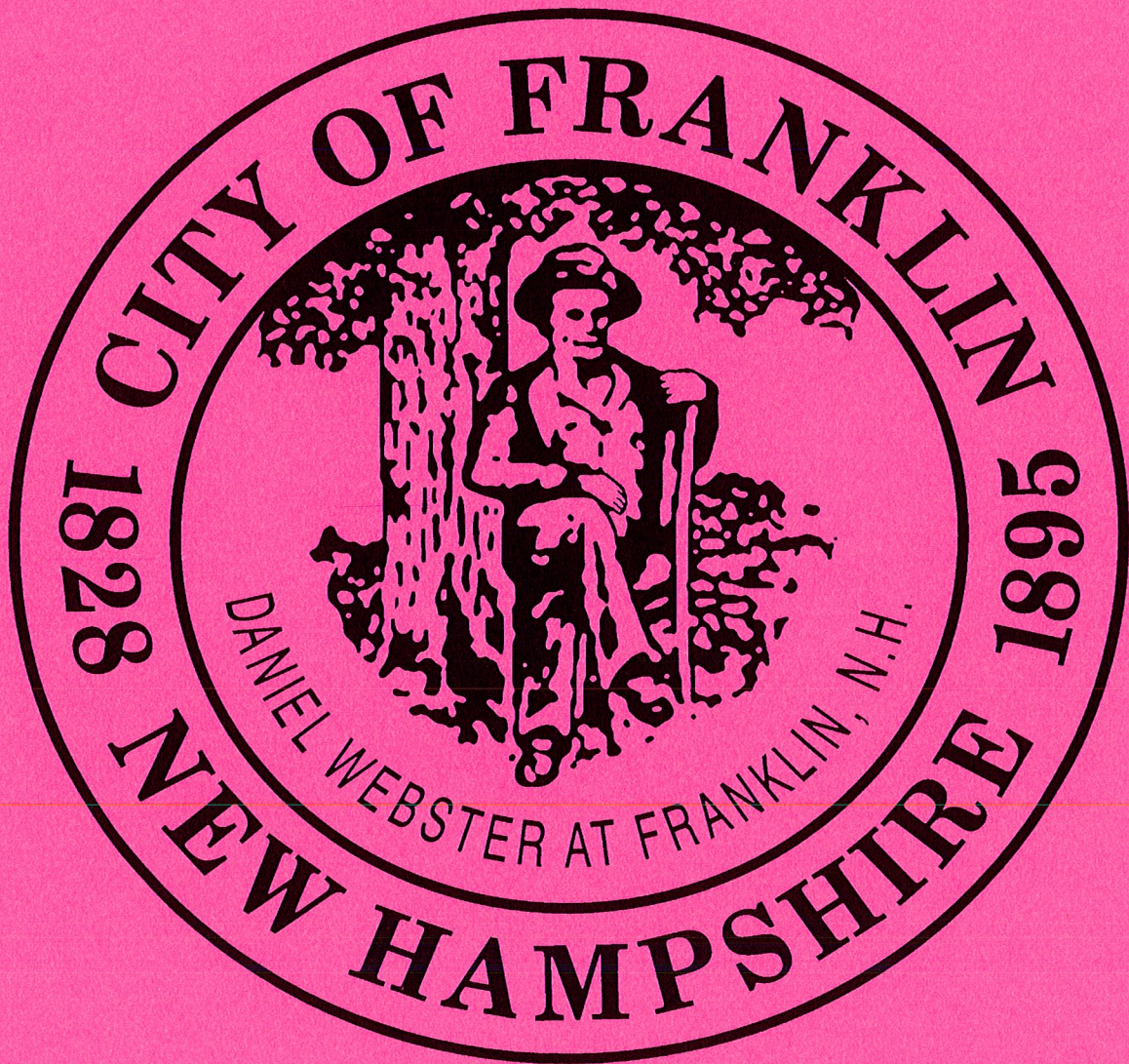
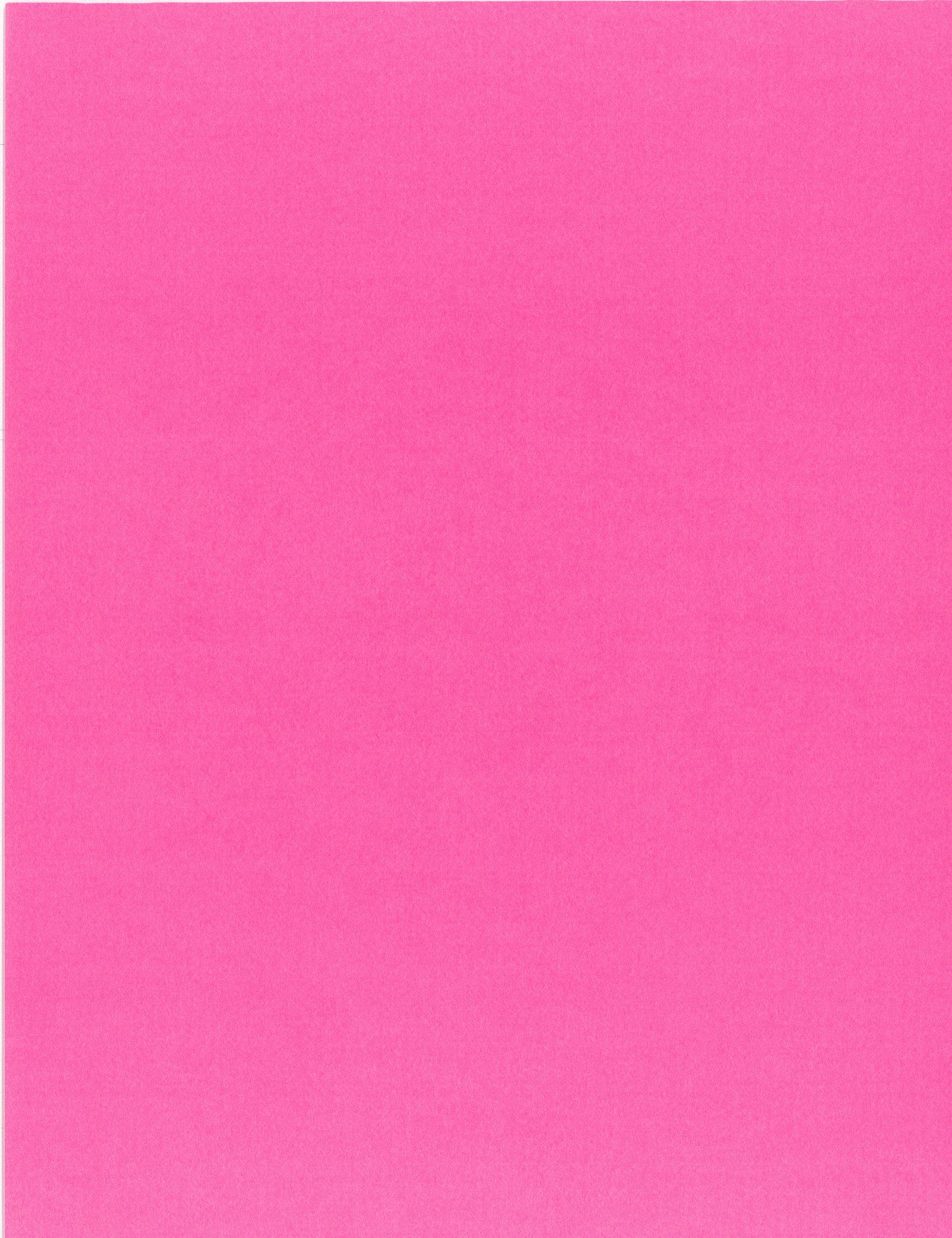


CITY OF FRANKLIN
CITY COUNCIL MEETING
February 5, 2018
6:00 P.M.







FRANKLIN CITY COUNCIL AGENDA

Council Chambers

Monday, February 5, 2018

6:00 P.M.

