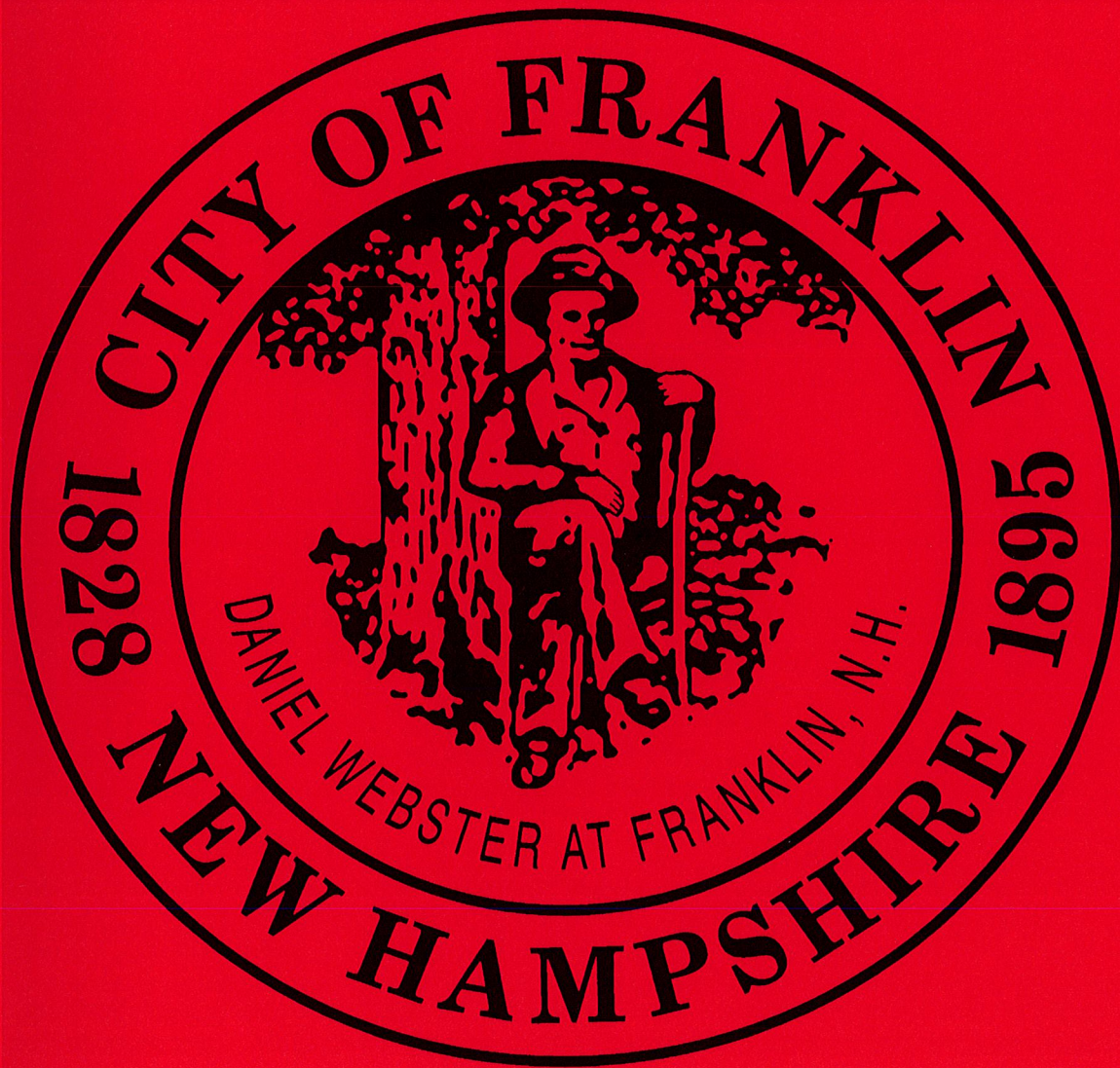


CITY OF FRANKLIN
CITY COUNCIL MEETING
December 3rd, 2018
6:00 P.M.





CITY COUNCIL MEETING
Monday, December 3, 2018 at 6:00 PM
Council Chambers – City Hall

SALUTE TO THE FLAG

PUBLIC HEARINGS

Resolution #07-19 – A Resolution to establish a Trust Fund for donations toward the Franklin School District's Operating Budget with the City's Trustees of the Trust Funds.

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.

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 May 14th Budget Workshop (MSD), the minutes of the May 30th Budget Workshop (Public Safety), the minutes of the October 16th LEAN Workshop Session I, the minutes of the October 29th LEAN Workshop Session II, the minutes of the November 13th LEAN Workshop Session III, and the minutes of the November 5th City Council Meeting.

Agenda Item II.

Monthly School Board Update

Agenda Item III.

Council to consider setting a public hearing for Resolution #06-19, allowing the Franklin School District to appropriate \$350,156 of unassigned FY2018 fund balance to support the FY2019 school district budget.

Agenda Item IV.

Hometown Heroes Banner Program Presentation by Matthew Wieczhalek-Seiler

Agenda Item V.

Council to consider approval of Resolution #07-19, authorizing the City of Franklin to establish an expendable Trust Fund for donations toward the School District's Operating Budget.

Agenda Item VI.

Council to consider the disposition of surplus Fire Department equipment.

Agenda Item VII.

Council to consider setting a public hearing for Resolution #08-19, accepting Grant Funds from the New Hampshire Department of Natural and Cultural Resources and required matching funds to support the establishment of the Mill City Park at Franklin Falls, which is associated with the White-Water Park.

Agenda Item VIII.

Council to consider setting a public hearing for Resolution #09-19, accepting \$18,082.92 from the Franklin Rotary Club for the purpose of starting a Franklin Scholarship Fund called "Franklin Rotary Club Scholarships" placing the monies with the City's Trustees of the Trust Funds.

Agenda Item IX.

Council to consider setting a public hearing for Resolution #10-19, regarding support for the proposed Railroad Corridor Study from the Weirs to Tilton/Northfield.

Agenda Item X.

Other Business

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

Adjournment

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

This location is accessible to the disabled 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 December 3, 2018

Subject: Approval of Minutes

Motion: "I move that the Franklin City Council approve the minutes of the May 14th Budget Workshop (MSD), the minutes of the May 30th Budget Workshop (Public Safety), the minutes of the October 16th LEAN Workshop Session I, the minutes of the October 29th LEAN Workshop Session II, the minutes of the November 13th LEAN Workshop Session III, and the minutes of the November 5th City Council Meeting.

Mayor calls for a second, discussion and the vote.



City Council FY19 Budget Workshop - Meeting Minutes
May 14, 2018 – 6:00PM
Franklin City Hall

Councilor Clarenbach called the meeting to order in Council Chambers at 6:08PM. Mayor Giunta joined the meeting at 7:28PM.

In attendance

Councilor Clarenbach, Councilor Ribas, Councilor Desrochers, Councilor Trudel, Councilor Dzujna, Councilor Moquin, Councilor Zink

Others in attendance

City Manager Milner, Director Brian Sullivan

Absent: Councilor Brown, Councilor Barton

The pledge of allegiance was led by Councilor Desrochers.

Budget Overview for the Municipal Services Department

Director of MSD, Brian Sullivan began with mention that this is his fifteenth budget review since he held his position with the City and as councilor Clarenbach has always stated, it's how we survive; it's all about the bottom line. He stated that Judie will review the payroll and benefits information, which is where you will see most of the increase. This year the overall budget has increased by two percent since last year's budget; it's mostly due to benefits costs. Operations of maintenance are level funded.

Director Sullivan began on page 95 of the Proposed Budget. This page does not show any wages. We are at a zero percent increase. MSD is down overall by 29.9%. The reason for the decrease is that we have a proposal to bring the cleaning positions for City Hall, the Library, and the PD into two part-time positions, which shows a savings and more continuity. Councilor Dzujna asked if the library is still doing their own cleaning out of the Trust and Mr. Sullivan responded that yes that is what is being proposed. Park and beaches are up 3.7% overall. Each line has been level funded. There is an 8.9% increase in other contractual services because the restrooms are being kept under other contractual services. O'Dell cottage is flat level funded. The Bessie Rowell Community Center is a zero percent increase. There is an 8% reduction in the total general government buildings in these four buildings.

CDirector Sullivan then reviewed the Police Department increase under the Water and Sewer section. He stated that there is a 25% increase, but there is a 75% reduction in building repairs.

Contractual Services are down almost 86%. The cleaning service is being cut out and it's coming in house. The overall increase for the PD is 45% less than last year's budget.

He continued with the Fire Station's budget and stated that it's pulled together by Chief Lachapelle. The total cost is up 18.2% overall due to electrical upgrades and a new fire station generator being installed. City Manager Judie Milner stated that the generator is part of our match for the grant that we put in for. We have not heard if we have received the grant yet, which is why the money was added into the budget.

Director Sullivan then reviewed the Municipal budget which is level funded all the way down to maintenance. It is down 4/10th of a percent. The expenses are flat except for the salaries and benefits. Next, he discussed Municipal Services Highway and Streets.

Engineering has been cut out and will be applied to the cost center. That money is rarely spent so we cut that out. City Manager Milner stated that there is a change in this presentation for this budget in that all debt service that is capital related shows up under debt service at the end of the budget. The uniform cost center is down 7.4%. The snow and ice are level funded. If we should go over in snow and ice it is taken from other line items such as roadway maintenance, drainage, or sometimes traffic lights. In March we always start with a fund balance. A lot of money is not spent until after the season because we don't know what it is going to do in the winter. Municipal service traffic and street lightning that pays for the cost for electricity and our payment for LED street lights. Line painting and other non-capitalized cost which are offset by the block grant. The block grant is applied to various cost centers such as roadway maintenance, tree removal, drainage, anyone that is brought in, and road work. Traffic and street lighting are level funded.

Municipal service's garage has aging equipment which requires parts in order to keep this equipment running. We have a large fleet and seasonal duties such as, mowing, street sweeping, plowing, transfer station, and curbside pick-up. The department maintains over 78 over-the-road vehicles which include police vehicles and fire with only two maintenance men. We have been giving overtime instead of hiring a third person. There is a decrease of 1.1%. Mostly because of a staff change with lower pay grades. Councilor Dzujna asked if there were plans to upgrade the maintenance building. Director Sullivan replied that there isn't. Councilor Clarenbach stated that vehicle parts are over spent by 50% and wants the budget to reflect what we are legally obligated to do and all the nice to haves need to be cut back. This year's focus is on the bridges in the area. Every other road that we propose for paving we cannot do. We have some money set aside from the finishing of the road paving from the MTIF funds. It costs \$700,000- \$800,000 to pave one mile of road. Director Sullivan expressed concern of the sweeper and a few of the other trucks that may require expensive maintenance or repair. Overall, the total for Municipal Services highway is down 3.6%.

Director Sullivan proceeded to the Building and Grounds section which is showing an increase of 29.1%. This is mainly due to two part time employees have been hired to take over the contractual services cleaning. When new employees are hired for the contractual services cleaning, we are required to run a background check because they are working in city buildings. This year, we are budgeted for these new employees to work thirty-two hours a week; the library is helping to contribute to this. City Manager Milner stated that the Police Station was audited and now every person that enters the police station must be escorted unless they complete a security training course. Cleaners and other non-PD personnel will have to go through this four-hour training class and take a test to get clearance otherwise they need to be escorted. This year the cost has brought us forty-five hundred dollars over the cost of the cleaning contract (before the increase that they were going to give us). These positions are exempt from a union contract. We are expecting it to be a better service than what we have had in the past. We are expecting it to be a decrease moving forward. With the 2 part-time cleaners and full-time custodian, they can cover each other's shift so overtime can be eliminated.

Another challenge is in the bathrooms in the parks. Rocks and other items are shoved into the toilets which are costly to continue to keep fixing. The vandalism is horrendous and too much time is spent on vandal repair. There have been discussions around providing port-o-lets. Councilor Clarenbach asked if it was cheaper to rent toilets. If it continues to get worse, we will have no choice but to go that route.

Director Sullivan moved on to page 123; Solid Waste. Curb side collection is down 4.6% partly due to fuel cost decreased a little. However, we are finding the volume for recycling is increasing. More product than estimated is being shipped out causing an increase in our estimates for tonnages that we are using. He stated that this money is one hundred percent off set by revenues. The other contractual services line had to be adjusted a little; there was a price increase. Overall, we are seeing an increase in tonnage for that too. The tonnage is increasing by about a hundred ton a year. This is due to people building, demolishing disposal, and clearing brush. There has been an increase in residency and rehabs.

The transfer station is up 6.1%. Some of this is due to salary, benefits, and an increase of tonnage. More trash is being put through the plant. Director Sullivan stated that the recycling market has just gone to pieces. Our program is still intact, but it has to be diverted the recycling to Wheelabrator because we would have to pay \$136 per ton with Bestway (it is the closest facility). All of the tipping fees have gone up with recycling. We can burn at the Wheelabrator plant for \$68 a ton. This is an issue with every community right now. The overall quality of single stream recycling is not good. We are accepting recyclables at the Transfer Station. Although, the curb side recycling is on hold until the market comes back, we are keeping the program intact. He stated that once you go the other way, you will never get it back. Councilor Trudel asked about the possibility of the transfer station being open two days instead of three

days. Per Brian Sullivan that is not possible because they are only able to cover so much per day (curb side trash, bringing items to the Wheelabrator plant, etc.). Councilor Clarenbach stated that the cost of curbside trash pick-up is going to become more and more expensive.

Councilor Moquin asked what is the City required to do as far as trash pick-up. Director Sullivan responded that we are not required to do anything. Replacing the garbage trucks would cost \$275,000. Councilor Zink asks how many residents do we pick-up for. Director Sullivan stated that we had 1,800 stops on Mondays, Wednesdays we have about 1,600 stops, and on Friday we do about 1,600. Councilor Zink stated that it would be very beneficial to hold an Enterprise workshop on reviewing costs associated with trash pickup because there are clearly a lot of costs associated with this. We have an entire increase of 2% which includes salary and benefits.

Director Sullivan stated that the 3 main concerns about creating these budgets are the things that are regulated by the state. These are the water system, the sewer system, and the trash. All of these have to be reported to the state due to health reasons.

Director Sullivan expressed concern on the unpredictability of the department. Every day is pretty much dealt with in reactionary mode. Many things can't be controlled and the materials used to maintain the City's main systems are antiquated. His team works very hard and tries the best they can to stay on top of the day to day demands. It's very hard to plan the capital projects out when unknowns surround old systems and materials.

Councilor Clarenbach stressed that it's getting harder and harder to continue to provide the services that we always have and when it gets impossible, we will have to answer to the state and be able to provide those things that we are required to provide and possibly charge fees for other services that we didn't need to before.

Director Sullivan discussed the Water Administration Budget next on page 151. We are level funded and have done several increases in the last few years that are very necessary. These increases will likely continue. We have an extensive and complex water system with very few customers. Water consumption is down. That affects our sewer department revenue. There's a slight increase for Admin. Councilor Zink asked about the increase in debt service principal. City manager Judie Milner stated that the debt service interest has gone down. Zink also asked for explanation on the \$60,000 that was budgeted in loan forgiveness for two of West Franklin's water tanks.

Director Sullivan stated that Water Distribution shows an increase of 4.3%. This is due to an assess management grant that will be offset by revenue. Distribution is up a little. He continued that Water Supply is level funded. The Water Treatment Plant is up 1.7%. These annual costs are difficult to budget because they do fluctuate.

Sewer Administration overall bottom line shows a 9.4% increase. We have two grants coming in; USDA Grant and a DES grant. Much of the sewer department's budget goes to the Winnepesaukee River Basin Program. The state controls 66% of the budget.

Water Enterprise Revenues was also reviewed. Expenditures have to balance to the revenues. We are looking at a 1.3% increase in the water rate. This is based on our expenditures. The manager's proposal cut the cost of living, down and also cut the step increases out. This is the reason for the difference in the rate increase.

City Manager Judie Milner reviewed Revenues. The major decrease is that we are no longer receiving a pilot from Franklin Regional Hospital. An increase there is the recently voted pilots for our 6 solar sites. The assumption is that they will be built in half year increments. Therefore, it has been prorated for a half year. She stated that the Interest on delinquent property taxes, when we climb out of a recession, interest on our bank account goes up and interest rates on delinquent properties go down. The State of New Hampshire has made it more difficult to collect taxes. Starting on 4/1/2019, the interest rate on delinquent taxes will go from 12% to 8% and interest on property loans, or tax deeded property, is going from 18% to 14%.

