA: OT-0.25, COTA-0.25

Below shows the staffing for Physical Therapists and Assistants. But also read the slide on their behavior support.

Staffing: Physical Therapists (PT) and Physical Therapy Assistants (PTA)

- Preschool: PT-0.10
- Paul Smith School: PT-0.20, PTA- 0.25
- Franklin Middle School: PT-0.10, PTA-0.25
- Franklin High School: NONE
- OOD/Other LEA: PT-0.25

Staffing: Behavior Support

- Paul Smith School: Applied Behavior Analyst (ABA) five days per week and a Board Certified Behavior Analyst (BCBA) one day per week to support more intensive needs
- Franklin Middle School: Applied Behavior Analyst (ABA) five days per week, a Board Certified Behavior Analyst (BCBA) one day per week.
- Franklin Middle and High School: Full time Behavior Consultant

Below is all of the additional support that is given and Butt concluded the Special Education part of the budget.

Additional Support

- District wide School Psychologist: 40 hours per week. Completes intellectual, academic, social emotional, and further diagnostic evaluations, drafts reports and reports on findings at evaluation meetings
- Transition and community based services through CORE Vocational Services and/or Easter Seals as needed
- Teacher of the Visually Impaired, Teacher of the Deaf, and Alternative Augmentative Communication (AAC/speech pathologist)

Mayor Brown asked if anyone had any questions for anyone and there was no reply.

Paul Smith School Principal Susan Blair did tell a short story about some of the students she had this year and wanted to stress that this all comes down to the kids and making sure that they don't give up on themselves, as they will not either. She thanked the council for their time.

Mayor Brown also thanked everyone at the schools for all that they do. She mentioned that they do such a great job with the kids and that they have a huge hand in shaping their future.

Councilor Zink did ask what their plan is after the money runs, like Covid money, out in a couple of years.

LeGallo answered saying that it is going to take some real conversations and planning. He said that now is the time to start discussing, while there is time. Instead of waiting two years, now is when they should all be talking about the future.

There was no further discussion.

Mayor Brown adjourned the meeting at 8:26 p.m.

Respectfully submitted,

Lisa Jones



**City Council Special Meeting Minutes
Municipal Budget Presentation
Wednesday, May 9, 2022 - 6:00 p.m.
Council Chambers, City Hall**

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

Absent: Councilor Vincent Ribas

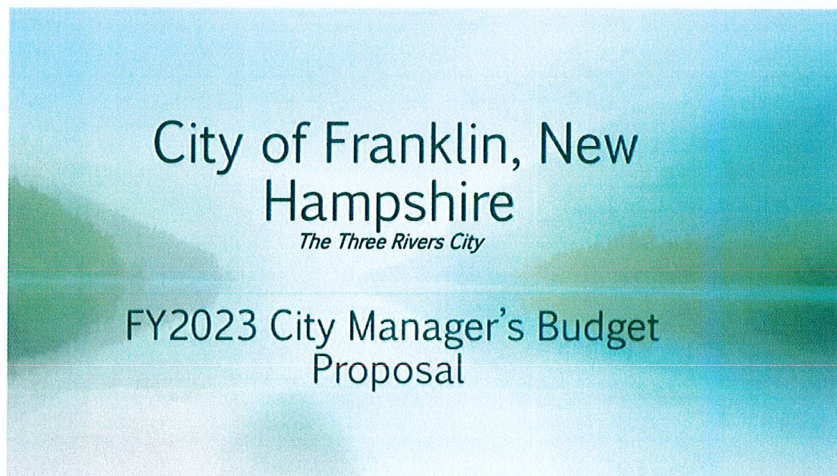
Others in attendance: City Manager Judie Milner, City Department Heads and members of the public

Mayor Brown called the meeting to order in Council Chambers at 6:01 p.m.
Salute to the Flag was led by Councilor Blake.

Mayor Brown stated that they would be starting their municipal budget hearings tonight and let the councilors know that they could ask questions at any time during City Manager Milner's presentation.

City Manager Milner started off mentioning that the Youth & Government had a much bigger turnout than usual and said that it went well this morning. She also stated that there were a few of the students in the room tonight, including the Youth Mayor, Zoe Nagle.

Milner started her presentation with the following slides:



This will be a “35,000-foot view” of the City Manager’s budget proposal. This will cover revenues, payroll and benefits. All of the departments generally fall under the City Manager and next week on May 16th, all of the other departments will be presenting except for MSD Director Hanscom, who will present on May 23rd.

Milner introduced all of the Department Heads present at the meeting with her (see below slide), minus Library Director Rob Sargent, who was absent.

FY2023 Manager’s Budget Proposal – Professional Staff

Finance Director	Esaundra Gaudette
City Clerk/Tax Collector	Michelle Stanyan
Fire Chief	Michael Foss
Library Director	Robert Sargent
Municipal Services Director	Justin Hanscomb
Planning/Zoning Director & Special Projects Coordinator	Seth Creighton
Police Chief	David Goldstein
Recreation Director	Krystal Alpers



City of Franklin, New Hampshire

Vision:

Franklin for a Lifetime

Mission:

We will work as a team to ensure Franklin’s future by strengthening education, promoting recreation, supporting businesses and providing a safe community through the efficient use of resources and talent. We will eliminate waste at all levels to maximize value to our taxpayers.

Milner read through the below slide:

FY2023 Manager's Budget Proposal - Guiding Principles

- Provide the resources to achieve the mission
- Preserve CITY services for we are a City
- Maintain Standards
- Support Strengths
- Address Weaknesses
- Take advantage of Opportunities
- Minimize Threats
- Put pieces in play toward solutions (both long & short term)

Milner stated that everyone is doing their part to support growth to make this a community where people want to live, work and play but also want to visit. One goal is to attract socially responsible investors and strong community partners.

Milner went over the budget schedule for FY2023 per the below slide:

FY2023 Manager's Budget Proposal – Budget Schedule

February 3	Preliminary payroll projections to all departments
February 25	Budget packets & worksheets to all departments
March 11	Budget worksheets and verified payroll projections due to Finance Director
March 18	Outside agency request forms due
March 25	First draft of Department proposed budget worksheet due to City Manager
March 25	Capital improvement forms due to City Manager
May 2	City Manager's budget to City Council
<hr/>	
May 4	City Council Budget Workshop – School District Presentation
May 9	City Council Budget Workshop – Municipal Departments
May 16	City Council Budget Workshop – Municipal Departments
May 23	City Council Budget Workshop – Municipal Departments
<hr/>	
June 6	City Council Meeting
July 11	City Council Meeting

Milner read from the below slides on the city's strengths and mentioned that there are a *lot* of strengths that this city has. Grants are handled very well and in a way that continues to get us more and more funding.

Milner also added that legal **debt** limits are set by the State of New Hampshire under RSA 33 and are calculated on the individual community's assessed valuation as approved by the State of New Hampshire Department of Revenue Administration. There are three bonded debt limit margins: general, school, and water. The general fund debt limit is 3% of assessed valuation with landfills being exempt from the calculation. School related debt is limited to 7% of assessed valuation. The water fund is limited to 10% of assessed valuation while the sewer fund has no legal debt margin.

The City's current debt as a percentage of assessed valuation is as follows: General 0.18%, School 0.37% and Water 1.09%.

FY2023 Manager's Budget Proposal - Strengths

- Good Stewardship:
 - 6th year of budget format that closely mirrors GFOA Distinguished Budget
 - Use one time revenue for one time exp or losses
 - Last 10+ years of audited financial statements have an unqualified audit opinion from a independent CPA – highest opinion received, often called a "clean opinion"
 - Most of last 10 years, City qualified for a single audit (>\$750,000 expended in federal grants), more stringent audit always received "clean opinion"
 - Just under \$2m in current year grants managed (just includes current year portion of multi year grants)
 - Prudent Debt Service management - % of assessed value & rate shopping
 - Effective Cash Management – avoids TAN and RAN; maximize returns
 - Fund Balance Reserve, sometime referred to as "rainy day fund", has been increased every year by municipal departments through good budget management to move toward the required 15% of expenditures per code

Mayor Brown asked Milner how many grants she is managing as of right now.

Milner answered that she is managing 36 grants with not all being federal, but for the most part they are.

Milner read the next slide on the general fund seen below, explaining that the total general fund budget comes to \$33.6 million dollars. The school district presented their \$19.1 million dollar budget on May 4,

2022 and the balance of \$14.5 million dollars will be presented by the municipal departments tonight, May 16th and May 23rd.

FY2023 Manager's Proposed Budget – General Fund

- Supported By City Taxpayer along with Federal, State, Charges for Service and other revenues
- FY2023 General Fund Budget:
 - \$19.1m School District
 - \$14.5m Municipal Departments
 - \$33.6m Total GF budget
- School District was presented by Superintendent LeGallo to the City Council May 4th
- Municipal Departments – tonight's focus (5/16, 5/23)

With that total general fund budget of \$33.6 million dollars, other revenues support the budget, leaving taxes at \$17 million dollars. This is shown in the below slide:

FY2023 Manager's Proposed Budget – Taxes

Property Tax Support For:	Amount	% of total	How does this look on my tax bill?	
School District Operations	6,168,424	35.9%		
Merrimack County	1,851,087	10.8%	Statewide Education	886,084
Veteran's Credits	136,325	0.8%	School	4,943,755
Overlay	31,000	0.2%	County	1,851,087
Municipal Operations	8,899,312	51.8%	Town	9,066,637
Tax Increment Financing Districts	83,785	0.5%		
Total City of Franklin Property Tax	17,169,934	100.0%	Tax Increment Financing Districts taxes are paid by the taxpayers in the district who have added value to that district since inception	
Increase over prior year taxes	\$ 1,123,267	7.00%		

This amount includes the tax that we collect for Merrimack County.