SALUTE TO THE FLAG

PUBLIC HEARINGS

Ordinance #11-18 – An Ordinance for chapter 272 Taxation, be amended, pursuant to RSA 72:27-a, to add a new section following article IX Section 272-10 to be known as Article X section 272-11 Renewable Energy Systems Exemptions.

Resolution #15-18 - A Resolution allowing the Franklin School District to use \$64,000 of the unassigned fund balance to support the 17-18 school district budget.

Resolution #16-18 – A Resolution relating to the appointment of the TIF District Advisory Board.

Resolution #14-18 – A Resolution to purchase Tactical EMS Equipment to be used in active shooter incidents.

COMMENTS FROM THE PUBLIC

Persons wishing to address the Council may speak for a maximum of three minutes. No more than thirty minutes will be devoted to public commentary.

LEGISLATIVE COMMENTS

CITY COUNCIL ACKNOWLEDGEMENT

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

MAYOR'S UPDATE

Agenda Item I.

City Council to consider the minutes of the January 16th City Council Special Meeting and the January 8th City Council Inaugural meeting.

Agenda Item II.

Monthly School Board Report.

Agenda Item III.

Andrew Keller to speak to the City Council about the solar.

Agenda Item IV.

City Council to consider adopting Ordinance #11-18 to revise chapter 272 Taxation, be amended, pursuant to RSA 72:27-a, to add a new section following article IX Section 272-10 to be known as Article X section 272-11 Renewable Energy Systems Exemptions.

Agenda Item V.

City Council to consider adopting Resolution #15-18, allowing the Franklin School District to use \$64,000 of the unassigned fund balance to support the 17-18 school district budget.

Agenda Item VI.

City Council to consider adopting Resolution #16-18, relating to the appointment of the TIF District Advisory Board.

Agenda Item VII.

City Council to consider adopting Resolution #14-18, to purchase Tactical EMS Equipment to be used in active shooter incidents.

Agenda Item VIII.

City Council to schedule a public hearing for Resolution #17-18, appropriating \$70K insurance proceeds from Church Street property.

Agenda Item IX.

City Council to authorize the submission of the 2018 Rural Development Grant to continue the economic re-development and revitalization efforts in downtown.

Agenda Item X.

City Council to consider Community Day vendor permits.

Agenda Item XI.

City Council to consider approval of the proposed lease with PermaCityLife for space in Marceau Park.

Agenda Item XII.

City Council to consider renewal of the lease agreement between the Franklin Targeteers and the City of Franklin.

Agenda Item XIII.

City Council to schedule a public hearing for Resolution #18-18, appropriating \$19,000 for contracted services and supplies for the Before and After School Program through the 21st Century Community Learning Grant.

Agenda Item XVI.

Other Business

1. Committee Reports

FTNS Emergency Services Cooperative

2. Mayor Appointments

Heritage Commission

Planning Board

3. City Council Appointments

Planning Board

Zoning Board of Adjustment

4. Acting City Manager's Update

5. Late Items

Non-Public Session in Accordance with RSA 91-A:3, II(a)

The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting and (2) requests that the meeting be open in which case the request shall be granted.

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 February, 2018

Subject: Approval of Minutes

Motion: "I move that the Franklin City Council approve the minutes of the January 16, 2018 City Council Special Meeting and the January 8, 2018 City Council Inaugural Meeting."

Mayor calls for a second, discussion and the vote.



City Council Inaugural Meeting January 8, 2018

Call to Order

Interim Mayor/Councilor Clarenbach called the meeting to order in the Council Chambers, Franklin City Hall at 6:01 p.m.

In Attendance

Councilor Ribas, Councilor Moquin, Councilor Giunta, Councilor Desrochers, Councilor Wells, Councilor Zink, Councilor Dzujna, Councilor-elect Trudel, Interim Mayor/Councilor Clarenbach and Acting City Manager/Finance Director Milner.

Absent

Councilor Barton.

The Saint Gabriel Parish Choir/Serendipity Singers sang God Bless America.

Presentation of the Color Guard was done by the Franklin Fire Department.

Salute to the Flag was led by Boys Scout Troop #61.

The National Anthem was presented by Kirk Young.

Citizen of the Year 2017

Interim Mayor/Councilor Clarenbach presented Franklin's Community Volunteers with Citizen of the Year and a copy of the Citizen of the Year speech is attached to these minutes.

2017 City Council Meeting

Public Hearings

Ordinance #10-18 – No Comment

Agenda Item I.

City Council to consider the minutes of the December 4, 2017 City Council Meeting.

Motion: *Councilor Dzujna moved that the Franklin City Council consider the minutes of the December 4, 2017 City Council Meeting. Motion seconded by Councilor Zink.*

All in favor; motion passes.

Agenda Item II.

City Council to consider adopting Ordinance #10-18, revise existing Chapter 284-12 - Parking; prohibited practices, Chapter 284-13 - Parking restrictions, Chapter - 284-16 - Violations and penalties, Chapter 284-18 – Penalty payment procedure and Chapter 284-20 – Fines of the Municipal Code.

Motion: *Councilor Ribas moved that the Franklin City Council adopt Ordinance #10-18 accepting the amendment of the Franklin Municipal Code Chapter 284 “Vehicles and Traffic”. Motion seconded by Councilor Dzujna.*

Councilor Desrochers stated that 284-12 item A is an unenforceable paragraph as they have to park in front of their homes and that removes that. Interim Mayor/Councilor Clarenbach stated this ordinance is not realistic and Franklin is a community that was built for a fair amount of housing that doesn't offer off street parking. This could negatively impact the city. Councilor Desrochers stated it means removing 284-24-A from 284-13 E.

Acting City Manager/Finance Director Milner stated that the only change to 284-12 A is adding night parking as a title and this is the code as it stands now.

Motion: *Councilor Ribas moved that the Franklin City Council table this item. Motion seconded by Councilor Desrochers.*

All in favor; motion passes.

Agenda Item III.

City Council to accept the resignation of Councilor Giunta as Councilor, Ward I.

Motion: *Councilor Desrochers moved that the Franklin City Council accept the resignation of Councilor Giunta, Ward I. Motion seconded by Councilor Dzujna.*

All in favor with one (1) abstained; motion passes.

Interim Mayor/Councilor Clarenbach presented out going Councilor Wells with a plaque for his service.

Adjournment

Motion to adjourn made by Councilor Giunta and seconded by Councilor Ribas. All in favor; meeting adjourned at 6:21 p.m.

2018 INAUGURAL

Invocation was given by Deacon Tom Matzke.

City Attorney Paul Fitzgerald gave the oath of office to Mayor-elect Giunta as well as the following councilors and school board members.

City Council

Term of Office Three Years: Councilor Dzujna, Ward I
 Councilor Desrochers, Ward II
 Councilor Trudel, Ward III

School Board

Term of Office Three Years: Jeffrey Savary, Ward I
 Scott Burns, Ward II
 Chris Kneeland, Ward III

Term of Office One Year: Delaney Carrier, Ward I

Mayor Giunta presented former Mayor Merrifield with a plaque for his service to the City of Franklin.

Inaugural Address

A copy of Mayor Giunta's Inaugural address is attached to these minutes.

The Saint Gabriel Parish Choir/Serendipity Singers sang God Bless America.

Recess was taken for reception and refreshments.

2018 City Council Meeting

In Attendance

Councilor Clarenbach, Councilor Ribas, Councilor Desrochers, Councilor Moquin, Councilor Trudel, Councilor Dzujna, Councilor Zink, and Acting City Manager/Finance Director Milner.

Absent

Councilor Barton.

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.

Resident Werner Horn stated that in December the school board brought a proposal to bundle and save money. The city council has members who have been serving this city for almost a decade and have seen how things are done. There are many school board members who have only served one term and then are out. The chair has been here more than one term and we now have a few school board members who have served for more than one term. He would like to see the knowledge of those who have served for almost a decade share their knowledge with those who are serving their first term. This is the second instance where the council could have looked at what was going on and reached out to the school board and stated that they should be doing it another way. He feels the school board is getting sandbagged because they don't know how to do things. He feels the school and city will not be one unit serving the voters unless due diligence is done.

