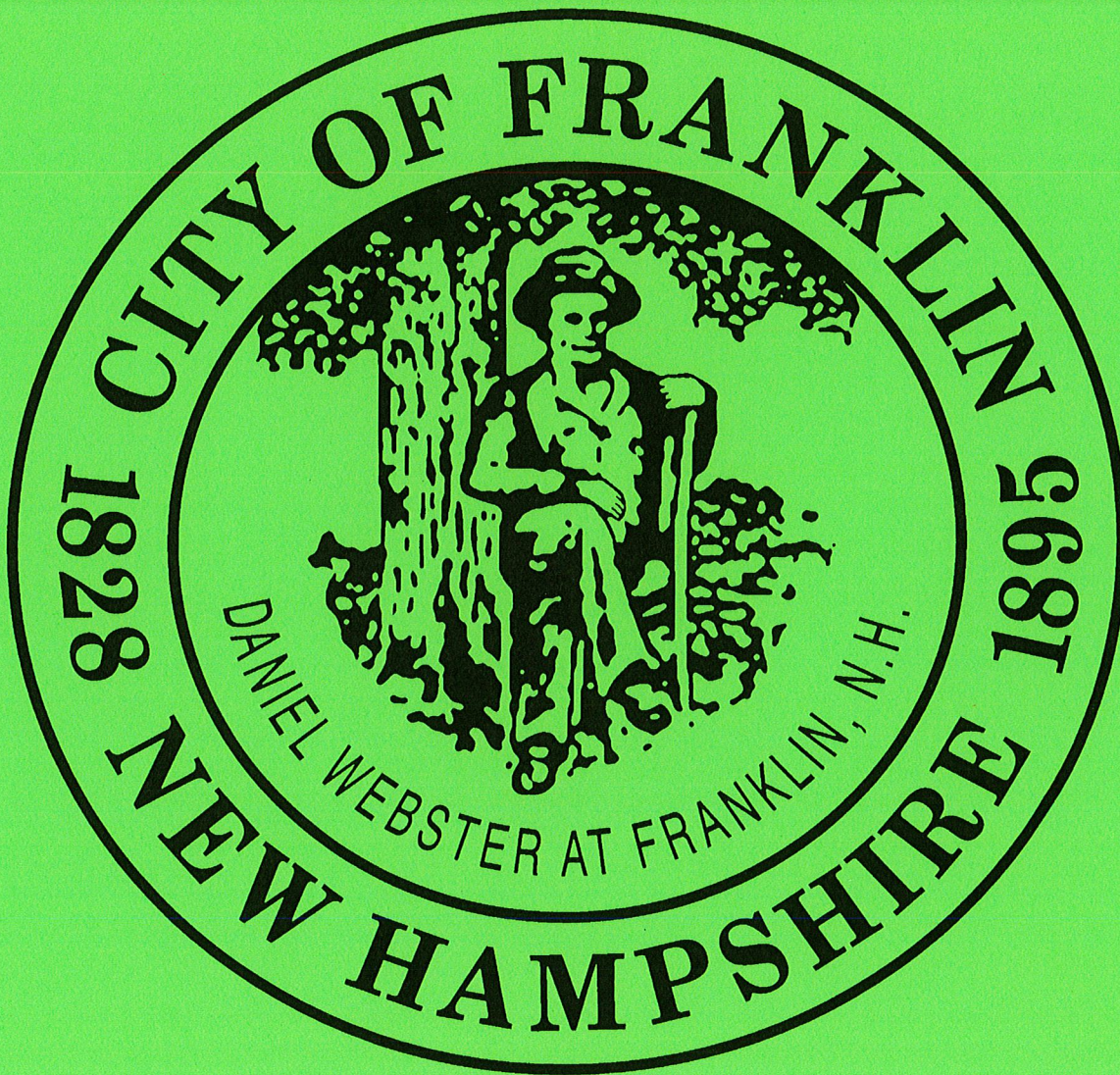


CITY OF FRANKLIN
CITY COUNCIL MEETING
March 4, 2019
6:00 P.M.





CITY COUNCIL MEETING
Monday, March 4, 2019
6:00pm – Council Chambers – City Hall

SALUTE TO THE FLAG

PUBLIC HEARINGS

Resolution #14-19 – A Resolution granting the City Manager the authority to file an application with the Community Development Finance Authority Tax Credit Program to support the development of the Mill City Park Project.

Resolution #15-19 – A Resolution relating to the Appropriation and Expenditures of DES Grant Funds for the completion of site Cleanup work at the former Macosko Foundry Site.

Public Hearings on the Community Development Block Grant Project

1. A proposed application to the Community Development Finance Authority for \$12,000 in Community Development Block Grant Planning Study Funds.
2. The Housing and Community Development Plan,
3. The Residential Antidisplacement and Relocation Assistance Plan.

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.

LEGISLATIVE COMMENTS

CITY COUNCIL ACKNOWLEDGEMENT

The Mayor will recognize any Councilor who wishes to express their appreciation of behalf of the City.

MAYOR'S UPDATE

Agenda Item I.

Council to consider the minutes of the February 4th City Council Meeting.

Agenda Item II.

Hill Village Bible Church

Agenda Item III.

Monthly School Board Update

Agenda Item IV.

Lead Paint Action Committee, Chris Seufert

Agenda Item V.

Council to consider approval of Resolution #14-19, relating to an application with the Community Development Finance Authority Tax Credit Program to support the development of the Mill City Park Project.

Agenda Item VI.

Council to consider approval of Resolution #15-19, granting authority to accept a NHDES Brownfield Revolving Loan Fund Grant for completion of the site cleanup work at the former Macosko Foundry Site on Chance Pond Road.

Agenda Item VII.

Council to consider approval of 1) A proposed application to the Community Development Finance Authority for \$12,000 in Community Development Block Grant Planning Study Funds for an Art Block Study 2) the approval of the Housing and Community Development Plan 3) the approval of the Residential Antidisplacement and Relocation Assistance Plan.

Agenda Item VIII.

Council to consider setting a Public Hearing regarding Rescission of Discretionary Easement of One Yellow Rose LLC.

Agenda Item IX.

Council to consider authorizing the City Manager to apply for USDA Rural Development Grant to fund Technical Assistance with Franklin Opportunity Zones.

Agenda Item X.

Council to consider approval of expansion plans of animal shelter at City owned property on 19 Rescue Road following internal review process for improvements to City owned property.

Agenda Item XI.

Council to consider waiving vendor permit fees for Franklin Savings Bank 150th Year Celebration on June 29, 2019.

Agenda Item XII.

Other Business

1. Mayor 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 by stairwell elevator. 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 March 4, 2019

Subject: Approval of Minutes

Motion: "I move that the Franklin City Council approve the minutes of the February 4th City Council Meeting."

Mayor calls for a second, discussion and the vote.



PENDING CITY COUNCIL APPROVAL

**City Council Meeting Minutes
February 4, 2019 – 5:30 PM
Franklin City Hall**

Call to order

Mayor Giunta called the meeting to order in Council Chambers at 5:32PM

City Council in attendance:

Mayor Tony Giunta, Councilor Jo Brown, Councilor Scott Clarenbach, Councilor George Dzujna, Councilor Heather Moquin, Councilor Kathy Rago, Councilor Vince Ribas, Councilor Karen Testerman, Councilor Paul Trudel.

Others in attendance:

City Manager Judie Milner

Absent:

Councilor Bob Desrochers

Mayor Giunta opened the meeting welcoming everyone and sharing his excitement for this evening's swearing in of our new Fire Chief Michael Foss. He invited City Manager Milner to proceed with an introduction of the new Fire Chief.

City Manager Milner informed the public that the Franklin Fire Department would now Present the Colors to kick-off this evenings special meeting.

Salute to the Flag was led by Mayor Giunta.

City Manager Milner invited Chief Foss and other members of the Franklin Fire Department to the Podium. Milner proceeded to describe some history of the new Fire Chief Michael Foss where although he began his career at another Fire Department, he ended up in the right place. Beginning as a paramedic then eventually making his way to Franklin in June of 2012. He quickly worked his way up becoming Master Firefighter and Paramedic in 2014, Shift Captain Paramedic in early 2017 then Deputy Chief in late 2017. Milner impressively stated that somehow in the mix of all this, Mike graduated with a 4.0 GPA from Granite State College with a Bachelor's of Science Degree in Public Service Management. With his many leadership skills and support of the City's Leadership Team, Mike was a clear choice in taking over the reigns as Fire Chief Lachapelle retired. Milner informed Chief Foss that she is looking forward to working with him and welcomed him to the City of Franklin's senior leadership team. She congratulated him and the audience stood and applauded.

City Manager Milner invited Mayor Giunta to provide a few remarks.

Mayor Giunta stood at the Podium and addressed the audience stating that there are times like this when the right person comes along at the right time in the right place and he believes that this is that time. Mayor Giunta stated that it's perfect that the Chief is here at the right time. Mayor Giunta referenced the recent retirement party of Chief Lachapelle and witnessed the outpouring of adoration for him. People came from all over the country. Chief Lachapelle has that perfect balance of leadership and yet could still be human about it. When the time came for the new Chief to be chosen, we were lucky to hit it again and have the perfect person to replace Chief Lachapelle. Mayor Giunta then congratulated Chief Foss.

City Manager Milner invited Chief Foss, Mrs. Foss, and City Clerk Katie Gargano up to the podium for the official swearing in. At the conclusion, all were invited to congratulate Chief Foss and partake in refreshments in the lobby.

City Clerk Katie Gargano performed the swearing in of our new Fire Chief Michael Foss.

Our New Fire Chief Michael Foss stood at the podium addressing all of his friends, family, and the public thanking everyone for their support. He stated that it is an honor to continue working with his brothers and sisters at the Fire Station. Chief Foss thanked his parents, who were in the audience, for all of their love and support from a very young age. He stated that his mother used to take the long way home when out on errands just so he could get a glance at the fire trucks at the fire station. He also gave thanks to his father for providing him with the wisdom to make the right decisions along the way. Chief Foss thanked his children and wife for all of their sacrificing. He addressed the public and stated that he will do everything he can to serve the residents of Franklin the very best he can.

Chief Foss shared three goals with the public.

- 1) To lead an efficient Fire Department team by providing a high level of customer service without compromising the values or the safety of the Fire Department members.
- 2) To do everything within his ability to ensure all those who serve under his command, end their careers without any physical or mental impairments that can happen in the profession that they are in.
- 3) To ensure that we, as a Fire Department continue to progress in succession planning so the next generation of firefighters can carry on with the mission that we stand for.

Chief Foss then challenged his new team to take it upon themselves to make those that they are responsible for, better than they currently are. Invest time, energy, and efforts so that the organization will be better and the mission will continue. He stated that he's looking forward to serving the City of Franklin.

A light refreshment break was then provided by the City in honor of the new Fire Chief.

Public Hearings

Opened at 6:07PM

Resolution #11-19 – A Resolution relating to the authorization to borrow for the replacement of an ambulance.

Mayor Giunta asked if anyone had any comments. There were none.

Public Hearing for Resolution #11-19 closed at 6:08PM

Resolution #12-19 – A Resolution granting authority to file a loan/grant application with the USDA Rural Development Agency and the authority to accept the loan/grant.

Annette Andreozzi, ward 3 resident referred to the information in the packet made available on-line and she asked for clarification whether this is either a loan or a grant. If both, what the percentage of each is or might be.

City Manager Milner responded clarifying that this resolution is just the authorization to send in an application for the loan/grant and will not know the percentage just yet. The City may qualify for 45% forgiveness. The City won't know until they are awarded the loan/grant.

Mayor Giunta added that it's essentially a loan but will hopefully turn into a loan/grant. City Manager agreed that yes that is essentially what this means.

There were no further questions from the public.

The Public Hearing closed at 6:10PM

Comments from the Public

Jen Weaver, ward 2 resident provided the City Council and public with a couple of updates regarding her efforts with the school. Read across America is in session, Sleep Book with pajamas, and other stories will be read that week. The children will wear their favorite hat for Cat in the Hat reading day. There are other Dr. Seuss readings happening that week after vacation. Mrs. Weaver invited Mayor Giunta to come and read to the students. She also mentioned that the Teacher's Contract is available for the Council to review. She encouraged the Council to do the right thing and ratify it. This is only a one-year contract and she asked the Council to support the school and the teachers. She has full confidence in the teachers as our schools here would not be functioning the way they are. She mentioned that her son received a great merit scholarship and based on an early college decision, he will leave for Syracuse in the

fall. She believes in Franklin and our teachers here, they do a fantastic job. She implored the Council to show their support and invest in the School. Mrs. Weaver would like the same opportunities for her daughter that her son had.

Chief Goldstein provided an update to the City Council regarding an audit that was held a couple of months ago at the Police Department. A few grants were received throughout the year and records were audited. Audits in other towns may have caused them to want to audit Franklin, the Chief isn't sure what the reason however, two Highway Safety Auditors conducted the audit and when they were done, they stated how impressed they were of the record keeping and organization. Franklin received an A+ rating. Our paper work was in perfect order. Due to this, the Franklin Police Department has been offered additional grants. Chief Goldstein publicly thanked his second in command, Stephanie Clough and Secretary Penny Stevens for their role in receiving this score. The entire audience and Council applauded to this great news.

Tim Dow, School Board Chair asked the Council to support the Teacher's Contract. He stated that the teachers deserve this. Approving this contract will help preserve their employment. Franklin teachers are some of the lowest paid in the state. The Teacher's Association and the School Board unanimously approved this contract and Chair Dow implored the City Council to ratify this contract. Chair Dow concluded by asking the City Council to show the same dedication and commitment that we ask of them to show the students. There were no further comments from the public.

Public Comments closed at 6:16PM

Legislative Comments

Representative Dave Testerman provided a brief update on State Legislation. It is early in the session and voting occurred on a few items last Thursday. He stated that he's concerned on the type of bills coming forward overall. Representative Testerman gave a quick overview of what those types of bills were that interested him.

With respect to the 2nd Amendment, background checks will now be made for everyone. Transfer of guns will now have to go through a dealer. The Red Flag Law, if you have a concern about your neighbor, the Police Chief can go in, raid his house and automatically confiscate his guns. There only needs to be a concern or worry and not a demonstrated situation to clearly justify it. Then the owner would have to go through the court system to get them back.

Representative Testerman further continued by stating that there will now be a waiting period for firearms and ammunition.

He stated that there's a repeal of the Death Penalty for Capital Punishment crimes on the table.

Representative Testerman was in support of the legislation for anyone who is a victim in sex trafficking, that a person could not be tried for crimes they committed during the abduction.