The taxes will be slightly different this year than next. For the Statewide Education and School in blue it will usually add up to the \$6.2 million. This year it will not. It is less by \$338,585 because the State Legislature has decided to make a one time payment to Franklin citizens into the Statewide Education tax. Because of this, the tax amount due next year will be higher since that difference will then go back to being paid by the citizens of Franklin. This will probably come up as a question next year.

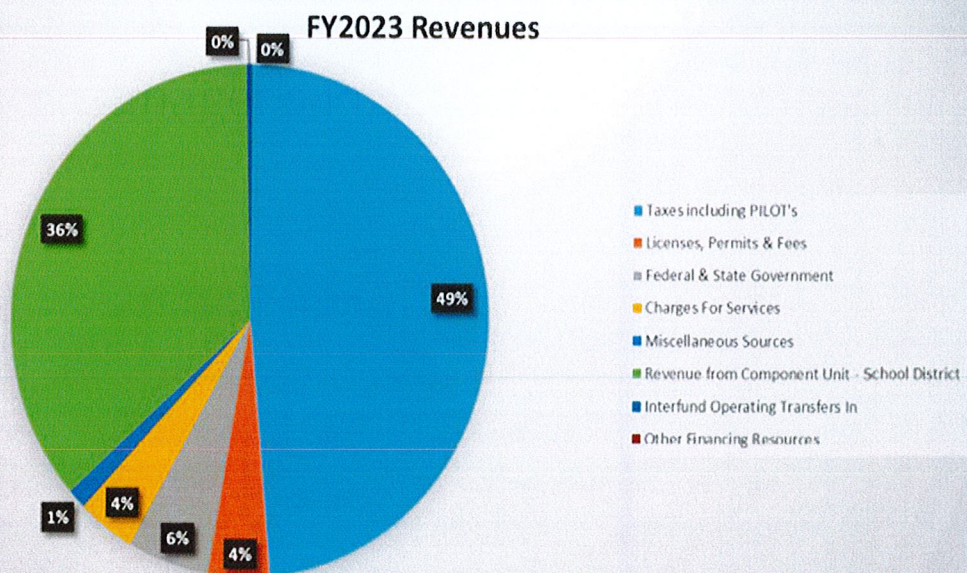
Milner went over the weaknesses shown in the next slide. The end of Covid effect is something to be concerned about since there was a lot of influx that helped people pay for things during the pandemic that will be now going away.

FY2023 Manager's Proposed Budget - Weakness

- The City Taxpayer ability to pay
 - 5 year average \$352,244 uncollected at Fiscal Year End
 - End of COVID effect
 - CPIU does not keep up with inflation
 - Small tax base

Milner then moved onto revenues per the below slides. The following pie chart of revenues does include the school district as well.

FY2023 Manager's Proposed Budget - Revenues



The below slide shows revenue threats, which are on the school district and city side.

Milner stated that the NH Retirement System used to be paid 35% in the State of NH, but that is no longer. This effect on the school district and the municipal departments annually is about \$1.3 million dollars. That has trickled down from the State of NH to the local tax payer on an annual basis.

In addition, the Governor had announced that he was going to be giving a summer holiday to the meals and rooms tax in the state. Milner is not sure if the Governor is going to take the hit on the 70% of that amount or if that will be on the city to pay back. She is still waiting to hear on that. There was no change made to the rooms and meals tax based on this.

The highway block is based on the gas tax and with gas prices nearing \$5/gallon this is one Milner is nervous about as well.

Milner is very hopeful that the city will be able to get the 21st Century grant again. This is dependent upon the Parks & Recreation department. This grant is integral for the school district as well.

FY2023 Manager's Proposed Budget – Revenues Threats

- Downshifting Costs from the State
- FY23 Rooms & Meals Tax
- FY23 Highway Block
- 21st century grant

Milner stated that the revenues start on page 95 of the FY2023 Manager's Proposed Budget.

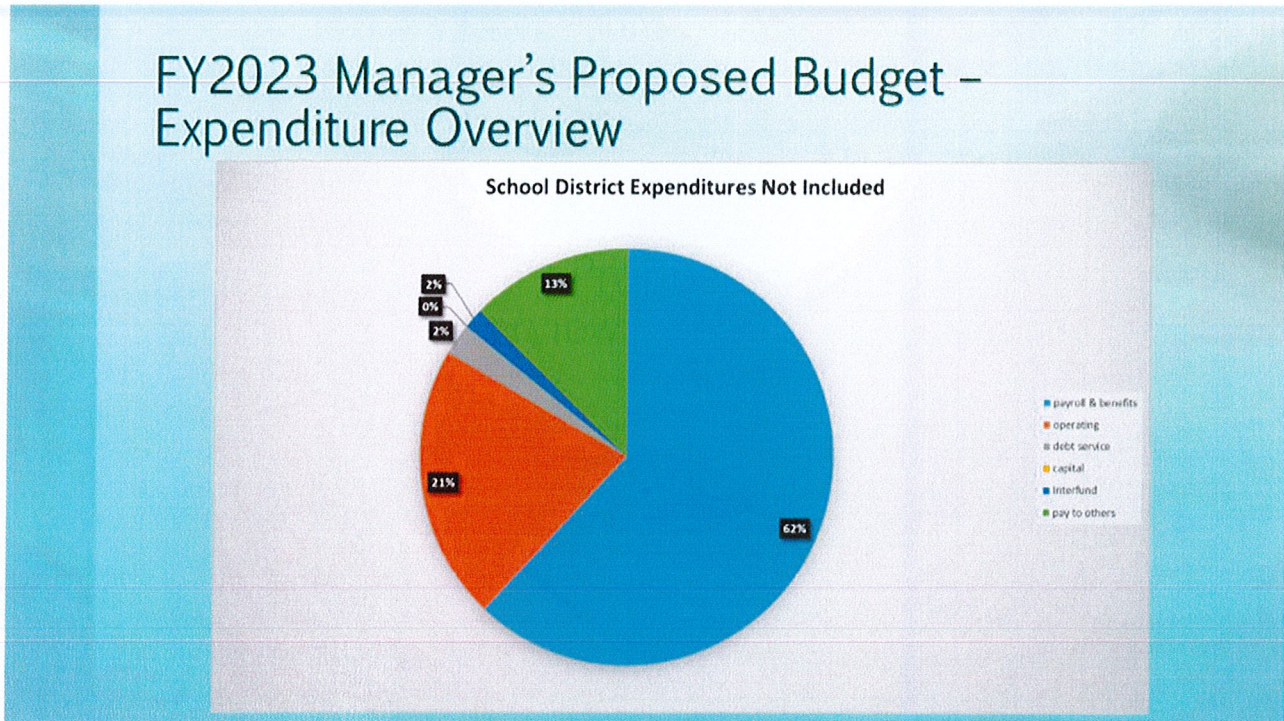
Page 5 shows fee changes per Ordinance 02-23 that she is recommending and is built into the proposal. There are some fee changes at the transfer station and quite a few in Planning & Zoning.

The second tranche from ARPA funds is coming in August in the amount of \$454,667. The first tranche went towards water projects and a Broadband study. This second tranche has the entire amount going towards the line for roads in the budget.

FY2023 Manager's Proposed Budget - Revenues

- Fee Changes included in revenues – Ordinance 02-23 (pg. 5)
- ARPA – American Recovery Plan Act – Tranche 2

The next slide showing the expenditure overview does not include the school district. Milner pointed out that our payroll and benefits mirror the school district. This may be slightly diluted because of that ARPA funding that was just talked about.



Milner stated that the city's biggest strength is their professional staff. The city would not be where they are today without their staff.

In page 60 of the FY2023 Manager's Proposed Budget packet starts with the payroll. Because COLA increases and step increases had been taken away in the past few years to keep withing the tax cap, Milner stated that they wanted to focus on the dedicated staff in this budget.

FY2023 Manager's Proposed Budget – Payroll & Benefits (Strengths)

- Your Professional Staff
- Your Dedicated Employees = YOUR GREATEST ASSET



Milner explained the below slide.

Many departments are understaffed and there is an increase in calls for service. There is an aging workforce and no replacements. The younger generation wants recognition for work well done along with flexibility and more time off. They want a more balanced life.

The pay and benefits are no longer competitive with other communities anymore. The 100% paid benefits are no longer a huge benefit to employees, especially with the retirement that is being lost.

The last Pay & Class study was done in 2014 and we are still trying to get to the level of 2014 pay. It's 8 years later and not everyone is at that level still. A new Pay & Class study is being done as of right now. Milner stated that she was not able to add the 7% COLA to this budget, but has added 5% and step increases for the employees who are under their top step.

Milner answered Councilor Zink's question stating that there are 24 employees that are at the top step of their pay grade, which makes up 26% of the city's staff.

FY2023 Manager's Proposed Budget – Payroll & Benefits (Weaknesses)

- Number of Employees
- Aging Workforce
- Employee Pay
- Employee Benefits
- Combination of Employee Pay & Benefits

FY2023 Manager's Proposed Budget – Payroll & Benefits Weakness – Forward Movement

- Recognizing our **employees** are our greatest **asset**, the managers proposal includes:
 - 5% COLA (all employees)
 - Step increases (employees under step 12)
 - No Change in benefit cost share
 - Change in plan design to more closely mirror surrounding communities
 - Funding for Pay, Class & Benefits Study

Milner went over the positions in the next slide and the changes proposed.