Kayla Bertolino introduced herself as she is the new Mayor's Drug Task Force Coordinator. She mentioned there is an event coming up for ambassador training on January 30 at 5:00 pm at the Bessie Rowell Community Center for anyone who would like to come.

Bob Lucas stated that Judie Milner has been doing a wonderful job as Acting City Manager and all her other hats. He also stated that she is a valuable asset and he thanked her.

Mayor Giunta stated that he would like to move Agenda Item VI to right after Agenda Item I.

Agenda Item I.

School Board Report

Superintendent LeGallo stated he just found out that Franklin School District will be receiving a \$380K grant for safety upgrades which is part of the \$20M the state made available for school districts. He thanked Amanda Bergquist and Jack & Jule Finley for their work on it.

A Robotics Team has been started and their first meeting was this past Saturday.

The DOE contacted the district and they will be receiving \$1100 per student for kindergarten. He would like to schedule a Joint Finance Committee meeting and will do that with Acting City Manager/Finance Director Milner.

Paul Smith School had a pipe burst causing them to close some bathrooms and it is now fixed and they will be ready to go tomorrow.

Councilor Dzujna asked what that grant covers. Superintendent LeGallo stated one thing they are doing is keying all three (3) buildings as that was a recommendation, film on the windows, etc. Councilor Dzujna asked if the problem at the library could be covered and Superintendent LeGallo he didn't believe so as that was not one of the items they submitted.

Agenda Item VI.

City Council to consider the School CBA for the Support Staff Agreement.

Superintendent LeGallo stated they had good negotiations and have come to a two (2) year agreement. For the 1st year there is a 1.5% raise costing \$24,636.54 and 2nd year there is a 2% raise costing \$32,605.56. The money for the raises will come from the new utility money.

Motion: Councilor Ribas moved that the Franklin City Council approve the agreement between Franklin School Board of Education and AFSCME Council 93/Local 3158 Support Staff Union for a two year contract for 2018-2020. Motion seconded by Councilor Desrochers.

Councilor Dzujna asked if the teacher assistants are part of a grant or the support staff contract. Superintendent LeGallo stated they have teacher assistants that are grant funded and are included in this as well.

All in favor with one (1) abstained; motion passes.

Agenda Item II.

City Council to set a public hearing for Resolution #14-18, Tactical EMS Equipment to be used in active shooter incidents.

Motion: Councilor Desrochers moved that the Franklin City Council schedule a public hearing for Resolution #14-18 on February 5, 2018 at 6:05 pm for the purchase of EMS supplies and equipment that will be used for Active Shooter Incidents. Motion seconded by Councilor Zink.

All in favor; motion passes.

Mayor Giunta read Resolution #14-18:

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 has adopted a budget for Fiscal Year 2018 which began July 1, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the Fire Department receives donations to the Rescue Squad Memorial Fund to purchase medical and rescue supplies, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the Fire Department wishes to purchase medical supplies for Active Shooter Incidents, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands that the Fire Department wishes to fund the purchase with the Rescue Squad Memorial trust fund, current balance of approximately \$7,040 , held with the Trustees of Trust Funds, and;

WHEREAS, the City Council of the City of Franklin wishes to appropriate from the Fire Department Memorial trust fund an amount not to exceed \$2,000 for the purpose of purchasing trauma supplies and equipment, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 5, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt Resolution #14-18 allowing the withdrawal of Two Thousand Dollars (\$2,000) from the Rescue Squad Memorial trust fund and authorizing an increase in FY18 revenues:

Transfer In – Trust Funds Acct. No. 01-0-000-39160-000 – Two Thousand Dollars (\$2,000)

And an increase in expenditure account,

EMS/Rescue Supplies Acct. No. 01-2-207-40612-000 – Two Thousand Dollars (\$2,000),

By a roll call vote.

Agenda Item III.

City Council to set a public hearing for Resolution #15-18, supplemental appropriation for fiscal year 2018 for Franklin School District.

Motion: *Councilor Desrochers moved that the Franklin City Council set a public hearing on February 5, 2018 at 6:07 pm allowing the Franklin School District to use \$64,000 of the unassigned fund balance to support the 17-18 school district budget. \$200,000 has already been assigned to the school district during the budget process. Motion seconded by Councilor Trudel.*

Amendment: *Councilor Clarenbach moved that the Franklin City Council amend the time to be 6:00 pm. Motion seconded by Councilor Ribas.*

Councilor Desrochers is not sure how they make this 6:00 pm when there is already a public hearing at 6:05 pm. Councilor Clarenbach stated that you can't post a time later than when you are going to have the hearing so if the public hearings are always posted for 6:00 we don't run into trouble.

All in favor; amendment passes.

All in favor; motion passes.

Mayor Giunta read Resolution #15-18:

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 has adopted a budget for Fiscal Year 2018 which began July 1, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district estimates approximately \$64,000 in unassigned fund balance at June 30, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire would like to appropriate \$64,000 of the prior year unassigned fund balance in order to offset an \$84,000 reduction in revenues, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 5, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt Resolution #15-18 and authorize an increase in revenues:

Appropriated Fund Balance – Sixty Four Thousand Dollars (\$64,000)

And an increase in expenditure account,

School District expenditures in the total amount of Sixty Four Thousand Dollars (\$64,000),

By a roll call vote.

Agenda Item IV.

City Council to set a public hearing for Ordinance #11-18, revise chapter 272 Taxation, be amended, pursuant to RSA 72:27-a, to add a new section following article IX Section 272-10 to be known as Article X section 272-11 Renewable Energy Systems Exemptions.

Motion: Councilor Zink moved that the Franklin City Council set a public hearing for February 5, 2018 at 6:00 pm regarding Ordinance #11-18 renewable energy exemption. Motion seconded by Councilor Ribas.

All in favor; motion passes.

Mayor Giunta read Ordinance #11-18:

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, be amended, pursuant to RSA 72:27-a, to add a new section following article IX Section 272-10 to be known as Article X section 272-11 Renewable Energy Systems Exemptions as follows:

Article X Renewable Energy Exemptions

Section 272-11 Exemption Granted

The City of Franklin does hereby adopt the provisions of RSA 72:62, RSA 72:66 and RSA 72:70 which provide for persons owning real property an optional exemption as provided by RSA 72:33 of 100% of the assessed value of qualifying equipment related to residential solar, wind-powered and wood heating energy systems, as defined by statute, intended for use at the immediate site and for which a building permit has been issued. The exemption is limited to a one time five year exemption.

Effective January 1, 2018.

By a roll call vote.

Agenda Item V.

City Council to set a public hearing for Resolution #16-18, appointing the TIF Advisory Board for downtown.

Motion: Councilor Desrochers moved that the Franklin City Council set a public hearing for February 5, 2018 at 6:00 pm regarding Resolution #16-18 appointing the 7

***member advisory board per section XXI of the development Program and Finance Plan for the Franklin Falls Mixed Use Tax Increment Finance District.
Motion seconded by Councilor Trudel.***

Councilor Clarenbach stated he has no issue setting public hearing but feels this should be opened up to anyone actively interested in participating on this committee by filling out a prospective employee profile form. Mayor Giunta stated he feels this should be discussed as the resolution has names or that can be changed to applicants.