Instituting an Income Tax under the Family Medical Leave Act is also on the list of bills. Other bills: An increase in Child School Aid and legalizing and taxing marijuana. Fish and Game can search a car for probable cause but now they are asking to have the authority of a Police Officer. This bill didn't go too far. There is a bill that won't require a parent or guardian to provide permission to teachers to teach their child about sex, oral sex, or sex education type topics. There is a bill to tax carbon fuel, raise the taxes on businesses, and define abuse of a child who was provided medication after surgery. Also, up for voting is a ban on plastic straws and bags, start school up again after Labor Day to better support recreation businesses in the state, and lastly, worthy of mention, is to try to prohibit sanctuary cities.

Councilor Rago directed a comment to Representative Testerman that in light of the Family Medical Leave Act and the Small Businesses being taxed for this, it can really hurt these small businesses.

Representative Werner Horn stated that he is paying close attention to the adequacy reform and there are currently two formulas being advanced under Representative Weyler and Representative Ladd. These formulas will not only reform adequacy but also the factors that go in to differentiated aid. There will be a new Performance Based grant aimed at communities with less than \$1M valuation per pupil. It will likely not be sustainable to pass a \$1.1 Billion-dollar bill to reform adequacy funding.

Representative Horn also stated that he is solidly behind Senator Ladd's Bill #709 and that he did get to Finance Division 2, which includes reviewing budgets for DOT, DOS, DOE, University College System, Fish and Game, and the Lottery Commission. If anyone has questions, while Representative Horn reviews the budgets, feel free to reach out to him directly.

Regarding FLMA, there are two plans being supporting. The Governors of Vermont are in support of the Private Market Solutions which would not have a need to State contributions. The Plan being advanced is a modification on last year's plan. This plan would be "taxing" people who worked in small businesses and upward. He believes the threshold is 50+ employees equal to .5% "tax". Representative Horn stated that through his experiences, taxes sometimes start out low but never stay low. He asked the Council if anyone had questions.

Councilor Ribas asked Representative Horn that when he spoke about his concern regarding not changing the adequacy formula mid-stream, are there any bills dealing with this regarding the daily membership audits?

Representative Horn responded that two years ago, he put in a bill that would require an audit to happen only once a year. The methodology was that the DOE does these audits three times a year so they can more accurately provide funding based on the number of student enrolled.

The Legislation is happy with the way this has always been done so there were no conversations on addressing this. Representative Horn stated that he is not happy with this but he needs to have the support of 200 of his colleagues or it won't go anywhere. On a related note, Representative Horn testified in favor of the Stabilization Freeze. This not only keeps Franklin from hemorrhaging \$162K but would also help restore \$12.6M statewide; the equivalent of two-years of stabilization cuts. In the interest of transparency, he was asked by someone on Education whether or not he would be in support of rolling back the entire set of cuts of \$25.3M and he stated that he is not in support of this because he believes the damage has been done already and can't be remedied by money. Representative Horn believes it's realistic to ask for \$12.6M which would help and he's insistent that the Adequacy Formula gets on the Governor's Desk by June 2019. Waiting another year to serve another politician's political view point is not appropriate. He concluded stating that he will be holding his colleagues in the Senate and the House accountable to put this forward this year. No more committees, no more thinking about it, it needs to get done now.

Councilor Clarenbach stated that Representative Horn has attended these City Council Meetings every month and update everyone on what is happening in Concord and his efforts are appreciated. He asked that all the Representatives here this evening be aware of the importance of what the local communities are struggling with. The State Legislators need to know that the push back to the communities is just unbearable. There are lots of other pieces in flux that we don't have any control over such as the Retirement Bill and other things that are no longer being paid for by the state. Downshifting to the local communities is unbearable.

City Manager asked Representative Horn about the language that was formed over the summer on the two Bills from Representative Wyler and Ladd and asked if one of those Bills is similar to the Umberger Formula. Representative Horn stated that they both incorporate the Umberger Formula and that the final language moved the bar up a little from half a million dollars of valuation. From what he remembers seeing, both formula valuation bars are at \$660k so if your State Valuation is at \$660K or less per pupil, the full \$2,500 in aid would be provided. Between \$660K and \$1M, the aid would be pro-rated. The closer to \$1M the less aid would be provided.

City Manager asked Representative Horn if he would let her and Superintendent know when to go to Concord to testify on any of these related bills and Representative Horn stated that some of these Bills already had their hearings but he would check the calendar and let her know what is coming. Also, any Bills that have already gone through the House would then go through Finance for a second hearing providing another opportunity to let the Legislators know how this is affecting the communities.

Councilor Dzujna commented that over the past six years serving on City Council, he has seen how devastating this has been to Franklin and all the Representatives and Senators have to get behind this. He thanked everyone who is pushing for change in this area and fears another very difficult term ahead for the Reps on this issue.

Representative Horn stated that RSA28A, which avoids Downshifting, has already been violated once this year. There was an innocuous Bill that said prisoners can get a second opinion as long as they can pay for it. But the payment piece refers only to the doctor's visit. RSA28A being violated in the form of the House approving this measure without any sort of provision for funding County workers or Corrections workers in the Sheriff's Department who have to transport the prisoners to their second opinion medical doctor's appointment. Representative Horn and many of his colleagues voted against this. Unfortunately, it still passed and will go to the Senate or Finance for a second hearing. Then it goes to the Governor and hopefully he will VETO the Bill. It is clearly a violation of RSA28A. County facilities are funded by our tax dollars just like the State facilities.

Mayor Giunta asked if anyone had any further questions for Representative Horn. There were none.

Representative Hill, Rep for ward 3, Merrimack 3, and Northfield. Representative Hill stated that his colleagues had done a great job talking about these important issues. He stated that Northfield and other communities throughout the State, outside of the Legislature, are dealing with the Election Law holes surrounding Absentee Ballots. There have been scams against the elderly where Telemarketers would call them prior to an election and ask if they were a registered voter and if they were planning to vote. The scammers look for the replies, "yes, I am a registered voter", and "no I am not able to or not willing to vote in this upcoming election". The Scammers would then submit their vote by absentee ballot. In last year's election, 18K absentee ballots were sent out of the state to unknown addresses. It is undetectable of where the ballot comes in from. Representative Hill stated that if he was planning on not voting, he wouldn't necessarily check to see if someone voted under his name via absentee ballot. In Northfield, Representative Hill is trying ask the town to raise \$800 so the Town Clerk would have sufficient funds to send out a registered letter to anyone who requested absentee ballots and had the ballot sent to an address of record. The letter asks for responses such as, "yes, I did register, that is mine, and here is the address I sent the ballot to". If the letter is returned stating the person did not vote and that wasn't their absentee ballot, the information would be forwarded to the Secretary of State for further investigation. Representative Hill didn't know if there was anything this City Council could do to authorize such a letter to go out here in Franklin. He concluded by notifying everyone that he was appointed the Chair of the School Building Aid and will keep the Council informed of upcoming deadlines on projects.

Mayor Giunta asked if anyone had questions for Representative Hill. There were none.

Mayor Giunta recognized that Senator French is in the audience tonight.

Senator French addressed the Council stating that the Senate is very busy. There are 350 Bills in the Senate. A few of the Bills referenced were on Worker's Compensation for Firefighters and

Police. There's a high rate of PTSD. Chief Goldstein presented information of this important topic. Senator French stated that he was against this Bill presented and in support of an Amendment which needed to provide more prevention. So many suffer from PTSD and addressing it earlier is key.

Mayor Giunta asked if anyone had questions for Senator French. There were none. Mayor Giunta thanked the Senator and all the Legislators who came to tonight's meeting.

Mayor Giunta moved Agenda Item III, The Comfort Dog Presentation to this current time in the meeting. He mentioned how very fitting this next agenda item is since Senator French was just discussing PTSD.

Agenda Item III.

Comfort Dog Presentation.

Lenny O'Keefe is currently a Community Service Aid, Retired from the Department of Corrections, and Chairman of the Crime line. Mr. O'Keefe stated that he began working for the City of Concord approximately a year ago upon retirement. The Police Chief had approached him at that time and had been wanting to start this program for the past 4 years. Mr. O'Keefe stated that therapy dogs cost approximately \$50k and you never even own the dog. After going back and forth with a couple of popular breeders in California, Mr. O'Keefe decided to purchase his own dog from a rescue shelter at just a couple months old. Liberty is a Yellow Labrador and the training is being done by Laura Barker.

Mr. O'Keefe shared some supporting information on how these comfort dogs were being used. One important way is for abused children. By placing the dog in the same interview room with the abused individual, amazing things start to happen. In a two-year study, positive interviews went from 30-40% to 80%. Liberty is doing community service, comfort for a couple of police officer's with PTSD, crime scene and other emergency scene comfort.

Liberty was socialized at a young age by attending a Halloween party with many children in costumes. She wasn't fazed a bit. She loves to acknowledge children and will perk up when one enters a room. She's also been socialized at Concord High School and Kindergarten. This has been an extremely positive program and they are very excited to participate and help the communities. She's not a patrol or attack dog. Only comfort. Liberty has also participated in the court room assisting in child abuse cases by comforting the person who spoke about their abuse.

Councilor Brown met Laura Barker in Portsmouth last year at a Military Retirement event in October. Having spoken to Chief Goldstein and Chief Lachapelle about how difficult it can be for their teams dealing with PTSD, Councilor Brown felt that there is a real need to bring in a

Comfort Dog. Brown stated that she believes that this is a program that the City could support. This would not be funded by the City rather possibly through fundraisers.

Councilor Testerman asked if Mr. O'Keefe sees confusion between a Patrol Dog and a Comfort Dog when out on the street. He stated that if the dog is wearing a "working" vest, always ask before approaching the dog.

Councilor Rago asked if we are looking at Liberty being stationed at the Fire Station or Police Station. Mr. O'Keefe stated that he assumed it would be the Police Station but isn't sure of the dynamic here in Franklin because it's different in Concord.

Mayor Giunta asked the Council if this topic can be moved to the Police Committee to continue discussions on this great topic. Councilor Testerman, the Committee Chair, will work with Chief Goldstein on organizing that. Mayor Giunta stated that any and all information can be forwarded to the City Manager or Chief Goldstein.

In closing, some of these comfort dogs have traveled far to comfort victims who were in catastrophes such as the Connecticut School Shooting and the Boston Bombings.

Councilor Testerman asked what the cost and expenses are. Laura Barker stated that she is an all-volunteer organization however the costs for veterinarian care, housing, food and sometimes boarding the dog (for exposure training purposes) are below \$5K. Laura Barker concluded by stating that a dog can change a community and we need some help to keep communication open.

Councilor Dzujna stated that he served with Lenny on the Crime line as vice chair. He has seen what the dog does with the police first hand in the community. The dog establishes relationships.

Councilor Brown thanked Lenny and Laura for presenting this evening. Liberty is beautiful and looks like she is doing well in her training.

Applause were provided from all attending.

City Council Acknowledgements

Councilor Testerman acknowledged that National Marriage Week is celebrated during February 7th-14th. Statics show that married adults live longer, have better health, and are happier than unmarried adults. Children of married adults perform better in school, have fewer addictions, fewer teen pregnancies, and less trouble with the law. Married men benefit economically by at least \$15,900 per year more than their unmarried peers. Marriage is the unsung anti-poverty program. To invigorate a healthy and vibrant community, it is important that we recognize and promote intact marriages in the City of Franklin.

Councilor Rago thanked School Business Administrator Jefferson Braman for all his help and answering all her questions and emails over the past few weeks.

Mayor Giunta asked if there were any further comments from the Council. There were none.

Mayor's Update

Mayor Giunta stated that Saturday, February 2nd was a phenomenal evening celebrating Fire Chief Lachapelle's retirement. It was so much fun. Many people expressed how much they appreciated being able to spend such a wonderful evening at the Elks in Franklin. There were over 200 in attendance, the food was served quick and it was delicious. The venue was compared to Grappone's in Concord as being that good.

Agenda Item I.

City Council to consider the minutes of the January 7th City Council and Inaugural Meeting and the minutes of the January 14th City Council Special Meeting.

Motion – Councilor Dzujna moved that the Franklin City Council approve the minutes of the January 7th City Council and Inaugural Meeting and the minutes of the January 14th City Council Special Meeting.

Seconded by Councilor Brown.

Mayor Giunta asked if there was any discussion. Councilor Ribas requested the inclusion of amendments to the minutes, which he sent to Audrey Lanzillo. There were no objections to Councilor Ribas's request.

All in Favor. Motion PASSED.

Agenda Item II.

Monthly School Board Update provided by Superintendent Dan LeGallo.

Superintendent LeGallo cordially invited everyone to the Energy Dedication at the Middle School on February 18th at 6:30PM. EEI will be presenting on their \$1.5M project.

On February 19th, the School Board and District Administrators will be participating in a LEAN Workshop with Richard Ellert.

Chair Tim Dow and Superintendent LeGallo sent a letter to Representative Ladd regarding the Stabilization Fund. He also stated that he had a great meeting two weeks ago with Councilor

Clarenbach and Councilor Brown and will be meeting next week with Councilor Testerman, Councilor Rago, and Councilor Brown to discuss the School's Budget Process.

The Paul Smith School was nominated as a School of Excellence and made it to the second round at this point. They are hoping to receive the State Award. Everyone in attendance applauded.

Superintendent LeGallo shared that Commissioner Edelblut will be at the High School on March 15th to tour the district and he will keep everyone posted on his schedule. Everyone is welcome to stop by and say hello.

A couple of weeks ago, the High School needed an officer quickly so Superintendent LeGallo contacted Chief Goldstein just as his shift was over but he sent an officer over within 10 minutes to assist. Superintendent LeGallo stated that he was extremely grateful.

Councilor Testerman asked Superintendent LeGallo to explain the Energy Project. Superintendent LeGallo explained the Energy Project which started a few years back when the City was replacing all the lights in town with LED lights. This saved the City a significant amount of money. The City encouraged the school to go through the same process. Approximated six months later, the school board met with EEI and discussed an approach and plan to replace the lighting in all three schools, replace the boilers in all three schools, and some air units on the roofs were replaced or fixed. Superintendent LeGallo shared a story of a below zero day and not one heating issue in any of the three school buildings were reported. He also stated that in 17 years, they will have reached their buyback. In other words, all the money put in will have come back by this point. There is a guaranteed savings of \$76K per year.

Mayor Giunta asked if there were any further questions. There were none.

Agenda Item IV.

Lean Roadmap Presentation by Richard Ellert.