City Manager Milner continued explanation of licenses, permits, and fees. Our licenses have gone up between \$200 -\$1,000 dollars. Motor vehicle registration is a rolling average and has gone up. We have noticed about a 6-year average. Building permits are up. They have been up for the last five years. Municipal agency fees are the same. Dog licenses are up; they have been up every year.

Milner continued with a review of Revenue from federal and state government. The meals and room tax are level funded. We do not know this number until we set the tax rate. The Highway Block Grant looks like it went down, but we had a one-time surplus revenue of \$176,000 dollars, which was for the Haynes Brook repair. The grants that we have budgeted in right now are the VAWA for \$30,000 and the Mayor's Drug Task Force for \$127,000 dollars. Sustainability for the Drug Task Force is currently being looked at.

Next, Milner reviewed Charges for Services. Municipal Services has gone up \$1,500 dollars. Disposable of waste and demolition fees changed. Recycling revenues is an extra \$2,500 dollars. Finance revenues are the same. The Planning Board went up a little bit. Revenues for the Summer Program have gone up. It is expected to be closer to the \$50,000 dollars that we are budgeting this year. We are not issuing very many pistol permits due to new legislation. Police reports are up. Parking fines are down. Witness fees are down. Fingerprinting fees are down as well. K-9 is the same. Fire alarms are the same, 37 fire boxes at \$250 dollars per box. There is a new program called a Listed Agent Program. That is expected to bring in \$1,500 dollars. Miscellaneous fire fees are down. Ambulance billing is up a lot. Andover did vote for us to take care of their EMS services. They put \$80,000 in their budget (not included in this line)

and we are getting all of the billables for the ambulance services which we believe will be about \$90,000 dollars. This totals \$170,000.

Milner stated that Miscellaneous Revenue, Interest at Franklin Savings Bank went up. She reviewed the Contingent Grant Revenue, which is the same. Contingent Revenue for the Mayor's Drug Task Force is there for us to record the match for the government. The Court House is zero. That \$100,000 bond was paid off last year. The Court House paid half of it. So, we are no longer receiving the revenue from the State of New Hampshire. Shared costs at Bessie Rowell are the same. The cable franchise fees went down a little bit. Sales of municipal properties went down a little bit. That is an adjustment from last year's budget. Miscellaneous revenues look like it went down a huge amount, but we had a fire at 31 Church Street. The proceeds from the insurance are in appropriation for FY18. Welfare reimbursements is way down. We got to a point on our Lean List where people who are left are not going to pay in advance.

City Manager Milner continued stating there is a new line for the cleaning service for the library. Water and Sewer also paid a portion of the cleaning service since they will also use the service. Transfer from Trust to Agency is the exact amount to offset O'Dell Park. The revenues for Demolition Disposal are expecting to change. Fire permits revenues now show \$0 due to the State taking over the collection. The dig permit is increasing to \$200 dollars. VIN verification is a new \$10 dollar fee. We are proposing to eliminate the parking fee for the City lot. There is one person who pays \$200 dollars a year.

Next, Milner reviewed Wages and Benefits. There are a couple of changes in the position listing. In in the Fire Department, sometimes a new hire doesn't always have the same experience with the same title and adjustments need to be made. For example, a Captain was promoted to Deputy Fire Chief and the person who was hired to fill the Captain position was a Captain but not a Captain/Paramedic. So there are adjustments are made based on this type of hiring throughout the year. A Master Firefighter resigned. A firefighter/paramedic replaced that position. We still have a City Clerk position from FY14 that is still not funded. She continued stating that the City has two proposed positions for firefighter/paramedic with the Andover contract. Library has not changed. Municipal Services has one position still open and not funded. In FY 19, we are recommending reclassification of a light equipment operator, in Buildings and Grounds, to a Grounds-Custodian. Every position under Rocky in Buildings and Grounds will be called a Building and Grounds Custodian. The part-time secretary at the Police Department is still partially funded from FY14. We also have the addition of our new K9 officer, Maverick. He will be finishing training just as Max retires. No changes in Recreation or Welfare. The drug free community project coordinator is 100% covered by the grant.

Next City Manager Milner reviewed the Wage Matrix. For FY 19 there are 21 grades instead of 22. There were three empty grades from FY 18. Two of those grades were filled in. The COLA for

this year would have been 2.1%. The steps in the budget are usually funded instead of the COLA. We do it that way so that it is a merit system. There are 30% of our work force that are on the last step of their budget and they have not seen an increase in five of the last nine years. We took step one of our current pay grade and step one of our 2014 paying class study and found the difference. We have been working on the biggest differences first. There is a position in fire that is still five dollars an hour off from the 2014 pay study. That position is a union position. The union is not open. So that position is not considered for this budget. There are four positions that are still \$4.67 an hour off and \$3.39 an hour off since 2014. There is an adjustment in the budget for these four positions.

Councilor Clarenbach stated that it's obvious that we are considerably underpaying our staff and asked if we have looked at and considered the Benefit portion. City Manager Milner stated that yes this has been considered and it gets employees closer to the guidelines. Clarenbach stated that this needs some better long term planning and projections.

Health increase is 6.48%. Dental went up 20%. We are still under our delta rate from when we moved from HealthTrust three years ago. Workers comp went up 7.2%. Unemployment stayed the same. New Hampshire retirement stayed the same.

Next year will be going out for RFP for Benefits. Milner concluded with notice that there are five interviews for Finance Director scheduled on Wednesday.

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

Motion to adjourn was made by Councilor Zink.

Seconded by Councilor Dzujna.

All in Favor. Motion PASSED.

Meeting adjourned at 8:19PM

Respectfully Submitted,

Audrey Lanzillo



City Council FY19 Budget Workshop - Meeting Minutes
May 30, 2018 – 6:00PM
Franklin City Hall

Mayor Giunta called the meeting to order in the Council Chambers, Franklin City Hall at 6:04PM

City Council in Attendance

Mayor Tony Giunta, Councilor Heather Moquin, Councilor Paul Trudel, Councilor George Dzujna, Councilor Scott Clarenbach, Councilor Vincent Ribas, Councilor Bob Desrochers, Councilor Olivia Zink

Others in Attendance:

City Manager, Judie Milner, Chief David Goldstein, Lieutenant Stephanie Clough, Chief Kevin Lachapelle and Deputy Mike Foss

Absent: Councilor Jo Brown and Councilor Steve Barton

Salute to the Flag was led by City Manager Judie Milner

Budget Overview for Public Safety (Police and Fire)

Chief Goldstein spoke about a crime mapping hand out that was given which shows where a lot of the offenses are occurring. Not specific offenses but the number of offenses that have happened in a specific area.

Chief Goldstein began by thanking members of the City and his staff who assisted with the creation of their budget; City Manager Milner, Lieutenant Stephanie Clough, and Penny Stephens. He continued that as of July 1, 2018 they expect to be at their full strength of 20 sworn members. They have one open dispatch position but he hopes to rectify the situation as soon as possible. When trying to function without a full staff it causes overtime costs which stress the departments budget. He stated that there were 26,041 calls last year for the police department which translates to 1736 call per sergeant or officer per year. Dispatch handled 40,200 calls for all six departments in 2017 which translates to 13,400 calls per shift per year. He pointed out that there is only one dispatcher on duty per shift. The description of this workload does not include walk-ins or phone calls.

Chief Goldstein said there had been many successes over the last year and he wanted to share a few. He said there was an increase in narcotics investigations which have resulted in significant arrests and lengthy jail time. The K-9 program is recognized as one of the most effective and successful in the state. In fact, our K-9 is one of the busiest in the state. Anticipating Max and his handler will be retiring in approximately a year the police department have acquired a new K-9 who is in the beginning stages of

training. Chief Goldstein stated the detective division was instrumental in the successful investigation and arrest of a murderer who shot and buried his victim in the city.

Chief Goldstein spoke about the police administration staff development line increasing this budget. Dispatchers are required mandatory training and certifications. At a minimum police officers are required to have 8 hours of training every year in addition to their firearms and CPR training. The Police Academy is having their own financial difficulty which is causing them to cancel training that would normally be offered to us at no charge. When this happens, it forces us to find outside training courses at a fee.

Chief Goldstein reviewed the police investigations/prosecution section of the budget. He explained that there are 3 full time detectives and their work load is extensive. Their training is important because many times when a case is brought to court the investigation portion is the first thing that is attacked by the defense. He spoke about the prosecutor pointing out there are bar membership dues and annual education requirements to maintain their license. Chief Goldstein advised that an attorney is necessary in the prosecutor position; police departments are no longer using officers to fill in this capacity.

Chief Goldstein moved on to the police patrol section of the budget. The first line he discussed was patrol overtime. Last year staffing had been an issue in dispatch with several vacant positions and one dispatcher out on injury. They have 2 or 3 full time officers that are certified in dispatch who they have had to use to cover dispatch shifts. This causes the need for the shifts to be covered in patrol. It's a vicious cycle that creates overtime expenses. There are also times when a supervisor isn't able to work a shift which leaves a senior patrol officer in charge. Labor law requires the officer to be paid an additional amount to their hourly rate to compensate them. This too, contributes to the expense.

The second line Chief Goldstein reviewed was patrols uniform line. Pointing out the rising costs in price of the uniforms. He stated a pair of boots can cost up to \$200 and are required for each officer by contract. To uniform a new officer is approximately \$3,700. New portable radios are \$5,000 each and the cost to repair them are going up as well.

Chief Goldstein advised the maintenance of vehicles, machinery and equipment and maintenance of radios and equipment in dispatch is a constant expense as well. There are times that the vehicles require specialized services that the MSD garage can't support which requires them to use an outside vendor. He also mentioned due to the police department being a secure building that requires support to maintain keypads and key fobs to enter the building.

Chief Goldstein pointed out the 3.4% increase in the budget this year is due to personnel issues rather than operational.

Councilor Desrochers stated that he is often asked by residents why the police department has so many cruisers. Chief Goldstein responded that the vehicles are run 24/7. There are times when they break

down and need repair. They are also used for construction details. There are specialty vehicles such as Chief, Detective and K-9 cruisers. All of these reasons take vehicles from the fleet and patrol cruisers are still necessary on each shift. He gave an example of a time when they were so busy that one of the sergeants didn't have a cruiser and there was a call he needed to respond to. Luckily Chief Lachapelle happened to be going by the police department and picked him up.

Councilor Desrosiers asked if there were any plans to replace radios or equipment in dispatch in the future. Chief Goldstein said that they have been adjusting financially and incrementally to accomplish this.

Councilor Desrosiers asked if the police department had thought about body cams. Chief Goldstein said they are discussing them now. He explained there is a lot to consider than just obtaining them. There are storage costs for the video and where would it be stored would need to be determined. As well as developing policies and procedures.

Councilor Zink asked Chief Goldstein to explain allocations not spent for the previous fiscal year and plans of the current funding request with reference of page 102 of the proposed budget.

Chief Goldstein replied that there are expenses you can't get rid of and must plan for regardless such as Continuing Legal Education (CLE's) for the prosecutor, training for officers, and for supplies such as many latex gloves the PD uses.

Councilor Zink also asked Chief Goldstein to explain the planned expenses for Court Expenses.

Chief Goldstein replied that court expenses are an issue because there is no way to predict how many arrests/cases there will be. It may decrease due to more felony arrests which results in an indictment as opposed to going to circuit court. He stated there are some statutory changes, that if not signed by the governor yet they will be soon, on how court is approached. For example, with the Felonies First program if there is a misdemeanor associated with a felony both will go to superior court with this change. So that takes more officers away.

Councilor Zink asked if they ever consider hiring additional people. Chief Goldstein said they are always thinking about adding new people. However, that requires a council decision to add new members to the police department. Chief Goldstein said they have just been working with what they have so far.

City Manager Judie Milner asked the council to look at the overtime line and the expenditures as of 5/2018. She said as you can see the line is already over expended. So generally, overtime is covered between the regular line and the overtime line even if it is in the court line. Additionally, she said for the last four or five years they have seen if they could save the equivalent amount of overtime to add a position and they could only come up with 40% at the time. Milner stated that this may be a good time to take another look at this.

Councilor George Dzujna stated that the PD have 20 officers and they haven't asked for an increase. What would it take to help out with the overtime the officers are having to work?

Chief Goldstein state that he put a lot of thought into it this and even adding one new officer would help a lot especially when Northern Pass was more of a reality than it is today. He said, "frankly it would take an entire shift." So, I would be looking at three patrol officers, a detective, and a sergeant in order to make things not only easier for us but easier for the city as well. That way there would be a lot of overlap so if someone is out sick or a day off, we wouldn't lose the coverage.

Mayor Giunta asked Chief Goldstein how a 10% reduction in the police department's budget would affect them.

Chief Goldstein stated the Police Department would take several steps backwards. He stated that Franklin has finally become a place where people want to come and work. From a PD standpoint, we were used as a training ground. People would get hired, went to police academy, did a couple years per the training contract and then moved on to other cities. He continued that his fear would be that the police department would, once again, become nothing more than a training ground. He believes there would be a mass exit of experienced officers that would likely apply to other more lucrative and secure department in another city. Chief Goldstein went on to say, "We would, in fact, have to change our name." He further explained that the PD would become The Franklin Police/Fire Department and by stating this he means that we would no longer be doing proactive or aggressive patrol. He stated that he would have his officers sit in the building until the phone rang and then go out to respond. No more looking for speeders or stop sign violators or DWI's or trying to prevent accidents or other types of crimes because the personnel would be reduced. In a city of this size and as busy as we are, it is a safety issue to put one officer or two out on patrol. In order for them to do their jobs they would be dispatched from the police department. They could train or go to the range but they would not be doing what this city expects them to do and part of that is to be out there driving by your house making sure that some kid, who decided to cut school today, and we'll never know if and when this happens, but maybe he sees a cruiser go by and thinks maybe I'm not going to break into the back door. Those days will be gone. He further explained that we would go back to the old wild west days. His big fear is that guns are coming. Pellet guns are popular right now and we even had a pellet gun suicide. However, real guns are on their way. He strongly expressed that if the City wants to have the O.K. Corral on central street, then take away 10% of our budget. He pointed out that it wouldn't take long for criminals to come to Franklin to commit crimes, etc. because there aren't any cops. He concluded stating that it would be simply devastating and destructive on all levels if 10% were cut from our budget.

Mayor Giunta thanked Chief Goldstein for his presentation and the Chief thanked the Mayor and Council for their time.

Next, Mayor Giunta invited Chief Lachapelle to the podium to discuss the Fire Department's Budget.

Chief Lachapelle began by telling the council that the budget this year is being approached differently this year than in previous budget seasons. He stated their Mission Statement and then shared his perspective that the City can't keep doing business the same way just because that's how it's always been done. He explained that our City of Franklin is a very needy community by way of physical and mental illness and in which the community demands a high level of service from all departments. He continued mentioning that although their call volume for fires is way down, the other calls they are dealing with cause mental anguish to the personnel and are more taxing. He asked the Council to think of the term "Perspective" and "Sustainability" as he discusses the proposed budget.

Chief Lachapelle advised there were 1,979 calls in 2017. This number went down from the previous year of 1,982. However, you must take into consideration that is without Andover runs 8 months of this year. There were 279 concurrent calls in 2017. Last week there were 5 calls at once which stretched staffing thin.

Chief Lachapelle stated the Fire Department has enhanced the range of perspective by looking outside the box by talking to business partners, leadership groups in the southern part of the state and connecting with regional fire departments in other parts of the country. He spoke with one out in Michigan who said they studied regionalization for 20 years before they made it happen.

Chief Lachapelle has changed his approach to staffing engines when responding to runs. In the past there were approximately 50 firefighters in the call company. Now there is less than 10. This has caused them to reach out and partner with Sanbornton and Tilton/Northfield fire departments. Now they are backing each other up on runs which has been successful. In other words, Franklin responds to a call with one of our own engines and our neighboring FD will follow behind in one of their engines. He also said they are re-branding the way that the work the Fire Prevention Division does. Captain Steve Reale has been promoted and has expressed specific interest in Fire Investigation. The new re-branded statement release to the Franklin Fire Department is to Focus on Community Risk Reduction and Property Preservation. Emergency Preparedness Drills done at the schools have been redesigned are now a part of the Fire Prevention Division.

Chief Lachapelle stated that the Deputy Chief Foss is doing an amazing job mentoring and has developed a new venture/contract with Andover Fire/EMS where we would provide 24/7 EMS coverage for them. Now called the FTNS, Andover would pay \$170,000 made in 2 installments and the fire department would also be able to collect billables. Based on 130 calls per year it would be approximately \$90,000 in revenue.

He continued to explain that it would equate to 6.5% of the calls so it would be minimal affect on the budget and personnel. The majority of Andover's calls are during the week day not during the night as opposed to Franklin. This would allow them to have 4-person staffing but it would be funded by

Andover. Increasing the staffing levels would be safer and more efficient. It would also decrease the call backs of off duty personnel for Franklin.