Councilor Zink stated the way it reads is owners or occupiers and many people listed are occupants so the resolution should read correctly. She stated there are a few nonprofit organizations as owners but nonprofits cannot own something so the language should be clarified. FSB is governed by a board so the language should be changed and clarification on the law. Mayor Giunta asked Acting City Manager/Finance Director Milner to weigh in. Acting City Manager/Finance Director Milner stated that PermaCityLife does own property, Catch owns their building, and Davis & Towle she believes owns their building and so doesn't the Grevior's. FSB is a key player and has funded many projects in the downtown. The TIF states that there has to be a majority of owner/occupants of the seven (7) member board as well as four (4) have to be residents. She has spoken to Ron Magoon and he is interested in being on the board as he would represent and occupant and resident. The thought by the group was to look at key players that have increased or potentially have increased the value of the TIF district to date. Acting City Manager/Finance Director Milner stated she has only reached out to Ron Magoon to see if he wanted to be on the board. Mayor Giunta clarified that Acting City Manager Milne feels that the people named here fit the definition of the TIF and she stated yes. Councilor Zink stated that Leo Paquin should be listed as occupant not owner and if a nonprofit is an owner than one director should be listed as occupant but clarification is needed. Acting City Manager/Finance Director Milner stated she will look into it. Mayor Giunta stated if needed City Attorney Fitzgerald will review the language.

Councilor Clarenbach stated it was announced this evening that there is an investor in the mills and the people named are already invested but it is the future larger projects that are coming that maybe those people who would be interested. This group of seven (7) are all that we have and while he doesn't have any issue with anyone listed he doesn't not want to include any other investors who may be interested.

Councilor Giunta stated they can table this or read it without any names listed and have an amendment to change that. Councilor Clarenbach asked if the people of the public have a say at the public hearing and there are no names for the public to ask about then why have a public hearing. Acting City Manager/Finance Director Milner stated that this board is important to the new developer with what we are working on so if we cannot table this and work it out. Councilor Clarenbach stated it can be approved with potential names once they are spoken too. Mayor Giunta stated that there will be no names or organizations named in the resolution.

Councilor Clarenbach stated that administration will verify names and organizations to be listed.

Amendment: Councilor Clarenbach moved that the Franklin City Council remove all the names and organizations from the resolution and administration will verify that these organizations and names are appropriate. Motion seconded by Councilor Desrochers.

Councilor Dzujna stated it is a great idea to open it to more people but these names listed also have to fill out a profile. Mayor Giunta stated that is correct.

Councilor Ribas asked if alternate language to "Therefore be it resolved" sentence to say "can be hereby adopt naming seven (7) individuals to the advisory board of the Franklin Mixed Use Tax District chosen from the applicant profiles".

Councilor Clarenbach removed his amendment and Councilor Desrochers who was the second removed his second.

Amendment: Councilor Ribas moved that the Franklin City Council change the language of the second sentence of Therefore be it resolved paragraph to state "can be hereby adopt naming seven (7) individuals to the advisory board of the Franklin Mixed Use Tax District chosen from the applicant profiles". Motion seconded by Councilor Zink.

All in favor; amendment passes.

All in favor; motion passes.

Mayor Giunta read Resolution #16-18:

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 adopted Franklin Falls Mixed Use Tax Increment Financing District (District) under RSA 162-K on January 3, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to establish the advisory board for the District according to the provisions of section XXI of the Development Program and Financing Plan for the District, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the advisory board shall consist of 7 members with a majority of the membership to include owners and

occupants of real property within or adjoining the district and a majority of members must be residents of the City of Franklin, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 5, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 16-18 naming seven (7) individuals chosen from applicant profiles to the advisory board of the Franklin Mixed Use Tax Increment Financing District:

By a roll call vote.

Councilor Zink asked if we can fix the first sentence to say "A Resolution relating to the appointment of the TIF District Advisory Board". Mayor Giunta asked the council if they were good with the change and they were.

Agenda Item VII.

Other Business

Councilor Desrochers stated that the council, in December, tabled a \$2M loan for the school board until there was a discussion to know where the money was to come from but we need to do something to move this forward as the roof needs to get done. Mayor Giunta stated that Superintendent LeGallo has asked for a joint finance meeting.

Councilor Zink asked if they should wait for the Joint Finance Committee meeting before a public hearing is set. Councilor Dzujna stated that the Joint Finance Committee can discuss and then bring to the council.

Councilor Desrochers stated EEI is ready to come before the council with their proposal. Mayor Giunta asked Acting City Manager/Finance Director Milner for confirmation on some items from their earlier discussion and she stated she will get them.

Mayor's Appointments – Planning Board

Motion: "I reappoint Brian Sullivan, Director of Municipal Services as the Administrative City Official (ex officio), to the Planning Board (Seat PB2), Term of Service to January 2020"

Motion: "I reappoint member Mike Freeman to the Planning Board (Seat PB4), Term of Service to January 2021."

Motion: "I appoint member David Liberatore to the Planning Board (Seat PB6), Term of Service to January 2021."

Motion: "I reappoint member Ted Starkweather to the Planning Board (Seat PB7), Term of Service to January 2021."

Motion: "I reappoint member Dave Testerman, member from the Zoning Board of Adjustment, to the Planning Board (Seat PB9), Term of Service to January 2021."

Mayor Giunta stated this is where it gets complicated as the city council can appoint a councilor to one of the seats but there is a seat vacant on the City Council Ward I seat. Councilor Clarenbach stated he was the alternate council member previous and has no issue being the regular council member on the planning board.

City Council Appointments - Planning Board

Motion: Councilor Zink moved that the Franklin City Council appoint Councilor Clarenbach as Council Representative (ex officio) to the Planning Board (Seat PB3), Term of Service is his Term of Office. Seconded by Councilor Ribas.

All in favor with one (1) abstained; motion passes.

Mayor Giunta stated there is an alternate position and does the council want to hold off until a councilor is appointed. He stated there have been two (2) people who have come forth for the council seat, Ted Starkweather and Jo Brown and both are already members of the planning board. If one of them becomes a council member then they can't be a planning board member but they could become the ex officio member. The council decided to wait until the new councilor is appointed.

Councilor Giunta passed out the Mayor's Drug Task Force Committee and the 2018 council dates.

- 1. Acting City Manager's Update** – Acting City Manager/Finance Director Milner advised that the City received the following contingent grant line amount: \$1,000 from Thomas Field, \$600 from Walmart for Fire Department GPS Units and \$5,020 from State of NH for Fire Department Tactical Gear.

On December 22 the City held its holiday party and she thanked Mayor Giunta for attending the party and speaking with the employees.

The Fiber is now strung between the six (6) buildings. P&Z is attached to the new server with MSD and Recreation happening this week. Fire and Police will be on at a later date.

A well-known developer has purchased 20 Canal Street and she wanted to thank Jim Aberg, Executive Director of FBIDC and Niel Cannon, Downtown Coordinator, for all their work securing this deal.

A Joint Finance Committee meeting will be needed as soon as the committees are assigned.

Jim Mercer the recruiter for the City Manager search wasn't ready for tonight so the non-public will be cancelled and we were looking to meet next Tuesday the 16th and have a conference call with him.

Councilor Clarenbach stated he read an article about a new RSA allowing deferment of tax payments for ten (10) years for new developers, which is not in the TIF district. Acting City Manager/Finance Director Milner stated you can allow but you would have to allow it city wide and it is a local option but is not attractive for the City of Franklin.

Mayor Giunta asked councilors to keep Councilor Barton in their prayers.

Fire Chief LaChapelle urged all councilors and others in the room to help with senate bill 55 as it affects Franklin. This bill is for back flow prevention but there was an amendment that was piggybacked on to it and it has nothing to do with backflow prevention. It has to do with the arrest powers and investigation authority of the state fire marshal. Franklin had four (4) arson cases that were successfully prosecuted in the last seven (7) years. The fire marshal has seven (7) investigators who investigate fires for origin and work through the investigative police work. The four (4) cases wouldn't have been successfully prosecuted without the work of the fire marshal's office. This bill was passed by the senate 23-0 last week.

Councilor Dzujna asked if they are trying to take away the fire marshal's power and enforcement. Fire Chief LaChapelle stated that is correct. They are certified police officers and have full arrest powers.

Councilor Desrochers asked if it would help for a letter endorsed by the Franklin City Council. Fire Chief LaChapelle stated yes and he can help with the language if they so desire.