FY2023 Manager's Proposed Budget – Positions

- 96 regularly scheduled, 2 are K-9's, 1 is 100% grant funded, 2 remain unfunded (from FY14)
- Police Sergeants
 - Eliminated 2 part time positions to create 1 full time police sergeant – scheduled short each week
- Account Clerks – fire, msd, police
 - Regraded to admin secretary
- Account Clerk – planning & zoning
 - Part Time to Full Time

The below slide shows the changes in payroll and benefits from FY20/21 to FY22/23.

FY2023 Manager's Proposed Budget – Payroll & Benefits

- Payroll Expenditure Changes:
 - Health 8.49% increase
 - Dental 0%
 - Short/Long Term Disability and Life 0%
 - No change in social security or medicare
 - Unemployment 10.1%
 - 9.1% Increase in Worker's Compensation
 - New Hampshire Retirement System – no change form FY22 budget

Category	FY20/21	FY22/23
Employee	11.17%	14.06%
Teacher	17.80%	21.02%
Police	28.43%	33.88%
Fire	30.04%	32.99%

Milner went over expenditures that are on page 109 of the budget packet. These all have small increases.

She did explain the Nuisance Abatement. This is when there are tax deeded properties that need to be taken down or that can be used under RSA 155 that can't be inhabited. The Contingent grant was put in place in FY2020 and that line is also in and out.

FY2023 Manager's Proposed Budget – Expenditures

- Executive (page 109)
 - City Council
 - Small increase in NHMA dues
 - City Manager
 - Nuisance Abatement
 - Contingent Grant
 - Contingency

Milner moved onto the next slide and started with Assessing. Page 114 in the budget packet has the majority of Assessing. This year shows a revaluation since the city is up for a revaluation this year. Last year, in the FY22 budget, \$50,000 had been put aside in the Capital Reserve fund to go towards this. You can see the transfer in from that fund to go towards this revaluation for FY23.

Milner moved onto Legal, which is in page 115 of the budget. The city solicitor has been working for the city since 1978 so she sees this as another threat as the city will need to hire a new solicitor soon. She is not sure that they can secure anyone else to work for the amount that City Attorney Fitzgerald has. He has held a retainer for the past 10 years totaling around \$28,000 (with some things falling outside of the retainer), even though he has been several times busier with economic development movements. That is something that they will need to think about in the near future.

FY2023 Manager's Proposed Budget – Expenditures

- Assessing (page 114, statistics page 78)
- Legal (page 115)
 - City Solicitor – busy & held retainer
- Insurance & Other (page 120)
 - Insurances other than payroll related
 - Health/Welfare (page 143)

On page 120 of the budget packet, it shows insurance and other, which is property liability insurance, cyber insurance and all of the things not related to payroll. This has gone up slightly, which is expected.

For Health and Welfare on page 143 you will see that there is funding for the typical agencies, which are the VNA, the TRIP Center and the Animal Shelter. The one new add is for CASA for \$500, as they asked for funding and they do show a lot of support.

The Mayor's Drug Task Force is 100% funded by a federal grant.

Welfare is another one of the city's threats. Milner stated that she is being cautious about reducing the budget in Welfare, even though nothing has been spent because there are still a lot of programs through the state of NH. With the one-time ARPA funding that the state has received they are helping residents to pay back rent, back mortgages, utility bills and all of the things that normally go through our Welfare department. Milner is expecting to see some expenditures after Covid funding runs out.

Milner went onto the below slide mentioning that outside agency funding is on page 149 and the economic development lines are on page 149.

FY2023 Manager's Proposed Budget – Expenditures

Outside Agencies (page 149)

Economic Development (page 149)

The below slide goes over the benefits of the Economic Task Force. Milner also spoke about the old Toad Hall building having a new restaurant coming in there soon and the apartments above have been sold and renovated, which look absolutely gorgeous inside. There have been a few other restaurants that have opened up so the ball is rolling on bringing more business into Franklin.

FY2023 Manager's Proposed Budget – Expenditures

Benefits of Economic Task Force

\$4.4m Funding (with \$800k expected)

\$32m Mill renovation project plus others

\$149k TIF taxes due to inc increment

\$1.4m TIF bond

7 buildings controlled for highest & best use

Milner stated that there are a few new items in Debt Service, on page 150, that she wanted to point out. One is payment for three new vehicles, two for Code and one for MSD. Also, one backhoe for MSD.

For Capital, Milner wanted to remind the council that the second tranche of direct American Rescue Plan Act money, of approximately \$454,000, is included in this budget proposal under roads. There is also a transfer to the capital reserve fund for BRCC and Dispatch Center. The dispatch center is new and only represents a partial year in the current budget, as the towns Franklin serves are on a calendar year budget vs. our fiscal year. FY2024 will see an annual number for the dispatch center.

There was a discussion about the costs of the new vehicles. Fire Chief Foss did say that he would bring in the exact numbers to the next meeting for the council to review.

Milner also stated that the 5 year CIP meeting is being held on May 24, 2022 in the Public Library.

FY2023 Manager's Proposed Budget – Expenditures

Debt Service (page 150)

Capital

Milner went onto the below slide and stated that Franklin does have a tax cap and the city doesn't utilize all of the pieces of the tax cap. There has been an increase from the public about getting roads repaired, but it hasn't been possible to do a lot within the tax cap. There is a portion under C-32B that only the council can implement. This is not a part of the City Manager's Proposal, as the tax cap can only be reset by the council. Below are some ideas for the council to consider in support of a roads project.

Currently, each \$100,000 outside of the tax cap is .18 cents on the rate, based on a current tax rate of \$23.21. This is \$18 per year for each \$100,000 in assessed value.

To get an extra \$800,000/year the tax rate increase would need to be \$1.44 on the rate, which is \$144 per \$100,000 of assessed property value. This would be a one-time reset.

Another option would be to leverage with a \$9.5 million dollar bond with \$800,000/year at 3% interest for a road program. This would be a 20-year bond for a roads project.

The threat is the rising interest rates. It could be much higher if they wait on this for much longer.

FY2023 Manager's Proposed Budget – Cost of Capital

C-32B = 18 cents on tax rate (using current rate)

Resets Tax Cap to include capital

Road program approx. \$800K per year

Milner went onto the below slide stating that operating transfers out to other funds is on page 153. The capital reserve funds are at \$1 million dollars as of April 30, 2022. This goes towards the Bessie Rowell Community Center and other community items.

FY2023 Manager's Proposed Budget – Expenditures

Operating Transfers out (page 153)

Other special revenue funds that are prorated and these are not supported by tax payer's dollars.

For grants, CBDG grants are an example of what falls under this revenue. The rest can be seen on page 157.

For Parks & Recreation, this is a revolving fund and they generate revenues that are then appropriated to city parks and aids in grants that they receive. They have a fee-based revenue that comes from their programs. This also is not tax payer based.

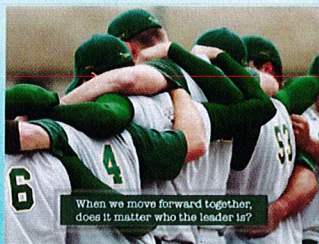
For police outside detail, this is on page 159. OS detail is paid at \$69 per hour.

The balances are \$24,000 for Parks & Recreation and \$56,000 for Police.

FY2023 Manager's Proposed Budget – Special Revenue Funds

- Grants (page 157)
- Parks and Recreation Revolving (page 158)
- Police Outside Detail (Page 159)

THANK YOU



Milner thanked everyone for listening and wanted to give a recap that each of the departments, minus Municipal Services, would be presenting their budget at the meeting next week. They will be hearing from Municipal Services on the 23rd.

Mayor Brown thanked City Manager Milner and asked if there were any other questions or comments.

There was no further discussion.

Mayor Brown adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Lisa Jones

Pending City Council Approval



**City Council Meeting Minutes
Monday, June 6, 2022 - 6:00 p.m.
Council Chambers, City Hall**

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

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 6:01 p.m.

Salute to the Flag was led by Councilor Chandler, followed by a moment of silence for all veterans who have given their lives while serving, led by Mayor Brown.

Public Hearing:

The public hearing opened at 6:03 p.m.

Mayor Brown started by reading over the two items that the City Council will be voting on at this meeting and opened each up to the public for comments:

Discuss option 2 on the ward line changes, which is to move the ward III boundary line on the riverside of New Hampton Rd. and both sides of New Hampton Rd. after New Boston Rd. to ward II:

Resident Leigh Webb, Ward III, asked if a survey had been taken from residents on this matter. Mayor Brown stated that the council has had three public hearings on this topic as they rely on the public feedback for making decisions.

No other public comments; closed.

Resolution 17-22 authorizing the City Manager to file an application(s) for \$2,160,000 DWSRF loan funds and \$1,440,000 ARPA grant funding for water main improvements; file an application(s) for \$3,500,000 CWSRF loan funds and \$1,500,000 ARPA funding for sewer main improvements:

Resident Leigh Webb, Ward III, asked how that is defined for the City Manager to authorize the filing of the application, as the wording seems to leave a lot of room for misinterpretation.

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City Manager Milner explained that this has been done several times before and the language in the motion comes from DES. First, it means that she can file the application with DES and, second, she is going to be putting a placeholder in for their portion of the grant loan funds, which is in the FY23 City Manager's proposed budget already.