The need for more staffing is necessary Chief Lachapelle stated. Due to the amount of procedures no longer being done at Franklin Hospital, such as the birthing unit, it requires more transports to Concord Hospital. This takes staff out of the city and unavailable for calls that come in. Chief Lachapelle pointed out that hiring 2 more personnel would also help with the fatigue factor.

Chief Lachapelle continued to explain it is also in the contract with Andover that they will provide their ambulance to Franklin when one of ours is down for maintenance.

Chief Lachapelle stated he is looking into private/public partnership with businesses. There are businesses that want to work with municipalities. Clear Choice MD is interested in coming to exit 20 and servicing Franklin. They have agreed to send 1 paramedic to school which is a cost of \$12,000. Chief Lachapelle said there are 2 other businesses that have expressed interest to him. This partnership wouldn't fund the fire department to operate as a whole but would fund the sustainability of the advanced life program.

Chief Lachapelle began his budget focused discussing at this point starting with Revenues. He stated that General Ambulance Revenue has increased due to more calls. He said the first full year of using the new ambulance billing company has been a success. He also hopes to increase revenues by \$90,000 with the Andover contract.

Councilor Clarenbach asked about the affect of Medicare and Medicaid. Chief Lachapelle said that he recently spoke to senators about Medicare and Medicaid and the decrease of funds received. He said it's a major burden on the department if the government continues to keep decreasing the money they receive.

Councilor Clarenbach asked Chief Lachapelle if he's heard if the Federal Government is addressing Medicare or Medicaid initiatives. Chief Lachapelle stated that he has spoke to Senator Hassen about this. It has been a major burden for us and it appears that they are looking for an out and not pay at all.

Chief Lachapelle moved on to Other revenues: The estimated \$90,000 and \$80,000 revenues are intended to offset new staffing costs. So, the intention when entering into Contract with Andover, 2 Firefighters/Paramedics can be hired, this will allow daytime staffing from 7am-7pm. It will allow rotation of daytime personnel, overtime, and address the fatigue factor. Also, in Other Revenue is the Listed Agent Program, which will allow collection of a fee from other fire alarm and sprinkler companies. Currently a firefighter has to escort them when servicing alarms in the building. With this program there would be a certification class given by the fire department for a fee of \$65. After an individual from a company gets certified they can go into buildings without the firefighter. The business would have to call in to the fire department ahead of time before servicing. There would be a validation process and a

fine process if the companies didn't follow regulations set by the fire department. Chief Lachapelle anticipates about \$2,000 in revenue the first year with the potential of up to \$6,000. He explained if the firefighters no longer had to escort the companies it would also free up staffing. Councilor Clarenbach asked how often are these services done? Chief Lachapelle responded that there can be 5 to 6 per day. It's not uncommon for 4 to 5 sprinkler or alarm companies to be working in the city at one time.

Councilor Zink asked about the impact to the budget since the new change in permits for fire pits. Chief Lachapelle said about 5 years ago many departments switched to an online permit program. Franklin didn't change at that time but did decide to change recently. They did lose some revenue because the online program fees go directly to the state but its not a major impact.

Councilor Dzujna asked if the increase of \$90,000 would be an extra burden on the billing company. Chief Lachapelle said he is confident with the billing company. It's a nationwide company and hasn't shown any flaws. He explained the billing company collects 7% of what is billed and a collection agency is also used; they receive 15% of what they collect for us.

Chief Lachapelle reviewed the expenditures starting on Administration/Personnel. He stated he has a committee looking at the recruiting process and hiring qualified firefighters. If they were to sign the contract with Andover and increase personnel by 2 new recruits, it would allow them to have 1 shift captain and 3 firefighters on duty during the day.

Councilor Clarenbach complimented Chief Lachapelle for being creative in finding new ways to increase staffing however he expressed some concern especially with the school being \$800,000 in the hole. He is worried about adding 40 square miles of territory when considering the state protocols and healthcare concerns at Franklin Hospital. There could potentially be 4-hour calls if you consider transports to Concord Hospital or CMC. He's concerned about stretching the staff and the budget. He stated at the rate we are going he sees reductions in the future not additions. He feels there will continually be a need for budget cuts in the future.

Chief Lachapelle said his big concern is with the increasing transports to Concord Hospital which takes 2 staff members from the city. When he saw that Andover calls would only make up 6% of the total calls that convinced him to present this option to the council. He said looking at the revenue side there is no or little impact on how we would fund these positions. Chief Lachapelle pointed out it's a 1-year contract so we can pull out if it's not working.

Councilor Ribas is concerned how Tilton/Northfield and Sanbornton would react to us entering a contract with Andover and being pulled away from supporting their towns. Chief Lachapelle said that there has been a lot of discussion with the other Chief's about the possibility of the contract with Andover and they still want to work with us.

Chief Lachapelle continued with expenditures expressing the need for new portable radios. He said the current radios are 2002 and 2004 and the 2002 are moving to obsolete. He proposed that City buy half this year because a federal grant can be written next year for the other half and use this year's funds as the match. The cost is approximately \$5,000 per radio. He also stated another big expenditure in this budget is the command car. It will replace a 2006 Tahoe which has been driven by the last 3 Fire Chiefs. Chief Lachapelle stated the Station Management Software called Firehouse Reporting also needs replacing. It is a DOS based program and has become extinct.

Chief Lachapelle explained the increases in spending in the budget this year are mostly due to the retirement of the deputy, inspector captain and secretary. There were 4 firefighters hired this year and there were some new furniture purchases. These are all one-time expenses and shouldn't come up year after year.

Chief Lachapelle explained to the Council that they would see the Andover contract with the budget. City Manager Milner stated that it would be in the July City Council packet.

Chief Lachapelle stated that the Sanbornton attorney and our city attorney, Paul Fitzgerald, have reviewed it and offered minimal comments. He is waiting for Tilton/Northfield to review.

Councilor Dzujna stated that he applauds Chief Lachapelle for looking outside the box. He asked how the MOU worked with Andover? Chief Lachapelle stated Franklin stopped MOU with Andover due to staffing issues on our part. However, increasing staffing by 1 person would enhance the staffing profile.

Councilor Dzujna asked if there was any way around the issues with Lakes Region Hospital. Chief Lachapelle said he was frustrated when he heard they were not paying their pilot program since the fire department has helped assist them in many ways. The relationship with them is marginal at best and other area departments feel the same way. He has met with Concord to see if we could change our hospital agreement but state protocol won't allow it.

Councilor Desrochers asked what would happen if more personnel were hired and the contract didn't work out with Andover. How would the department absorb those costs? Chief Lachapelle said that there are 2 to 3 people that are due to retire in the next few years. He feels that the department could adjust and adapt if the contract didn't work out.

Councilor Clarenbach stated the trouble with this situation is your being directed by the state protocol and the limited resources of Franklin Hospital to go elsewhere. This issue with transporting patients is going to be forced upon us whether we want it or not. Eventually the local hospital that we brought 60% of patients to will now be 20%. He expects the state to continue to decrease Medicare and Medicaid which will decrease revenues and at the same time we will have to continue to deal with longer transport issues. It's a challenge and how do we prepare?

Chief Lachapelle again stressed the need for mobile integrated healthcare. He doesn't feel that private ambulance companies will come here because they've tried before and don't survive. He feels this issue can't be ignored.

Councilor Desrochers asked if we could refuse to transport the patients if their condition doesn't meet the need for an ambulance. Chief Lachapelle replied that we cannot refuse because it would be considered abandonment. They have tried in the past to reason with families that have demanded transports for conditions that could be treated at walk in care and it hasn't gone well.

Mayor Giunta asked Chief Lachapelle how a 10% reduction in the police department's budget would affect them.

Chief Lachapelle said it would be devastating if the fire department couldn't continue to provide the services and care they currently provide. Making cuts to the budget would diminish the level of service.

Councilor Desrochers stated you would essentially become a volunteer fire department. There wouldn't be money for full time personnel. Chief Lachapelle said that a volunteer fire department isn't an option. They can't sustain a call company now. The fire department has already diminished from 35 to less than 10 call fire fighters over the years. It has dropped tremendously over the years. Chief Lachapelle closed by stating that it would be devastating to cut the Fire Department's budget by 10%.

City Manager Milner congratulated Chief Lachapelle on receiving the EMS Lifetime Achievement Award. All applauded the Chief.

City Manager Milner stated she can't stress enough how important public safety is. We don't see or understand what both the Fire Department and Police Department deal with day to day. She said even dating back to Maslow when he said you need to be safe before you can learn. She stated she didn't think we could throw all the money from the two departments into the school and think it would make a difference. She believes there would be things that would come to Franklin; gangs, etc. that we are lucky enough not to see currently because of the police and fire departments. She also wanted to point out when the Chief's mention fatigue it isn't fatigue from coming to work and doing your job. It's fatigue from doing the type and nature of the job that is done here in Franklin. She also feels that these departments are doing it on a shoe string budget. Especially, when you consider that these officers and fire fighters are handling more calls than those in Manchester.

City Manager Milner moved next to the Mayors Drug Task Force budget. Stating that it is 100% funded by the grant. The grant is based on a federal year and we are on year 8 which ends on September 30th then we'll be in year 9. It is a 10-year grant so there are a couple years left before a decision needs to be made on the sustainability.

Mayor Giunta commented on the Fire Department that when he was a child, the Fire Department only fought fires and now there is so much more to what they do for the community and some of it is indescribable and he wanted Chief Lachapelle to know how much he and the Franklin Fire Department is appreciated beyond words.

There were no further comments.

Motion to adjourn made by Councilor Zink

Seconded by Councilor Ribas.

All in favor. Motion PASSED.

Meeting adjourned at 8:27PM

Respectfully Submitted,

Audrey Lanzillo



City Council LEAN Workshop Session I - Meeting Minutes
October 16, 2018 – 5:00PM
Bessie Rowell Community Center

Mayor Giunta called the meeting to order in the Bessie Rowell Community Center gym at 5:10PM

City Council in attendance

Mayor Tony Giunta, Councilor Jo Brown, Councilor Paul Trudel, Councilor George Dzujna, Councilor Bob Desrochers, Councilor Clarenbach, Councilor Vince Ribas

Others in attendance

LEAN Expert Richard Ellert, Councilor-elect Karen Testerman, Recreation Director Krystal Alpers, Finance Director Frank Lossani, Police Chief David Goldstein

Absent

Councilor Steve Barton, Councilor Heather Moquin, Councilor Olivia Zink

Salute to the flag was led by City Manager Judie Milner.

City Manager Milner began the meeting by introducing Richard Ellert and providing information on his experience and background. Mr. Ellert has offered his services to the City working pro-bono for 6 months to help the City navigate through the LEAN process which will assist all areas of the City to work toward a shared vision and mission.

Mr. Ellert began the session with a PowerPoint slide show explaining the initial steps and asking the Council the following questions.

1. What is the problem we are trying to solve?
2. What happens if we do nothing at this time?
3. What does success look like?

Mr. Ellert further explained that our goal will be to define the Vision, Mission, and create a roadmap to be used as a tool and reference points to measure ourselves against. The roadmap will ultimately show action areas, initiatives, and sponsors.

The Council began with answering the initial questions stated above and Mr. Ellert guided them through a series of exercises of narrowing down what the group collectively believes the Vision Statement should be for the City.

The Council recessed from 6:15PM -6:25PM.

The Council continued with exercises designed to create group consensus on what the Vision Statement should be.

Next steps:

The next LEAN Workshop will be scheduled for October 29, 5:30PM at the Bessie Rowell Community Center.

The Council was given homework to review the initial Vision Statement derived this evening, fine tune it, and begin to think about the Mission Statement (how will we see the Vision made a reality).

Motion to adjourn made by Councilor Ribas.

Seconded by Councilor Brown.

All in Favor. Motion PASSED.

Meeting adjourned at 9:08PM

Respectfully Submitted,

Audrey Lanzillo



City Council LEAN Workshop Session II - Minutes
October 29, 2018 – 5:30PM
Bessie Rowell Community Center

Mayor Giunta called the meeting to order in the Bessie Rowell Community Center conference room at 5:35PM.

City Council in attendance

Mayor Tony Giunta, Councilor Jo Brown, Councilor Paul Trudel, Councilor George Dzujna, Councilor Bob Desrochers, Councilor Clarenbach, Councilor Vince Ribas, Councilor Moquin, Councilor Zink.

Others in attendance

LEAN Expert Richard Ellert, Councilor-elect 2019 Karen Testerman, Recreation Director Krystal Alpers, members of the public.

Absent

Councilor Steve Barton

Salute to the flag was led by Councilor Desrochers.

Mr. Richard Ellert began the meeting with a focus to refine and approve the Vision Statement. The Council each provide input to further refine the statement so that it covers all the critical areas of the City's Vision.

The Council agreed that the initial Vision Statement was a bit segmented and further refining was needed. The group continued discussions on this by sharing ideas and arrived at the following Vision and Mission Statements. These are still work in progress.

Vision Statement – Franklin for a Lifetime

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.”

The Council was in consensus of the Vision and Mission Statements above.

Mr. Ellert then shared a video of a Velocity Park and the Council shared their excitement all stating that having something like that here in Franklin would cause many people from all over to come here to enjoy the outdoor activity. There may be more discussions on this type of park in the future. Part of the message of showing this video was to invoke ideas of what will make Franklin so special that people will come from all over the country just to participate and enjoy it.

The Council began working individually and collectively voting as they began breaking down actionables in each of the impact areas. These are “Must Do’s”, “Must Wins”, and can be done in our

own kitchen. In other words, if we can't control the outcome, then we can't create the action/task. If we can't measure it, then it's not worth doing.

The following impact areas were agreed upon:

- Education
- Recreation
- Business
- Safety
- Resources
- Talent
- Waste/Value

The Council continued with another exercise of individually writing tasks that they believed were most important in each of these areas and then the Council collectively voted on the popularity of the tasks written. Further selection was made on choosing the top actions under each impact area.

Next Steps:

The Lean Workshop Session III will be scheduled for November 13th, 5:00PM at the Bessie Rowell Community Center Conference Room. Mr. Ellert will create and send the Council a spreadsheet with the Impact Areas showing the top chosen tasks under each area. During the next session, the group will further refine the tasks and choose sponsors for each impact area.

Motion to adjourn was made by Councilor Dzujna.

Seconded by Councilor Ribas.

All in Favor. Motion PASSED.

Meeting adjourned at 9:10PM

Respectfully Submitted,

Audrey Lanzillo



**City Council Meeting Minutes
November 5, 2018 – 6:00PM
Franklin City Hall**

Mayor Giunta called the meeting to order in Council Chambers at 6:00PM.

City Council in attendance

Mayor Tony Giunta, Councilor Jo Brown, Councilor Scott Clarenbach, Councilor Bob Desrochers, Councilor George Dzujna, Councilor Heather Moquin, Councilor Vince Ribas, Councilor Paul Trudel, Councilor Olivia Zink.

Others in attendance

City Manager Judie Milner

Absent

Councilor Steve Barton

Salute to the flag was led by Councilor Brown.

Mayor Giunta opened the Public Hearing at 6:01PM

Ordinance #04-19, proposing an amendment to the Franklin Municipal code, Chapter 272, Taxation, Article III with regard to Elderly Assessment Exemptions.

City Manager Milner provided some background information stating that this ordinance addressed the taxing of assessed value of homes owned by the elderly which are being separated into 3 categories; 65-74 years of age, 75-79, and over 80. She stated that after the assessed re-evaluation this year, a couple of issues were brought to her attention. Exemption amounts and the age of the homeowner haven't been evaluated in over 13 years and needs to adjust urgently due to the timing of the December property tax bills going out to those elderly who haven't received a tax bill due to age in quite some time. Milner researched other communities in Merrimack County and asked the Council to look at the exemption amounts. The Categories have already been set by RSA so only the exemption amounts can be looked at. The Ordinance looks at only the change in income and exemption amounts.

Mr. Leigh Webb, Ward 3 resident asked City Manager Milner if the tax rate has been set yet. Milner responded that it has not been set yet but have a very good idea of what it will be. Mr. Webb is in support of this Ordinance due to the urgency and how it will affect the elderly if not done as soon as possible. Milner stated that the effective date will be 4/1/18 because it's the MS1 date and it will remain in effect until the Council makes a change if they choose in the future.

Mayor Giunta asked if anyone else would like to provide any comments to the Ordinance. There were none.

The Public Hearing on Ordinance #04-19 closed at 6:08PM.

Public Hearing on Resolution #05-19 opened at 6:08PM.