Mayor Giunta stated it is troubling to see 23-0 so what happened. Fire Chief LaChapelle stated it is about broken relationships and misinformation. Mayor Giunta asked what the crossover date. Fire Chief LaChapelle stated he didn't know at this moment but Senator French asked that he produce something in the next two weeks.

Motion: Councilor Desrochers moved that the Mayor and Franklin City Council write a letter to the House of Representatives to kill this bill. Seconded by Councilor Dzujna.

Councilor Zink asked if they are opposed to the public water system or both. Chief LaChapelle stated no it was the amendment that was proposed that has nothing to do with the bill.

Rep. Horn clarified that the senate allowed a non-germane amendment, which has nothing to do with the body of the bill and they suspended the rules and passed it on voice vote and this is done so it will go to the house. This is a last year bill so when the speaker assigns the bill you would send the letter to the chair of the standing committee. Mayor Giunta asked can the house kill the bill or just the amendment. Rep. Horn stated that the amendment will trigger a discussion and if the house and senate don't agree the bill will fail.

Councilor Ribas asked if this can wait and Chief LaChapelle stated it cannot wait. Councilor Ribas suggested some language. Mayor Giunta asked if the motion is good as is and we will work on the language in the letter. Councilor Ribas was fine as he was just helping draft language for letter.

Councilor Trudel asked if other Fire Departments will back this. Chief LaChapelle stated that very few realize this is happening as it was brought in the back door.

All in favor; motion passes.

Mayor Giunta thanked Interim Mayor Clarenbach for all his work these past months.

Adjournment

Motion to adjourn made by Councilor Clarenbach and seconded by Councilor Ribas. All in favor; meeting adjourned at 8:28 p.m.

Respectfully Submitted,

Lauraine G. Paquin



PENDING COUNCIL APPROVAL

City Council Meeting January 16, 2018

Call to Order

Mayor Giunta called the meeting to order in the Lower Level, Franklin City Hall at 6:01 p.m.

In Attendance

Councilor Clarenbach, Councilor Ribas, Councilor Moquin, Councilor Desrochers, Councilor Wells, Councilor Zink (arrived at 6:03 pm), Councilor Dzujna, Acting City Manager/Finance Director Milner and Mayor Giunta.

In Attendance

Councilor Barton

Salute to the Flag was led by Councilor Ribas.

Agenda Item I.

City Council Appointment – Councilor Ward I.

Mayor Giunta asked the council how do they want to proceed with the two (2) candidates. Councilor Desrochers stated to have each one speak. Mayor Giunta stated each candidate will have two (2) minutes to speak. Jo Brown gave history about herself and her time in Franklin. Ted Starkweather gave history about himself and his time in Franklin.

Councilor Dzujna stated they have two (2) great candidates and can only choose one doesn't mean anyone is against the other.

Councilor Trudel agreed they have two (2) great candidates and their dedication will be hard to match. If he flipped a coin it would be a tough decision. He stated the point that sticks out in his mind is he was the only council seat that was contested during the election and neither of the candidates was on the ballot to challenge the seat and that makes this very difficult. He thanked them for putting in for the position.

Mayor Giunta stated the voting will be done as a paper vote. He tallied the votes and Jo Brown won the seat 4-3. The Mayor and council thanked Ted Starkweather.

The council invited newly appointed Councilor Brown to join the non-public but will have no voting rights.

Motion: *Councilor Clarenbach moved that there is a need for a non-public session per RSA 91-A:3, II (b) The hiring of any person as a public employee. Motion seconded by Councilor Ribas.*

Roll Call:

Councilor Barton	<u>abs</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>
Councilor Desrochers	<u>yes</u>	Councilor Ribas	<u>yes</u>	Councilor OPEN	<u> </u>

All in favor; motion passes.

Entered nonpublic session at 6:18 p.m.

Motion: *Councilor Desrochers moved that the Franklin City Council leave nonpublic session and return to public session. Motion seconded by Councilor Trudel.*

All in favor; motion passes.

Public session reconvened at 7:28 p.m.

Motion: *Councilor Zink moved that the Franklin City Council seal the minutes because it would likely affect adversely the reputation of any person other than a member of this board. Motion seconded by Councilor Dzujna.*

Roll Call:

Councilor Barton	<u>abs</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>
Councilor Desrochers	<u>yes</u>	Councilor Ribas	<u>yes</u>	Councilor OPEN	<u> </u>

All in favor; motion passes.

Motion to adjourn made by Councilor Ribas and seconded by Councilor Trudel. *All in favor; meeting adjourned at 7:29 p.m.*

Respectfully Submitted,

Lauraine G. Paquin

CITY COUNCIL MEETING
AGENDA ITEM II



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of February, 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**

City Council Meeting of February, 2018

Subject: Andrew Keller to speak to the Council regarding the solar.

CITY COUNCIL MEETING

AGENDA ITEM IV



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
December 29, 2017

From: Judie Milner, Finance Director/Acting City Manager

Subject: Renewable Energy Exemption

Recommendation:

The legislative committee recommends adopting ordinance 11-18 allowing for a one-time 5 year limited exemption for renewable energy.

Suggested Motions:

January 8, 2018

Councilor moves, "I move the City of Franklin City Council set a public hearing for February 5, 2018 at 6pm regarding ordinance 11-18 renewable energy exemption."

February 5, 2018

Councilor moves, "I move the City of Franklin City Council adopt Ordinance 11-18 and the provisions of RSA 72:62 RSA 72:66 and RSA 72:70 allowing for a one time, five year exemption of 100% of assessed value of qualifying equipment related to residential solar, wind powered and wood heating energy systems by roll call vote."

Discussion:

This has been a topic at recent city council meetings. The exemption from the statute is sunseting and the assessors will have to bring in the value of renewable energy sources beginning in 2018 unless the municipality votes in an exemption per RSA 72. Several councilors and I have received phone calls from many citizens asking about the exemption. Councilor/Mayor Giunta called a legislative committee meeting on 12/18/17 to address the topic.

There are generally 2 sides to this issue in communities and I can honestly see both sides: 1) renewable energy should be exempt as policy to encourage environmentally friendly solutions and 2) renewable energy has value and should be taxed like any other improvement to property.

The legislative committee discussed both sides of the argument and came to a compromise: a one-time exemption that lasts for 5 years then sunsets.

Financial Impact:

Currently there is \$302,200 in assessed value for residential solar arrays in the City which equates to \$7,724 in picks ups at the current tax rate. There are no known wind powered systems and the assessors have advised me that wood heating systems do not have value added so this would not affect the City's overall value.

Attachments/Exhibits:

Ordinance 11-18
Excerpts RSA 72



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

316 Central Street
Franklin, NH 03235

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

ORDINANCE #11-18

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, be amended, pursuant to RSA 72:27-a, to add a new section following article IX Section 272-10 to be known as Article X section 272-11 Renewable Energy Systems Exemptions as follows:

Article X Renewable Energy Exemptions

Section 272-11 Exemption Granted

The City of Franklin does hereby adopt the provisions of RSA 72:62, RSA 72:66 and RSA 72:70 which provide for persons owning real property an optional exemption as provided by RSA 72:33 of 100% of the assessed value of qualifying equipment related to residential solar, wind-powered and wood heating energy systems, as defined by statute, intended for use at the immediate site and for which a building permit has been issued. The exemption is limited to a one time five year exemption.

Effective January 1, 2018.

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: _____

RSA Excerpts regarding Tax Exemptions for Renewable Energy Systems

CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

72:27-a Procedure for Adoption, Modification, or Rescission. –

I. Any town or city may adopt the provisions of RSA 72:28, RSA 72:28-b, RSA 72:29-a, RSA 72:35, RSA 72:37, RSA 72:37-b, RSA 72:38-b, RSA 72:39-a, RSA 72:62, RSA 72:66, RSA 72:70, RSA 72:76, or RSA 72:82 in the following manner:

(a) In a town, other than a town that has adopted a charter pursuant to RSA 49-D, the question shall be placed on the warrant of a special or annual town meeting, by the governing body or by petition pursuant to RSA 39:3.