No other public comments; closed.

Legislative Update:

Mayor Brown stated that there was no one at the meeting with any updates.

Comments from the Public:

Mayor Brown opened up the floor for any other public comments.

Police Chief Goldstein gave an update and explained why he hasn't applied for a particular grant as of yet. With the amounts of the grants that he has researched the PD would still have to come up with extra money to cover the difference of what would be funded. Other bigger communities have had to return the grant funding because they couldn't afford the rest. He stated that they are still looking at other options that would work better. The other issue is that as the technology advances, so do the costs.

Drug Task Force Coordinator, Kandyce Tucker, announced a few updates:

- The marijuana legalization bill was killed so they will not be moving forward until next year.
- June 18th, Annual 5k fundraiser for Drug Task Force will be held at 9:30am right before Winni River Days. Registrations can be done online and the first 50 people to sign up will receive a free t-shirt.
- 100 gift cards of \$25 were received as a denotation so she will be doing surveys and the first 100 Franklin residents that complete the survey will receive a gift card.
- The Franklin Farmers Market will start on June 23rd. This will be held every Thursday in Marceau Park from 3pm – 6pm.
- Tuesday, August 7th will be Lights Out at Odell Park. She is starting the planning on this one early and is looking for sponsorships.
- She also mentioned that Chem-Free Prom went really well and the kids had a great time.

Resident Mike Lombardo, Ward III, asked Police Chief Goldstein if there are restrictions on where they purchase body cam equipment and if they could possibly purchase from another police department that is much larger like Manchester. Chief Goldstein said that it would not be possible.

Lombardo's next question for him was whether these companies will offer a lease program instead so they wouldn't have to purchase for the entire amount. Chief Goldstein answered that he has not seen this option as of yet, but if it comes up, he will certainly take a look at those details.

Mayor Brown closed public comment at 6:23 p.m.

City Council Acknowledgement:

Mayor Brown asked if there were any City Council acknowledgements.

Councilor Bunker commented on Jedh's Memorial last week and said it was very nice. She also mentioned that the art crosswalks came out great and she wanted to touch on the controversy of one of the crosswalks, stating that it was done by the elementary kids. Rainbows and hearts are a very common thing for kids that age to draw and that's what was painted. Lastly, she wanted to mention that the kids loved the Chem-Free Prom and had a really good time.

Councilor Zink mentioned that the kayaks with the flowers and planters that were all placed downtown look great.

Councilor Blake wanted to thank P&Z Director Creighton. She had sent him an email about a month ago about a Franklin business inquiring about parking. he got right back to her and took care of it very well.

Mayor's Update:

Mayor Brown stated that she had a few updates:

- The Memorial Day events hosted by Fr. Roger Sargent in memory of Jedh Barker was very nice. Jedh's sister told her that our medal of honor ceremony was the second-best right under the White House presentation of his congressional honor. She thanked all that attended.
- Mayor Brown thanked everyone for attending all of the charter change hearings and giving all of their input. There were some good discussions and she thinks that the Council is going to be coming up with a good decision based on all of the public comments and opinions on the matter.
- There are going to be some discussions about the budget coming up and those dates will be mentioned in the City Manager's update if anyone is interested in listening to them.
- Lastly, Mayor Brown stated that she will be leaving tomorrow to attend the NH Business Day luncheon in Washington, DC sponsored by the Business & Industry Association of NH and will be gone for 3 days. This is all about Nh and NH businesses.

Agenda Item I.

Council to consider the minutes of the May 2, 2022 City Council Meeting, and the May 12, 2022 Special City Council Meeting.

Motion - Councilor Dzujna moved that the Franklin City Council approve the minutes of the May 2, 2022 City Council Meeting with a few corrections, and the May 12, 2022 Special City Council Meeting. Seconded by Councilor Ribas.

All in favor; motion passes.

Agenda Item II.

School Board Update.

Superintendent Dan LeGallo approached the City Council to provide a monthly update.

- They have hired a new High School Principal for next school year. This means that all three principals in the district have been hired.
- The Assistant Principal candidate for the Middle School hiring is also underway.
- Superintendent LeGallo stated that the art crosswalks painted downtown was a beautiful project and he thanked City Manager Milner for helping with this. A lot of businesses stepped up and helped out. There has been talk about the seniors painting a crosswalk every year as well.
- For the Portrait of the Graduate, they have been invited to apply for a \$150,000 - \$200,000 grant.
- There has been discussion about changing to a 5-period alternating day starting with the incoming freshman next year. This would bring the 21.5 credits up to 26 credits and adding a 4th year of a required Math and 1.5 credits of Computer Science.
- Class Day Parade is next Monday starting at noon.
- The High School graduation is scheduled for June 17th at 6pm.
- The Middle School graduation is scheduled for June 20th.

Agenda Item III.

Motion – Councilor Ribas moved that the Franklin City Council approve the following charter change under Chapter C, C-2, Wards and direct City Clerk Michelle Stanyan to place the language as a charter change question on all ballots for the City’s October 4, 2022 election. This charter change is effective on January 1, 2023:

§ C-2 Wards.

[Amended by Ch. 355 of the Laws of 1973]

Said City of Franklin is hereby divided into three wards, which shall be constituted as follows, namely:

- A. Ward 1 shall include all that portion of said Franklin located west of the Merrimack and Pemigewasset Rivers.**
- B. Ward 2 shall include all that portion of the City of Franklin within the boundary commencing at the intersection of ~~Babbitt Road~~ New Hampton Road and ~~Victory Drive~~ New Boston Road; then easterly to the Sanbornton town line: then following the Sanbornton town line northwesterly to New Hampton Road; then westerly to the Pemigewasset River; then southerly along the Pemigewasset and Merrimack Rivers to the Northfield town line; then easterly to Prospect Street; then northerly along Prospect Street to Central Street; then easterly along Central Street to Sanborn Street; then northerly along Sanborn Street to a point marked by a drill hole on property owned by the City of Franklin and currently occupied by the Franklin Middle School, so called; then turning and running N 78° 35' 01" W 81.27 feet to a point at a rock wall; then turning and running N 78° 16' 32" W 60.43 feet to an iron pipe in said wall; then continuing N 78° 16' 32" W 53.80 feet further along said wall; then turning and running N 77° 56' 13" W 50.19 feet to a granite bound; then turning and running N 78° 14' 54" W 699.98 feet to a point; then turning and running N 78° 52' 56" W 15.26 feet to a highway bound; then turning and running S 60° 58' 38" W 82.90 feet to a**

highway bound; then N 04° 51' 02" W 52.66 feet to a granite bound; then turning and running N 06° 13' 52" W 5.90 feet to a point; then turning and running N 06° 13' 52" W 77.41 feet to a point; then turning and running N 06° 13' 52" W 157.57 feet to a granite bound; then turning and running N 10° 07' 28" W 12.86 feet to a granite bound; then turning and running N 05° 19' 13" W 85.94 feet to a granite bound; then turning and running N 05° 26' 42" W 81.16 feet to a granite bound; then turning and running N 04° 59' 23" W 35.09 feet to a point; then turning and running S 84° 39' 09" E 121.92 feet to an iron pipe; then turning and running S 86° 17' 40" E 129.59 feet to a granite bound; then turning and running S 82° 14' 29" E 133.53 feet to a granite bound; then turning and running N 82° 45' 25" E 290.51 feet to a granite bound; then turning and running N 82° 50' 50" E 27.07 feet to a point; then turning and running N 82° 50' 50" E 0.87 feet to a granite bound; then turning and running N 84° 34' 50" E 330.51 feet to a point; then turning and running N 84° 34' 50" E 99.26 feet to a drill hole at a rock wall; then turning and running N 84° 04' 36" E 67.21 feet to a drill hole in said wall; then turning and running S 07° 37' 30" E 400.03 feet to a granite bound; then turning and running S 22° 33' 28" E 284.11 feet to a granite bound; then turning and running S 59° 54' 55" E 170.28 feet to a granite bound; then turning and running S 78° 18' 30" E 189.40 feet to a drill hole set in a stone wall on the westerly side of Sanborn Street; then northerly along said Sanborn Street to Babbitt Road; then northwesterly along Babbitt Road to the intersection of Babbitt Road and Victory Drive: then northerly along New Hampton Road to the point of beginning. [Amended 11-28-1995]

- C. Ward 3 shall include all that portion of the City of Franklin remaining after the formation of the above-indicated lines for Wards 1 and 2.”

Seconded by Councilor Blake.

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

Councilor Starkweather asked about whether it was the odd or even numbered houses that would be affected and Councilor Zink replied that she would get that info emailed to everyone.

No other discussion ensued.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Bunker	<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 passes.

Agenda Item IV.

Motion – Councilor Ribas moved that the Franklin City Council adopt Resolution 17-22, granting the City Manager the authority to (1) file a State of New Hampshire Drinking Water State

Revolving Fund (DWSRF) and Clean Water State Revolving Fund (CWSRF) loan/grant final applications and (2) establish funding for East and West Bow St area water and sewer main upgrades. Seconded by Councilor Dzujna.

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

Councilor Zink had a few questions about the study done in 2015 for water and sewer and the fees, which City Manager Milner was able to answer. Milner also added that if there was left over funds after the water and sewer project that it could go towards other projects. This is a 2-year project that the loan would be covering.

MSD Director Hanscom also gave some clarification on the how this would be divided between the projects and some of the loan terms and forgiveness.

No other discussion ensued.

Roll Call Vote:

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

1 opposed, all others in favor; motion passes.