Resolution #05-19, accepting the Law Enforcement Opioid Abuse Reduction Initiative Grant in the amount of Five Thousand Dollars, approving the memorandum of Agreement with Tilton and Northfield.

Annette Andreozzi, Ward 3 resident stated that she is in favor of using money for good causes especially when it doesn't come from the City's budget but she wanted to know why we are sharing this money with Tilton/Northfield and how this will all work with Franklin.

Chief David Goldstein replied directly to Annette Andreozzi stating that when these grants first became available, they were called Granite Hammer Grants and those of larger departments and those with a regional initiative would receive the most money. We therefore partnered with Tilton/Northfield so that we could receive the most money available to us.

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

The Public Hearing on Resolution #05-19 closed at 6:10PM.

Comments from the Public

Karen Darling, Ward 3 and members of the Franklin Junior Youth Group approached the Council to provide posters that they made which show various ways where they could help the Earth. The Youth Group has also provided many clean-up activities throughout Franklin. They would to put up their posters throughout City Hall and the Rec Center. Mrs. Darling shared the meaning of the posters is to inspire people to care about their City by not littering and to continue recycling. She asked, on behalf of the Youth Group, that the Council consider recycling again and also for permission to hang their posters throughout. They shared one of their slogans, "Be a quitter on Litter". The Council and City Manager provided the approval to hang the posters and applauded the Youth Group on their inspiring project.

Scott Burns, Ward 2 thanked the City Council for thinking outside the box and watching them work during the LEAN Session he attended. He stated that he'd like to see more of the public attend and get involved in these sessions. He'd like everyone to understand why the City is doing this.

Jeff Perkins, Ward 1 thanked the City Council and everyone responsible for getting Central street paved. The audience applauded.

Mayor Giunta asked for any further comment. There was none.

Public Comments Closed at 6:14PM

City Council Acknowledgement

Councilor Brown applauded Jule Finley, the cast of Grease, and the entire Opera House staff put on an outstanding performance. She stated that it was awesome.

Councilor Desrochers thanked Brian Barry for his exceptional work and a job well done on the paving project. He also wanted to acknowledge the Governor for the 150M surplus the state had but wouldn't fund the schools. Not a penny. He isn't just saying it for Franklin's schools. There are many other community schools in need but why hasn't any of them seen any of that surplus money. Residents and all the Superintendents of the schools should be rallying in Concord pounding on doors asking where our money is for education.

Councilor Dzujna thanked MSD and the Water Department for a job well done on the paving project. During bad weather they still pushed through to get it done.

Councilor Zink also thanked Director Krystal Alpers on a very well-done Halloween extravaganza at Bessie Rowell.

Mayor Giunta asked for any further acknowledgements. There were none.

Mayor's Update

Mayor Giunta presented Councilor Jo Brown with a Mayoral Proclamation proclaiming Tuesday, November 6th, 2018 as Jo Brown Day. He stated Councilor Brown's latest accomplishments and positive involvement in the community. Councilor Brown received the 2018 Business and Professional Women's Club Franklin Chapter Award for Woman Achievement. Mayor Giunta explained how much Councilor Brown did not want everyone to know she was awarded Woman Achievement of the year, nor did she want anyone to know that she provides guidance to our youth or provides leadership and service to her community. She also proudly served the United States Air Force for 22 years. Mayor Giunta continued to mention the numerous volunteering Councilor Brown participates in throughout Franklin. All congratulated Councilor Jo Brown.

Agenda Item I

Council to consider the amendment of the July 2nd City Council Meeting minutes to include the roll call vote to seal the minutes of the non-public session that was taken but inadvertently left out of the minutes. Council to also consider the minutes of the July 18th City Council Final Budget Review Meeting, the minutes of the October 1st City Council Meeting, and the minutes of the October 5th City Council Meeting.

Motion – Councilor Desrochers moved that the Franklin City Council accept the amendment of the July 2nd City Council Meeting minutes to include the roll call vote to seal the minutes of the non-public session that was taken but inadvertently left out of the minutes. Council to also consider the minutes of

the July 18th City Council Final Budget Review Meeting, the minutes of the October 1st City Council Meeting, and the minutes of the October 5th City Council Meeting.
Seconded by Councilor Trudel.

All in Favor. Motion PASSED.

Agenda Item II

Monthly School Board Update was provided by Superintendent Dan LeGallo. He began with a big thank you to Jule Finely and the cast of Grease. He regretted that he couldn't attend due to an ill parent. He stated that many people told him that Grease was one of the best shows that has been performed here at the Opera House.

Superintendent LeGallo continued with thanking Councilor Desrocher's for sharing the October 5th article. LeGallo shared it with other superintendents. The Energy project is 90-95% complete. EEI is planning to come to the schools for a discussion. LeGallo stated that he'll let the Council know when that will be so those interested can attend. He stated that teacher negotiations have begun. The 2019/2020 Budget Process will be kicking up and expect the School Board to review and approve it sometime in March 2019.

LeGallo informed the Council that a 3rd project was accepted by the state to address reconfiguration of all the school entryways to make them safer. The state approved \$400,000 for this project and school is required to pay 20% (\$20,000) of the total cost which will likely come from the salary lines. Work is expected to begin during the summer of 2019.

LeGallo asked City Manager Milner how close the completion of the letter to the Governor was and she replied that it's expected to be complete for the December 3rd Meeting. He asked the Council if anyone has applied to the School Board position and the Council replied that no-one has come forward unfortunately. He concluded with a proud mention that our Hurricanes are in the finals; the football game will be held in Laconia this coming Saturday at 6PM.

Agenda Item III

Council to consider approval of Ordinance #04-19, proposing an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 273-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds.

Motion – Councilor Desrochers moved that the Franklin City Council approve Ordinance #04-19, proposing an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 273-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds.
Seconded by Councilor Brown.

Mayor Giunta asked for discussion.

Councilor Clarenbach stated that he didn't have any problems with this and asked if this will need to be addressed every year. He also urged that a standard showing justifiable income amounts and metrics be set.

City Manager Milner responded stating that it might be a good idea to include this in the budget process taking into consideration social security increases year over year etc.

Councilor Zink stated that it reads a little unclear with the cross outs and inquired as to the first age bracket having such a large increase but the middle age bracket not changing very much. There should also be wording in there that the amounts refer to the adjusted assessed values exemption.

City Manager Milner replied that the comparison was done looking at Merrimack County averages and the first age bracket average was considerably lower so that is showing a larger adjustment.

**Motion – Councilor Clarenbach moved to amend the motion after the \$160,000 wording to include “of assessed value”.
Seconded by Councilor Zink.**

All in Favor of the Amendment. Motion PASSED.

Councilor Ribas stated that he needs to better understand the Merrimack averages and how many people are in each category and or are affected. City Manager Milner stated that the \$160,300 is the 80 years plus category (29 residents are affected).

ORDINANCE #04-19

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Eighteen;

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds be changed as follows (**bold additional language**, strikethrough for deleted language):
The optional adjusted elderly exemptions shall be, for a person 65 years of age up to 75 years, ~~\$25,600~~ 46,000; for a person 75 years of age up to 80 years, ~~\$64,100~~ 69,700; for a person 80 years of age or older ~~\$109,900~~ 160,300 **of assessed value**. To qualify the person must have been a New Hampshire resident for at least five years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five years. In addition, the taxpayer must have a net income of not more than ~~\$24,700~~ 30,250 or, if married, a combined net income of less than ~~\$29,600~~ 37,750, and own net assets not in excess of \$74,300 excluding the value of the person's residence. Under no circumstances shall the amounts of the exemption for any age category be less than \$5,000.

Change to be effective April 1, 2018 by a roll call vote.

Roll Call:

| | | | | | |
|-----------------------------|----------------------|-----------------------------|-------------------|-------------------------|-------------------|
| Councilor Barton | <u>Absent</u> | Councilor Desrochers | <u>Yes</u> | Councilor Ribas | <u>Yes</u> |
| Councilor Brown | <u>Yes</u> | Councilor Dzujna | <u>Yes</u> | Councilor Trudel | <u>Yes</u> |
| Councilor Clarenbach | <u>Yes</u> | Councilor Moquin | <u>Yes</u> | Councilor Zink | <u>Yes</u> |

All in Favor. Motion PASSED.

Agenda Item IV.

Council to Consider adoption of Resolution #05-19, accepting the Law Enforcement Opioid Abuse Reduction Initiative Grant in the amount of \$5,000, approving the memorandum of Agreement with Tilton and Northfield Police Departments.

**Motion – Councilor Desrochers moved that the Franklin City Council adopt Resolution #05-19, accepting the Law Enforcement Opioid Abuse Reduction Initiative Grant in the amount of \$5,000, approving the memorandum of Agreement with Tilton and Northfield Police Departments.
Seconded by Councilor Ribas.**

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

RESOLUTION #05-19

A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2019.

In the year of our Lord, Two Thousand Eighteen,

WHEREAS, the City Council of the City of Franklin has adopted a budget for Fiscal Year 2019 which began July 1, 2018, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the Police Department sought and received a 100% federal non-matching grant from the State of New Hampshire called the Law Enforcement Opioid Abuse Reduction Initiative Grant totaling \$5,000 for the purpose of investigating and apprehending individuals or organizations involved in opioid related drug use and trafficking, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands that the grant requirements will be fulfilled in a joint effort by Franklin, Northfield and Tilton police departments and that each department will bill and receive grant funds directly according the grant memorandum of agreement, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands that Franklin police department is expected to receive approximately 1/3 of the grant funding totaling \$1,667 and wishes to appropriate this funding, **Now**,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, November 5, 2018 the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 05-19 accepting the Law Enforcement Opioid Abuse Reduction Initiative grant from the Office of Highway Safety in the amount of \$5,000, approving the memorandum of agreement with the agencies listed above, authorizing the City Manager to execute all necessary paperwork and authorizing an increase in FY2019 revenues:

Grant Revenue - Police Acct. No. 01-2-103-33111-000 – One Thousand Six Hundred Sixty-Seven Dollars (\$1,667),

And an increase in FY2019 expenditure accounts,

Overtime Wages – Investigations Acct. No. 01-2-102-40140-000 – One Thousand Two Hundred Seventy-Four Dollars (\$1,274),

Medicare – Investigations Acct. No. 01-2-102-40225-000 – eighteen Dollars (\$18),

New Hampshire Retirement Acct. No. 01-2-102-40230-000 – Three Hundred Seventy-Five Dollars (\$375)

By a roll call vote.

Roll Call:

| | | | | | |
|-----------------------------|----------------------|-----------------------------|-------------------|-------------------------|-------------------|
| Councilor Barton | <u>Absent</u> | Councilor Desrochers | <u>Yes</u> | Councilor Ribas | <u>Yes</u> |
| Councilor Brown | <u>Yes</u> | Councilor Dzujna | <u>Yes</u> | Councilor Trudel | <u>Yes</u> |
| Councilor Clarenbach | <u>Yes</u> | Councilor Moquin | <u>Yes</u> | Councilor Zink | <u>Yes</u> |

All in Favor. Motion PASSED.

Agenda Item V.

Council to set a public hearing for Resolution #07-19, establishing a Trust Fund with the Trustees of the Trust Funds for School Donations.

**Motion – Councilor Zink moved that the City of Franklin City Council set a public hearing for Monday, December 3rd, 2018 at 6:00PM regarding resolution #07-19 establishing a trust fund for donations to the Franklin School District Operating Budget.
Seconded by Councilor Brown.**

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

All in Favor to create the new Trust Fund. Motion PASSED.

Mayor Giunta read aloud Resolution #07-19.

RESOLUTION #07-19

A Resolution Relating to the authorization for the City of Franklin to establish an expendable trust fund for donations toward the school district's operating budget.

In the year of our Lord, Two Thousand Eighteen,

WHEREAS, the City Council of the City of Franklin acknowledges the desire of several residents to donate funding for the use of the Franklin school district, and;

WHEREAS, the City Council of the City of Franklin wishes to establish a trust fund to be under the custody of the Trustees of Trust Funds in accordance with New Hampshire RSA chapter 31 for the purpose of maintaining the donations for the school district for appropriation in the annual budget process or supplemental appropriation thereof, and;

WHEREAS, the City Council wishes this trust fund to be known as "Franklin School District Operating Fund", **Now**

THEREFORE BE IT RESOLVED, that at the scheduled meeting of the Franklin City Council on Monday, December 3, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 07-19 authorizing the City of Franklin Trustee of Trusts Funds to establish a new trust fund titled Franklin School District Operating Fund for the purpose of appropriating revenue derived from such fund to support the operations of the Franklin School District

By a roll call vote.

Roll Call:

| | | | | | |
|----------------------|-------|----------------------|-------|------------------|-------|
| Councilor Barton | _____ | Councilor Desrochers | _____ | Councilor Ribas | _____ |
| Councilor Brown | _____ | Councilor Dzujna | _____ | Councilor Trudel | _____ |
| Councilor Clarenbach | _____ | Councilor Moquin | _____ | Councilor Zink | _____ |

Agenda Item VI.

Council to consider consulting agreement with Richard Ellert.

**Motion – Councilor Dzujna moved that the Franklin City Council approve the consulting agreement with Richard Ellert and authorize the City Manager to execute the agreement.
Seconded by Councilor Desrochers.**

Mayor Giunta asked if there was any discussion.

Councilor Dzujna asked if the public could hear some of Mr. Ellert's background and experience. City Manager Milner explained that Mr. Ellert is an international LEAN Consultant and has recently become a new resident of Franklin. Mr. Ellert offered his services to the City for the next six months providing workshops in each of the departments. He will work pro bono during this time and help the City work toward a LEAN Roadmap that the City Council and City Manager will work together to create. These workshops are open to members of the School and the public.

Mr. Ellert's services will save the City an estimated \$250,000 which was recommended to the City Council to pay for an Efficiency Study during the FY2019 Budget Process.

Mayor Giunta mentioned that the City Council has participated in two of these workshops already and the group is working hard and coming together with some great ideas. He also mentioned that the City Council doesn't get the opportunity to work together like this on various issues very often and it's been great to do so.

Councilor Clarenbach asked if there should be something in the agreement in reference to tax benefit where he has donated his time for a non-profit municipality and derive to a value of his services that he can use when he's submitting his taxes next year.

Councilor Zink asked why there is mention of paying Mr. Ellert \$1 and City Manager replied that the State of New Hampshire requires some for of payment and this assures we are following the appropriate process.

CONSULTING AGREEMENT

CITY OF FRANKLIN, NEW HAMPSHIRE
316 CENTRAL STREET
FRANKLIN, NH 03235

AND

RICHARD S. ELLERT
D/B/A LEANMAP
71 HILL ROAD
FRANKLIN, NH 03235

AGREEMENT made this November day of ~~October~~, 2018 by and between the City of

Franklin, a New Hampshire municipality with a place of business of 316 Central Street, Franklin, New Hampshire 03235 (hereinafter referred to as "City") and Richard Ellert, d/b/a LeanMap, with a mailing address of 71 Hill Road, Franklin, New Hampshire 03235 (hereinafter referred to as "Consultant").

1. **Scope of Project.** Consultant will create, for the exclusive benefit of the City, a LeanMap product as described on the LeanMap website (www.leanmap.com) as of October 16, 2018. Consultant will analyze all aspects of municipal services in their current state and will thereafter provide recommendations to the City, in LeanMap form, designed to increase the efficiency and the delivery of those services and the satisfaction of the consumer (generally the residents of the City of Franklin or other members of the public) with the receipt and quality of such services. Efficiencies to be sought shall include, but not be limited to, the elimination of waste (material, time, energy or other form), increased speed of service delivery and the simplification of service delivery. Consultant shall, where possible, also make recommendations designed to reduce the cost of service delivery without negatively impacting the quality of service delivery.
2. **Time.** The date for project completion shall be May 1, 2019.
3. **Cost.** Consultant shall furnish the LeanMap product to the City for the sum of One Dollar (\$1.00). Additionally, the Consultant may use the LeanMap produced in conjunction with this project in the promotion of his business in an effort to establish a business or marketing plan for the providing of LeanMapping services to other municipalities or government agencies. The Consultant shall be furnished no additional compensation or expense reimbursement unless specifically agreed to in writing between the Consultant and the City. Consultant shall provide the City with a total of no more

than sixteen (16) hours per month for a period of six (6) months from the date of the execution of this Agreement within the compensation format discussed above. If there is a need to exceed this limitation, the parties agree that they will negotiate appropriate additional compensation or the Agreement may, at the option of either party, be terminated.

4. **Proprietary Information.** The City acknowledges that the creation of the product as described above will require the utilization of proprietary processes and information owned, developed or otherwise within the control of the Consultant. The City shall not, without the express written approval of Consultant, release any information regarding such processes as are utilized to create the LeanMap with the exception of the final product furnished by the Consultant to the City.