City Manager provided some background stating that during last year's budget season, there were discussions on doing a City-wide Efficiency Study. By luck, LEAN Expert and new resident, Richard Ellert contacted the City and offered to help the City working Pro Bono. Over the past several months, the City Council worked for many hours with Mr. Ellert to create the LEAN Roadmap. Tonight's presentation will include the Vision Statement, the Mission Statement, and the Roadmap showing how we are going to get there.

LEAN Expert, Richard Ellert introduced himself and quickly pointed out how much he felt at home as a new resident in Franklin. By show of hands, Mr. Ellert asked how many in attendance this evening has heard his preview of LEAN before. There were many who raised their hands. He explained that LEAN is a tool designed by an American named Edward Deming and was

implemented during WWII. This was largely the impetus that allowed the army to arm itself within a couple of years. The Founder of Toyota began utilizing this process 70 years ago; they are the world leader in the LEAN process, and the only major industrial conglomerate that has never lost money since the Second World War. Today, a large majority of major industrial conglomerates are LEAN or at least to some degree. He continued to explain that even Hospitals, Insurance Companies, Banks, and Armed Forces are LEAN or implementing parts of LEAN as well.

LEAN is an integrated set of Principles that adapts to the situation in a business agnostic way. It focuses on the customer and is a relentless pursuit of value creation.

The focus is to try to identify waste and do something about it. If we call something waste then we should look at it as an opportunity to either do something about it or get rid of it. If we can't measure it, we shouldn't do it. Any process either creates Value or Waste. The more waste is eliminated, the LEAN'er we get. He continued to explain that by doing this, it is the most effective way to create efficiency.

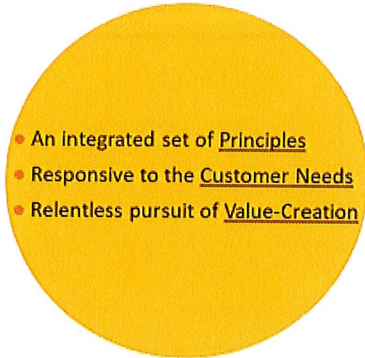
The following slides were presented by Richard Ellert:

City of Franklin, New Hampshire

Lean Map Update Presented by City Council, City Manager with the
Assistance of Richard Ellert (LeanMap Consultant, Resident of Franklin)

Lean – Definition

Lean is . . .



Lean is not . . .

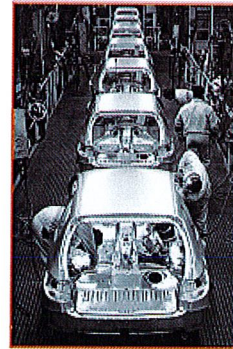


Lean is a customer-focused approach which eradicates operational business problems.

It ensures that customers receive their required level of quality, price and delivery whilst maximising an organisation's competitive advantage and stakeholder value.

Lean – Concept

- Any process adds either value or waste
- 97%-99.99% Waste in traditional operations
- Eliminating waste makes an organization *lean*
- Most effective way to increase efficiency
- Applies to manufacturing AND service
- Creates a competitive advantage



Taiichi Ono



How much Bureaucracy?

Bureaucracies – based on Tylor's Scientific Management Theory

- Top-down control, many layers, tall hierarchy, red tape
- Static, rigid, unresponsive to changes in the market/environment
- Internally focused on local efficiency and controlling people
- Poor communications, slow decision-making and resistance to change
- Only effective when (a) environment is stable + (b) technology changes very little

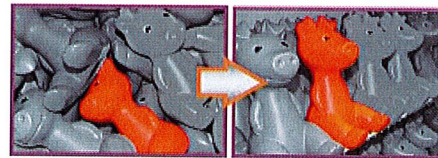
Effectiveness		Coercive	<	Social Structure	>	Enabling
High < Bureaucracy > Low	Foundation:	Policing employees				Empowering employees
	Rules:	Enforced		0		Enabling tools
	Hierarchy:	Controls				Supports
	Standards:	Control people				Best practices to be improved
	Focus:	Catch rule-breakers				Help people control their own work
	Display:	Poor performance				Opportunities
	Purpose:	Control time and cost				Learn to excel and be best possible
	Procedures:	Follow, do NOT challenge				Templates to be improved
	Style:	Autocratic				Organic
	Control:	Top-down				Empowering
	Rules:	Minimum, "Boss decides"		0		Minimum, "You decide"
	Hierarchy:	Boss + servant				Fiat structure, "We are one group"

Discipline + Order = 5S



Summary

- "You must clean up so you can see problems"
Fujio Ohno, President, Toyota Motor Corp.



5S-Program

- Sort (Seiri)
Sort through items and keep only what is needed while disposing of what is not. Clear-out rarely used items by red-tagging.
- Straighten/Orderliness (Seiton)
"A place for everything and everything in its place". Organize and label a place for all tools, items, inventory.
- Shine/Cleanliness (Seiso)
Clean and inspect to expose abnormal and pre-failure conditions that could lead to poor quality and breakdowns.
- Standardize/create rules (Seiketsu)
Develop systems and procedures to maintain and monitor the first three S's.
- Sustain/Self-discipline (Shitsuke)
Maintain a stabilized workplace is an ongoing process of continuous improvement. Use regular management audits to stay disciplined.

Vision

- *Franklin for a Lifetime*

Mayor Giunta Read the Mission Statement:

Mission Statement

- 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.

FRANKLIN's RoadMap

- The roadmap is a tool to systematically deploy strategy
- A roadmap represents the MASTER PLAN, translating strategic goals into initiatives; "must win battles"
- Initiatives are broken down into monthly activities and deliverables, and linked to key measurable metrics

Each member of the Council and City Manager has taken on specific initiatives that they are responsible for. Those initiatives are managed by City Department Managers, by the City Manager, and her team. The City Council is responsible and accountable for the Roadmap by making sure the deliverables are actually being worked on. If the deliverables are not making progress, decisions are made as a Council Team to take appropriate actions to get it back on track.

2	3	Impact	Metric	Unit	Start	Goal	Initiative	Sponsor/Manager	Council Champion	January	February	March
EDUCATION	10	Improve operational services	Number of cases resolved	Cost	0	1	11. Improve the quality and timeliness of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Review the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	11	Improve the quality of services	Number of cases resolved	Cost	0	1	12. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	12	Improve the quality of services	Number of cases resolved	Cost	0	1	13. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
ECONOMICS	13	Improve the quality of services	Number of cases resolved	Cost	0	1	14. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	14	Improve the quality of services	Number of cases resolved	Cost	0	1	15. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	15	Improve the quality of services	Number of cases resolved	Cost	0	1	16. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
BUSINESS	16	Improve the quality of services	Number of cases resolved	Cost	0	1	17. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	17	Improve the quality of services	Number of cases resolved	Cost	0	1	18. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	18	Improve the quality of services	Number of cases resolved	Cost	0	1	19. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
CITY	19	Improve the quality of services	Number of cases resolved	Cost	0	1	20. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	20	Improve the quality of services	Number of cases resolved	Cost	0	1	21. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	21	Improve the quality of services	Number of cases resolved	Cost	0	1	22. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
CITY	22	Improve the quality of services	Number of cases resolved	Cost	0	1	23. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	23	Improve the quality of services	Number of cases resolved	Cost	0	1	24. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	24	Improve the quality of services	Number of cases resolved	Cost	0	1	25. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
CITY	25	Improve the quality of services	Number of cases resolved	Cost	0	1	26. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	26	Improve the quality of services	Number of cases resolved	Cost	0	1	27. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	27	Improve the quality of services	Number of cases resolved	Cost	0	1	28. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
CITY	28	Improve the quality of services	Number of cases resolved	Cost	0	1	29. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	29	Improve the quality of services	Number of cases resolved	Cost	0	1	30. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")
	30	Improve the quality of services	Number of cases resolved	Cost	0	1	31. Improve the quality of services to the City and Schools	Jude Miller & Dan Laprie	Scott Davidson	Identify the current process for handling cases, identify areas for improvement and implement	Identify data points for measurement and progress	High-priority cases (e.g. 10 cases of "must win")

Mayor Giunta explained the colors next to the monthly tasks. Green=achieving the goals, Yellow=Needs some attention or at risk, and Red=not achieved or have hit a snag and work stopped.

Mayor Giunta expressed how great it was to sit down and work through this process with the City Council as there is hardly ever time to work together like they have over the past few months. He also stated that the Vision and Mission Statements were based on a unanimous decision by the City Council.

Mr. Ellert explained how a certain area of focus on the Roadmap would be worked. He used the area of "Business" as an example. The Metric is the "Time required to open a new business". The initiative is to "Streamline the application process". The Roadmap is a living document so there is constant focus to work on the initiatives. The Manager and Sponsor oversee and update on the tasks for each of the three rolling months on the Roadmap. At the end of each month, the tasks are given a color flag to understand the state it is in. Each future month will have a set of tasks so that eventually; the task is marked complete and moved to "Sustained" status. The idea is not waiting till the end of the month to take corrective action so the month can end in "Green".

City Manager stated that within the next couple of days, the Roadmap will be posted outside the City Clerk Window at City Hall for the public to view. Every 4th Monday of each month, the City Council will provide a LEAN workshop session where the Roadmap will be reviewed and adjusted or realigned. The set of tasks will also be captured for the following 3rd month. The next LEAN workshop will be on February 25th and the City Council will review both January and February at the same time. New tasks will be added for April and May. Milner continued that these LEAN Workshops will be public meetings so all are welcome to attend.

Mayor Giunta thanked Richard Ellert for his presentation. Applause was provided from all in attendance.

Agenda Item V.

Council is to consider the approval of Work Camp New England to reside and utilize the Franklin Middle School for two weeks.

Motion – Councilor Dzujna moved that the Franklin City Council approve Work Camp New England to come to Franklin this July and to stay at the Middle School for 2 weeks.

Seconded by Councilor Clarenbach.

Mayor Giunta asked if there was any further discussion.

Mayor Giunta asked if there was any discussion.

Marcia Therrien Explained to the Council that they spoke with Superintendent LeGallo approximately one year ago and was directed to come to speak to City Council. They are a non-profit organization in New Hampshire and build homes for the elderly, disabled, and under resourced individuals at no charge.

This organization has been doing this for approximately 20 years and was suggested to come to Franklin by the Superintendent of Hopkinton. They are fully insured with a \$2M policy. All adult volunteers have had background screenings completed. Also, all adults and student volunteers must have their own health insurance. The teams of volunteers are from all over the United States. Most are in the North East but a few are exchange students.

Marcia stated that last year, they worked on approximately 60 homes. They normally locate a school system where 200-300 volunteers can be housed. Their work day is typically 8-4pm. They use the gym to burn off steam, utilize the gym showers, and sleep in the classrooms on blow-up mattresses. The group brings in trucks with all their supplies and medical staff. The ideal timeline is typically two weeks. They are a religious organization but do not push that on anyone at all.

Social Services provides the names of the people whose homes can potentially be worked on. The organization then will interview the homeowner and only if it's a good fit, will they agree to do the work. Homeowners who can't afford to or not physically able to do the work themselves can qualify. The type of work can be scraping and painting, building handicap ramps, roofing projects and anything that the team can do. The volunteers are made up of some junior High School, High School and a few College students. The students pay the organization to participate which pays for the supplies they need to work on the homes.

Ken Therrien stated that all the volunteers working on the homes meet with the homeowner to make sure it's a good fit. The work isn't guaranteed as it is on a volunteer basis. The group works with the City or Town first to make sure the work that is presented is done within code. There are actual carpenters who oversee the projects and are generally responsible for 4-5 different sites.

They are looking forward to coming to Franklin July of 2020 as this year they are booked in other Cities. They typically plan at least two years out.

Mayor Giunta thanked Superintendent LeGallo for bringing this organization forward. It is a spectacular organization.

Councilor Testerman asked where these groups of volunteers mainly come from. Marcia replied that they come from all over the U.S., some from the mid-west, Pennsylvania, Vermont, and Connecticut. Students from Spain also participate every year.

Mayor Giunta thanked Marcia and asked if she could work with the City on how we can interact with the students and possibly have the local government talk to them one evening.

Leigh Webb, ward 3 resident asked if there was a way this can be publicized locally so that someone who may not have gone through Social Services can apply to get on the list.

Ken stated that the organization has a Facebook page or they can visit their website @ WorkcampNE.com.

Mayor Giunta asked City Manager Milner to post something possibly at the TRIPP center.

Motion - Councilor Ribas moved to AMEND the Motion to strike “this July” and add “2020” after the word July.

Seconded by Councilor Clarenbach

Mayor Giunta asked if there was any discussion to the amendment to the motion. There was none.

All in Favor of the Amendment. Motion PASSED.

Mayor Giunta asked if there was any further discussion on the original motion as amended. There was none.

All in Favor of the original motion as Amended. Motion PASSED.

Agenda Item VI.

Council to consider ratifying the Teacher’s Union Contract.

Councilor Brown commended Ms. Weaver and the School Board for all the work they put into this contract. She asked however if this can be tabled for one month to allow the new members of the Council and entire Council to understand the numbers. Councilor Brown continued to mention that the past few years of not properly funding to pay the teachers for the entire school season then laying them off needs to be avoided.

Motion – Councilor Brown motioned to table ratification of the Teacher’s Union Contract.

Seconded by Councilor Rago

5 in Favor to table the discussion. 3 opposed. Motion PASSED.

Agenda Item VII.

Council to consider the approval of Resolution #11-19, authorizing to borrow for the replacement of ambulance No. 2 for the City of Franklin.

Councilor Testerman moved that the Franklin City Council adopt Resolution #11-19 authorizing the City Manager to enter into a 7-year note, not to exceed \$250K through the institution with the best quoted interest rate and terms and sign all the necessary paperwork thereof. Any grant funds awarded for this purchase will decrease the amount to be borrowed.

Seconded by Councilor Ribas.

Mayor Giunta asked for further discussion.

Councilor Clarenbach stated that he would not be voting in favor of this because it isn't coming through the budget process. In essence, this would be tying up a bond for the City for another ambulance. Previously, the recycle vehicles eventually got transferred over to a fire truck and we will end up with broken down plows that we won't have funding for. He stated that we need to look at the entire inventory so the City understands what needs to be replaced. The commitment of these bonds is becoming oriented to the Fire Department and would be better addressed through the budget process.