Agenda Item V.

Motion – Councilor Dzujna moved that Franklin City Council adopts Resolution 18-22 to allow the City to expend like appropriations until the FY23 budget is enacted. Seconded by Councilor Ribas.

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

No discussion ensued.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Bunker	<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 passes.

Agenda Item VI.

Motion – Councilor Bunker moved that the Franklin City Council waive the interest and penalties of \$3,422.02 associated with the delinquent 2018 taxes associated with the Franklin Lodge of Elks property at 125 South Main Street. Seconded by Councilor Dzujna.

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

City Manager Milner explained that when the Franklin Lodge of Elks were building at the 125 South Main St. location, they were not exempt from paying taxes. They incurred taxes during their construction delays that they experienced in that first year. Additionally, it took a while to get the program through for Cumberland Farms so they were filing an adjunction for both properties. They failed to file an adjunction on the Central St. property, which caused it to be taxable for a year. They decided to pay the taxes, as it was their mistake, but now they are asking for the interest and penalties from the South Main St. property to be forgiven. The city did receive more money, because of their mistake, than they would have if they had filed correctly.

1 opposed, all others in favor; motion passes.

Agenda Item VII.

Other Business:

1. Mayor & Council Appointments

Mayor Brown stated that there were no mayor or council appointments.

2. Committee Reports

Councilor Dzujna stated that the MSD Committee meeting was cancelled and has been rescheduled for this week, June 8th at 6pm in Council Chambers.

3. City Manager's Update:

- a. Contingent Grant Line Activity – We received \$550 for the Kayak Beautification Program, \$60 for the Crosswalk Art Program, and \$1,004 for Chem-Free Prom. We also received a lot of donations from places like Toad Hall and Thrift Closet for used paint brushes and rollers. She doesn't know the exact dollar amount on that, but wanted to give a shout out for what was received.
- b. Trust fund for school funding is \$265.61.
- c. Clerk's office will be closed on June 8th, due to staff training.
- d. The first issue of tax bills have been sent out. The due date on those tax bills is June 1st.
- e. She welcomed aboard two new employees to the Municipal Services; Sean Riberty and Matt Mercier.

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- f. Congratulations to:
 - Officer Tracy & K9 Miller – They won the Modern Woodman Hometown Hero Award
 - Officer Bruno, who graduated from the Police Academy a couple of weeks ago
 - John Alessandro from our water department, who was promoted to Water Treatment Foreman
 - Matt Parent from our highway department, who was promoted to Heavy Equipment Operator II
 - Rocky March and Ken Labraney from MSD, who got their certifications for water and sewer
 - Mike Miller from MSD got his Distribution I certification in water
 - Steve Reale and Austin Wakefield completed a week-long course in Fire Investigation
 - John Kelly from the fire department completed Paramedics school at NHTI and is expected to receive his license later this month
 - Economic Development Task Force – Eversource Leadership Academy, which was held here in Franklin and the topic was 'What is happening in Franklin'. They were very happy to have come to Franklin for a show of leadership
- g. Budget Next Steps – The hearing has not been set as of yet.
- h. Committee meetings in June:
 - Municipal Services – 6/8 at 6pm in Council Chambers
 - Parks & Recreation – 6/23 at 10am at BRCC
 - Police – 6/27 at 10am at the Police Department
- i. Legislative Update:
 - The particular house bill that came through on short term rentals, which would have been very problematic, did fail. She thanked the council for their support on that.
 - HB536 did make our municipal services employees 1st responders.
 - HB1221 is now a onetime payment of 7.5% of the NH Retirement premiums, which is about \$150,000 split between the school district and municipality
 - Senate Bill 401 gives each municipality or community a little bit of bridge aid. There will be \$36,000,000 split amongst the communities, so when we do see that appropriation, it will be moved into the Capital Reserve fund for bridge aid in the fall
- j. Communications Center Project Update – Our vendor has a meeting with Ragged Mountain this week. The connections have been ordered and we are still waiting for the equipment ordered last month to arrive.
- k. Youth Government – Milner gave a shout out to a well-attended event. She thanked the department heads and the Franklin Lodge of Elks. This is the only Lodge of Elks in NH that participates in this program and it was their 57th year. She thanked everyone else who participated.
- l. Community Day – Milner gave a shout out to Choose Franklin for another well organized and well attended event.

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- m. Arts Integration Weekend was on May 20th with the crosswalk art. She thanked the community for their patience while the roads were blocked off. Some businesses helped by feeding the kids and supplying water. This fulfilled three goals; getting the youth downtown, downtown art and calming/slowing the traffic on the street downtown. She also thanked everyone else that was involved in this project. This project was great.
- n. Memorial Day Event – Milner gave a shout out to Fr. Roger Sargent for organizing such a great event.
- o. NH Planners Association – Professional development workshop that will highlight the revitalization of Franklin. This was on June 2nd and Milner gave a shout out to P&Z Director Creighton, who did a great job bringing the Planner's around and giving them a tour of downtown Franklin.
- p. Winni River Days – June 17th and 18th. There will be a ribbon cutting on June 17th at 4pm for the first feature at Trestle Park.
- q. Mayor's Drug & Alcohol 5k fundraiser will be on June 18th at 9am.
- r. Reminder – The next regular City Council meeting will be held on July 11th due to the holiday.
- s. Manager – Year in review:

Milner asked that before her year in review, she would like the council to direct her on what the next steps were for setting budget hearings.

Mayor Brown stated that they could discuss at the June 27th workshop meeting so that any motions for hearings can be set at that time.

City Manager's Year in Review:

Mayor Brown asked to take a quick recess before City Manager Milner's review.

The meeting recessed at 7:23pm and reconvened at 7:33pm.

City Manager Milner stated that she had emailed the council a lengthy spreadsheet showing her accomplishments and also added new goals based on the feedback that she got on the evaluations that were filled out by most of the councilors.

Some of the highlights brought up included having very successful training within the departments with all of the new hires and successfully administering over 30 federal, state or charitable grants.

The spreadsheet that City Manager Milner provided is below:

City Achievements
4/2/21 - 4/2/22 of City Manager Contract
Successfully negotiated Developer's agreement which includes TIF amendment #1 guarantee - Chinburg builders (Stevens Mill LLC)
Addressed parking for high end condo units - supporting Independence Advisors purchase of at risk building in downtown
Successful land lease with Cumberland Farms to develop difficult properties in downtown
Held several focus groups on the following next step goals of economic task force: arts & culture, downtown streetscapes, youth in the downtown, branding, leadership
Successfully funded and constructed first in water feature and upgraded trestle view park to engage interaction with the river
Awarded grant for hotel feasibility study and executed grant
Successfully partnered with Merrimack County for inmate work details for community projects
Partnering with Merrimack County for ARPA funding and County wide-run homeless shelter
Awarded grant for infield parking lot development, designed to seamlessly dove tail into mill project landscaping while addressing bio hazards from run off - to be bid in next contract
successful in maintaining clean audit opinion
successfully administered over 30 federal, state or charitable grants; consistently receive clean opinion for single audit reporting of >\$750,000 annual federal grants received
1st tax rate set in NH
Worked with Benson's Auto for parking space concept for property across from dealership
Acquired property from Porte lance Trust adjacent to Army Corp Land
successfully utilized RSA155 and other techniques to get 4 troublesome properties cleaned up and moved on to social minded investors
successfully sold city property to Stevens Mill to address parking impediments to the project
successfully negotiated MSD union contract
Successful ground breaking ceremony for phase 1 water portion of whitewater park
Successful in building relationships with state agencies - CDFA calls us to apply for funding, Cmr Caswell "what Franklin is doing should be emulated in communities throughout the US", Governor Sununu kicking off the summer tourism season in Franklin
Engaging citizens (although slowly) in an adopt a garden program throughout the city
Successful community garden partnership with church in MCP
Successful hire of Municipal Services and Planning/Zoning Directors
Implemented departmental succession planning & coaching successors
Implemented monthly council workshop meetings
Implemented quarterly council committee meetings
Successfully partnered with Congressional delegation to get Franklin into the Northern Borders Regional Commission which opens up new economic development tools and grants for the community
Successfully negotiated with MCP & hospital for joint signage with mill town vibe on city property by car wash - construction this summer
Outside box thinking of securing new to City sweeper from Burlington VT with one time surplus funding from health ins carrier (COVID return of contribution)
Successfully secured pay & class study vendor and started process
Successfully funded and started construction of \$1m communications upgrade which provides police dispatch service for 6 communities
Successfully utilized ARPA money for water/sewer projects, broadband study and recommended use for roads in FY23 budget