Nothing in this section shall preclude the City from responding appropriately to any request for information received pursuant to RSA 91-A (New Hampshire's "Right-To-Know Act") or other similar legislation or regulation.

5. **Termination.** This Agreement may be terminated by either party upon written notice to the other.
6. **Amendment.** No term or provision of this Agreement shall be altered, amended or changed in any way except in writing, with such amendment being executed by the parties hereto.
7. **Entire Agreement.** It is agreed that all understandings and representations heretofore between the parties are merged into this Agreement, which alone fully and completely expresses their agreement and that the same is entered into after full investigation, neither party relying upon any statement or representation not embodied in this Agreement.
8. **Agreement Binding.** This Agreement shall be binding upon and be to the benefit of the heirs, executors, administrators, successors, and assigns of the respective parties.
9. **Assignment.** No party shall assign any obligation under this Agreement without the written consent of the other party.
10. **Governing Law.** This contract shall be governed by, and interpreted in accordance with, the laws of the State of New Hampshire. It is specifically agreed that the courts of the State of New Hampshire shall have jurisdiction over any dispute arising herefrom.
11. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original for all purposes but all of which shall constitute one in the same agreement.
12. **Approval.** This Agreement was approved by action of the Franklin City Council dated October __, 2018.

NOVEMBER

IN WITNESS WHEREOF, we have hereunto set our hands and executed this Agreement
on the day and year first above written.

November
Date: ~~October~~ __, 2018

City of Franklin, New Hampshire

By: _____
Judie Milner, City Manager
Duly Authorized

NOVEMBER
Date: ~~October~~ __, 2018

By: _____
Richard S. Ellert
d/b/a LeanMap

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

All in Favor. Motion PASSED.

Agenda Item VII.

Disposition of Tax Acquired Property.

**Motion – Councilor Desrochers moved that the Franklin City Council authorize the City Manager to dispose of the following property, with condition that the successful bidder must merge the property with their existing property within 60 days of closing, to an abutter through a bid process with a minimum bid amount of \$1,000 and to further execute all closing documents required for the conclusion of the referenced sale: Map/Lot# 117-068-00, 77 School Street. Minimum bid set for \$1,000.
Seconded by Councilor Dzujna.**

Mayor Giunta asked if there was any discussion.

Councilor Desrochers was wondering if merging of this property and 31 Church Street abutters would make more sense to merge both and then present for sale asking a higher price.

City Manager Milner explained that both abutters are considering sharing this parcel which would provide them with off street parking.

Councilor Desrochers stated that selling this for \$1,000 is very cheap and compared to the new values of land a few blocks away, he feels the price should be increased to at least a minimum bid of \$5,000.

**Motion - Councilor Desrochers moved to amend the motion to state a minimum bid of \$5,000.
Seconded by Councilor Ribas.**

7 in Favor. One opposed. Motion PASSED.

**Motion – Councilor Clarenbach moved not to sell the property and wait to combine with other abutting property then going back out for bid for more money at a future date.
Seconded by Desrochers.**

Mayor Giunta asked for discussion.

Councilor Brown asked City Manager Milner if anything would change for the abutters who were interested in this property. Milner stated that the City would have no use for the right of way any longer so at least one of the abutters could potentially get it and utilize for off street parking.

Councilor Dzujna asked City Manager Milner how she thought the property owners would feel about this new motion since she has been working with them to this point. Milner responded stating that the two abutters are excited at the possibility but they are aware that it had to go before City Council as she doesn't have automatic permission to sell it. Milner will let them know that they will have to wait until 31 Church comes down and next decisions are made.

Councilor Moquin is concerned about not bidding to sell and holding on to it. She asked what the bigger plan or goal is of the City. Councilor Clarenbach responded stating that if we sell it right now, where removing any future larger opportunities for the City.

Mayor Giunta expressed his support of holding on to this parcel and having greater control over what it's potential is there and he also asked if the Council is in agreement to include some other solution to help the abutters get off street parking. The Council agreed that yes, it should include something to offer the abutters for parking.

Mayor Giunta asked if there was any further discussion to the amendment of the Motion. There was no further discussion.

All in Favor. Motion to the amendment PASSED.

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

Agenda Item VIII.

Other Business

1. Committee Reports:

- a. Designing Franklin's Education meetings continue with not much public attendance however Superintendent LeGallo, School Board Chair Tim Dow, Councilor Desrochers, and Mrs. Janet Desrochers attended the last meeting. The focus was the shortfall and thoughts were formed on looking at the latest numbers from the state.

Councilor Brown also informed the Council of the November 29th Education Forum from 9-3 in the Opera House. The agenda will include a status on the Committee's progress, the Finance Director Frank Lossani will provide a financial reading on the funding. Comparisons against other small communities, looking at these issues in another way, and inviting teachers from outside of our community to share their knowledge of how they are dealing with these same issues in their community.

Mayor Giunta thanked Councilor Brown for her hard work.

2. City Manager's Update:

- a. Contingent Grant Line Activity - \$5,361 received from Healthy Eating Active Living (HEAL) from LRGE and \$1010 Active Shooter Fire Training from the State of NH.
- b. City Manager Milner announced the upcoming 12/31/18 retirement of Franklin's Fire Chief Kevin Lachapelle and thanked him for his dedication and service to

Franklin. Standing ovation and applause from all. Chief Lachapelle thanked the Mayor, City Council, and all attendees this evening for believing in him over the last seven years. He stated that this has been part of his long-term plan for many years and hopes to continue to be part of the fabric of Franklin for many more years to come. Mayor Giunta told the Chief that he has made the City very proud and congratulated the Chief on the next phase of his life.

- c. The Economic Development Workshop rescheduled to 11/26. The Downtown Economic Committee will provide an update on projects going on in Franklin.
- d. City Manager Milner continued with a huge thank you to the Town of Tilton for allowing us to borrow their City Prosecutor during the solution for Franklin is being addressed.
- e. The CAP office has moved in to the Old Finance office at City Hall.
- f. The NH Representatives & Senators Candidate Forum with Northfield was held in the Opera House and was a huge success. Leigh Webb did a fantastic job as the Moderator. Many compliments from both the panel and other attendees were received.
- g. Central Street Paving was complete using RSA approved City funds. There's a few thousand dollars left for some additional road work on Prospect St. and New Hampton Road. City Manager Milner thanked MSD for their great work completing this difficult work.
- h. Tax Deeded Property currently out for bid (139 Thunder Road and 51 Beech St.). Franklin Falls TIF Amendment #1, the City now owns 42 Canal Street. As part of the TIF Amendment, we did not have a purchase and sales on that TIF therefore the City Manager Milner asked the Council if we can hold a Public Hearing on the specific purchase. The Council agreed to add it as an agenda item for the December Meeting. Demolition is heading to 31 Church Street next. The City isn't sure if Packers is coming down as there may be new potential buyers.
- i. LEAN Process Workshops are in full swing. Mr. Ellert not working with Municipalities before is very pleased at how the Council is working and coming together. Mr. Ellert is most familiar with a company who has one boss and makes on the decisions whereas with a Municipality, it's very different. The Council is happy to mention that they have agreed on a Vision and Mission Statement.
 - Vision: Franklin for a Lifetime.
 - Strategic Statement (Mission): We will work as a team to ensure Franklin's future by strengthening education, promoting recreation, supporting businesses, and providing a safe community through the efficient use of resources and talent. We will eliminate waste at all levels to maximize value to our taxpayers.

Next LEAN Workshop is November 13th at 5PM at the Bessie Rowell Community Center. The Council will then look at how to plan out the Mission.

- j. USPAP Manual (assessing valuation tool) available on the City Website under the Assessing department.
- k. WOW Trail Committee are doing a study on using the railroad corridor from Laconia to Franklin to connect the small pieces of trails. They need different community's support as they go out for a Grant. They are also looking for monetary donations. If the Council is interested, this can be something to discuss for the 2020 budget. City Manager Milner asked the City Council if they would support a

resolution so this committee can use it to go out for Grants. This fits in with our Recreation marketing plans for the City.

- Councilor Dzujna asked if they are going to ask for police detail on the trail, etc. Milner replied that they are only doing a feasibility study at this time and haven't discussed those kinds of possible needs just yet.
 - Councilor Ribas agreed with Councilor Dzujna and stated that we can be supportive of these efforts but the trail really doesn't fall on Franklin borders.
 - The City Council consensus was in agreement of creation of a supportive resolution.
- l. City Manager Milner asked if the Council if they would be interested in inviting Matt S/// from Banners for Hometown Heroes to the next City Council Meeting to explain his project. Milner thought that hanging them on the bridge might be a good place. The Council wasn't sure if the City owned the light poles over there and there was also concern on the wind that blows over that bridge. Banners would likely get blown and damaged. City Manager Milner will look into the ownership of the poles.
- Councilor Brown asked if there was any cost to the City. Milner replied that the families pay for the banners.
 - The consensus of the Council was to invite Matthew to the next City Council Meeting.
- m. The Tax Rate setting process is almost complete. The MS1 will be resubmitted to include the Ordinance 04-19 change from tonight. The MS535 will be ready shortly for Councilor's signatures. Tonight's minutes will need to be uploaded as well as a few other minor changes so the Tax Rate can be set within the next week.
- n. Recycling Update: Please continue to separate using the green and grey bins. The transfer station will accept recyclables such as glass and metal cans only.

Councilor Desrochers informed the public and the Council that Sunday is Veterans Day and asked to please keep them in our minds. He stated that 22 veterans commit suicide daily. There are also 600 estimated homeless veterans in the State of New Hampshire. All are welcome to attend the Veterans Ceremony at the Veterans Cemetery at 11am on this Sunday and this Thursday at 1PM, all are welcome to put flags on all Veterans graves. There are over 6000 Veterans graves at the Cemetery.

Motion – Councilor Ribas moved to go into non-public according to RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

Seconded by Councilor Desrochers.

Roll call to enter into non-public:

| | | | | | |
|----------------------|---------------|----------------------|------------|------------------|------------|
| Councilor Barton | <u>Absent</u> | Councilor Desrochers | <u>Yes</u> | Councilor Ribas | <u>Yes</u> |
| Councilor Brown | <u>Yes</u> | Councilor Dzujna | <u>Yes</u> | Councilor Trudel | <u>Yes</u> |
| Councilor Clarenbach | <u>Yes</u> | Councilor Moquin | <u>Yes</u> | Councilor Zink | <u>Yes</u> |

All in favor. Motion PASSED.

Entered into non-public session at 7:33PM.

Motion to leave non-public session made by Councilor Clarenbach.

Seconded by Councilor Ribas.

All in Favor. Motion PASSED.

Public Session reconvened at 8:02PM

Motion – Councilor Trudel moved to seal the minutes because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board.

Seconded by Councilor Brown.

Roll call:

| | | | | | |
|----------------------|---------------|----------------------|------------|------------------|------------|
| Councilor Barton | <u>Absent</u> | Councilor Desrochers | <u>Yes</u> | Councilor Ribas | <u>Yes</u> |
| Councilor Brown | <u>Yes</u> | Councilor Dzujna | <u>Yes</u> | Councilor Trudel | <u>Yes</u> |
| Councilor Clarenbach | <u>Yes</u> | Councilor Moquin | <u>Yes</u> | Councilor Zink | <u>Yes</u> |

All in Favor to seal the minutes. Motion PASSED.

Motion - Councilor Clarenbach moved to hire a PI to locate the owner of the Elks/Ciao Pasta site.

Seconded by Councilor Brown.

All in Favor. Motion PASSED.

Motion to adjourn made by Councilor Dzujna.

Seconded by Councilor Brown.

All in Favor. Motion PASSED.

Meeting adjourned at 8:03PM

Respectfully Submitted,

Audrey Lanzillo



**City Council LEAN Workshop Session III - Minutes
November 13, 2018 – 5:30PM
Bessie Rowell Community Center**

Mayor Giunta called the meeting to order in the Bessie Rowell Community Center conference room at 5:05PM.

City Council in attendance

Mayor Tony Giunta, Councilor Jo Brown, Councilor George Dzujna, Councilor Bob Desrochers, Councilor Clarenbach, Councilor Vince Ribas, Councilor Zink

Others in attendance

LEAN Expert Richard Ellert, Councilor-elect Karen Testerman

Absent

Councilor Steve Barton, Councilor Paul Trudel, Councilor Heather Moquin

Salute to the flag was led by Mayor Giunta.

Mr. Ellert and the City Council continued with revisions to the roadmap spreadsheet. Key focus for this session was to review actionables, update/refine measures, add sponsors, and also include managers each of the initiatives within each area.

Next Steps:

Lean Workshop Session IV will be scheduled for November 13th at 5:00PM. Mr. Ellert created a spreadsheet with Impact Areas and top tasks under each. During the next session, the group will further refine tasks and choose sponsors for each impact area.

Motion to adjourn was made by Councilor Dzujna.

Seconded by Councilor Ribas.

All in Favor. Motion PASSED.

Meeting adjourned at 9:10PM

Respectfully Submitted,

Audrey Lanzillo

CITY COUNCIL MEETING
AGENDA ITEM II



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of December 3, 2018

Subject: School Board Report

The Superintendent will provide a monthly report to the Mayor and City Council.

CITY COUNCIL MEETING
AGENDA ITEM III



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

December 3, 2018

From: Dan LeGallo, Superintendent

Subject: 2017-2018 Fund Balance

Recommendation:

To allow the Franklin School District to use \$350,156 of the \$719,085 FY2018 unassigned fund balance, to support the 18-19 school budget based on new revenue estimates and to allow the remaining fund balance of \$108,929 to be used to support the 19-20 budget. \$260,000 of the fund balance is already assigned to the 18-19 school budget.

Suggested Motions:

December 3, 2018

Councilor moves, "I move that the Franklin City Council set a public hearing for Monday, January 7, 2019, at 6pm regarding Resolution 06-19 allowing the Franklin School District to appropriate \$350,156 of the unassigned FY2018 fund balance to support the FY2019 school district budget."

Mayor calls for a second, discussion and vote.

January 7, 2019

Councilor moves, "I move that the Franklin City Council adopts Resolution 06-19 appropriating \$350,156 of FY2018 unassigned fund balance to the Franklin School District fiscal year 2019 budget."

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

Discussion:

The school district recognized savings in its budget due to freezing of the budget when another reduction in state adequacy aid was realized after the 2017-2018 budget was approved. There was also savings in special education related services due to less out of district tuition costs and associated transportation, lower speech services need, difficulty in finding personnel to fill open positions and change in personnel. The audit is moving forward quickly with reports and reconciliation documents being sent regularly to the auditors electronically with anticipated field work expected soon. They are currently

making selections for review. The auditors don't anticipate any adjustments to the final numbers that have been reported to the state.

The school district found out in September that their adequacy aid for FY2019 was being reduced by an additional \$177,102. The district also recognized a reduction in Special Education Aid of \$114,079 due to reduction in out of district costs plus other revenue adjustments related to reduction in tuition payments from other LEAs, etc. The \$350,156 in fund balance will be used to offset these revenue adjustments. The remaining \$108,929 of FY2018 unassigned fund balance will be used in the FY2020 proposed school district budget to offset anticipated reduction in the fiscal year 2020 adequacy aid.

Fiscal Impact:

\$350,156 increase in fund balance to support reduction in other revenue sources for the school district for the fiscal year 2019 budget. No change to the previously approved amounts of the City of Franklin financial support of the 18-19 budget.

Alternatives:

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

Attachments/Exhibits:

Resolution 06-19



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #06-19

A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2019.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin has adopted a budget for Fiscal Year 2019 which began July 1, 2018, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district estimates approximately \$719,085 in additional unassigned fund balance at June 30, 2018, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire has already appropriated \$260,000 of the prior year fund balance during the FY2019 budget process, and;

WHEREAS, the City Council of the City of Franklin would like to appropriate an additional \$350,156 of the prior year unassigned fund balance in order to offset a \$350,156 reduction in estimated revenues, **Now**,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on January 7, 2019, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 06-19 and authorize an increase in FY2019 revenues:

Appropriated Fund Balance – Three Hundred Fifty Thousand, One Hundred Fifty-Six dollars (\$350,156),

And a decrease in FY2019 adequacy revenue,

School District expenditures in the total amount of Three Hundred Fifty Thousand, One Hundred Fifty-Six dollars (\$350,156),

By a roll call vote.

Roll Call:

| | | | | | |
|----------------------|-------|----------------------|-------|------------------|-------|
| Councilor Barton | _____ | Councilor Desrochers | _____ | Councilor Ribas | _____ |
| Councilor Brown | _____ | Councilor Dzujna | _____ | Councilor Trudel | _____ |
| Councilor Clarenbach | _____ | Councilor Moquin | _____ | Councilor Zink | _____ |

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

CITY COUNCIL MEETING
AGENDA ITEM IV



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

December 3, 2018

Matthew Wieczhalek-Seiler to present Hometown Heroes Banner Program to the City Council.