(b) In a city or town that has adopted a charter pursuant to RSA 49-C or RSA 49-D, the legislative body may consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances, and other legislation. In the alternative, the legislative body of such municipality may vote to place the question on the official ballot for any regular municipal election.

II. The vote shall specify the provisions of the property tax exemption or credit, the amount of such exemption or credit, and the manner of its determination, as listed in paragraph I. If a majority of those voting on the question vote "yes," the exemption or credit shall take effect within the town or city, on the date set by the governing body, or in the tax year beginning April 1 following its adoption, whichever shall occur first.

III. A municipality may modify, if applicable, or rescind the exemption or credits provided in paragraph I in the manner described in this section.

IV. An amendment to a statutory provision listed in paragraph I related to an exemption or credit amount or to the eligibility or application of an exemption or credit, shall apply in a municipality which previously adopted the provision only after the municipality complies with the procedure in this section, unless otherwise expressly required by law.

Source. 2003, 299:1; 299:23. 2004, 170:3. 2008, 224:3, eff. July 1, 2008. 2016, 217:2, eff. Aug. 8, 2016. 2017, 179:1, eff. Aug. 28, 2017.

72:33 Application for Exemption or Tax Credit. –

I. No person shall be entitled to the exemptions or tax credits provided by RSA 72:28, 28-b, 29-a, 30, 31, 32, 35, 36-a, 37, 37-a, 37-b, 38-b, 39-b, 62, 66, and 70 unless the person has filed with the selectmen or assessors, by April 15 preceding the setting of the tax rate, a permanent application therefor, signed under penalty of perjury, on a form approved and provided by the commissioner of revenue administration, showing that the applicant is the true and lawful owner of the property on which the exemption or tax credit is claimed and that the applicant was duly qualified upon April 1 of the year in which the exemption or tax credit is first claimed, or, in the case of financial qualifications, that the applicant is duly qualified at the time of application. The form shall include the following and such other information deemed necessary by the commissioner:

(a) Instructions on completing and filing the form, including an explanation of the grounds for requesting tax exemptions and credits pursuant to RSA 72.

(b) Sections for information concerning the applicant, the property for which the relief is sought, and other properties owned by the person applying.

(c) A section explaining the appeal procedure and stating the appeal deadline in the event the municipality denies the tax relief request in whole or in part.

(d) A place for the applicant's signature with a certification by the person applying that the application has a good faith basis and the facts in the application are true.

I-a. If any person, otherwise qualified to receive an exemption or credit, shall satisfy the selectmen or assessors that he or she was prevented by accident, mistake, or misfortune from filing a permanent application or amended permanent application on or before April 15 of the year in which he or she desires the exemption to begin, said officials may receive the application at a later date and grant an exemption or credit for that year; but no such application shall be received or exemption or credit granted after the local tax rate has been approved for that year.

II. Any person who changes residence after filing such a permanent application shall file an amended permanent application on or before December 1 immediately following the change of residence. The filing of the permanent application shall be sufficient for said persons to receive these exemptions or tax credits on an annual basis so long as the applicant does not change residence.

III. If the selectmen or assessors are satisfied that the applicant has willfully made any false statement in the application to obtain an exemption or tax credit, they may refuse to grant the exemption or tax credit.

IV. [Repealed.]

V. In addition to the above requirements, applicants for exemption who claim ownership pursuant to RSA 72:29, VI shall file with their application an additional statement signed under penalty of perjury, on a form approved and provided by the commissioner of revenue administration, showing they meet the requirements of RSA 72:29, VI.

VI. The assessing officials may require applicants for any exemption or tax credit to file the information listed in RSA 72:34, or the statement required by RSA 72:33, V periodically but no more frequently than annually. Failure to file such periodic statements may, at the discretion of the assessing officials, result in a loss of the exemption or tax credit for that year.

Source. 1947, 240:1, par. 29-d. RSA 72:33. 1969, 55:1. 1973, 544:8. 1977, 502:1. 1983, 155:8; 385:1. 1987, 325:1. 1991, 70:14. 1994, 102:2; 390:3, 8. 1995, 265:3, 20. 1996, 140:7. 1997, 281:1. 2003, 131:1; 299:6, 25, 26. 2007, 182:3, eff. April 1, 2007. 2016, 217:6, eff. Aug. 8, 2016.

72:34 Investigation of Application and Decision by Town Officials. –

I. On receipt of an application provided for in RSA 72:33 or RSA 72:38-a, the selectmen or assessors shall examine it as to the right to the tax exemption, tax deferral or tax credit, the ownership of the property listed, and, if necessary, the encumbrances reported.

II. For those exemptions having income or asset limitations, the assessing officials may request true copies of any documents as needed to verify eligibility. Unless otherwise provided

for by law, all documents submitted with an application or as requested, as provided for in paragraphs I and II, and any copies shall be considered confidential, handled so as to protect the privacy of the individual, and not used for any purpose other than the specific statutory purposes for which the information was originally obtained. All documents and copies of such documents submitted by the applicant shall be returned to the applicant after a decision is made on the application.

III. The assessing officials shall grant the exemption, deferral, or tax credit if:

(a) They are satisfied that the applicant has not willfully made any false statement in the application for the purpose of obtaining the exemption, deferral, or tax credit; and

(b) The applicant cooperated with their requests under paragraph II, if it applies.

IV. On or before July 1 prior to the date of notice of tax under RSA 72:1-d, the selectmen or assessors shall send by first class mail a written decision to any taxpayer who timely requests an exemption or tax credit. On or before July 1 following the date of notice of tax under RSA 72:1-d, the selectmen or assessors shall send by first class mail a written decision to any taxpayer who timely requests a deferral. This decision shall be sent on a form to be prepared by the department of revenue administration. The decision shall advise the taxpayer of the municipality's decision and shall inform the taxpayer of the appeal procedure set forth in RSA 72:34-a. Failure to respond shall constitute denial. Municipalities may, at their option, require the taxpayer to furnish a self-addressed envelope with sufficient postage for the mailing of this written decision.

Source. 1947, 240:1, par. 29-e. RSA 72:34. 1969, 183:1. 1981, 188:1. 1991, 70:15, 16. 1995, 265:4. 2003, 299:7. 2004, 170:4. 2006, 30:1, eff. June 3,

72:34-a Appeal From Refusal to Grant Exemption, Deferral, or Tax Credit. – Whenever the selectmen or assessors refuse to grant an applicant an exemption, deferral, or tax credit to which the applicant may be entitled under the provisions of RSA 72:23, 23-d, 23-e, 23-f, 23-g, 23-h, 23-i, 23-j, 23-k, 28, 28-b, 29-a, 30, 31, 32, 35, 36-a, 37, 37-a, 37-b, 38-a, 38-b, 39-a, 39-b, 41, 42, 62, 66, or 70 the applicant may appeal in writing, on or before September 1 following the date of notice of tax under RSA 72:1-d, to the board of tax and land appeals or the superior court, which may order an exemption, deferral, or tax credit, or an abatement if a tax has been assessed.

Source. 1969, 183:2. 1973, 544:13. 1975, 127:2. 1982, 42:88. 1983, 155:9. 1987, 325:2. 1991, 70:17; 306:8. 1994, 390:5. 1995, 265:5. 1996, 140:8. 2003, 131:2, eff. April 1, 2003. 2016, 217:7, eff. Aug. 8, 2016.

72:61 Definition of Solar Energy Systems. – In this subdivision "solar energy system" means a system which utilizes solar energy to heat or cool the interior of a building or to heat water for use in a building and which includes one or more collectors and a storage container. "Solar energy system" also means a system which provides electricity for a building by the use of photovoltaic panels.

Source. 1975, 391:1. 1993, 93:1, eff. April 1, 1993.