City Achievements
4/2/21 - 4/2/22 of City Manager Contract
Successfully completed draft Capital Improvement Plan for committee
Implemented focus group for 1st responder work life balance, conducted survey and implementing programs to assist in mental health challenges because of work they do developed spreadsheet to track city councilor requests and report at following regularly scheduled city council meeting
conducted lean processes to evaluate and reaffirm water/sewer/gf allocations are fair and equitable
successfully provided employee training opportunities throughout most departments in the city (and yes most were live trainings!)
successfully repair porch at Odell cottage
BRCC successfully navigated COVID without having to shut down at any time throughout the year - families are appreciative
BRCC successfully ran a summer program despite staffing and covid related challenges
BRCC has all programming back though some still have COVID related protocols
Successful submission of subsequent 21st Century grant for rec ranked 3rd place in initial agency review process and is expected to be successful
Successful completion of EDA federal grant \$1.6m to complete the whitewater park in river features scored #1 of 130 regional application and is expected to be successful
successfully added cameras strategically in high vandalism parks
collaborated with the Franklin Falls Merchants Group, Opera House and Rec Library on new community event - holiday stroll
Library increases public service hours to include Wednesday evenings and all day Saturday, circulation is up 63%
police department is fully staffed for the 2nd time in 13 years
police department created, trained and certified a High Risk Warrant and Containment (SWAT) team
2 officers are now certified defense tactics instructors
1 officer & 1 sergeant are certified Mountain Bike Instructors making Franklin one of two locations statewide to provide training services to other officers statewide
1 detective is a certified Crisis/Hostage Negotiator
1 detective is now a certified juvenile forensics interviewer
Police department has implemented an ACERT (Adverse Childhood Experience Response Team) for Franklin
SRO program has been reinstated
Successful creation of a fully functioning Emergency Operations Center
Successful certification of 2 employees in fire prevention as certified fire investigators
Successful Implementation of Rapid Sequence Intubation EMS program in Fire department
Successful training and scheduling in fire department to provide Paramedic Level service 75% of the time
Successful replacement and promotions of all employees in the City Clerks Office which is now providing customer service 2nd to none
Successful reorganization and training of MSD department due to employee turnover, promotions and new employees - right people are in place to move forward
Successful in assisting several projects moving to fruition: Mojolaki, Peabody Place, Cumberland Farms, Stevens Mill, Oddfellows Building, "toad hall"
Successful collaboration with the State Drinking Water State Revolving Fund with up to 35% forgiveness on water projects
Actively working on next steps for several potential projects throughout the city - makers space, healthfirst, stanley mill, regal, etc
Actively working on alternative solution for trestle bridge refurb
successfully building relationships with neighboring communities for economic development collaborative efforts/projects

City Manager				
4/2/21-4/2/22 Goals				
Goal Tracking	Goal	Objective Tracking	Objectives	
1	Increase Council Relations/Engagement/Communications	A	implement quarterly council committee meetings with applicable departments	
		B	RE-institute monthly council workshop meetings: at least (2) economic development Task Force updates at least (2) Departmental SWOT analysis	
			at least (2) topic specific (i.e., ARPA funding, CIP, Audit) at least (2) budget related workshops	
		C	develop excel spreadsheet to track status of council requests - attach to monthly City Manager Update or report in monthly City Council workshop	
2	Increase Community Relations/Communications/Engagement	A	Implement & Maintain City social media platforms	
		B	Website Scrub: Update data ADA compliant	
			Test Useability & Update	
		C	Volunteer and/or Attend at least 3 community events	
		D	Hold at least 3 community focus groups	
		E	Evaluate Business Friendliness: review codes for obsolete, illegal or overly restrictive codes review practices, efficiencies between P&Z and Code Enforcement	
3	Increase Transparency	A	Update & Adopt Capital Improvements Plan	
		B	Re-evaluate Presentation and resource sharing calculations between general and enterprise funds	
4	Employee Support	A	conduct pay & classification & benefit study	
		B	evaluate & implement employee training programs across departments: at least (1) safety at least (1) management at least (1) human resources	
		C	Recruit new P&Z Director & MSD Director	
	Completed			
	Partially Completed			
	Not Complete			

City Manager			
4/2/22-4/2/23 Goals			
Goal Tracking	Goal	Objective Tracking	Objectives
1	Increase Council Relations/Engagement/Communications	A	Increase council communications between regularly scheduled meetings - including follow up questions from previous meeting on excel tracking sheet
		B	Monthly council workshop meetings:
			at least (1) economic development Task Force updates
			at least (2) topic specific (i.e., ARPA funding, CIP, Audit)
			at least (2) budget related workshops
		C	Implement SWOT analysis to quarterly committee meetings to discuss and track progress of strategies implemented
		D	Implement councilor email addresses under City domain to increase successful communications
2	Increase Community Relations/Communications/Engagement	A	Implement & Maintain City social media platforms
		B	Website Scrub:
			Update data
			ADA compliant
			Test Useability & Update
		C	Volunteer and/or Attend at least 3 community events
		D	Evaluate and Update centralized Service Request Form system to better serve both the city and customer needs
		E	Evaluate Business Friendliness:
			review codes for obsolete, illegal or overly restrictive codes
			review practices, efficiencies between P&Z and Code Enforcement
3	Increase Transparency	A	Facilitate Capital Improvements Plan Committee recommendation to full Council for Adoption
		B	Review & Recommend Changes to City Code
4	Employee Support	A	finish pay & classification & benefit study & recommend implementation strategy
		B	evaluate & implement employee training programs across departments:
			at least (1) safety
			at least (1) management
			at least (1) human resources

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 public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Seconded by Councilor Blake.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Bunker	<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 passes.

Entered into nonpublic at 7:58 p.m.

Motion – Councilor Blake 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 Bunker	<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 passes.

Public Session reconvened at 8:27 p.m.

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

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Bunker	<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 passes.

Motion to increase City Manager Milner's wages by 10% was made by Councilor Dzujna and seconded by Councilor Blake.

Roll Call Vote:

Councilor Starkweather	<u>yes</u>	Councilor Dzujna	<u>yes</u>	Councilor Ribas	<u>yes</u>
Councilor Blake	<u>yes</u>	Councilor Bunker	<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 passes.

Motion to adjourn was made by Councilor Ribas and seconded by Councilor Chandler.

All in favor; motion passes.

The meeting adjourned at 8:28 p.m.

Respectfully submitted,
Lisa Jones



City Council Meeting Minutes Monday, June 20, 2022 - 6:00 p.m. City Hall, Council Chambers

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

Absent: Councilor April Bunker

Others in attendance: N/A

Mayor Brown called the meeting to order at the Franklin Public Library at 6:01 p.m. and stated that the purpose of this meeting is to set goals for City Manager Milner for this year. The Council had a chance to read all of her achievements from the last meeting where it was the City Manager's year in review.

Salute to the Flag was led by Councilor Trudel, followed by a roll call for attendance before continuing.

Agenda Item I: Go over the city's goals for the year

Councilor Ribas started off by recommending that the council establishes a sub-committee that would come up with and fine tune the process of annual reviews for City Manager's going forward. He mentioned the possibility of using 360-degree evaluations/surveys, which would give the Council input from the city employees and department heads.

There was a discussion about how Dover uses this method for reviews and Councilor Zink stated that she could send everyone Dover's ordinance that shows this process.

Councilor Dzujna did mention that he gets a lot of information on City Manager Milner's performance by having conversations with the department heads, employees and others that she works closely with and this is what his evaluation was largely based on. Councilor Chandler agreed and doesn't think they need to do surveys or create more bosses for the City Manager, adding that the Councilors can speak with others at committees, if needed.

Councilor Desrochers stated that he has also spoken with other employees and department heads and he mentioned that there were about 6 employees and 2 department heads that have had complaints about City Manager Milner.

A discussion ensued about different possible goals for City Manager Milner and the city for the rest of this year. The favored goals discussed by the council are listed as follows:

1. They would like to see a percentage of cost savings by department for FY22-23 that was accomplished through lean.

2. New fees were established at the transfer station and it would be good to look at fees in other departments to see if they need to be raised as well.
3. Review a way to save money by deciding on what items the city can do without and what items are must haves. There also may be ways to save by cutting certain services that the city provides, yet may not be deemed necessary.
4. Reduce wait time for service requests that come in from residents. There should be a faster response to requests, even if just letting the person know that their request has been received. There should be a response within 24 hours of the request.
5. Put together an employee rewards system. Whichever employee comes up with the best cost savings per year would be rewarded in either extra days off or something comparable.
6. The departments utilized SWOT to determine priorities. It would be nice to have a city-wide SWOT done as a whole, using Fire Chief Foss' SWOT as an example.

Another goal discussed brought up Parks & Recreation and the idea of making that an enterprise fund per Councilor Trudel. He was under the impression that this department was subsidized by the city, but the majority of the council reminded him that Parks & Recreation is completely fee funded and that only the salary of the department head is subsidized, along with a few others that work for her.

Councilor Trudel and Councilor Desrochers would like to see a more detailed expense report from Parks & Recreation. Councilor Blake stated that she can ask P&R Director Alpers for that to present to the council.

Mayor Brown stated that she will put these goals together and would also like to get one more goal from each councilor so that she can consolidate those along with City Manager Milner's list of refined goals into one to have the Council review and approve.

Mayor Brown also asked if anyone would like to volunteer for the sub-committee that was agreed upon to refine the review process. Councilor Ribas will chair with Councilor Blake, Councilor Trudel and possibly Councilor Chandler. This committee will be able to review Dover's ordinance and they can start looking at implementing a 360-degree evaluation every 5 years along with coming up with the yearly evaluation process.

Agenda Item II: Other Business

No other business was discussed.

Motion to adjourn was made by Councilor Trudel and seconded by Councilor Blake. All in favor. Motion PASSED.

The meeting adjourned at 7:46 p.m.

Respectfully submitted,
Lisa Jones

CITY COUNCIL MEETING
AGENDA ITEM II



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of July 11, 2022

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



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting July 11, 2022

Subject: FY2023 Budget – Water & Sewer Rates

Suggested Motion:

Councilor moves, "I move that the Franklin City Council adopts ordinance 01-23 relating to FY2023 budget water commodity and sewer disposal rates."."