Reminder for Council:

Poles downtown will be used as part of Franklin's rebranding and already have flags on them

Recommended Motion (if needed):

Councilor moves, "I move that the City Council of the City of Franklin support the hometown banners program and allow banners to be hung in _____ locations after necessary permitting/permission from owner(s) of the poles."

Mayor calls for a second, discussion and vote.

Name
Address
City. State Zip

Subject: Concord for Hometown Heroes Banners Program

To Whom It May Concern:

My name is Matthew Wieczhalek-Seiler. I am a resident of Concord N.H. I am endeavoring to start a program to honor our soldiers, both veterans and active duty. The program is called Hometown Heroes Banners.

What is the Hometown Heroes Banners Program? Simply put, it is program to display banners that honor our hometown soldiers on lamp posts stanchions in the City. The banners are sponsored by individuals who wish to honor members of their family or friends who have or are currently serving our Country. The banners generally have a photo of an active duty soldier or veteran. The banners list the branch of the Military, period of service, rank, and name. Examples of these banners can be found with a google search for "Hometown Heroes Banners" or you can find my page on Facebook by searching for "Concord for Hometown Heroes Banners". I first learned of this program after my brother's passing. He was from Attica, NY. During a trip back home to see family last year, I noticed the banners on the lamp posts lining Main Street in Attica. I then sponsored a banner in honor of my brother and that has motivated and inspired me to get a program started in Concord, NH. I have enclosed a printout with this letter which show examples of some of the banners in other communities.

My current goal is to personally sponsor five banners in the City of Concord by Veteran's Day. I intend to get the first two banners printed in the next two weeks. My goal is to honor members of each branch of the service with the first five banners. I am still seeking a member of the Air Force and a member of the Coast Guard, both men and women. I am hopeful that this will generate public interest in the program and more banners will be sponsored by individuals in the community.

I have done my research into these programs and have personally spoken with numerous people who have successfully started programs in their cities and towns. In some places, banners are hung from Memorial Day to Veteran's Day. Other communities hang their banners year round. The people who are involved in these programs are all very enthusiastic and their programs have grown rapidly with the number of banners sponsored each year. They all have told me that getting the first set of banners up is the best way to propel the program forward.

I am also going to put together a committee to organize possible activities and events that the group may have. I am looking for two or three people who may want to join this effort. Once the program is established in Concord, my intention is to go town to town to generate interest statewide.

I am not seeking financial support or gain by getting this program off the ground in our City. I have traveled to many cities and towns who have implemented this program and have seen the banners proudly displayed in those communities. I feel it is a wonderful way to honor and support our soldiers who sacrifice so much for our freedom.

My hope is to gain letters of support and /or any guidance your organization may be able to provide. I have already generated a lot of interest in the program through my Facebook page. It would be helpful if this information was shared to veterans and/or active duty members of the military or to people who may be willing to sponsor banners. The best way to contact me is through my Facebook page. The more the information is shared about the program, the number of banners sponsored will grow and eventually make a noticeable difference to the landscape of downtown Concord.

Please feel free to contact me with any questions you may have. I hope to hear from you.

Sincerely,

Matthew Wieczhalek-Seiler
69 Manchester Street, Lot 3
Concord, NH 03301-5147

Cell: 603-219-6792

E-mail: mattseiler5757@gmail.com

On Facebook: "Concord For Hometown Heroes Banners"

Purpose of Program

- ◆ This program honors people who are from the community and have served a grateful nation with military service, even some who gave the ultimate sacrifice for this country.
- ◆ It also shows the community supports the efforts of their neighbors who serve in the military.



Next Steps of Action

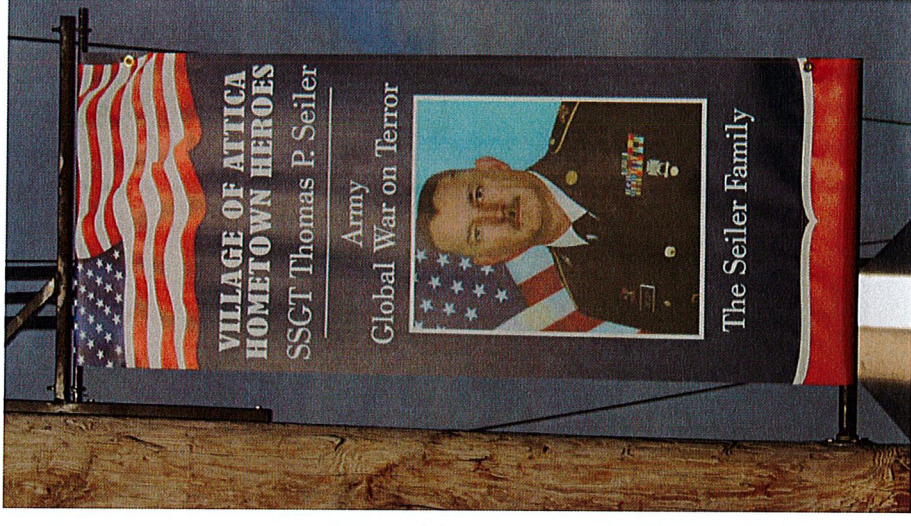
- ◆ Get letters from people who have started program explaining how it has benefited their community.
- ◆ Develop a marketing strategy.
- ◆ Organize local officials who have expressed a interest of support.
- ◆ Form committee and locate meeting place.



Concord For Hometown Heroes Banners

Initial round of banners,
have up by mid October.
This means they will be
on lampposts for
Veterans Day.

It would be a honer to
present Franklin Pierce
on the original round of
banners.



Short-term Goal



- ◆ Getting the first set of banners up to gain public attention and interest.
- ◆ Promote and organize sale of round two for February and March of 2019

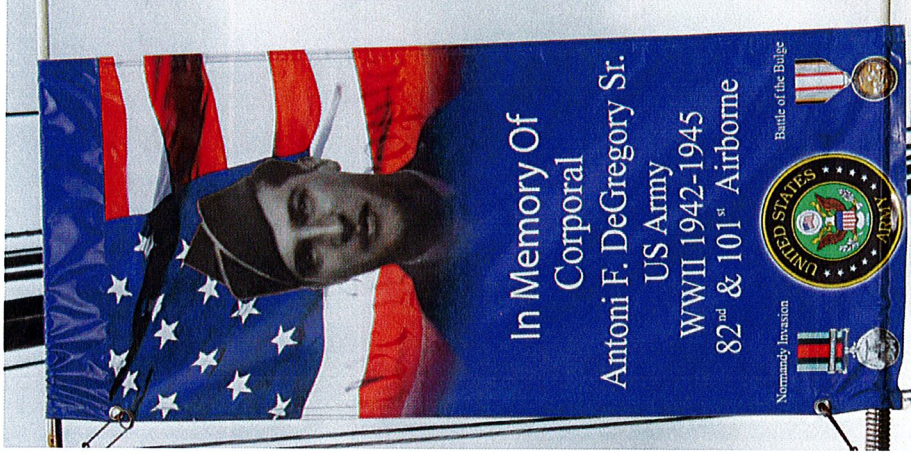
Long-Term Goal

- ◆ Introduce the program to all other communities in the State.
- ◆ Provide assistance to
- ◆ anyone willing to work
- ◆ towards this goal.
- ◆ Have every Village, Town, and City in the State honor Veterans and Active duty Military with these banners



Next Steps of Action

- ◆ Continue getting agreements to get to the minimum of 6 – 10 persons willing to be put on banners.
- ◆ Try to arrange a reception for sponsors of the banners, the day before they are raised.
- ◆ Continue to find and build support for the program.



Operation of program

- ◆ Applications can be accepted year round as a reservation process because of the limited amount of accessible lamppost.
- ◆ Purchase of Banners happens in February and March.
- ◆ Printing of banners occurs in April and
- ◆ delivered to the party who will install the banners before Memorial Day.
- ◆ Lowering of Banners will happen after
- ◆ Veterans Day

Operation of Program

- ◆ With a life expectation of three to five years for the banner, I feel the banners should be put up for a full three years before they are retired and returned to the sponsor.
- ◆ If the cost of Sponsorship is kept in the \$100.00 to \$150.00 per banner the sponsor would assume liability for the banner.
- ◆ If the price of sponsorship is in the \$175.00 to \$225.00 range, then Concord For Hometown Heroes Banners would assume liability for the banner and replace if necessary.

Success

- ◆ Seeing Main Street of Concord lined with
- ◆ banners.
- ◆
- ◆ Getting other Villages, Towns, and Cities to
- ◆ follow and line their streets.



For more information on the Concord for Hometown Heroes Banner Program, visit our Facebook page at Concord For Hometown Heroes Banners.

If you would like information as to how to sponsor a banner for an active duty service member or veteran, please contact us either by phone, E-mail or Facebook.

Concord For Hometown
Heroes Banners on
Facebook

Matthew Wierzchalek-Seiler
69 Manchester Street Lot 3
Concord, NH 03301
(603) 219-6792

mattseiler5757@gmail.com

Where and when the Hometown Heroes Banners Program began is a mystery. Numerous cities and towns across our Nation have adopted this program as a way to honor our brave active duty service members and veterans who sacrifice so much for our freedom.

Our mission is to bring this program to New Hampshire beginning in our State Capital of Concord, NH. It is our hope that the program will grow and more cities and towns in NH will participate in the program to honor service members and veterans in their communities.

We are proud to announce that our first six banners will be raised in the City of Concord on September 11, 2018! We are planning to raise more by early October 2018 and hope to raise many more in the Spring of 2019.

CONCORD FOR HOMETOWN HEROES BANNERS

HOMETOWN HEROES HONORS

PRESIDENT FRANKLIN PIERCE



BRIGADIER GEN. - U.S. ARMY
MEXICAN-AMERICAN WAR
The Franklin Pierce Manse

SN
 Ronald W. Milligan
 U.S. Navy
 Korean Conflict
 Sponsored by the
 Spear Family



SPC Scott Miller
 U.S. Army
 Persian Gulf
 Sponsored by the
 Miller Family



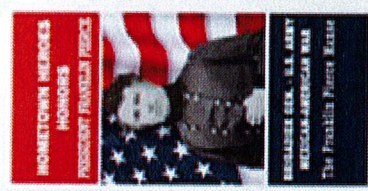
SGT
 James D. Harmon
 U.S. Marine Corps
 Global War on Terror
 Sponsored by the
 Kelly-Harmon Family



SN
 Murray A. Howard
 U.S. Navy
 World War II
 Sponsored by the
 Spear Family



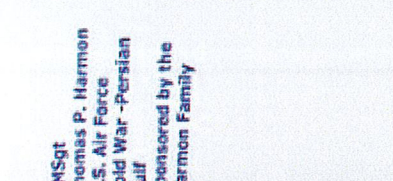
Brigadier General &
 14th President
 Franklin Pierce
 U.S. Army
 Mexican-American
 War
 Sponsored by the
 Franklin Pierce Mainst



Brigadier General &
 14th President
 Franklin Pierce
 U.S. Army
 Mexican-American
 War
 Sponsored by the
 Franklin Pierce Mainst



CMSgt
 Thomas P. Harmon
 U.S. Air Force
 Cold War - Persian
 Gulf
 Sponsored by the
 Harmon Family



Concord For Hometown Heroes Banner

(Please Print)

Full Name of Person in

Photo: _____

Era of Service (WW1, WW2,
etc.) _____

Branch of

Military: _____

Hometown: _____

Is the Veteran? ALIVE _____

DECEASED _____ KIA _____ POW/MIA _____

Name of Person submitting
photo: _____

Relationship to Hometown

Hero: _____

Phone

Number: _____

Address: _____

E-Mail

Address: _____

Photo Release Form: I hereby grant Concord for Hometown Heroes Banners permission to use the attached photo (which includes a likeness of myself or of my relative) in the 2018 Concord for Hometown Heroes Banners program without payment or other consideration.

(Signature)

(Date)

(Printed Name)

Era of Service – Official Department of Defense Dates

Global War on Terror (GWOT): September 11, 2011-to Present

Persian Gulf : August 2,1990 – August 3,1991

Cold War: September 2,1945 -December26,1991

Vietnam Era February 28, 1961 – May 7, 1975

Korean Conflict Era June 27, 1950 – January 31, 1955

WWII Era December 7, 1941 – December 31, 1946

WWI Era April 6, 1917 – November 11, 1916

Spanish American War – April, 1898 to August 1898

Civil War 1861-1865

War of 1812 - June 1812 – February 1815

Revolutionary War - April 19, 1775 – September 3, 1783

Biography ; please feel free to describe the person as you see fit this is a public profile.

CITY COUNCIL MEETING
AGENDA ITEM V



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

October 27, 2018

Motions:

November 5, 2018

Councilor moves, "I move the City of Franklin City Council set a public hearing for Monday, December 3, 2018 at 6:00pm regarding resolution 07-19 establishing a trust fund for donations to the Franklin School District Operating Budget."

Mayor ask for a second, discussion and vote.

December 3, 2018

Councilor moves, "I move the City of Franklin City Council adopt Resolution 07-19 establishing a trust fund in the custody of the City's Trustees of Trusts Funds for donations to the Franklin School District Operating Budget."

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

Discussion:

Several residents came forward asking to pay more for the benefit of the Franklin School District.

At the October 1, 2018 City Council meeting, City Manager Milner asked for and received general consensus from the Council to provide a mechanism under State RSA to accept such donations from residents for consideration of the Council at a future Council meeting.

Attachments/Exhibits:

Resolution 07-19



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #07-19

A Resolution Relating to the authorization for the City of Franklin to establish an expendable trust fund for donations toward the school district's operating budget.

In the year of our Lord, Two Thousand Eighteen,

WHEREAS, the City Council of the City of Franklin acknowledges the desire of several residents to donate funding for the use of the Franklin school district, and;

WHEREAS, the City Council of the City of Franklin wishes to establish a trust fund to be under the custody of the Trustees of Trust Funds in accordance with New Hampshire RSA chapter 31 for the purpose of maintaining the donations for the school district for appropriation in the annual budget process or supplemental appropriation thereof, and;

WHEREAS, the City Council wishes this trust fund to be known as "Franklin School District Operating Fund", **Now**

THEREFORE BE IT RESOLVED, that at the scheduled meeting of the Franklin City Council on Monday, December 3, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 07-19 authorizing the City of Franklin Trustee of Trusts Funds to establish a new trust fund titled Franklin School District Operating Fund for the purpose of appropriating revenue derived from such fund to support the operations of the Franklin School District

By a roll call vote.

Roll Call:

| | | | | | |
|----------------------|-------|----------------------|-------|------------------|-------|
| Councilor Barton | _____ | Councilor Desrochers | _____ | Councilor Ribas | _____ |
| Councilor Brown | _____ | Councilor Dzujna | _____ | Councilor Trudel | _____ |
| Councilor Clarenbach | _____ | Councilor Moquin | _____ | Councilor Zink | _____ |

Approved: _____
Mayor

Passed: _____

Resolution #07-19

Page 2 of 2

I certify that said vote has not been amended or repealed and remain in full force and effect as of the date of this Certification and that Katie 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, December 3, 2018 at 6:00 p.m. in the Council Chambers, Franklin City Hall regarding Resolution #07-19, to establish and maintain a trust fund for donations toward the Franklin School District's Operating Budget.

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

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

CITY COUNCIL MEETING
AGENDA ITEM VI



CITY OF FRANKLIN COUNCIL AGENDA REPORT

City Council Meeting, December 3, 2018

From: Kevin LaChapelle, Fire Chief

Subject: For the Franklin City Council to consider selling/scraping surplus fire equipment.

Recommending motion:

1. Councilor moves: "I move that the Franklin City Council authorize the Fire Department Administration to sell and/or scrap the accumulated surplus fire equipment. The proceeds from this sale will be used toward the replacement of the station generator at the fire department."
2. Mayor asks a second, discussion, and calls the vote.

Background:

A portion of this said surplus fire equipment has accumulated through the years after being replaced by more modern fire equipment. There is also a portion of this equipment that came after selling Engine 3. A rigorous 5S screening process was used to determine what equipment would stay in service or be moved to the surplus/scrap pile. Some of this equipment is not serviceable and only has scrap value. A majority of this equipment may serve a purpose in a smaller department that sees value in older equipment. Smaller departments in our area have expressed great interest in some of this equipment.

Any equipment that cannot be sold surplus will be sold as scrap or donated to a training facility.