City Manager reviewed the thought process back when Ambulance No. 1 was purchased about seven years ago. Also keep in mind that the Ambulance Program generates more money than it expends. Ambulance No. 1 broke down and was left on the side of the road with a patient inside. Ambulance No. 2 is at a point where we shouldn't be risking it breaking down as it is getting old. Milner stated that we purchased Ambulance No. 1 with a seven-year note knowing that Ambulance No. 2 was going to be ready in seven years to be replaced. The last payment was just made on Ambulance No. 1 and when looking in the 2020 budget, we would like to replace that note payment from Ambulance No. 1 with Ambulance No. 2. Milner further explained that the reason we are talking to City Council about this now rather than waiting for the budget process is because we are expending a lot of money and would be over our budget for the entire year just on the Ambulance. It is also not good practice to be in broken down Ambulance with a patient inside. It takes 6-8 months to get the Ambulance into service and we would like to start working on this now rather than waiting.

Milner added that Mayor Giunta met with the Regional Director of Human Services who said to us that there are Grant programs that aren't advertised and specifically opened to the OPIOID Crisis. As long as we can tie it to the OPIOID Crisis, we would likely get funded. The City has applied for a Grant for all but \$100K, the most we could apply for. We haven't heard back just yet on the application and wanted to get the process in motion. There would be no payment in the Fiscal Year 2019 and we could likely get the new Ambulance in hand at the end of 2019.

Councilor Clarenbach stated that he isn't against getting the Ambulance only the way we are purchasing it because we only have a limited amount of money and what happens if a plow truck breaks down. The challenge is that we don't get paid to plow the roads and if we don't plow the roads then we will fail on our Mission Statement. We can't continue to Bond for everything and not have flexibility and he's concerned that we are building a system bigger than what we will be able to pay for.

Clarenbach continued that another part of this is the wear and tear of the Ambulance is due to the Andover Contract.

City Manager wanted to make it clear that we are replacing the Ambulance not adding a third one. Also, very important, is that this community needs two Ambulances. We see enough calls even without Andover and is not being requested in order to supply them the services. Recall that we paid off a bond last year and put in a placeholder in the current year's budget because we didn't have anything for it but take note, MSD is coming up next.

Mayor Giunta asked if there was any further discussion. There was none.

RESOLUTION #11-19

A Resolution Relating to the Authorization to Borrow to Replace Ambulance No. 2.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin recognizes the need for two ambulances to provide Emergency Medical Services to the community members of Franklin, **and;**

WHEREAS, the Franklin City Council recognizes ambulance 2 has been out of services often this fiscal year with repair costs of \$10,400, from July to November, **and;**

WHEREAS, the Franklin City Council recognizes the appropriation for the expiring debt service payment for ambulance 1 will fund the debt service for ambulance 2 in the FY2020 budget, **and;**

WHEREAS, the Franklin City Council wishes to finance the purchase not to exceed \$250,000 over a

7-year term, **and;**

WHEREAS, the Franklin City Council recognizes that a grant application has been filed with USDA to help offset cost of this purchase and that any grant funds awarded for this purchase will decrease the amount to be borrowed, **Now;**

THEREFORE, BE IT RESOLVED, that at their regularly scheduled meeting of the City Council on Monday, February 4, 2019, the City Council of Franklin, New Hampshire does hereby adopt resolution No. 11-19 authorizing the City Manager to enter into a 7-year note, not to exceed \$250,000, through the entity with the most favorable interest and terms quoted for the City and sign all the necessary paperwork thereof.

THEREFORE, BE IT FURTHER RESOLVED, any grant funds awarded for this purchase will decrease the amount to be borrowed.

By a roll call vote.

Roll Call:

Councilor Brown	<u>Yes</u>	Councilor Desrochers	<u>Absent</u>	Councilor Ribas	<u>Yes</u>
Councilor Clarenbach	<u>No</u>	Councilor Dzujna	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Lauer-Rago	<u>Yes</u>	Councilor Moquin	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

7 in Favor. 1 Opposed. Motion PASSED.

Agenda Item VIII.

Council to consider approval of Resolution #12-19, granting authority to file a loan/grant application with the USDA Rural Development Agency for Water Main Projects and to grant authority to accept the loan/grant.

Motion – Councilor Ribas moved that the Franklin City Council adopt Resolution #12-19, hereby authorizing Judie Milner, City Manager, to file a loan/grant application with USDA Rural Development for \$4,655,095, to continue water improvement projects on Hampton Road, West Bow Street and East Bow Street, and Judie Milner is hereby authorized to enter into a loan agreement with USDA for an amount not to exceed \$4,655,095, and that any grant funds awarded for this project will decrease the amount to be borrowed and to sign all the necessary paperwork thereof.

Seconded by Councilor Brown.

Councilor Clarenbach stated that he did not see any cost within the resolution on how this will be billed out. It is not a full grant rather a loan and a grant.

City Manager Milner responded to Councilor Clarenbach providing some background and mentioning that this was discussed at a Municipal Services Committee Meeting approximately two years ago. She stated that we originally went out for grant funding under the MBTE Fund that came in from a settlement and went for 100% grant funding through the Department of Environmental Services. There were approximately 700 other projects that went out for the same funding however, although we scored #18, we were two projects under the funded line.

The City Engineer for the Water Department, TATA & Howard recommended moving on to USDA. She continued stating that we have some infrastructure likely as far back as the 1800's. This project needs to be completed. We don't know what type of funding we will qualify for. Milner offered a suggestion to the Council and added that she is a little uncomfortable entering into this type of loan so she asked that Council only allow her to apply for the grant. If we knew it would be 100% grant funded, she would be fine with signing but what if the City only gets 15% grant funding? She suggested we apply and then look at what the ratio of grant/possible loan will be then come back to the Council to discuss again. The timing will fall into the budget process.

Milner proposed that we drop the portion of the Resolution; THEREFORE, BE IT FURTHER RESOLVED and just leave it intact up to the THEREFORE, BE IT RESOLVED and only allow her to apply for the grant, not necessarily accepting it or signing paperwork until it comes back to the Council. This will make our application stronger so it's not just a futile application and won't bind us to anything at this point.

Motion – Councilor Ribas moved to amend his original motion to strike the words after East Bow Street. Therefore, the Franklin City Council adopt Resolution #12-19, hereby authorizing Judie Milner, City Manager, to file a loan/grant application with USDA Rural Development for \$4,655,095, to continue water improvement projects on Hampton Road, West Bow Street and East Bow Street, and to sign all the necessary paperwork thereof.

Seconded by Councilor Clarenbach.

Councilor Ribas further clarified that this motion will strike the last paragraph of the Resolution.

All in Favor. Motion PASSED.

Mayor Giunta asked if there was any further discussion to the original motion with regards to the motion as amended.

Councilor Ribas commented that a Roll Call is not needed because this motion is not binding.

All in Favor of the motion as amended. Motion PASSED.

Meeting break at 8:34PM

Reconvened at 8:43 PM

Motion – Councilor Clarenbach moved to reconsider the voting on the previous item Resolution #12-19.

Seconded by Councilor Ribas.

This motion equates to that if it were never voted on. Mayor Giunta asked if there was any discussion regarding the Reconsideration. There was none.

All in Favor of the Reconsideration. Motion PASSED.

Councilor Clarenbach further clarified that in the modified paragraph, the words Adopt Resolution #12-19 and did not modify Resolution #12-19 which was made public and a Roll Call vote was not taken either. If the words "Adopt Resolution #12-19" and the new Motion would be as follows:

Motion – Councilor Clarenbach moved that the Franklin City Council hereby authorizes Judie Milner, City Manager to file a loan/grant application with the USDA Rural Development for \$4,655,095 to continue Water Improvement Projects on New Hampton Road, West Bow Street, and East Bow Street and Judie Milner is hereby granted to sign all necessary paperwork thereof.

Seconded by Councilor Ribas

Mayor Giunta asked if there was any further discussion with regards to the amendment. There was none.

All in Favor of the Amendment. Motion PASSED.

Mayor Giunta asked if there was any further discussion on the Motion as Amended. There was none.

All in Favor of the Motion as Amended. Motion PASSED.

Agenda item IX.

Council to consider the disposition of City owned tax deeded properties.

Motion - Councilor Trudel moved to authorize the City Manager to dispose of the following property, Map/Lot 090-001-00, Hill Road via direct sale of \$1,000 to the only abutter, David White, with the condition that Mr. White merge the property with his existing property Map/Lot 090-403-00 within 60 days of closing and to further execute all closing documents required for the conclusion of the referenced sale:

Seconded by Councilor Brown.

Mayor Giunta asked if there was any discussion. There was none.

City Manager Milner stated that the instructions for a roll call vote stated in the CAR is incorrect. A roll call is not required for this vote.

All in Favor. Motion PASSED.

Agenda Item X.

City Council to consider setting a public hearing on Franklin's Housing and Community Development Plan.

Motion – Councilor Trudel moved that the Franklin City Council schedule a Public Hearing on Monday, March 4th, 2019 at 6:00PM regarding re-adoption of the City's Housing and Community Development Plan in order to apply for a Community Development Block Grant (CDBG) Planning Grant up to \$12,000 on behalf of PermaCityLife for predevelopment technical assistance feasibility study of an art block in downtown Franklin.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion with regards to setting the Public Hearing. There was none.

All in Favor. Motion PASSED.

Agenda Item XI.

City Council to consider setting a Public Hearing on Resolution #14-19, authorizing the City Manager to apply for a CDFA Tax Credit Program up to \$750,000.

Motion – Councilor Trudel moved that the Franklin City Council set a Public Hearing date for 6:00PM on March 4th, 2019, for Resolution #14-19, granting the City Manager the authority to file an application with Community Development Finance Authority Tax Credit Program. Request to be read in Title only.

Seconded by Councilor Dzujna.

Mayor Giunta asked if there was any discussion with regards to setting the Public Hearing for Resolution #14-19. There was none.

All in Favor. Motion PASSED.

Mayor Read Resolution #14-19 in title only.

RESOLUTION #14-19

A Resolution Relating to an application to Community Development Finance Authority's Tax Credit Program.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin recognizes that a Memorandum of Agreement was signed between the City of Franklin and the nonprofit Mill City Park at Franklin Falls, **and**;

WHEREAS, the City Council of the City of Franklin recognizes the recent efforts to improve the economic and residential viability of the downtown and the need to continue with additional progress, **and**;

WHEREAS, the City wishes to utilize the Tax Credit Program administered by the Community Development Finance Authority as another economic tool to fund construction of Mill City Park, **now**;

THEREFORE, BE IT RESOLVED, *that at their regularly scheduled meeting of the City Council on Monday, March 4, 2019, the City Council of Franklin New Hampshire does hereby vote to adopt resolution 14-19, authorizing the City Manager to apply for up to \$750,000 in Tax Credits under the Tax Credit Program administered by the Community Development Finance Authority and sign and take action on all relevant documents pertaining to the application for tax credits.*

By a roll call vote.

Agenda Item XII.

Council to consider setting a Public Hearing on Resolution #15-19, Accepting a \$31,350 Grant from the Department of Environmental Services Brownfield Revolving Loan Fund for the final clean-up of the former Macosko Foundry Site.

Motion – Councilor Testerman moved that the Franklin City Council set a Public Hearing for 6:05 PM at the March 4th, 2019 meeting of the City Council for Resolution #15-19 related to the appropriation and expenditures of DES Grant Funds for the completion of site cleanup work at the former Macosko Foundry site on Chance Pond Road. Resolution to be read in Title only.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion. There was none.

All in Favor. Motion PASSED

Mayor Giunta read the Resolution in Title Only.

RESOLUTION #15-19

A Resolution Granting Authority to accept a NHDES Brownfield Revolving Loan Fund grant, for completion of the site cleanup work at the former Macosko Foundry site on Chance Pond Road.

In the year of our Lord, Two Thousand Nineteen,

*WHEREAS, the City Council of the City of Franklin, New Hampshire, recognizes the City of Franklin took the former Macosko foundry property through the tax deeding process in 2014, **And;***

*WHEREAS, the initial cleanup of the property began in 2017 and needs to be completed, **And;***

*WHEREAS, the City has been awarded a grant for \$31,350 from NHDS Brownfield Revolving Loan Fund for the final cleanup of the property, **Now;***

THEREFORE, BE IT RESOLVED,** that at their regularly scheduled meeting of the City Council on Monday, March 4, 2019, the City Council of Franklin, New Hampshire does hereby authorize the acceptance of \$31,350, in grant funds, from NHDES Brownfield Revolving Loan Fund for the final site cleanup of the former Macosko Foundry site on Chance Pond Road, **and;

***THEREFORE, BE IT FURTHER RESOLVED,** that the City Council does hereby adopt resolution 15-19 authorizing City Manager, Judie Milner, to sign all documents for acceptance of this grant award from NHDES and further authorizes an increase in fiscal year 2019 revenues and expenses:*

Revenue: Federal Grant Acct. No. 01-9-014-33110-000, Thirty-One Thousand, Three Hundred and Fifty Dollars (\$31,350)

Expenses: Nuisance Abatement Acct. No. 01-1-302-40491-000, Thirty-One Thousand, Three Hundred and Fifty Dollars (\$31,350)

By a roll call vote.

Agenda Item XIII.

Other

1) Mayor Appointments

Capital Improvement Plan Committee:

Appointments:

Motion: "I reappoint City Council member Jo Brown as Chair to the CIP Committee (seat CI1), term of service is 1 year to January 2020."

Motion: "I reappoint City Council member Paul Trudel to the CIP Committee (seat CI2), term of service is 1 year to January 2020."

Motion: "I appoint City Council member Kathy Lauer-Rago to the CIP Committee (seat CI3), term of service is 1 year to January 2020."

Heritage Commission:

Appointments:

Motion: "I reappoint Mike Mullavey to the Heritage Commission (seat HC3), term of service is 3 years to January 2022."

Motion: "I reappoint Bob Lucas to the Heritage Commission (seat HC4), term of service is 3 years to January 2022."

Motion: "I reappoint Glen Feener to the Heritage Commission (seat HC6), term of service is 3 years to January 2022."

Motion: "I appoint Colby Morrill as an Alternate Member to the Heritage Commission (seat HC7), term of service is 3 years to January 2022."

Mayor's Drug and Alcohol Task Force Leadership Committee:

Appointments:

Motion: "I appoint Sharon Vitolo to the Mayor's Drug Task Force, term of service is 2 years to January 2021."

Motion: "I appoint Steve Jordan to the Mayor's Drug Task Force, term of service is 2 years to January 2021."

Motion: "I appoint Pat Tucker to the Mayor's Drug Task Force, term of service is 2 years to January 2021."