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



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

316 Central Street
Franklin, NH 02353

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

ORDINANCE #01-23

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand and Twenty Two;

Be it ordained by the City Council of the City of Franklin New Hampshire, that the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charges for service by the City of Franklin Water/Sewer Departments be changed as follows:

	<u>Current Fee</u>	<u>Change To</u>	<u>New Fee</u>
Water Commodity Charge Per 100 cubic feet	\$ 7.55		\$ 7.70
Sewer Disposal Charge Per 100 cubic feet	\$ 7.03		\$ 7.16

Fee to be effective July 1, 2022, by roll call vote.

Roll Call:

Councilor Dzunja	_____	Councilor Zink	_____
Councilor Blake	_____	Councilor Starkweather	_____
Councilor Desrochers	_____	Councilor Ribas	_____
Councilor Chandler	_____	Councilor Trudel	_____
Councilor Bunker	_____		

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, NH.

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, July 11, 2022 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Ordinance #01-23, an Amendment to the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charged for services by the City of Franklin Water and Sewer Department.

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**

City Council Meeting July 11, 2022

Subject: FY2023 Budget – Fee Changes

Suggested Motion:

Councilor moves, "I move that the Franklin City Council adopt ordinance 02-23 relating to FY2023 budget Chapter 160 fee changes."

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



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

316 Central Street
Franklin, NH 02353

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

ORDINANCE #02-23

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand and Twenty Two;

Be it ordained by the City Council of the City of Franklin New Hampshire, that the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charges for service by the City of Franklin be changed as follows (change current fee to new fee, remove deleted language):

A. Schedule of Fees		Current	Change To	New
		Fee		Fee
	Transfer Station: Residential and Commercial demo materials and asphalt shingles, per ton.	\$150.00		\$160.00
	Tires (no rims):			
	24" Truck Tire	\$9.00		\$0.00
	16"-23"	\$7.00		\$0.00
	Up to 16"	\$2.50		\$0.00
	Up to 19"	\$0.00		\$3.50
	Truck and Tractor Trailer (over 19")	\$0.00		\$20.00
	Bobcat/Skidsteer/Snowmobile Treads (no steel)	\$0.00		\$25.00
	Assessment cards	\$0.00		\$2.00
	Nonproperty owner	\$2.00		\$0.00
	Property owner	\$1.00		\$0.00
	Building permits/inspections/certificates			
	Building permits			
	One- and two-family residential			
	New construction/additions/accessory structures	\$.25/sq ft		\$.50/sq ft
	Initial application	\$50.00		\$100.00
	Pool - Above Ground	\$0.00		\$75.00
	Pool - In Ground	\$0.00		\$150.00
	Multifamily/commercial/industrial			
	Initial application	\$150.00		\$300.00
	New construction/additions	\$.35/sq ft		\$.65/sq ft
	Inspections			
	Initial Inspection fee	\$40.00		\$0.00
	Mobile home annual permit	\$5.00		\$15.00
	Deed, nonproperty owner			
	First page	\$10.00		\$15.00
	Deed, property owner			
	First page	\$2.00		\$5.00
	Tax Map copy			
	11" x 17"	\$2.00		\$4.00
	8 1/2" x 11"	\$1.00		\$2.00
	Complete small set	\$75.00	Charge from Vendor + \$50	
	Complete large set	\$175.00	Charge from Vendor + \$50	

Sign Permits (per sign)		
Sign, general	\$25.00	\$0.00
Downtown/Historic District	\$0.00	\$35.00
Other Areas - 0-15 sq feet	\$0.00	\$40.00
16-30 sq feet	\$0.00	\$60.00
31-45 sq feet	\$0.00	\$80.00
46+ sq feet	\$0.00	\$100.00
Internally-lit signs	\$0.00	\$10 additional
Storage Container Permit	\$0.00	\$50.00
Abutter's Notices Fees	\$7.00	\$10.00
Application (advertising, review, etc.)		
Subdivision	\$150 + \$50/lot	\$0.00
Subdivision, Base Fee	\$0.00	\$200.00
Subdivision per lot fee without new street	\$0.00	\$50.00
Subdivision per lot fee with new street	\$0.00	\$125.00
Accessory Dwelling Unit	\$0.00	\$35.00
Lot Line Adjustment	\$0.00	\$40.00
Lot merger/combination	\$0.00	\$50 for 2 lots; \$25 for each additional lot
Condominium Conversion	\$0.00	\$100 + City Attorney Fees for Review if applicable
Site plan	\$250.00	\$0.00
Base Fee - New Commercial, any size. Site Plan Amendment over 5,000 sq ft., Change of Use if PB review is required.		\$300.00
new structures/additions		\$0.10/sq ft up to 5,000 sq ft. \$0.05/sq ft for each additional sq ft over 5,000
New Residential Units of 3 or more units		\$50.00/unit
Parking/paving		\$0.02/sq ft
Principle Outdoor Use		\$100/acre over .5 acres
Excavation (per NHRSA 155-E)		\$1,000 + \$50.00/acre
Base Fee - Industrial		\$200.00
Parking/paving		\$0.05/sq ft up to 10,000 sq ft \$0.03/sq ft for each additional sq ft over 10,000
Planning Board - General Fees		\$0.01/sq ft.
Design Review/Conceptual Review		\$100.00
Special Use/Conditional Use Permits - per request		\$50.00
Request for extension for approval		\$25.00 first request, \$50.00 per request after first

Recording Fees

current rate
charged by
Merrimack County
Registry Of Deeds

Request for Street Acceptance		\$100.00
Zoning Board of Adjustment	\$100.00	\$150.00
Mileage bundled-Ambulance	\$20.00	\$25.00
Dog License Fee for altered and puppy under 6 months	\$6.50	\$7.50
Dog License Fee unaltered	\$9.00	\$10.00
Dog License Fee for Seniors age 65 and older (1 per household)	\$2.00	\$3.00

B. Refuse/Solid Waste

1. Contractors; industrial and commercial businesses; stores and apartment complexes that dispose of refuse/solid waste generated within the corporate limits of the City of Franklin and using the transfer station in accordance with solid waste rules in § 257-8B and C of the Franklin City Code, will be charged the prevailing per-ton tipping fee, as established by the Concord Regional Solid Waste/Resource Recovery Cooperative, plus an administrative fee of \$1.50 a 20% per ton fee. Out-of town contractors and any commercial contracted haulers will be charged an application/user fee of \$100 per year in addition to the prevailing per-ton tipping fee and the administrative fee. Fees will become effective July 1, 2007, and adjust annually, as needed, at the beginning of each calendar year.

2. Commercial hauler disposal charges. Commercial disposal companies that pick up refuse/solid waste, generated within the corporate limits of the City of Franklin, and dispose of it at the Wheelabrator Company Trash to Energy Facility in Penacook, New Hampshire under the City's gross annual tonnage, will be charged the prevailing per-ton tipping fee as established by the Concord Regional Solid Waste/Resource Recovery Cooperative, plus an administrative fee of \$25 per ton and an application/user fee of \$100 per year. Fees will become effective July 1, 2007, and adjust annually, as needed, at the beginning of each calendar year.

3. Out of town contractors will be charged an annual application/user fee of \$100 per year and any other associated fees for construction and demolition debris generated within the corporate limits of the City of Franklin. Attendants may ask and/or require a permit and/or proof of where said debris is coming from, i.e., contract for work, building permit, etc. Fees will become effective July 1, 2022, and adjust annually, as needed.

Fee to be effective July 1, 2022, by roll call vote.

Roll Call:

Councilor Dzunja	_____	Councilor Zink	_____
Councilor Blake	_____	Councilor Starkweather	_____
Councilor Desrochers	_____	Councilor Ribas	_____
Councilor Chandler	_____	Councilor Trudel	_____
Councilor Bunker	_____		

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, 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, July 11, 2022 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Ordinance #02-23, an Amendment to the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charged for services by the City of Franklin; Transfer Station, Permits, Ambulance, and Dog License Fees.

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**

City Council Meeting July 11, 2022

Subject: FY2023 City Budget

Suggested Motion:

Councilor moves, "I move that the Franklin City Council Adopt resolution 01-23 appropriating the City's FY2023 budget which begins on July 1, 2022."

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



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

316 Central Street
Franklin, NH 02353

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

RESOLUTION #01-23

A resolution relating to Appropriations and Estimated Revenues for Fiscal Year 2023.

In the Year of our Lord, Two Thousand and Twenty Two.