1. Portable floating pump
2. Assorted nozzles and valves
3. Attack and supply hose
4. Storage boxes
5. Hose ramps
6. Deck guns (high volume water delivery)
7. Gas cans
8. Rescue webbing
9. Assorted water fittings

Fiscal Impact:

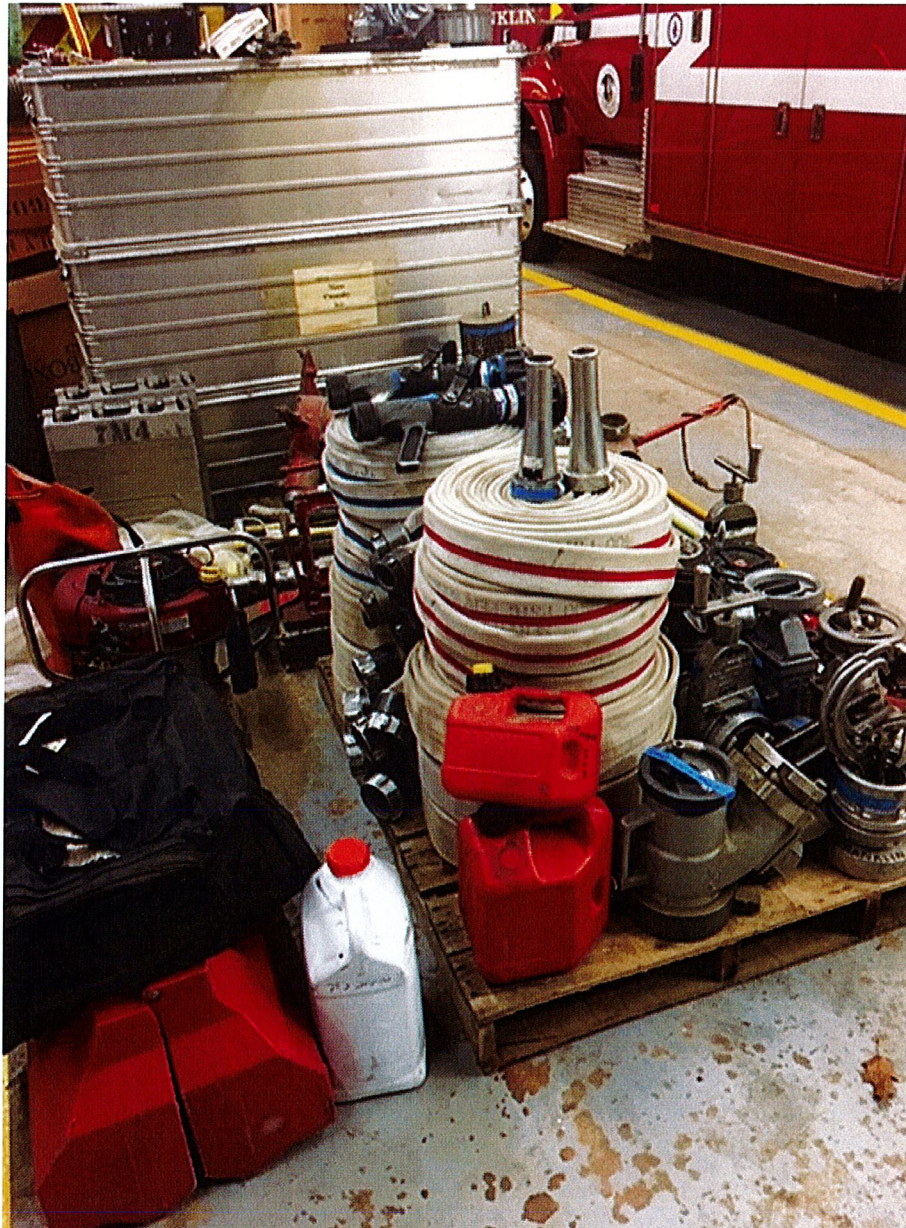
Fire Administration will determine the most reasonable/profitable selling price for all said items. It is unknown how much money this equipment will draw. The revenue generated from this sale will be re appropriated toward the station generator replacement project

Attachments/Exhibits:



Franklin - The Three Rivers City

Attachments/Exhibits:



Franklin - The Three Rivers City

CITY COUNCIL MEETING
AGENDA ITEM VII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meetings of December 3, 2018 and January 7, 2019

From: Richard Lewis, Director of Planning and Zoning
Subject: Resolution 08-19 to accept, appropriate and authorize City Manager to execute all documents for the Land & Water Conservation Fund grant for Mill City Park at Franklin Falls

Recommended Motion for the December 3, 2018 meeting of the City Council:

"I move that the Franklin City Council set a public hearing to be held at 6pm on the January 7, 2019 meeting of the City Council for Resolution 08-19 and the acceptance of grant funds from the New Hampshire Department of Natural and Cultural Resources, through the National Park Service, and the required matching funds, and the non-lapsing appropriation and expenditures of these funds starting in Fiscal Year 2019. The funds will support the establishment of the Mill City Park at Franklin Falls, which is associated with the White-Water Park."

Mayor calls for second, discussion and vote.

Recommended Motion for the January 7, 2019 Meeting of the City Council:

"I move that the Franklin City Council vote to approve Resolution 08-19, which accepts the grant funds from the New Hampshire Department of Natural and Cultural Resources, through the National Park Service, and the required matching funds, and the non-lapsing appropriation and expenditures of these funds starting in Fiscal Year 2019. 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."

Mayor calls for second, discussion and roll call vote.

Discussion:

As you are aware, the City received word at the beginning of October that we were successful in our Land and Water Conservation Fund application for grant funds to help support the establishment of the Mill City Park at Franklin Falls. This new City park will an important component of the white-water park on the Winnepesaukee River. The City has received the grant award letter and the initial administrative documents related to the grant. As noted in the motions above, these grant funds are flowing into the City from the US National Park Service through the New Hampshire Department of Natural and Cultural Resources, and the Division of Parks and Recreation. The grant award is for \$200,000 and there is a required match of \$200,000. No City funds are being used for this match.

The recommended motion for the January, 2019 meeting of the City Council calls for the acceptance and expenditure of these funds, and will allow the City Manager to carry out all necessary actions to administer the grant.

Concurrences and Fiscal Impact:

The City Council supported the submission of the 2018 grant application. There are no direct expenditures by the City for this project.

Attachment: Copy of Resolution 08-19 & grant award letter



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

316 Central Street
Franklin, NH 03235

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

RESOLUTION #08-19

A Resolution Relating to a supplemental appropriation for Fiscal Year 2018.

In the year of our Lord, Two Thousand Eighteen,

WHEREAS, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2019 beginning July 1, 2018, and;

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 has been awarded a grant of \$200,000 from the New Hampshire Department of Natural and Cultural Resources, through the National Park Service to support the establishment of the Mill City Park at Franklin Falls, which is associated with the White-Water Park, **and**;

WHEREAS, matching funds, in the form of donated funds and services, in the amount of \$200,000 will be directed towards this project for a total project funding of \$400,000, **now**;

THEREFORE, BE IT RESOLVED, *that at their regularly scheduled meeting of the City Council on Monday, January 7, 2019, the City Council of Franklin New Hampshire does hereby vote to adopt resolution 08-19, accepting grant funds from the New Hampshire Department of Natural and Cultural Resources, through the National Park Service, and the required matching funds non lapsing appropriated this grant and matching funds and services authorize the City Manager to sign and take action on all relevant documents pertaining to the administration of this grant.*

An Increase in Revenues:

Federal Grant Revenue – White Water Park Acct. No. 01-9-014-33110-437 – Two Hundred Thousand Dollars (\$200,000),

Donations – White Water Park Acct. No. 01-0-000-35085-437 – Two Hundred Thousand Dollars (\$200,000),

An Increase in Expenditures:

Economic Development – White Water Park Acct. No. 01-6-511-40335-437 – Four Hundred Thousand Dollars (\$400,000),

By a roll call vote.

Roll Call:

| | | | | | |
|----------------------|-------|----------------------|-------|------------------|-------|
| Councilor Barton | _____ | Councilor Desrochers | _____ | Councilor Ribas | _____ |
| Councilor Brown | _____ | Councilor Dzujna | _____ | Councilor Trudel | _____ |
| Councilor Clarenbach | _____ | Councilor Moquin | _____ | Councilor Zink | _____ |

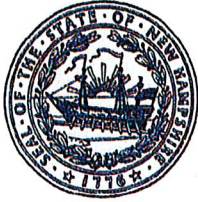
Approved: _____
Mayor

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: _____



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of PARKS and RECREATION
172 Pembroke Road Concord, New Hampshire 03301
Phone: (603) 271-3556 Fax: (603) 271-3553
Web: www.nhstateparks.org

November 7, 2018

Julie Milner,
City Manager
316 Central Street
Franklin, NH 03235

RE: Land & Water Conservation Fund (LWCF) Project #33-00716

Dear Ms. Milner;

Congratulations as we are pleased to inform you and the City of Franklin, that LWCF project #33-00716, Mill City Park and Franklin Falls, has been approved by the National Park Service (NPS) with an open project period of September 24, 2018 through September 30, 2021. The total LWCF grant share obligated for this project is \$200,000.00, for which the City has committed to a minimum 50/50 share of direct costs.

Enclosed you will find the following items:

- 2 State/Project Sponsor Project Agreements (signature items)
- 1 USB Flash Drive (Agreement Attachments)

Please have all copies of the Project Agreement signed by an authorized representative, then return one copy of to this office and keep the remaining copy and USB flash drive for your records. Per Section 6(f)(3) of the LWCF Act of 1965, funded properties must remain in public recreation use. This provision extends into perpetuity. As project sponsor the Town should retain these documents in a permanent file for future reference.

Please note, development and/or acquisition within a LWCF project area should not commence until any necessary and/or pending requirements are resolved or completed as noted in the application and project agreement. Copies of the aforementioned should be provided to this office upon completion, otherwise some or all project expenses may not be reimbursable. If you have any questions, please contact this office.

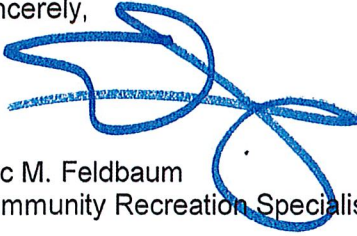
This office may conduct on-site project progress inspections at any time throughout the open project period. A progress report completed by this office will be required for any project sponsor's partial reimbursement request, and state's drawdown form the NPS grant account(s). The final reimbursement request will be required within 30 days of the project completion date or expiration, whichever comes first. This office will conduct the final inspection within this time period. Following the final inspection administrative and financial closeouts of the grant will be performed by this office for submittal to the NPS. Additional requirements may apply.

To avoid potential issues of non-compliance please maintain an open dialogue with this office regarding the advancement of the project. Any project amendments, including but not limited to

significant changes in the scope or budget, must be reviewed by this office prior to implementation as they may require NPS approval.

We look forward to working with the City towards the completion of this project and the further enhancements it will bring to the legacy of public recreation within the State of New Hampshire. We also thank the City for its share of investment and continued commitment to public recreation through this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Eric M. Feldbaum', with a large, stylized loop at the end.

Eric M. Feldbaum
Community Recreation Specialist/ASLO

Enclosures

CC: Sarah L. Stewart, Commissioner/SLO, NH DNCR
Philip A. Bryce, Director/ASLO NH Division of Parks and Recreation

STATE of NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of PARKS and RECREATION
LAND and WATER CONSERVATION FUND
PROJECT AGREEMENT

Political Subdivision (Project Sponsor):

Project Number:

City of Franklin

33-00716

Project Title:

Mill City Park at Franklin Falls

Project Period:

09/24/2018 - 09/30/2021

Proposal Scope (Project Description):

The City of Franklin will acquire 2.18 acres of land to be added to existing city-owned land and will construct public outdoor recreation projects within Mill City Park at Franklin Falls. Construction activities include two restrooms, a parking lot, a multi-use trail, two picnic areas, and a pavilion.

Total Project Cost \$ 400,000.00

LWCF Amount \$ 200,000.00
(Fund amount not to exceed 50% of total)

The State of New Hampshire, represented by the Commissioner, Department of Natural and Cultural Resources as State Liaison Officer, and the project Sponsor named above (hereinafter referred to as the Sponsor), mutually agree to perform this agreement in accordance with the Land and Water Conservation Fund Act of 1965, 78 Stat 897 (1964), as amended, and with the terms, promises, conditions, plans, specifications, estimates, procedures, project proposals, maps, and assurances hereto and hereby made a part hereof.

The State of New Hampshire hereby promises, in consideration of the promises made by the Sponsor herein, to obligate to the Sponsor the amount of money which is required to pay the State of New Hampshire's share of the costs of the above project stage, based upon the above percentage of assistance. The Sponsor hereby promises, in consideration of the promises made by the State of New Hampshire herein, to execute the project or project stage described above in accordance with the terms of this agreement.

This grant is subject to the following terms and conditions:

I. Background and Objectives

The City of Franklin will acquire 2.18 acres of land to be added to existing city-owned land and will construct public outdoor recreation projects within Mill City Park at Franklin Falls. Construction activities include two restrooms, a parking lot, a multi-use trail, two picnic areas, and a pavilion. The first parcel of new land was a former foundry and the other was the site of an old lumber mill, and there are some remnants on both sites. Primary outdoor activities anticipated at the site are walking/hiking, viewing historic mill remnants, attending outdoor events, camping, etc.

II. Statement of Work

A. The Recipient agrees to:

1. Acquire two parcels of land contiguous to each other and to other city-owned property:
 - a. a. Parcel A/Map 134, Lot 238, 0.68 Acres
 - b. b. Parcel B/Map 134, Lot 239, 1.5 Acres
2. Construct restrooms; including extension of sewer, water, and electric facilities
3. Construct public parking spaces and an unpaved access road
4. Construct a multi-use trail
5. Construct two picnic areas
6. Construct a timber frame pavilion

- B. No substantial involvement on the part of NPS and or the State is anticipated for the successful completion of the statement of work detailed in this award. It is anticipated that involvement will be limited to actions related to monitoring project performance, and technical assistance at the request of the recipient.

III. Term of Agreement

The Agreement is effective on 09/24/2018 (Effective Date) through 09/30/2021 (Expiration Date), unless terminated earlier. The period from the Effective Date to the Expiration Date is the period of performance for the Agreement (Agreement Term).

IV. Payment

The State agrees to reimburse the Sponsor in accordance with 2 CFR 200, the LWCF State Assistance Program Manual Vol 69, and the federal project Grant Agreement. The following terms and conditions also apply;

1. This agreement may be modified, waived, or discharged only by an instrument signed by the parties hereto.
2. It is understood and agreed by the parties hereto, that in the performance of this grant and the services hereunder, the Sponsor and its servants and employees are in all respects independent contractors and shall neither be determined to be employed, nor agents of the State, nor be entitled to any benefits, worker's compensation, or emoluments provided by the State to its employees.
3. The Sponsor must pay 100 percent of the cost of an item before submitting a request for reimbursement of eligible costs. The Sponsor shall submit invoices for actual costs incurred. Reimbursement from the State will take approximately 60 days.
 - a. The Sponsor shall arrange for the State to conduct a project inspection prior to submitting a partial and/or final reimbursement request.
 - b. All billings must be accompanied by proof of payment such as receipts, cancelled checks (front & back), and/or electronic record of payment.
 - c. All billing must be accompanied by a program expense record form and any requested supporting documentation.
4. A request for partial reimbursement may not be submitted to the State for less than 25 percent of the total grant amount. Up to the final 25 percent of the total grant amount may be withheld until the project is verified complete by the state, the federal grantor agency, or their representatives, and receipt of a final approved and signed 6(f) map. Standard reimbursement forms will be provided by the State. All match shall be accounted for before final payment.

5. Reimbursements will be made only for items that were listed on the Project Application and/or subsequent approved amendments.
6. The Sponsor is encouraged to regularly submit partial reimbursement requests throughout the project.
7. The final reimbursement request shall be submitted within 30 days after project completion.

V. Cost Sharing Requirement

At least 50% non-Federal cost-share is required for costs incurred under this Agreement.

VI. Reports and or Deliverables

A. Specific projects, tasks or activities for which funds are reimbursed will be tracked and reported by annual submission of a SF-425 Federal Financial Report (FFR) and annual submission of a Performance Report. A final SF-425 and Performance Report shall be submitted at the completion of the Agreement. The following reporting period end date shall be used for interim reports September 30. For final the SF-425 and Performance Report, the reporting period end date shall be the end date of the agreement. Annual and final reports shall be submitted no later than 90 days after project is completed or the grant end period date, whichever comes first. All reports shall be submitted via email to the NPS Program Officer with a copy to the AO.