2) City Council Appointments

Library Board of Trustees:

Appointments:

Motion - Councilor Brown moved that the Franklin City Council reappoint Marsha Palazzolo to the Library Board of Trustees (Seat LT3), term of service is 3 years to January 2022.

Seconded by Councilor Dzujna.

Motion - Councilor Brown moved that the Franklin City Council appoint Robert Craig Sherwell to the Library Board of Trustees (seat LT4), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion to the two Motions. There was none.

All in Favor. Motions PASSED.

Planning Board:

Appointments:

Motion – Councilor Clarenbach moved that the Franklin City Council appoint Councilor Jo Brown as Council Representative (ex officio) to the Planning Board (seat PB3), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion. There was none.

All in Favor. Motion PASSED.

Motion – Councilor Clarenbach moved that the Franklin City Council appoint Kathy Lauer Rago as Council Representative (alternate ex officio) to the Planning Board (seat PB12), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion. Councilor Rago asked how the term would be affected based on her currently fulfilling an empty Council Seat. Mayor Giunta replied that if she isn't re-elected in the next election, then it can be addressed at that time.

All in Favor. Motion PASSED.

Zoning Board of Adjustments:

Appointments:

Motion – Councilor Trudel moved that the Franklin City Council reappoint Kathlene Fleckenstein to the Zoning Board of Adjustments (seat ZBA4), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion. There was none.

All in Favor. Motion PASSED.

Motion – Councilor Trudel moved that the Franklin City Council reappoint Cecile Cormier as an Alternate Member to the Zoning Board of Adjustments (seat ZBA7), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion. There was none.

All in Favor. Motion PASSED.

Motion – Councilor Ribas moved that the Franklin City Council appoint Karen Testerman as an Alternate Member to the Zoning Board of Adjustments (seat ZBA6), term of service is 3 years to January 2022.

Seconded by Councilor Trudel.

Mayor Giunta asked if there was any discussion. There was none.

All in Favor. Motion PASSED.

3) Committee Reports – None

Mayor Giunta asked Councilor Clarenbach to schedule a meeting with MSD as soon as possible regarding the Banner Program.

4) City Manager's Update

- a. Mayor's Drug Task Force is currently in training in DC. Kandyce Tucker asked City Manager Milner to hand out the update. One highlight is the Annual Celebration which will be held on Wednesday, March 6th at City Hall from 5-7 PM.

- b. Photos of the City need to be taken for the Website. Milner stated that she has invited the photographer to an upcoming City Council meeting to take pictures of the new Councilors.
- c. City Manager Milner and Finance Director Lossani will be speaking at the next Choose Franklin Meeting to discuss Budget Process 101.
- d. Contingent Grant Line Activity- \$0 received for this month.
- e. Trust fund for School Funding- \$0 for this month as well.
- f. Congratulations to the PD for a Granite Hammer Sweep and for making the necessary arrests. The City can't provide more details at this time but are extremely appreciative that these arrests keep our streets all that much safer. Applause were provided by all.
- g. Grant Audits were already discussed earlier by Chief Goldstein.
- h. MSD Roads and Ice – This is a tough time of year and challenging with our Topography. The melting and freezing cycles has caused many issues and our MSD department is doing an awesome job keeping up with everything. We only have 4 people in charge of the roads and they are working very hard. Please report any issues.
- i. Fire Department Ice Rescue - There was a recent issue on Webster Lake where a snowmobiler went through the ice. Congratulations to the Fire Department for an excellent job with the rescue. No-one was hurt. Applause were provided by all.
- j. Education 101 at Belmont High School – Andru Volinski and John Tobin presented using some of Franklin's exhibits that we used when explaining why Stabilization is important and that the Tax Cap doesn't really change that. We are property poor regardless of whether we have a tax cap. The Fiscal Disparity Piece needs to be looked at.
- k. Richard Ellert will present the 5 "S" process with the City Clerks on February 12th starting at Noon. The Clerk's Office will be closed during this time.
- l. The Manager's Community Pride Contest – We received several submissions and will be reviewing them this Thursday, February 7th. City Manager Milner thanked Mr. Jason Reid who is a 5th grade teacher in Franklin. His class has a particular interest in this Community Pride Contest. Some of the ideas are very creative.
- m. FY202 Budget Process & CPIU is underway. Finance Director Lossani is working on Payroll projections. Even though the Federal Government is closed, we did receive a CPIU; 1.9% translates to \$283,199. This number is before adjustments are made.
- n. City Manager Milner is in need of an MSD Committee Meeting per the Mayor's request and for several additional needs including parking.
- o. Milner stated that she is also in need of a Legislative Committee Meeting regarding a parking ordinance. A telephone meeting with Councilor Desrochers is acceptable.
- p. The City of Franklin was successful in applying for the TAP Grant (Transportation Alternative Programing). We received \$512K and one of the few to receive this

Grant. It will be used for the walking trails, bike paths, and/or other types of connectivity other than roads. A dynamic team wrote our Grant for the Trestle View Bridge. The Trestle view bridge will connect the Winnepesaukee trail to the Mill City Park. We hope to get additional grants to address keeping the pedestrians off the street by creating a walkway under the existing Sanborn bridge. City Manager Congratulated the Downtown team, Marty Parichand, Neil Cannon, Jim Aberg, and Director Lewis for putting this Grant together. This is another win for the City of Franklin.

Mayor Giunta stated that he was contacted by someone who is doing a story for the Business and Finance Authority and they said they heard that there is so many positive things going on in the City. The writer came here and took several pictures along with Chris Kontoes who also assisted with taking some photos for the story. A 12-page publication is coming out with a one and a half page article focused only on the successes of Franklin. This publication will go out to every bank and every elected official in New Hampshire.

Motion – Councilor Ribas moved to enter into a non-public session according to RSA 91-A:3, II(e). Consideration of the acquisition, sale or lease of real or personal property which, if discussed in in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

Seconded by Councilor Trudel.

Roll Call to enter into non-public:

Councilor Brown	<u>Yes</u>	Councilor Desrochers	<u>Absent</u>	Councilor Ribas	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Lauer-Rago	<u>Yes</u>	Councilor Moquin	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

All in Favor. Motion PASSED.

Non-public session began at 9:16PM

Motion to leave no-public session and return to public session was made by Councilor Ribas. Seconded by Councilor Brown.

All in Favor. Motion PASSED.

Public Session reconvened at 9:25PM

Motion to seal the minutes was made by Councilor Dzujna. Seconded by Councilor Ribas.

All in Favor. Motion PASSED.

**Motion to adjourn was made by Councilor Ribas.
Seconded by Councilor Brown.**

All in Favor. Motion PASSED.

Meeting adjourned at 9:26PM.

Respectfully Submitted,

Audrey Lanzillo

CITY COUNCIL MEETING
AGENDA ITEM II



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of March 4, 2019

Subject: Hill Village Bible Church Introduction

Dan Boyce, Senior Pastor and Andrew Hemingway, Associate Pastor would like to share the Mission of their new church, Hill Village Bible Church, in Franklin.

CITY COUNCIL MEETING
AGENDA ITEM III



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of March 4, 2019

Subject: School Board Report

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

CITY COUNCIL MEETING
AGENDA ITEM IV



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of March 4, 2019

Subject: Lead Paint Action Committee

Chris Seufert will present information to the Mayor and City Council regarding the Lead Paint Action Committee.

CITY COUNCIL MEETING
AGENDA ITEM V



CITY OF FRANKLIN COUNCIL AGENDA REPORT

City Council Meetings of February 4, 2019 and March 4, 2019

From: Judie Milner, City Manager

Subject: Setting of a Public Hearing for February 4, 2019 to consider Resolution 14-19, granting the City Manager the authority to file an application with Community Development Finance Authority Tax Credit Program.

Approval of Resolution 14-19 at the March 4, 2019 Meeting of the City Council.

Recommended Motions:

February 4, 2019

"I move that the Franklin City Council set a public hearing date for 6:00 p.m. on March 4, 2019, for resolution 14-19, granting the City Manager the authority to file an application with Community Development Finance Authority Tax Credit Program."

Mayor calls for a second, discussion and vote.

March 4, 2019

"I move that the Franklin City Council adopt Resolution 14-19, hereby authorizing Judie Milner, City Manager, to file an application not to exceed \$750,000 with Community Development Finance Authority Tax Credit Program and to sign all the necessary paperwork thereof."

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

Discussion:

The City through FBIDC previously applied for tax credits of \$400,000 for the downtown façade improvements a few years ago. This application is to support Mill City Park, the park free to the public, which will have walking trails, pavilion, mountain bike pump track and kayak white water park on the Winnepesaukee River at the entrance of the downtown area.

Details of the tax credit program is attached. The downtown economic group feels this is a strong project for the tax credit program and adds yet another avenue for businesses to invest in Franklin.

If approved, the council will have opportunity to appropriate the funding.



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #14-19

A Resolution Relating to an application to Community Development Finance Authority's Tax Credit Program.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin recognizes that a Memorandum of Agreement was signed between the City of Franklin and the nonprofit Mill City Park at Franklin Falls, **and**;

WHEREAS, the City Council of the City of Franklin recognizes the recent efforts to improve the economic and residential viability of the downtown and the need to continue with additional progress, **and**;

WHEREAS, the City wishes to utilize the Tax Credit Program administered by the Community Development Finance Authority as another economic tool to fund construction of Mill City Park, **now**;

THEREFORE, BE IT RESOLVED, *that at their regularly scheduled meeting of the City Council on Monday, March 4, 2019, the City Council of Franklin New Hampshire does hereby vote to adopt resolution 14-19, authorizing the City Manager to apply for up to \$750,000 in Tax Credits under the Tax Credit Program administered by the Community Development Finance Authority and sign and take action on all relevant documents pertaining to the application for tax credits.*

By a roll call vote.

Roll Call:

Councilor Brown	_____	Councilor Desrochers	_____	Councilor Ribas	_____
Councilor Clarenbach	_____	Councilor Dzujna	_____	Councilor Trudel	_____
Councilor Lauer-Rago	_____	Councilor Moquin	_____	Councilor Zink	_____

Approved: _____
Mayor

Passed: _____

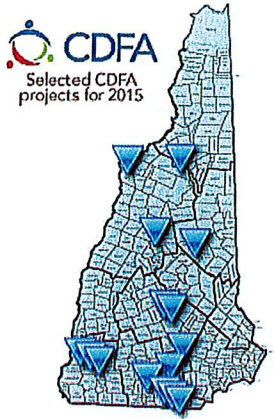
I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification and that Katie A. Gargano is the City Clerk for the City of Franklin, Franklin, New Hampshire.

A true copy, attested: _____
City Clerk

Date: _____



Tax Credit Program



Our most popular financial offering, the Tax Credit Program brings together worthy nonprofit projects and conscientious businesses to foster community development. Put another way, it lets businesses vote with their dollars about which programs mean the most to them and their communities.



Also known as the Community Development Investment Program (CDIP), CDFA gives a 75% state tax credit against a donation made to any approved project. The tax credit may be applied against the New Hampshire business profits tax, business enterprise tax, and/or the insurance premium tax. The donation also may be eligible for treatment as a state and federal charitable contribution. In most cases, businesses only pay about 11 cents on the dollar for their contribution.

Sounds interesting, right? Dig into the details by [going here](#).

About CDFA

Created in 1983, the Community Development Finance Authority (CDFA) supports affordable housing and economic development activities that benefit low and moderate income citizens in New Hampshire.

CDFA administers nearly \$25 million in funding resources, which includes a combination of state tax credits and federal Community Development Block Grant, and Energy Reduction Funds. We support the development of vibrant and resilient communities by providing financial resources to nonprofits, community development organizations, counties, municipalities, and for-profit businesses. These organizations, in partnership with CDFA, create affordable housing, support the formation of new jobs and help retain existing employment for low and moderate income New Hampshire residents.

New Hampshire Community Development Finance Authority

14 Dixon Ave, Suite 102
Concord, NH 03301
P 603-226-2170
F 603-226-2816



Program

The Tax Credit Program is actually very simple, so we'll try not to overcomplicate it for you. [Businesses that donate to a CDFA-approved project](#) can get at least 75% of that contribution back in the form of a state business tax credit.

Sounds like a win-win to us.

Through the program, also known as the Community Development Investment Program (CDIP), CDFA grants state tax credit awards on a competitive basis to qualified organizations for specific projects or programs. CDFA is attracted to innovative projects that show a high degree of community support, build partnerships, and leverage other funds.

We issue tax credits totaling 75% of the value of each donation to the project donors. For example, a donor making a \$10,000 donation to CDFA on behalf of an approved project will receive a state tax credit in the amount of \$7,500. All approved Tax Credit project sponsors must raise the money for their project within an allocated time frame.

The tax credit may be applied against the donating company's business profits tax, business enterprise tax, and/or the insurance premium tax. The donation also may be eligible for treatment as a state and federal charitable contribution.*

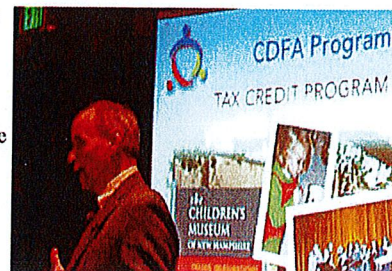
The contributing company may carry forward the credit for up to five years. The company can select which business tax and how much of their credit to apply towards their taxes in any given year.

There's no complicated paperwork either. CDFA sends all the documentation to the Department of Revenue Administration (because we're nice that way). The business simply fills out the credit amount on the appropriate line on their tax form (it's line 6a; we checked).

Tax credit awards are made annually in July. By law, CDFA is restricted to providing support to nonprofit community development organizations, cooperatives, and some municipal entities. Legislation permits CDFA to accept donations of up to \$5 million in each state fiscal year in exchange for \$3.75 million in state tax credits for CDFA approved community development projects.

If we overcomplicated it, or you still want to learn more about how the program works, call us at 226-2170, or drop us a line [here](#). Also, you can read a list of frequently asked questions by clicking [here](#).

**Contributors are responsible for consulting with their own tax advisors to determine the impact of contributing to the CDFA tax credits on their finances.*



About CDFA

Created in 1983, the Community Development Finance Authority (CDFA) supports affordable housing and economic development activities that benefit low and moderate income citizens in New Hampshire.

CDFA administers nearly \$25 million in funding resources, which includes a combination of state tax credits and federal Community Development Block Grant, and Energy Reduction Funds. We support the development of vibrant and resilient communities by providing financial resources to nonprofits, community development organizations, counties, municipalities, and for-profit businesses. These organizations, in partnership with CDFA, create affordable housing, support the formation of new jobs and help retain existing employment for low and moderate income New Hampshire residents.