72:62 Exemption for Solar Energy Systems. – Each city and town may adopt under RSA 72:27-a an exemption from the assessed value, for property tax purposes, for persons owning real property which is equipped with a solar energy system as defined in RSA 72:61.

72:65 Definition of Wind-Powered Energy Systems. – In this subdivision "wind-powered energy system" means any wind-powered devices which supplement or replace electrical power supplied to households or businesses at the immediate site.

Source. 1977, 185:1, eff. Aug. 13, 1977

72:66 Exemption for Wind-Powered Energy Systems. – Each city and town may adopt under RSA 72:27-a an exemption from the assessed value, for property tax purposes, for persons owning real property which is equipped with a wind-powered energy system.

Source. 1977, 185:1. 1991, 70:28. 2003, 299:18, eff. April 1, 2003.

72:69 Definition of Woodheating Energy System. – In this subdivision "woodheating energy system" means a wood burning appliance designed to operate as a central heating system to heat the interior of a building. The appliance may burn wood solely or burn wood in combination with another fuel. A central heating system shall include a central appliance to distribute heat by a series of pipes, ducts or similar distribution system throughout a single building or group of buildings. A wood burning appliance shall not include a fireplace, meaning a hearth, fire chamber or similarly prepared place with a chimney intended to be usable in an open configuration whether or not it may also be closed and operated closed; or a wood stove meaning a wood burning appliance designed for space heating purposes which does not operate as a central heating system or as a sole source of heat.

Source. 1979, 280:1, eff. Aug. 20, 1979.

72:70 Exemption for Woodheating Energy Systems. – Each city and town may adopt under RSA 72:27-a an exemption from the assessed value, for property tax purposes, for persons owning real property which is equipped with a woodheating energy system.

Source. 1979, 280:1. 1991, 70:30. 2003, 299:19, eff. April 1, 2003.

**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, February 5, 2018 at 6:00 p.m. in the Council Chambers, Franklin City Hall regarding Ordinance #11-18, Chapter 272 Taxation, be amended, pursuant to RSA 72:27-a, to add a new section following article IX Section 272-10 to be known as Article X section 272-11 Renewable Energy Systems Exemptions.

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

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

CITY COUNCIL MEETING
AGENDA ITEM V



CITY OF FRANKLIN
COUNCIL AGENDA REPORT

September 26, 2017

From: Dan LeGallo, Superintendent

Subject: 2016-2017 Fund Balance

Recommendation: To allow the Franklin School District to use \$64,000 of the \$364,000 16-17 fund balance, to support the 17-18 school budget. \$200,000 of the fund balance is already assigned to the school budget and \$100,000 is committed to the SAU for grants

Suggested Motions:

January 8, 2018

Motion to set a public hearing on February 5, 2018 allowing the Franklin School District to use \$64,000 of the unassigned fund balance to support the 17-18 school district budget. \$200,000 has already been assigned to the school district during the budget process.

February 5, 2018

Councilor moves, "I move the Franklin City Council adopt Resolution 15-18 allocating the unassigned fund balance of \$64,000 to the Franklin School District fiscal year 2018 budget."

Discussion: The school district found out in September that their adequacy aid was being reduced by \$84,000. The district also had to add on a kindergarten teacher because of increased enrollments. The \$64,000 will be used to offset some of these costs. These funds have been audited by our auditors.

Fiscal Impact: \$64,000 increase to school district revenues.

Alternatives: Use the funds for another purpose.

Attachments/Exhibits: Resolution 15-18.



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #15-18

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 has adopted a budget for Fiscal Year 2018 which began July 1, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district estimates approximately \$64,000 in unassigned fund balance at June 30, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire would like to appropriate \$64,000 of the prior year unassigned fund balance in order to offset an \$84,000 reduction in revenues, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 5, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt Resolution #15-18 and authorize an increase in revenues:

Appropriated Fund Balance – Sixty Four Thousand Dollars (\$64,000)

And an increase in expenditure account,

School District expenditures in the total amount of Sixty Four Thousand Dollars (\$64,000),

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: _____

FRANKLIN SCHOOL DISTRICT

Balance Sheet Governmental Funds June 30, 2017

	General Fund	Food Service Fund	Total Governmental Funds
Assets			
Cash and cash equivalents	\$ -	\$ 69,271	\$ 69,271
Held by trustees	2,879	-	2,879
Due from other governments	384,833	555,080	939,913
Due from other funds	630,302	-	630,302
Inventories	-	10,886	10,886
Other assets	-	-	-
Total assets	<u>\$ 1,267,022</u>	<u>\$ 635,237</u>	<u>\$ 1,902,259</u>
Liabilities and Fund Balances			
Liabilities:			
Accounts payable	\$ 91,283	\$ -	\$ 91,283
Cash overdraft	789,318	-	789,318
Accrued expenses	16,100	-	16,100
Due to other governments	-	-	-
Due to other funds	-	630,302	630,302
Deferred revenue	-	4,935	4,935
Total liabilities	<u>896,701</u>	<u>635,237</u>	<u>1,531,938</u>
Fund balances:			
Nonspendable	-	-	-
Restricted	2,879	-	2,879
Committed	-	-	-
Assigned	100,000	-	100,000
Unassigned	267,442	-	267,442
Total fund balance	<u>370,321</u>	<u>-</u>	<u>370,321</u>
Total liabilities and fund balances	<u>\$ 1,267,022</u>	<u>\$ 635,237</u>	<u>\$ 1,902,259</u>

The accompanying notes to the basic financial statements are an integral part of this statement.

**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, February 5, 2018 at 6:00 p.m. in the Council Chambers, Franklin City Hall regarding Resolution #15-18, allowing the Franklin School District to use \$64,000 of the unassigned fund balance to support the 17-18 school district 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**

January 29, 2018

From: Judie Milner, Finance Director/Acting City Manager

Subject: Franklin Falls Mixed Use Tax Increment Finance District Advisory Board

Suggested Motion:

February 5, 2018

Councilor moves, "I move the City of Franklin City Council adopt resolution 16-18 appointing the 7 member advisory board per section XXI of the development Program and Financing Plan for the Franklin Falls Mixed Use Tax Increment Finance District."

Discussion:

The City Council adopted the development and financing plan for the Franklin Falls Mixed Use Tax Increment Finance District (District) on January 3, 2017. As forward momentum and economic development projects continue in the District, the City will need to discuss and approve potential projects to be supported with the tax increment funding. Section XXI of the development program and financing plan adopted by the Council, requires the creation of a 7 member advisory board with the majority of membership to include owners or occupants of real property within or adjoining the district and a majority of membership must be City of Franklin residents. Also, the City Planning Director and Executive Director of the Franklin Business and Industrial Development Corporation sit as ex officio members. The board is advisory only; the City Council has final approval over projects financed with District funds.

We've received appointee profiles from the attached group.

Attachments/Exhibits:

Resolution 16-18

Page 12 of the adopted Development Program & Financing Plan for the Franklin Falls Mixed Use Tax Increment Finance District addressing the advisory board

RSA 162-K:14 TIF Advisory Boards

Appointee Profiles



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #16-18

A Resolution Relating to the appointment of the TIF District Advisory Board.

In the year of our Lord, Two Thousand Eighteen,

WHEREAS, the City Council of the City of Franklin adopted Franklin Falls Mixed Use Tax Increment Financing District (District) under RSA 162-K on January 3, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to establish the advisory board for the District according to the provisions of section XXI of the Development Program and Financing Plan for the District, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the advisory board shall consist of 7 members with a majority of the membership to include owners and occupants of real property within or adjoining the district and a majority of members must be residents of the City of Franklin, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 5, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 16-18 naming seven (7) individuals chosen from applicant profiles to the Advisory Board of the Franklin Mixed Use Tax Increment Financing District; **further, the Council does hereby adopt the following roles and responsibilities of, and procedures for said Board:**

- 1. The Board shall advise the City Council and the District Administrator in the planning, design, construction, and implementation of proposed projects, and for the operations and maintenance of completed projects;**
- 2. The Administrator and the Ex Officio members of the Board shall provide guidance and professional assistance to the full Board.**
- 3. In instances where the majority of the Board believes that the Administrator or the Ex Officio members have not sufficiently considered the Board's recommendation, they may, by a majority vote, refer the matter to the City Council for final action. If the Board and the Administrator cannot come to an agreement on the Board recommendation within 21 days, then such a referral may be made. This 21 day period may be extended for 14 days upon agreement of the Board, the Administrator, and the Ex Officio member. For each TIF project brought to the City Council, a good-faith effort shall be made by the Board, the Ex Officio members, and the Administrator, to present a unanimous recommendation to the Council.**

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: _____

Council approval for that allotment shall not be subject to a formal modification and public hearing process.