B. The Secretary of the Interior and the Comptroller General of the United States, or their duly authorized representatives, will have access, for the purpose of financial or programmatic review and examination, to any books, documents, papers, and records that are pertinent to the Agreement at all reasonable times during the period of retention in accordance with 2 CFR 200.333.

VII. Project Proposal and Attachments

Sponsor agrees that the Project Proposal submitted by Sponsor to obtain the funding set forth in this Agreement is hereby incorporated by reference into this Agreement, however, to the extent any language in this Agreement or the other documents incorporated thereto are in conflict with the Project Proposal, the language in the Agreement and other incorporated documents will take precedent over the Project Proposal.

VIII. Special Terms and Conditions

The following special terms and conditions were added to this agreement before it was signed by the parties hereto:

- A. The Sponsor will incorporate applicable Best Management Practices, established by the State, in park development to ensure soil is managed appropriately and possible exposures to receptors are identified and mitigated, as appropriate. The Sponsor will

also obtain any and all required state and local permits related to, and prior to, project development.

- B. Prior to the completion of this project the State and the Sponsor, with concurrence from the National Park Service, may mutually alter the area described and shown in the 6(f) boundary map incorporated as part of this agreement. The final map shall be signed and dated by the State and Sponsor, representing the most satisfactory outdoor recreational unit, except that acquired parcels are afforded LWCF protection as Fund reimbursement is provided. The final map shall also depict any and all facilities present and developed therein.
- C. The Sponsor agrees that the property described in the project agreement and the signed and dated project boundary map made part of that agreement is being acquired or developed with Land and Water Conservation Fund assistance, or is integral to such acquisition or development, and that, without the review and concurrence by the state and the approval of the Secretary of the US Department of the Interior, it shall not be converted to other than public outdoor recreation use pursuant to Title 36 Part 59.3 of the *Code of Federal Regulations*.
- D. The Sponsor shall record a Notice of Grant Requirements and the final signed 6(f) boundary map with the registry of deeds in the county where the property is located with guidance provided by the State.
- E. The Sponsor shall complete the following pending application items prior to the start of any work related to the project scope.
 - 1. Obtain a satisfactory response of concurrence from the New Hampshire Division of Historical Resources/State Historical Preservation office.
 - 2. Receive consultation and guidance from the New Hampshire Fish and Game Department relative to any threatened, endangered, or special concern species identified through a site review by the New Hampshire Natural Heritage Bureau.
 - 3. Waiver valuations for the proposed acquisition parcels.Changes to the project scope as a result of the completion of the above conditions, may require an amendment to the project.

IX. Statement of Assurances

The Sponsor, as a political subdivision of the State of New Hampshire qualified to participate in the federal LAND AND WATER CONSERVATION FUND program (16 USC 4601), does hereby assure that:

- A. No financial assistance has been given or promised to the Sponsor under any other federal program with regard to this project unless specifically identified in the project proposal.
- B. The Sponsor has the legal authority to apply for, accept, and expend the federal funds involved for the purposes intended and to accomplish the objective of the program as described in the Project Agreement.

- C. For development and combination projects the Sponsor will provide site plans, engineering and construction plans, and development specifications before actual work is started on a project, as requested, to the New Hampshire State Liaison Officer and/or the National Park Service.
- D. The sponsor shall follow its own current applicable procurement procedures, approved by the sponsor's governing body, for project related purchases and contracts. If the sponsor does not have procurement procedures, it shall follow the state's general procurement procedures.
- E. The Sponsor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded, from procurement (purchasing) for this project, per Executive Order 12549, 43 CFR 12.
- F. For acquisition or combination projects title to the land area when acquired as part of the project, is owned or legally controlled by the project Sponsor and is clear of any known lien, deed restriction or condition, easement, reversionary or other right or interest which, if exercised, could adversely affect the recreational use of the area by the general public.
- G. For development projects title to the land area affected by the project is owned or legally controlled by the project Sponsor and is clear of any known lien, deed restriction or condition, easement, reversionary or other right or interest which, if exercised, could adversely affect the recreational use of the area by the general public, unless reasonable exclusions are agreed to between the State and the Sponsor.
- H. No federal appropriated funds have been or will be used for lobbying activities in connection with this grant.
- I. That no person shall be excluded from participation in, denied the benefits, or otherwise subjected to discrimination on the basis of:
 - Race, color or national origin (Title VI, Civil Rights Act of 1964, 43 CFR 17).
 - Disability (Architectural Barriers Act of 1968, the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990).
 - Age (Age Discrimination Act of 1975).

Any person who believes that he or she has been discriminated against should contact:

Office of the Commissioner
New Hampshire Department Natural and Cultural Resources
172 Pembroke Road
Concord, N.H. 03301-5767

Director, Equal Opportunity Program

U.S. Department of the Interior
National Park Service
PO Box 37127
Washington, D.C. 20013-7127

- J. The Sponsor shall not discriminate against any person on the basis of residence, except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence as set forth in the manual.
- K. Property acquired or developed under this project will be retained and used for public outdoor recreation purposes. No conversions to uses other than outdoor recreation, or disposal of any part of the property in the future will be permitted without adequate substitution and replacement approved by the New Hampshire State Liaison Officer and the National Park Service.
- L. The Sponsor has the intent and the ability to finance the operation and maintenance of the area or facility being acquired or developed, according to standards acceptable to the New Hampshire State Liaison Officer and the National Park Service, for the life of the project or so long as required.
- M. The Sponsor accepts the obligation to comply with applicable laws, rules, regulations, terms and conditions of the New Hampshire State Liaison Officer and the National Park Service in effect at the time of the approval of the Project Agreement.
- N. The Sponsor will maintain one central file for the purpose of federal audit and programmatic review, including all financial records, correspondence, and other documentation for a period of three years following the receipt of final project reimbursement. A permanent file should be established for future information purposes.

X. Attachments Incorporated by Reference

The Following completed documents are attached to and made a part of this Agreement

- LWCF Federal Financial Assistance Manual, Volume 69
- LWCF Federal/State Grant Agreement
- Federal Project Application and Attachments

In witness whereof, the parties hereto have executed this agreement as of the date entered below:

STATE OF NEW HAMPSHIRE

By  _____

NH Department of Natural and Cultural
Resources, State Liaison Officer to the
National Park Service

Date 11/9/2018

PROJECT SPONSOR

Political Subdivision

Signature

Name

Title

Date

CITY COUNCIL MEETING
AGENDA ITEM VIII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meetings of December 3, 2018 and January 7, 2019

From: Frank J. Lossani, Finance Director

Subject: Acceptance of Trust Fund Money

Approval of Resolution 09-19 at the January 7, 2019 Meeting of the City Council

Recommended Motion for the December 3, 2018 meeting of the City Council:

"I move that the Franklin City Council set a public hearing for 6:00 p.m. on Monday, January 7, 2019, a regularly scheduled meeting of the City Council, for Resolution 09-19, acceptance of \$18,082.92, from the Franklin Rotary Club, for the purpose of starting a Franklin High School Scholarship Fund called "Franklin Rotary Club Scholarships" placing the monies in an expendable scholarship fund with the City's Trustees of Trust Funds".

Recommended Motion for the January 7, 2019 Meeting of the City Council:

"I move that the Franklin City Council approve Resolution 09-19, to accept \$18,082.92, from the Franklin Rotary Club, for the purpose of starting a Franklin High School Scholarship Fund called "Franklin Rotary Club Scholarships" placing the monies in an expendable scholarship fund with the City's Trustees of Trust Funds". Scholarship recipients will be limited to seven \$500 Scholarships, to be made prior to the start of the first semester, using the award criteria that Franklin High School deems appropriate."

Discussion:

Julie Buker, President of the Franklin Rotary Club, approached us about setting up a new scholarship fund to be placed with the City's Trustees of Trust funds. Due to a lack of membership, the Franklin Rotary Club has dissolved. Funds raised by the club were earmarked to support community organizations and scholarships. The club has given seven scholarships annually, in the amount of \$500 each. They have allocated their remaining assets to continue providing seven \$500 scholarships each year until the fund runs out. Disbursement of scholarships may be made prior to the start of the first semester and recipients will be selected by Franklin High School using the criteria they deem appropriate. The total amount to be transferred is \$18,082.

Concurrences and Fiscal Impact:

There are no direct expenditures by the City for this project.

Attachment: Copy of Resolution 09-19
Copy of a Letter from Julie Buker, President of the Franklin Rotary Club



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

316 Central Street
Franklin, NH 03235

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

RESOLUTION #09-19

A Resolution Relating to the Acceptance of Trust Fund Money.

In the year of our Lord, Two Thousand Eighteen,

WHEREAS, the City Council of the City of Franklin recognizes the efforts of the Franklin Rotary Club to offer seven annual scholarships to Franklin High School students, **and;**

WHEREAS, the Franklin Rotary Club has been dissolved due to a lack of membership, **and;**

WHEREAS, remaining assets of \$18,082.92 have been allocated to support community organizations, **and;**

WHEREAS, Scholarship recipients will be limited to seven \$500 Scholarships, to be made prior to the start of the first semester, using the award criteria that Franklin High School deems appropriate, **and;**

WHEREAS, acceptance of these funds has no budgetary impact of the Fiscal Year 2019 budget and future budgets, **now;**

THEREFORE, BE IT RESOLVED, that at their regularly scheduled meeting of the City Council on Monday, January 7, 2019, the City Council of Franklin, New Hampshire does hereby vote to accept \$18,082.92, from the Franklin Rotary Club, for the purpose of starting a Franklin High School Scholarship Fund called "Franklin Rotary Club Scholarships" placing the monies in an expendable scholarship fund with the City's Trustees of Trust Funds". Scholarship recipients will be limited to seven \$500 Scholarships, to be made prior to the start of the first semester, using the award criteria that Franklin High School deems appropriate.

By a roll call vote.

Roll Call:

| | | | | | |
|----------------------|-------|----------------------|-------|------------------|-------|
| Councilor Barton | _____ | Councilor Desrochers | _____ | Councilor Ribas | _____ |
| Councilor Brown | _____ | Councilor Dzujna | _____ | Councilor Trudel | _____ |
| Councilor Clarenbach | _____ | 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: _____



11/14/2018

City of Franklin
Attn: Melissa Newton
316 Central St
Franklin, NH 03235

RE: Franklin Rotary Club Scholarship

Dear Melissa,

I am writing to inform you that the Franklin Rotary Club is no longer active due to a lack of membership. We are in the process of disbursing assets and would like to allocate \$18,082.92 to a scholarship fund. The Franklin Rotary Club has provided seven scholarships each year to graduating seniors in the amount of \$500 each. We would like to continue to pay out these scholarships each year until all funds have been distributed, at which time the scholarship fund should be dissolved. Scholarship recipients will be selected by Franklin High School, using the criteria they deem appropriate.

If there is additional information you need to process this request, please let me know.

Sincerely,

Julie Buker
President
Franklin Rotary Club

**Trustees of the Trust Funds
New Scholarship Fund Information**

Title of Scholarship: Franklin Rotary Club Scholarship

Will this Fund be: Expendable X or Non-Expendable ? (Non-Expendable meaning only the interest can be spent)

Date created: 11/6/2018

Circumstances of scholarship creation (how, why, by whom, etc):

Due to a lack of membership, the Franklin Rotary Club has dissolved. Funds raised by the club were earmarked to support community organizations and scholarships. The club has given 7 scholarships annually, in the amount of \$500 each. We have allocated our remaining assets to continue providing seven \$500 scholarships each year until the fund runs out. The total being allocated is \$18,082.92

Disbursement of scholarship funds may be made after successful completion of first semester by contacting Trustees of Trust Funds and submitting the award certificate, first semester transcript, and second semester tuition bill. Yes No X

If no, please specify instructions: Disbursement may be made prior to the start of the first semester.

Special Criteria for scholarship: Scholarship recipients will be selected by FHS using the criteria they deem appropriate.

Funding of the scholarship will come from: Franklin Rotary Club

Contact information for individual(s) responsible for the fund:

Julie Buker, C/O Franklin Savings Bank, 387 Central St, Franklin (603)934-0411

**Please return completed form to: Melissa Newton, City of Franklin, 316 Central Street, Franklin, NH 03235 or by email to mnewton@franklinnh.org.

Office use only: Scholarship accepted by City Council on _____
Date

CITY COUNCIL MEETING
AGENDA ITEM IX



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

December 3, 2018

From: Judie Milner, City Manager

Subject: Resolution 10-19 Supporting a trail connectivity study by the WOW trail

Recommendation:

I recommend that the City Council adopt resolution 10-19 supporting the study, through the City of Laconia and paid for by the WOW Trail Committee, for the pros and cons of building a recreational trail connecting Weirs to Franklin next to or in place of the railroad tracks.

Suggested Motions:

December 3, 2018

Councilor moves, "I move that the Franklin City Council set a public hearing on Monday, January 7, 2019 at 6pm regarding resolution 10-19 supporting a study, through the City of Laconia and paid for by the WOW Trail Committee, for the pros and cons of building a recreation trail connecting Weirs to Franklin next to or in place of the railroad tracks."

Mayor calls for a second, discussion and vote.

January 7, 2019

Councilor moves, "I move that the Franklin City Council adopts resolution 10-19 supporting a study, through the City of Laconia and paid for by the WOW Trail Committee, for the pros and cons of building a recreation trail connecting Weirs to Franklin next to or in place of the railroad tracks by a roll call vote."

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

Discussion:

Marty Parichand, Executive Director of Mill City Park, and I met with Allan Beetle of the WOW trail committee regarding support for this study. If feasible and built, this recreational trail connecting the weirs to Franklin could open up recreational tourism dollars for the communities along the trail similar to the Northern Rail Trail. Eventually connection to the Northern Rail Trail is desired. Marty and I thought it fit the outdoor recreation destination

rebrand and could bring more people directly into Franklin's downtown via the Winnepesaukee River Trail. At the November City Council meeting I brought the idea forward to the Council through the City Manager's update and asked if the Council were interested in supporting the project with a resolution for the 12/3 meeting. The council was supportive.

Fiscal Impact:

Although the WOW Trail Committee will gladly accept donations from interested communities, they are not expecting it. The resolution of support assists them in obtain other funding sources such as grants.

If built the trail could bring more tourists to spend money in our downtown area.

Alternatives:

Do not support.

Attachments/Exhibits:

Resolution 10-19



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #10-19

A Resolution Relating to the support of the City Council for a study to build a regional recreational trail next to or in place of the railroad tracks connecting Weirs to Franklin.

In the year of our Lord, Two Thousand Eighteen,

Whereas, the state-owned Concord to Lincoln RR corridor was built to bring tourists and spur economic development in the Lakes Region and beyond (circa 1850), and

Whereas, a portion of this 50-mile corridor is now used, under a lease agreement with the state, for certain train operations with a degree of benefit to the surrounding communities, and

Whereas, there is an identified regional trail project from Weirs Beach to Franklin that could have the potential to yield significantly more economic and recreational benefits to the abutting communities, the region and the state of NH by better utilizing this publicly-owned space, and

Whereas, the building of the remaining 10 miles of trail project IN PLACE of rail would substantially reduce cost, alleviate abutter concerns, and provide an enhanced trail for users, and

Whereas, the state-owned corridor would be maintained in perpetuity for NH DOT with the understanding that rail would be reinstalled at a future date if it was determined that rail was a better and higher use.

Now, therefore be it resolved that at the scheduled meeting of the Franklin City Council on Monday, January 7, 2019, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 10-19 supporting the proposal for the City of Laconia to commission professional research, to be paid for by the WOW Trail committee, to study the pros and cons of continuing to build this regional recreation trail NEXT TO the existing railroad tracks or IN PLACE OF the railroad tracks.

By a roll call vote.

Roll Call:

Councilor Barton _____ Councilor Desrochers _____ Councilor Ribas _____

Councilor Brown _____ Councilor Dzujna _____ Councilor Trudel _____

Councilor Clarenbach _____ Councilor Moquin _____ Councilor Zink _____

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

CITY COUNCIL MEETING
AGENDA ITEM X



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting December 3, 2018

Date: November 21, 2018

From: Judie Milner, City Manager

Subject: City Manager's Update

1) Contingent Grant Line Activity

\$750 HEAL (Healthy Eating Active Living) funding from Comprehensive Health Management

\$1,400 book club donation from Rotary

\$2,000 from Thomas Field

2) Welcome Kandyce Tucker, Mayor's Drug & Alcohol Task Force Coordinator

3) Economic Development Workshop

4) Thank You Town of Gilford, Sanbornton, & Tilton/Northfield

5) FY2019 tax rate, bills and due date

6) CAP Office Update

7) Tax Deeded Property disposition update

8) LEAN process/Strategic Plan/Vision Statement Update

9) City Christmas Party