New Hampshire Community Development Finance Authority

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Concord, NH 03301
P 603-226-2170
F 603-226-2816

**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, March 4, 2019 at 6:00 p.m. in Council Chambers, Franklin City Hall regarding Resolution #14-19, Granting the City Manager the authority to file an application with the Community Development Finance Authority Tax Credit Program to support the development of the Mill City Park project.

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

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

CITY COUNCIL MEETING
AGENDA ITEM VI



CITY OF FRANKLIN COUNCIL AGENDA REPORT

City Council Meetings of February 4, 2019 & March 4, 2019

From: Richard Lewis, Director of Planning and Zoning; Special Projects Coordinator
Subject: Setting of Public Hearing to consider Resolution 15-19 for the acceptance, the appropriation, and the expenditure of grant funds from the NHDES Brownfield Revolving Loan Fund Grants

Approval of Resolution 02-19 at the March 4, 2019 Meeting of the City Council

Recommended Motion for the February 4, 2019 meeting of the City Council:

"I move that the Franklin City Council set a public hearing for 6:05 at the March 4, 2019 meeting of the City Council for Resolution 15-19 related to the appropriation and expenditures of DES grant funds for the completion of site cleanup work at the former Macosko Foundry site on Chance Pond Road.

Recommended Motion for the March 4, 2019 Meeting of the City Council:

"I move that the Franklin City Council vote to approve Resolution 15-19, for the acceptance of a NHDES Brownfield Revolving Loan Fund grant, in the amount of \$31,350.00, and approve these new revenues and the expenditures of these funds for completion of the site cleanup work at the former Macosko Foundry site on Chance Pond Road. I further move that the City Council authorize the City Manager to sign and take action on all relevant documents pertaining to the administration of this grant.

Discussion:

As many of you are aware, the City of Franklin took the former Macosko foundry property through the tax deeding process in 2014. Environmental assessment work was conducted with the cooperation of the Lakes Regional Planning Commission, with their funding coming from a grant from the US EPA. After the assessment reports were issued, the City communicated with NHDES and US EPA about the imminent human health hazards related to the proximity of the contamination to the abutting Chance Pond Brook. EPA funded emergency cleanup work in the fall of 2015. Some small areas of contamination remained due to access issues from the foundry building.

After the building was removed, we were successful in obtaining a \$59,000 cleanup grant from NHDES. The final cleanup work was completed at a cost of approximately \$27,000. Due to certain site conditions, the City sought approval from DES to spend the remaining grant funds for final site work so that the site could be used safely by the public for the creation of public access to the Northern Rail Trail, located on the opposite side of the brook. DES approved this work, but due to time constraints, the work could not be completed before the DES approval expired. We sent a new letter to DES asking for approval to utilize the remaining grant funds of \$31,350. We recently received an award letter for these funds to be utilized in 2019. This grant does have to go through the Governor and Executive Council; there is no required match. The City is required to send DES a certificate verifying that the City Council has voted to accept and expend the funds, and granting authorization to the City Manager to sign for all required administrative forms and documents.

The acceptance of the grant award and the authorization for the City Manager to sign all documents will keep the final cleanup moving in a positive direction.

Alternatives:

If the City Council did not accept the award, the City would need to appropriate the funds to perform the cleanup work, or search out other funding sources; I do not believe that other sources would be available from DES if this grant award is turned-down.

Franklin - The Three Rivers City



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

316 Central Street
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(603) 934-3900
fax: (603) 934-7413

RESOLUTION #15-19

A Resolution Granting Authority to accept a NHDES Brownfield Revolving Loan Fund grant, for completion of the site cleanup work at the former Macosko Foundry site on Chance Pond Road.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin, New Hampshire, recognizes the City of Franklin took the former Macosko foundry property through the tax deeding process in 2014, **And;**

WHEREAS, the initial cleanup of the property began in 2017 and needs to be completed, **And;**

WHEREAS, the City has been awarded a grant for \$31,350 from NHDS Brownfield Revolving Loan Fund for the final cleanup of the property, **Now;**

THEREFORE, BE IT RESOLVED, that at their regularly scheduled meeting of the City Council on Monday, March 4, 2019, the City Council of Franklin, New Hampshire does hereby authorize the acceptance of \$31,350, in grant funds, from NHDES Brownfield Revolving Loan Fund for the final site cleanup of the former Macosko Foundry site on Chance Pond Road, **and;**

THEREFORE, BE IT FURTHER RESOLVED, that the City Council does hereby adopt resolution 15-19 authorizing City Manager, Judie Milner, to sign all documents for acceptance of this grant award from NHDES and further authorizes an increase in fiscal year 2019 revenues and expenses:

Revenue: Federal Grant Acct. No. 01-9-014-33110-000, Thirty-One Thousand, Three Hundred and Fifty Dollars (\$31,350)

Expenses: Nuisance Abatement Acct. No. 01-1-302-40491-000, Thirty-One Thousand, Three Hundred and Fifty Dollars (\$31,350)

By a roll call vote.

Roll Call:

Councilor Brown	_____	Councilor Dzujna	_____	Councilor Ribas	_____
Councilor Clarenbach	_____	Councilor Lauer-Rago	_____	Councilor Testerman	_____
Councilor Desrochers	_____	Councilor Moquin	_____	Councilor Trudel	_____

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

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

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, March 4, 2019 at 6:00 p.m. in Council Chambers, Franklin City Hall regarding Resolution #15-19, Relating to the Appropriation and Expenditures of DES Grant Funds for the completion of site cleanup work at the former Macosko Foundry Site.

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 VII



CITY OF FRANKLIN COUNCIL AGENDA REPORT

City Council Meeting March 4, 2019

From: Judie Milner, City Manager

Subject: City Council to consider approval of Housing and Community Development Plan, approval of the Antidisplacement and Relocation Assistance Plan and authorization of City Manager to apply for up to \$12,000 of CDBG feasibility grant funds on behalf of PermaCityLife for predevelopment technical assistance of an art block in downtown Franklin.

Suggested Motions:

1) Councilor moves, "I move that the Franklin City Council adopts the Housing and Community Development Plan."

Mayor asks for a second, discussion, and calls the vote.

2) Councilor moves, "I move the Franklin City Council adopts the Residential Antidisplacement and Relocation Assistance Plan."

Mayor asks for a second, discussion, and calls the vote.

3) Councilor moves, "I move that the Franklin City Council authorize the City Manager to sign and submit a Community Development Block Grant (CDBG) Planning Grant up to \$12,000 for predevelopment technical assistance feasibility study of an art block in downtown Franklin and, upon approval of the CDBG application, authorize the City Manager to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto."

Mayor asks for a second, discussion, and calls the vote.

Discussion:

In September 2018, the City Council voted to authorize the City manager to apply for a CDBG Planning grant on behalf of PermaCityLife for an arts block feasibility study. In addition, the council adopted the Residential Antidisplacement and Relocation Assistance Plan required by CDFA, the agency who administers CDBG grants.

In addition, CDFA requires the re-adoption of the City's Housing and Community Development Plan every 3 years. This document, which was last adopted July 6, 2015, is required even though this project does not displace housed individuals and is not a housing project. Re-adoption of this plan is the last piece needed so that PCL can apply for the funding by the April CDBG deadline.

CDFA in Concord recently had turnover of employees who assist with these applications. The new person in charge is requiring a new vote of the previously re-adopted Residential Antidisplacement and Relocation Assistance Plan and authorization for City Manager to apply.

Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. The City of Franklin is eligible for up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 for economic development projects, as well as up to \$350,000 in emergency funds. Feasibility Study funds are available for up to \$12,000 per study.

The purpose of a public hearing for CDBG funding is to receive public comment on the proposed Housing and Community Development Plan which has not changed since the July 6, 2015 adoption.

Attachments:

Housing & Community Development Plan
Residential Antidisplacement and Relocation Assistance Plan
Public Handout

City of Franklin, New Hampshire

HOUSING AND COMMUNITY DEVELOPMENT PLAN

Re-Adopted March 2019

III. Introduction

The purpose of the Housing and Community Development Plan for the City of Franklin is to identify the characteristics and general need with regards to housing and community development.

The city of Franklin's housing and community developments primary objectives are consistent with the City of Franklin, Master Plan, Merrimack county Housing and Community Development Plan, State and Federal Objectives.

The plan intent is to promote discussion and stimulate thinking about the future. The plan is further intended to be used by city officials during Community Development Block Grant application process, which provides a direct benefit to low and moderate income persons in the City of Franklin.

IV. Goals and Objectives

The City of Franklin's housing and community developments primary goals and objectives are as follows:

Goal: The City of Franklin wishes to remain a balanced community with a high quality of life for all residents. (Long Term & Short Term Goal)

Goal: Address issues of affordable housing. (Long Term & Short Term Goal)

Objectives:

Encourage safe, decent, attractive, and affordable housing for all segments of the population, with focus on the increasing elderly population.

Support efforts to improve water quality and wastewater treatment in compliance with NH DES regulations.

Goal: To protect historically significant buildings, (Long Term & Short Term Goal)

Objectives:

Promote rehabilitation and preservation of historically significant buildings.

Renovate the historically significant Franklin Opera House to meet handicap accessible regulations.

Goal: Participate in economic development activities. (Long Term & Short Term Goal)

Objectives:

Retain existing manufacturing/industrial jobs, expand job opportunities in all sectors.

Encourage employee readiness through education and training.

Encourage downtown revitalization.

Goal: Address public facility and social service improvement and coordination that will benefit the residents of Franklin. Encourage affordable daycare options for residents. (Long Term & Short Term Goal)

As a matter of policy, the City of Franklin will minimize the involuntary displacement of households from their neighborhoods.

These goals are consistent with Franklin's Master Plan and Ordinances.

Any federal CDBG grant funds awarded to address any of these goals shall be expended consistent with national objectives and shall, at a minimum, provide improved housing in accordance with Section 8 standards, be used to public facility projects, employment opportunities, or feasibility studies. All CDBG funded projects, shall primarily benefit low and moderate income persons or households, and shall not benefit moderate income persons to the exclusion of low income persons.

Adopted March 2019

DISPLACEMENT AND RELOCATION CERTIFICATION
City of Franklin

RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to avoid temporary or permanent displacement of an individual due to a CDBG project undertaken by the City of Franklin.

However, if the situation should arise, the City of Franklin will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
 2. A lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- i. The right to elect, as an alternative to the benefits in subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; and
- j. The right of appeal to the director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- k. Subparagraph (2) a. through g. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

The City of Franklin anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the City of Franklin certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended.

NAME: __Judie Milner_____

TITLE: __City Manager_____

SIGNATURE: _____

DATE: March 4, 2019

MUNICIPAL CERTIFICATION

To the best of my knowledge, the data in this application is true and correct, and this application submittal has been authorized by the CITY OF FRANKLIN, New Hampshire. The CITY OF FRANKLIN will comply with all federal and state laws, rules, regulations and requirements, including those in PART Cdfa 300 - CDBG Administrative Rules.

Furthermore, I certify that:

The municipality affirmatively furthers fair and affordable housing; and
Where applicable, the proposed project is consistent with the municipal master plan, the Housing and Community Development Plan (HCDP), the Residential Antidisplacement & Relocation Assistance (RARA) Plan and that all planning and zoning requirements have been met; and
Where applicable, the municipality shall provide adequate funds to operate and maintain the public facility or improvement after the completion of the project. Not Applicable.

____Judie Milner_____
Name of Designated CEO:

____City Manager_____
Title:

Signature

____March 4, 2019_____
Date

NOTARY SECTION

State of New Hampshire
County of Merrimack

On this 4th day of March, 2019 before me _____, the undersigned officer, personally appeared Judie Milner, who acknowledged him/herself to be the City Manager, and that he/she, as such, being authorized so to do, executed the foregoing certification for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Notary Public/Justice of the Peace

Seal My Commission expires: _____

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing
and Urban Development

OMB Approval No. 2510-0011

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report ☒ or an Update Report ☐

1. Applicant/Recipient Name, Address, and Phone (include area code): City of Franklin 316 Central Street Franklin, New Hampshire 03235 (603)934-3900	2. Social Security Number or Employer ID Number: - -
3. HUD Program Name Community Development Block Grant	4. Amount of HUD Assistance Requested/Received Up to \$12,000
5. State the name and location (street address, City and State) of the project or activity: 337 Central Street and 20 Church Street, Franklin, NH	

Part I Threshold Determinations

- | | |
|--|---|
| 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. |
|--|---|

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds
CDFA	CDBG	Up to \$12,000	Planning Study

(Note: Use Additional pages if necessary.)

Part III Interested Parties. You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)
Unknown – Likely Prefab Building			

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature: X	Date: (mm/dd/yyyy) March 4, 2019
---------------------	---

CITY OF FRANKLIN
Public Hearings Notice
Community Development Block Grant Project

The Franklin City Council will hold three consecutive Public Hearings on March 04, 2019, 6:00 p.m. at City Hall, 316 Central Street, Franklin, New Hampshire 03235. Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility and housing projects, and up to \$350,000 for emergency activities. Up to \$12,000 is available per planning study grant. All projects must directly benefit a majority of low and moderate income persons. The public hearings will hear public comment on the following:

1. A proposed application to the Community Development Finance Authority for up to \$12,000 in Community Development Block Grant Planning Study funds. The funds will be used to retain professional consultants to prepare a feasibility study of an Art Block in downtown Franklin. The majority of persons in Franklin are of low and moderate income.
2. the Housing and Community Development Plan,
3. the Residential Antidisplacement and Relocation Assistance Plan.

Interested persons are invited to attend and comment on the proposed application and planning documents. Please contact the Franklin City Hall Office at 603-934-3900 five days in advance if you need assistance to attend or participate in the hearing. Anyone wishing to submit written comments should address them to the City of Franklin, 316 Central Street, Franklin, New Hampshire.

CITY COUNCIL MEETING
AGENDA ITEM VIII



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
February 25, 2019

From: Judie Milner, City Manager

Subject: Consideration of rescission of discretionary easement

Suggested Motion:

Councilor moves, "I move that the Franklin City Council set a public hearing for Monday, April 1, 2019, at 6pm to consider the rescission of the discretionary easement granted to One Yellow Rose LLC. "

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

Discussion:

In Aug of 2018 I approached the Council regarding the easement to One Yellow Rose LLC for the property containing the Mojalaki golf course. The easement is allowed due to the preservation of a golf course for public benefit. We have evidence that the public golf course was not maintained for play consistent with the public benefit statement (given by Roger LeBlanc to obtain the easement) during the 2018 season. Council agreed to schedule a public hearing. I had held off on the public hearing because 1) it was too late for the 2018 tax year as the easement would have had to been rescinded effective April 1st and 2) there were a couple of serious buyers of the property which, if sold, would have made the easement a moot point. However, those purchases have fallen through and this is the last opportunity for the Council to rescind the easement for the 2019 tax year.