THEREFORE, BE IT RESOLVED, by the City Council of the City of Franklin, New Hampshire, that the following appropriations and revenues be made for Fiscal Year 2023:

MUNICIPAL DEPARTMENTS

APPROPRIATIONS:

General Operations (MS-232):

General Government	\$	1,851,952
Public Safety		6,754,657
Highways & Streets		2,264,223
Sanitation		1,226,913
Health		361,879
Welfare		94,460
Culture & Recreation		1,332,100
Conservation & Development		500,000
Debt Service		402,899
Capital Outlay		179,226
Interfund Operating Transfers Out		260,603
Transfer to School District		0
Total General Operations Appropriations		15,228,912

Other Funds:

Parks & Recreation Appropriations		15,500
Outside Police Detail Appropriations		27,600
Water Appropriations		2,139,102
Sewer Appropriations		1,636,416
Capital Projects Appropriations		0
Pass Through Grant Appropriations		15,000
Total Municipal Appropriations	\$	19,062,530

ESTIMATED REVENUES:

General Operations (MS-434):

City Revenues General Fund	\$	5,877,632
Use of Fund Balance		300,000
Interfund Operating Transfers In		151,967
Local Taxation		8,899,312
Total General Operations Estimated Revenues		15,228,912

Other Funds:

Parks & Recreation Estimated Revenues		15,500
Outside Police Detail Estimated Revenues		27,600
Water Estimated Revenues		2,139,102
Sewer Estimated Revenues		1,636,416
Capital Projects Estimated Revenues		0
Pass Through Grant Estimated Revenues		15,000
Total Municipal Estimated Revenues	\$	19,062,530

SCHOOL DEPARTMENT

APPROPRIATIONS:

General Operations	\$	19,080,631
Food Service		0
Total School Department Appropriations	\$	19,080,631

ESTIMATED REVENUES:

General Operations	\$	12,062,207
Transfer from Municipal		0
Use of Fund Balance		850,000
Transfer from Capital Reserve		0
Local & State Taxation		6,168,424
Total School Estimated Revenues	\$	19,080,631

MERRIMACK COUNTY

Estimated Tax to be Raised	\$ 1,851,087
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INDUSTRIAL PARK TAX INCREMENT FINANCING DISTRICT

Estimated Tax to be Raised	\$ 21,587
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FRANKLIN FALLS MIXED USE TAX INCREMENT FINANCING DISTRICT

Estimated Tax to be Raised	\$ 62,198
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VETERAN'S CREDITS

Estimated Tax to be Raised	\$ 136,325
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OVERLAY

Estimated Tax to be Raised	\$ 31,000
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Roll Call:

Councilor Dzunja	_____	Councilor Zink	_____
Councilor Blake	_____	Councilor Starkweather	_____
Councilor Desrochers	_____	Councilor Ribas	_____
Councilor Chandler	_____	Councilor Trudel	_____
Councilor Bunker			

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, New Hampshire.

A true copy, attested: _____
City Clerk

Date: _____

CITY OF FRANKLIN
NOTICE OF PUBLIC HEARING & MEETING
July 11, 2022

For the purpose of technical compliance with the notice requirements of RSA 44:10, notice is hereby given that the City Council will hold a Public Hearing and Meeting, Monday, July 11, 2022 at 6:00 PM regarding the proposed Fiscal Year 2022-2023 Budget. The meeting will be held in the Council Chambers, Franklin City Hall. A summary of the proposed budget is as follows:

MUNICIPAL DEPARTMENTS

APPROPRIATIONS:

General Operations (MS-232):	
General Government	\$1,851,952
Public Safety	6,754,657
Highways & Streets	2,264,223
Sanitation	1,226,913
Health	361,879
Welfare	94,460
Culture & Recreation	1,332,100
Conservation & Development	500,000
Debt Service	402,899
Capital Outlay	179,226
Interfund Operating Transfers Out	260,603
Transfer to School District	0
Total General Operations Appropriations	\$15,228,912
Other Funds:	
Parks & Recreation Appropriations	\$15,500
Outside Police Detail Appropriations	27,600
Water Appropriations	2,139,102
Sewer Appropriations	1,636,416
Capital Projects Appropriations	0
Pass Through Grant Appropriations	15,000
Total Municipal Appropriations	\$19,062,530

ESTIMATED REVENUES:

General Operations (MS-434):	
City Revenues General Fund	\$5,877,632
Use of Fund Balance	300,000
Interfund Operating Transfers In	151,967
Local Taxation	8,899,312
Total General Operations Estimated Revenues	\$15,228,912
Other Funds:	
Parks & Recreation Estimated Revenues	\$15,500
Outside Police Detail Estimated Revenues	27,600
Water Estimated Revenues	2,139,102
Sewer Estimated Revenues	1,636,416
Capital Projects Estimated Revenues	0
CDBG Grant Estimated Revenues	15,000
Total Municipal Estimated Revenues	\$19,062,530

SCHOOL DEPARTMENT

APPROPRIATIONS:

General Operations	\$19,080,631
Food Service	0
Total School Department Appropriation	\$19,080,631

ESTIMATED REVENUES:

General Operations	\$12,062,207
Transfer From Municipal	0
Use of Fund Balance	850,000
Transfer From Capital Reserve Fund	0
Food Service	0
Local & State Taxation	6,168,424
Total School Estimated Revenues	\$19,080,631

MERRIMACK COUNTY

Estimated Tax to be Raised	\$1,851,087
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INDUSTRIAL PARK TAX INCREMENT FINANCING DISTRICT

Estimated Tax to be Raised	\$21,587
----------------------------	----------

FRANKLIN FALLS MIXED USE TAX INCREMENT FINANCING DISTRICT

Estimated Tax to be Raised	\$62,198
----------------------------	----------

VETERAN'S CREDITS

Estimated Tax to be Raised	\$136,325
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OVERLAY

Estimated Tax to be Raised	\$31,000
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CITY COUNCIL MEETING
AGENDA ITEM VI



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting July 11, 2022

Subject: Council to Discuss City Goals

CITY COUNCIL MEETING
AGENDA ITEM VII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of July 11, 2022

Subject: Other Business

- 1. Mayor & Council Appointments**
- 2. Committee Reports**
- 3. City Manager's Update**
- 4. Late Items**

Adjournment

Mayor Appointments

Recommended Motions:

“I re-appoint Robert Sargent to the Planning Board, seat PB2, term of service to January 2024.”

“I appoint Joya Pinkham Clark to Heritage Committee as an alternate, seat HC6, term of service to January 2025.”

“I appoint Gregory Thompson to Zoning Board of Adjustment, seat ZBA1, term of service to January 2024.”

Attached:

Appointee Profile: Joya Pinkham Clark

Appointee Profile: Gregory Thompson



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

Tel: (603) 934-3900

Fax: (603) 934-7413

316 Central Street

Franklin NH 03235

PROSPECTIVE APPOINTEE PROFILE

Name: Joya Pinkham Clark

Address: 81 Pearl Street, Franklin, NH 03235

Telephone:

603-340-5657

owlwoman@me.com

(Home Phone)

(Work Phone)

(Cell Phone)

(email)

You must be a Franklin resident to sit on any board or committee within the City! If at any time you do not reside in Franklin, then you shall submit a letter of resignation for your position.

Franklin Resident: ☒ Yes For how long? 1952-1971 and 2015-present totaling 26 years

Employer: Retired - self employed

Address: 81 Pearl Street, Franklin, NH 03235

Street Address

City

State

Zip Code

Interested in appointment to: Heritage Commission

Please list below any specific skills, knowledge or experience you believe to be relevant:

I bring to this commission historical knowledge from the early 1950's to present. My family owned several businesses in West Franklin; Pinkham's Supermarket, Pinkham's Clam Bar and motel and cottages. I want future generations to respect our heritage as we grow. As a graphic designer I have an interest in how our city is "seen". I want our city represented with a great visual expression as well as thought out planning, signage and how the overall appearance represents Franklin as a vibrant community Preserving what we have while preparing for the future.

Please state briefly why you are interested in this Board/Committee:

I feel I can be an asset as I often can see a bigger picture taking others views while meeting in the middle with good and fair compromise. I want to see our city grow with the preservation of our past.

Signature

June 20, 2022

Date

Thank you for your willingness to provide us with this information.



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

316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name: Gregory Thompson

Address: 534 Prospect Street Franklin NH 03235
Street Address City State Zip Code

Telephone: (603) 400-9560 (cell) (508) 397-1283 thompsonagregory@gmail.com
(Home Phone) (Work Phone) (Cell Phone) (email)

You must be a Franklin resident to sit on any board or committee within the City! If at any time you do not reside in Franklin, then you shall submit a letter of resignation for your position.

Franklin Resident: ☒ Yes For how long? 1 year

Employer: Corning Aerospace Defense Division

Address: 69 Island Street Keene NH 03431
Street Address City State Zip Code

Interested in appointment to: Vacant seat on ~~CIP and Planning Board~~ Zoning Board

Please list below any specific skills, knowledge or experience you believe to be relevant:

PMP® certified project manager with 4 plus years in project management and manufacturing in advanced tech
companies in the Granite State. Born and raised in NH with capital project experience combined with dedication to
service through active tour in the United States Marine Corps. UNH undergraduate and UNH MBA graduate

Please state briefly why you are interested in this Board/Committee:

My father raised me to be value my community and heritage. He taught me town and city government is not free,
it is paid through the values and love for your neighbor and state. He reminds me every day that I can help and keeps
reminding me why I live here and if I want to keep the place I love that I have to work to keep it.


Signature

June 19th, 2022
Date

Thank you for your willingness to provide us with this information.



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting July 11, 2022

Date: July 6, 2022
From: Judie Milner, City Manager
Subject: City Manager's Update

- Contingent Grant Line Activity –
- Trust fund for school funding – \$265.61
- Shout out Kathy Fuller and Thrift Closet team - \$1413 proceeds from book sale for the Library
- Shout out Annette Andreozzi – free book kiosk in trestle view park
- FBI IT Audit
- Congratulations:
 - Ken Labraney – Promoted to Heavy Equipment Operator II
 -
- Committee meetings – July:
 - Fire – 7/12 5:30pm fire dept
 - Finance - tbd
- Communications Center Project Update
- NH Planners Association – shout out to Seth Creighton
- LRPC Annual Banquet
- Winni River Days –
- CDFA Tax Credit Award

- Mayors Drug & Alcohol – 5k Fundraiser
- Source Water Project – NH Water Works Association project; collaboration with Sanborton
- NHMA Floor Policy – 8/12
- Media contacts
 - Concord Monitor
 - Laconia Daily Sun
 - Union Leader