Fiscal Impact:

The easement provides tax relief of approx. \$34,000 to One Yellow Rose LLC. The residents of Franklin shoulder the approx. \$34,000 in taxes avoided by the discretionary easement with no public benefit.

Attachments/Exhibits:

Letter to One Yellow Rose LLC regarding public hearing that will be sent if approved tonight
RSA 79C3
Public Benefit Letter



CITY OF FRANKLIN, NEW HAMPSHIRE

"Three River's City"

Office of the City Manager
316 Central Street
Franklin, NH 03235

Tel: (603) 934-3900
Fax: (603) 934-7413
citymgr@franklinnh.org

March 5, 2019

Roger LeBlanc
One Yellow Rose, LLC
Mojalaki Country club, LLC
PO Box 313
Franklin, NH 03235

Re: Discretionary Easement

Dear Mr. LeBlanc,

As you are aware, One Yellow Rose, LLC was granted, pursuant to RSA 79-C, a Discretionary Easement for the Mojalaki Golf Course, located at 341 Prospect Street. The Easement was approved by the City Council in August of 2017, and was recorded on 1/5/18.

The materials presented to, and reviewed by, the City Council included an Opinion of Value, dated June 20, 2017, which represented that the property contained an 18-hole golf course. The City Council is concerned that currently the golf course is not being operated as an 18-hole course, and that there is little evidence that it can, or would be, operated as an 18-hole golf course this golfing season. This evidence includes:

1. The course was closed and not operating for many weeks last golfing season. A large number of the days when the course was closed coincided with what would commonly be recognized at the normal opening period for courses in this area.
2. Pictures taken on May 14, 2018 show two greens near the clubhouse that are unplayable.
3. Mojalaki Golf Course operated as an 18-hole course, but approximately two of the holes [14 and 15] are located on the property of others [David and Carolyn Hurst] and these two holes were not part of, or subject to, the August 2017 Discretionary Easement.
4. Signage posted on the club house door on June 20, 2018 stated, "We are open on Back Nine Only, 10-18,.....Holes that don't have flags are under repair....".

It is opinion of the Council that there is evidence to support the position that One Yellow Rose, LLC is not operating the golf course in compliance with the provisions of the Discretionary Easement. Specifically, the provisions and conditions of RSA 79-C are not being satisfied. Attached please find excerpts from RSA 79-C, with specific language from 79-C: 1, 2, and 3 underlined and highlighted. The Council feels that:

- a. You have failed to provide an attractive outdoor environment for recreation by the state's citizens by failing to operate an 18-hole golf course, and by failing to manage and maintain the facility so that it can be used and useful for recreation purposes.

- b. You have failed to manage and maintain the “golf course land” [greens, fairways, tees, traps and rough] to such a degree that no more than ½ of course property can be used for standard and assumed recreational golf activity.
- c. The failure to properly manage and maintain the golf course land in such a manner so that the property which has been granted the Discretionary Easement does not contain recreational values that makes it attractive for public use.

The City Council is of the opinion that the awarding of a Discretionary Easement carries with it certain responsibilities and duties that must be carried out completely and fully. An easement for recreational golfing purposes means that you must operate a golf course that is functional and attractive for public use and enjoyment.

The Franklin City Council has scheduled a formal public hearing on Monday, April 1, 2019 to consider the termination of the Discretionary Easement. You are welcome to attend this meeting and present any evidence that you feel supports the continuation of the Easement.

Please feel free to contact me if you have any questions. If you would like to set-up a meeting to discuss this matter, please contact Audrey Lanzillo in my office.

Sincerely,

Judie Milner
Franklin City Manager

TITLE V

TAXATION

CHAPTER 79-C

DISCRETIONARY EASEMENTS

Section 79-C:3

79-C:3 Qualifying Land. –

I. Any owner of land which does not meet the criteria for open space land as defined in RSA 79-A but meets the tests of demonstrated public benefit in paragraph II of this section and who wishes to keep the land in a use consistent with the purposes of this chapter may apply to the governing body of the municipality in which the land is located to convey a discretionary easement to the municipality.

II. A discretionary easement on open space land shall be considered to provide a demonstrated public benefit if it provides at least one of the following public benefits:

(a) The preservation of land for outdoor recreation by, or for the education of, the general public where:

(1) The general public has the regular opportunity for access to and use of the land for pedestrian purposes; and

(2) The land has conservation and recreational values which make it attractive for public use.

(b) A relatively natural habitat for fish, wildlife, or plants, or similar ecosystem, where:

(1) The property is in a relatively natural state; and

(2) Rare or endangered or threatened species are present; or the property contributes to the ecological viability of a park or other conservation area; or otherwise represents a high quality native terrestrial or aquatic ecosystem.

(c) The preservation of open space land, where:

(1) There is scenic enjoyment by the general public from a public way or from public waters; or

(2) The open space protection is pursuant to a clearly delineated federal, state, or local conservation policy.

(d) The preservation of an historically important land area, where:

(1) The property is either independently significant due to recorded local, regional, or state history, or is within a historic district; or

(2) The property is immediately adjacent to an historic district; or

(3) The land's physical or environmental features contribute to the historic or cultural integrity of a property listed on the National Register of Historic Places.

(e) The preservation of an airport, as defined in RSA 422, excluding the value of any buildings, runways, or other structures, where:

(1) The airport serves, or contributes to satisfying, the air transportation needs of the municipality or of its region; or

(2) The continuation of the airport serves to preserve natural habitat or open space as set forth in subparagraphs (b) or (c), which might otherwise be potentially affected by development.

(f) The preservation of a golf course which meets any of the above tests of public benefit and is open to the general public.

Source. 1996, 176:1, eff. Aug. 2, 1996.

July 24, 2017

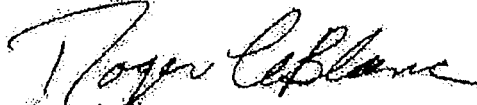
The Following is a List of Reasons Why We Believe the Application for Discretionary Easement should be granted to Mojalaki Country Club, LLC.

Dear Sir:

- We support the Parks and Recreation Department yearly by instructing the children on the proper methods of playing golf, at no cost to the city.
- We allow many people to use our property for leisure walks and strolls with their dog to observe a multitude of different animals and birds that frequent the property.
- We support all non-profit organizations with discounted merchandise and facilities.
- We support the Franklin High School football team with their fund raising efforts by offering a discount for golf.
- We also support the FHS golf team by allowing them to play and practice for free. They have also held their tournaments at the end of the year here.
- Mojalaki has provided golf carts to local organizations when needed for transporting people at school and recreational functions.
- We try to employ local kids as their first job in the workforce.
- We support local businesses by buying local.

Mojalaki is a great place for wild life to be seen and appreciated so close to the city. It is land that would otherwise be grabbed up by developers, putting a greater burden on the school system and municipal services and ultimately on the taxpayer. Preserving that land for recreation has to be both environmentally and economically sound.

Sincerely,



Roger LeBlanc

Mojalaki Country Club, LLC

CITY COUNCIL MEETING
AGENDA ITEM IX



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

March 4, 2019 City Council Meeting

From: Richard Lewis, Director of Planning and Zoning

Subject: 2019 Rural Development Grant Submission

Proposed Motion:

"I move that the Franklin City Council vote to authorize the City Manager, and City Staff to submit a Rural Business Development Grant to the USDA Rural Development Office for funds to support overall downtown and mill district revitalization programs. A letter indicating this authorization and support by the Mayor and Council will be sent with the application"

Discussion:

As the City Council is aware, the City received grants from the USDA Rural Development office in 2015, 2017, and 2018. All of the grant funds awarded were focused on general economic and downtown redevelopment projects. For the first two years, the grant supported the work of Niel Cannon, our Downtown Business Coordinator; in 2018, the funds are supporting the white-water park and Mill City Park. The 2018 funds will run-out around June or early July of this year.

Another Rural Development grant round is open and the City is looking to submit another application. Based on discussions at the bi-weekly economic development meetings, the decision has been made to focus this application on the utilization of the Opportunity Zone Program. The Council might recall that Governor Sununu announced, in Franklin this past May, the designation of the New Hampshire Opportunity Zone Communities; Franklin has 2 of the 27 selected opportunity zone tracts for New Hampshire. The 2 tracts cover all of the City of Franklin.

The Opportunity Zone Program focuses on private investments in economically distressed areas, and the goal is to spur economic development and job creation. The proposed program for Franklin is to develop a comprehensive approach toward redevelopment in the downtown area, with about 10 properties being the priority. A team of professional consultants [financial and real estate marketing specialists, and an attorney] will be hired to prepare marketing and development plans for the individual parcels. This will result in a well-coordinated development plan that will take advantage of the efforts to date, including the development of the white-water park and the land-based Mill City Park.

This CAR would authorize the City Manager to sign and submit this application on behalf of the City. If the application is successful, a second CAR will be presented to the City Council for the acceptance of the funds and the appropriation of the funds in accordance with the provisions of the grant.

Alternatives:

If the City did not authorize the submission of the grant, then we would lose out on the ability to effectively utilize the Opportunity Zone Program to our benefit, and potentially miss out on important investment funds.

CITY COUNCIL MEETING
AGENDA ITEM X



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
February 25, 2019

From: Judie Milner, City Manager

Subject: Council to consider authorizing Animal Shelter to renovate and expand City owned building at 19 Rescue Road

Suggested Motion:

Councilor moves, "I move the Franklin City Council approve the renovation and expansion of City owned property at 19 Rescue Road occupied by the Franklin Animal Shelter following the internal review process for improvements to City property."

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

Discussion:

The animal shelter approached me regarding their wish to expand to resolve several issues that the shelter is experiencing now. In addition, they wish to have a running bathroom vs. a "port-a-potty" for staff. Their capital campaign has been successful, though fully funded, and the board feels construction could begin as early as this year. The building that they occupy is a City owned building and requires Council approval for the renovation. Dick Lewis and I have reviewed the plans and they seem reasonable but upon council approval, we will run them through the municipal review process as with any other City project to City property.

Fiscal Impact:

The City pays for electricity (approx. \$75/month) for the shelter which will likely increase as a result of the renovation. This will be evaluated during the budget process immediately following the expansion to determine if the animal shelter will need to contribute to the electrical bill. Because the nature of the planned improvements decrease risk of claim, there will be little, if any, in property liability insurance premium.

Attachments/Exhibits:

Animal Shelter Proposal and Plan
Municipal Project Review Policy

GRANITE STATE ANIMAL LEAGUE
aka
FRANKLIN ANIMAL SHELTER
19 Rescue Road
Franklin, NH 03235

PROPOSAL FOR EXPANSION OF SHELTER BUILDING

The Board of Directors seeks preliminary approval for an expansion of the City's existing shelter building.

Background: In 2015, the Board of Directors developed a capital improvement plan to modestly expand holding capacity, improve housing of the animals, create office and storage space as well as bathroom facilities for staff through an 18' by 38' addition. The plan also included many upgrades in the existing 12' by 40' building.

GSAL began a capital campaign in 2015, which continues today, to raise \$105,000 to fund the program. Since 2015 approximately \$75,000 has been raised. In 2015 and 2016, \$22,000 was allocated to improvements in the existing building including new dog kennels and cat crates, improvements to outside runs, guillotine doors on some kennels to allow outside access to runs and a wall to separate the spaces between animals in quarantine and adoptable animals.

Although not fully funded, the Board has elected to begin construction this year with an expectation of securing the remaining funding during the process.

Project: Attached is a copy of the addition plan which was developed in 2015 with the assistance of LeFebvre Construction. Also attached is a copy of the shelter's floor plan as it existed in 2015. To answer a question which frequently arises, the use of pre-manufactured buildings or office trailers was explored and dismissed for several reasons. A "stick-built" addition plan was adopted because it ensured a configuration and design specific to the needs of the organization.

As can be observed in the plan document, the addition will be physically attached to the existing building. The main entrance to the Shelter will be through the addition into a waiting/reception area with the manager's office immediately adjacent. On the left of the entry will be a locked door leading to restricted areas which house adoptable cats, a lavatory and supply room. Access to the original building, which will house adoptable dogs and, further through another petition, quarantine dogs and cats will be achieved through a door beyond the lavatory. Access for Animal Control activity will continue to be through the original main door. A "back" door in the addition will provide access to outside runs from the addition.

Some details not obvious in the attachments are discussed below:

Foundation: The foundation of the addition is designed as an "Alaskan Slab" which will be laid at the same level as the existing building.

Utilities: Power will be upgraded and drawn from the existing building to the addition as will water. Heat for the addition will be provided under the floor through piping laid under the concrete and heated by a large gas hot water heater in the supply room of the addition.

Septic: In order to properly service the lavatory, a permitted septic system will need to be added.

The Board of Directors respectfully requests the Council's preliminary approval of the project. With approval, GSAL will move forward to obtain necessary permits and identify contractors to execute the construction. As members of the Council may imagine, this project represents a significant commitment of funds and resources for a property that is owned by the City. It is similarly representative of GSAL's significant commitment to continue serving the City and its residents.

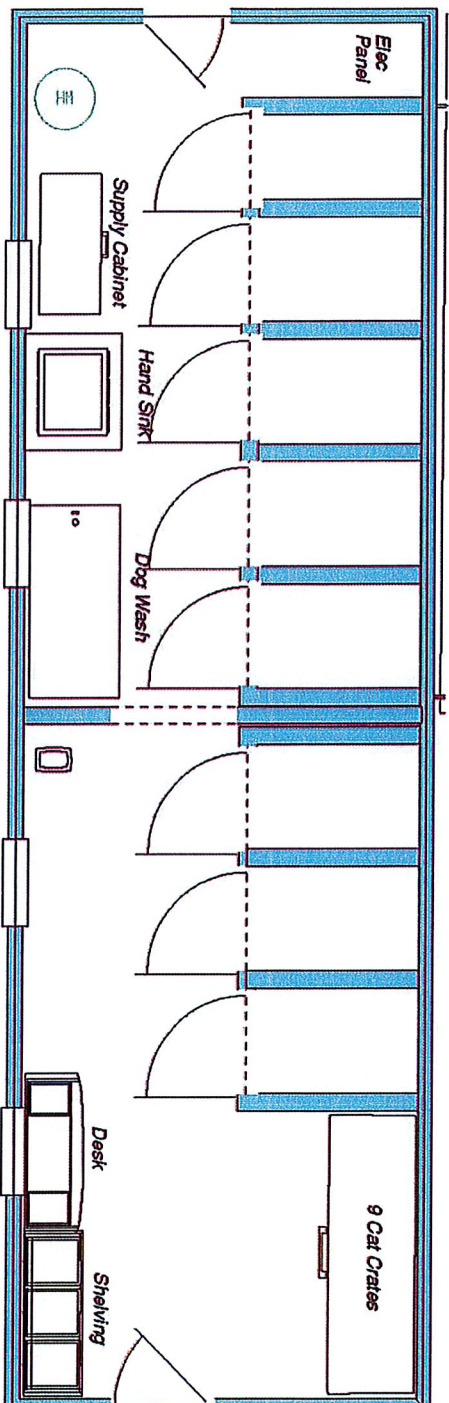
Respectfully,

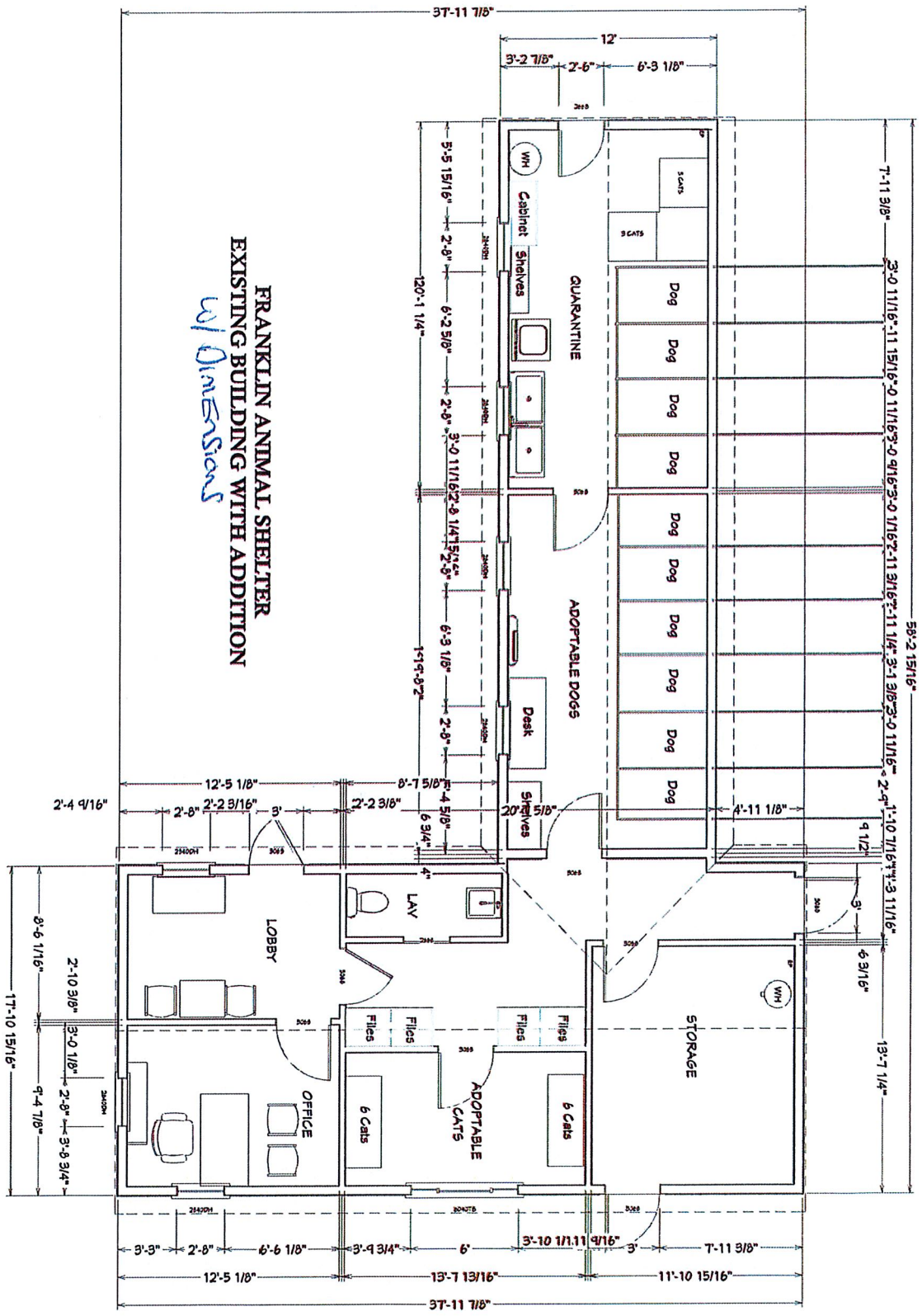
A handwritten signature in black ink, appearing to read "T. Seymour", followed by a horizontal line.

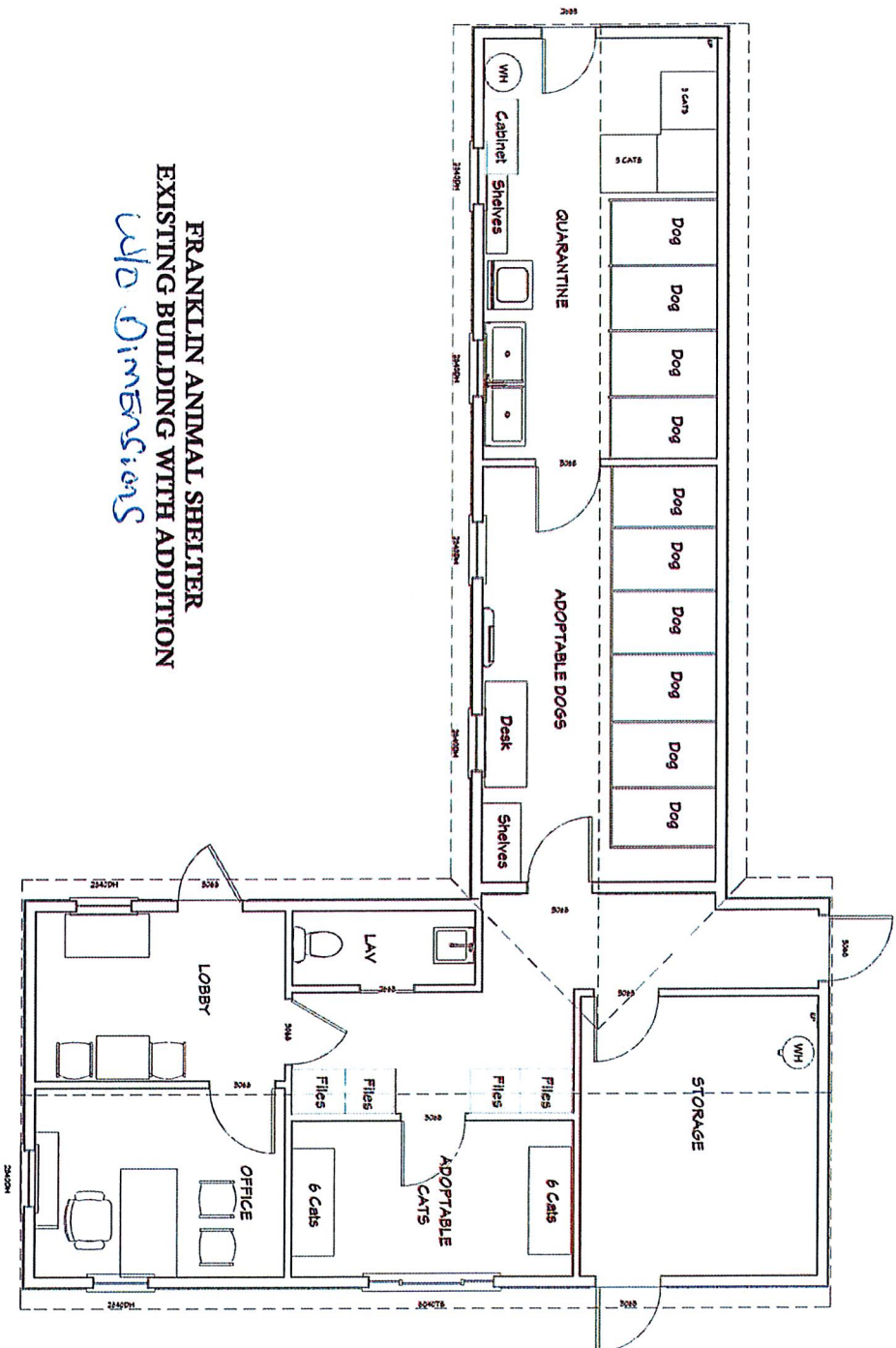
Tom Seymour

President
Granite State Animal League
dba
Franklin Animal Shelter

ORIGINAL SHELTER BUILDING







FRANKLIN ANIMAL SHELTER
EXISTING BUILDING WITH ADDITION
W/D Dimensions

Procedures for the Review of Municipal Projects

Section 1: Purpose

The purpose of these procedures is to create a review, discussion, and comment process that will apply to all municipal and school projects as outlined below. It is the intent of the review and comment process to insure that all ideas and options are considered in the design and layout of any structure or facility, and to insure that the final design protects the interest of the city, the surrounding abutters and neighborhood, and the natural and historic resources that might be affected by the proposed project.

Section 2: Applicability

The provisions of these procedures shall apply to all municipal and school projects, including, but not limited to the following: the construction of a new building, garage, storage structure, or the alteration of any such structure; or, the construction and/or installation of any parking area, playground or play court facility. The provisions shall not apply to: any regular maintenance, repair, or upgrades to city roadways; any municipal roadway or transportation project which would involve the preparation of design or engineering plans that will be reviewed for approval by the State Dept. of Transportation, or a similar Transportation Improvement or Enhancement Project; or, any construction project that involves the replacement-in-kind of an existing structure.

Section 3: Technical Review Committee and Review Process

- a. For any project that triggers the provisions of this chapter, the department or city official responsible for the initiation of the project shall contact the Planning and Zoning Administrator to schedule a Technical Review Committee meeting. The contact with the Planning Administrator shall be made as early as possible in the process in order to provide for appropriate opportunities to shape the project so that the interests of all parties are protected.
- b. The Technical Review Committee shall consist of the following city employees or officials: the Municipal Services Director, the Fire Chief, the Police Chief, the Planning and Zoning Administrator, a representative appointed by the Conservation Commission, a representative appointed by the Heritage Commission, and a representative appointed by the Planning Board. Any Committee member may ask any other city employee whose knowledge or expertise would assist in the review process to attend the meeting.
- c. At the scheduled Technical Review Meeting, the department or city official responsible for the project shall present the plans and description of the project to the members of the committee. The review and comments shall focus on issues such as, but not limited to, the following: the setback between the building or construction footprint to the property lines; the height and design of the building; the management of stormwater so as to protect abutters and nearby natural resources; or, any impacts or issues relating to traffic management.
- d. In the discussion of the specific components of the project the Committee shall rely upon the Site Plan Regulations for guidance on site design, management and construction standards. Every effort shall be made to insure that the project is sensitive to the neighborhood and all abutters, the existing infrastructure system, and the natural resources that might be impacted as a result of the project. If there are alternative design, location, or other project options identified during the review process then the department or city official responsible for the project shall weigh these options before proceeding with any other design or final plans.
- e. At the conclusion of the Technical Review Committee's meeting a report memo shall be prepared outlining any findings or recommendations for the final project design or construction. This report shall be provided to all members of the committee, the responsible department or official, the City Manager, and the City Council.
- f. If the recommendations in the report are found by the responsible department or city official to not be appropriate, practical, or cost effective, then the responsible party shall respond in writing to the City

Manager, the City Council, and the Planning and Zoning Administrator as to why the recommendations cannot be followed. The City Council reserves the right to review the recommendations of the committee and the response by the department or city official, to approve or reject any recommendation or response, and to require that the project be designed and/or constructed in conformance with all appropriate criteria as determined by the Council.

Section 4: Amendments

Any changes to this procedure shall be approved by the Franklin City Council.

Adopted by the Franklin City Council March 2, 2009

CITY COUNCIL MEETING
AGENDA ITEM XI



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
February 25, 2019

From: Judie Milner, City Manager
Subject: Vendor Fees for FSB 150 years celebration event

Suggested Motion:

Councilor moves, "I move that the Franklin City Council waive all necessary permits fees for Franklin Savings Bank 150-year community event."

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

Discussion:

Franklin Savings Bank has been in business for 150 years in 2019 and has been working with City staff on a celebration event scheduled for Saturday, June 29th. The event will be similar to Choose Franklin's community day event as it is community oriented with vendors and many things to do. The celebration will take place on Central Street which will be closed with traffic rerouted around. The bank is going all out for this free event and has generously donated hundreds of thousands of dollars to Franklin community in just the last few years (never mind their whole 150 years); therefore City staff is recommending waiving vendor permits and fees for this event.

CITY COUNCIL MEETING
AGENDA ITEM XII

MAYOR APPOINTMENTS

Mayor's Drug and Alcohol Task Force

Appointments:

Motion: "I appoint Mark Latham to the Mayor's Drug and Alcohol Task Force, term of service is 2 years to January 2021."

Heritage Commission

Appointments:

Motion: "I appoint Colby Morrill as an Alternate Member to the Heritage Commission (seat HC7), term of service is 3 years to January 2022."



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
City Council Meeting March 4, 2019

Date: February 27, 2019

From: Judie Milner, City Manager

Subject: City Manager's Update

- 1) **Contingent Grant Line Activity**
- 2) **Trust fund for school funding**
- 3) **Annual Mayor's Drug & Alcohol Task Force Event – March 6th**
- 4) **City Clerk Rabies Clinic at Fire Station – March 30th 2-4pm**
- 5) **Social Media Buster – Yes, MSD does plow our roads**
- 6) **Governor's Budget – one-time appropriation for City/MCP partnership**
- 7) **Mill City Park Economic Update – 4/22**
- 8) **Clerks Closed 3/12/19 at noon, April 3rd all day, May 8th all day**
- 9) **City Manager's Office 5S exercise**
- 10) **Manager's Community Pride Contest Update**
- 11) **FY2020 Budget/MSD Committee – Fleet replacement plan for MSD**
- 12) **Non Public needed – Suggested Motion:** Motion to go into nonpublic session according to RSA 91-A:3 II (d) consideration of acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.