XX. TIF District Administration

The City Manager shall be the Administrator of the District, and in addition to the duties and powers granted to the City Manager, the Administrator shall have the following powers: 1) Negotiate for the acquisition of real property or easements, and sign options and / or purchase and sales agreements to acquire said property or easements subject to final approval by the City Council; 2) Negotiate and sign, upon the approval of the City Council, any contracts relative to the design, engineering, construction or operations of any phase or component of the activities proposed under this Plan; 3) Apply for, and accept and execute, upon the approval of the City Council, grants from any private or public organization or corporation, or from any state or federal agency for any work associated with this Plan; 4) Negotiate any Development Agreements and present the Agreements to the City Council for final approval; 5) Certify to the City Council, for acquisition through eminent domain, property that cannot be acquired by negotiation, but is required for implementation of the Plan; and 6) Certify to the City Council the amount of funds, if any, which must be raised through the sale of bonds to finance the activities associated with this Plan. The City Council may grant through an affirmative vote of the Council, additional powers, as deemed necessary and appropriate, in order to implement the goals, purpose, work and improvements outlined in this Plan or any future amendment.

XXI. Advisory Board

In accordance with 162-K: 14, the Council shall create, by resolution, an Advisory Board for the District and delineate its advisory roles and responsibilities. The Advisory Board shall consist of 7 members appointed by the Council. A majority of the membership will include owners or occupants of real property within or adjoining the district. A majority of the membership shall be residents of the City. The Planning Director and the Executive Director of the Franklin Business and Industrial Development Corporation shall sit as Ex Officio members of the Board. The function of the Advisory Board shall be to advise the City Council and the District Administrator in the planning, design, construction and implementation of the development projects, along with maintenance and operation of the district after certain projects have been completed. The Board may recommend projects to the Administrator for consideration and submission to the City Council. In instances where a majority of the Advisory Board believes that the Administrator has not sufficiently considered the Advisory Board's recommendation, they may, by majority vote, refer the matter along with their written recommendations and explanations to the next regularly scheduled meeting of the City Council. In such instances, the Administrator shall delay implementation of the project pending City Council review and determination on the matter. The resolution approved by the City Council for the creation of the Advisory Board shall include reasonable time limits for the Administrator to consider recommendations by the Board before such recommendation may be taken to the Council.

TITLE XII
PUBLIC SAFETY AND WELFARE

CHAPTER 162-K
MUNICIPAL ECONOMIC DEVELOPMENT AND
REVITALIZATION DISTRICTS

Section 162-K:14

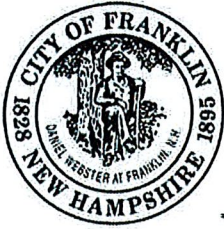
162-K:14 Advisory Board. –

I. The legislative body of the municipality shall create an advisory board for each development district. The board shall consist of such number of members appointed or elected as determined by the legislative body. A majority of members shall be owners or occupants of real property within or adjacent to the development district. In a substantially residential development district, however, the board shall consist solely of owners or occupants of real property within or adjacent to the district.

II. The advisory board shall advise the governing body and district administrator on planning, construction and implementation of the development program and on maintenance and operation of the district after the program has been completed.

III. The governing body shall by resolution delineate the respective powers and duties of the advisory board and the planning staff or agency. The resolution shall establish reasonable time limits for consultation by the advisory board on the phases of the development program, and provide a mechanism for appealing to the governing body for a final decision when conflicts arise between the advisory board and the planning staff or agency, regarding the development program in its initial and subsequent stages.

Source. 1979, 175:2, eff. Aug. 5, 1979.



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

316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name: Sam Durfee

Address: 361 Central Street (PermaCityLife) Franklin NH 03235
Street Address City State Zip Code

Telephone: See Cell 603-226-6020 978-697-9074 samdurfee@permacitylife.com
(Home Phone) (Work Phone) (Cell Phone) (email)

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

Franklin Resident: ☐ Yes For how long? N/A

Employer: Central New Hampshire Regional Planning Commission

Address: 28 Commercial St. Suite 3 Concord NH 03301
Street Address City State Zip Code

Interested in appointment to: TIF Advisory Board

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

As a regional planner, I've had the privilege to participate in multiple economic development efforts in several of our twenty towns. These include the development of plans for Economic Revitalization Zones, RSA 79-E Districts, and TIF districts.

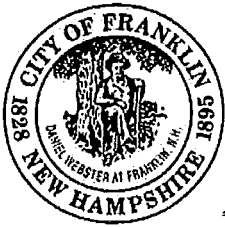
Please state briefly why you are interested in this Board/Committee:

As the chair of PermaCityLife, an organization heavily invested in the future of downtown Franklin, the opportunity to aid in decision making relative to the use of TIF funds would be highly valuable to the downtown as a whole.


Signature

1/17/18
Date

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



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

316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name: CAITE FOLEY

Address: 100 MEMORIAL ST. Franklin NH 03235
Street Address City State Zip Code

Telephone: 603-717-6038 cfoley@catchhousing.org
(Home Phone) (Work Phone) (Cell Phone) (email)

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

Franklin Resident: ☐ Yes For how long? _____

Employer: CATCH NEIGHBORHOOD HOUSING

Address: 105- LOUDON RD VI CONCORD, NH 03301
Street Address City State Zip Code

Interested in appointment to: TIF ADVISORY BOARD

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

- familiar with Tax Increment Financing.
- Familiar with project financing
and real estate development.

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

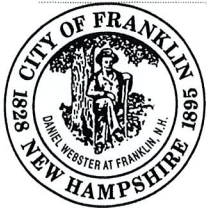
I believe I would add value to
this Board as a representative of a
large downtown development and I would

[Signature]
Signature

1/23/2018
Date

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

the opportunity to participate. Thank you.



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

Planning and Zoning Department
316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name:	JASON GREVIOR			
Address:	15 LIBERTY AVENUE Franklin NH 03235			
	Street Address	City	State	Zip Code
Telephone:	(Home Phone) 934-3848	(Work Phone) 934-4159	(Cell Phone) 556-1594	(email) greviorfurniture@gmail.com

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

Franklin Resident: ☒ Yes For how long? 48 years

Employer:	Grevior Furniture			
Address:	440 Central Street Franklin NH 03235			
	Street Address	City	State	Zip Code

Interested in appointment to: TIF Advisory Board

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

As a Business Owner in the City, I have experienced challenging economic conditions as well as 'easy' ones. I am on a first-name basis with fellow business owners and the citizens of Franklin alike. I am a very active in the Community and feel I will be able to represent all within the City of Franklin with a high level of participation and understanding.

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

I am interested in the TIF Advisory Board because the City of Franklin has been and continues to be my livelihood, both personally, professionally and in all ways. I care deeply about Franklin's citizens, small businesses, & economy & future.

Signature

Date

1/22/18

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



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

316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name: Ronald L Magoon

Address: 134 Sterling Dr Franklin NH 03235
Street Address City State Zip Code

Telephone: 717-0771 934-8331 Ronald.Magoon@fsbnh.bank
(Home Phone) (Work Phone) (Cell Phone) (email)

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

Franklin Resident: ☒ Yes For how long? 1 1/2 years

Employer: Franklin Savings Bank

Address: 387 Central St Franklin NH 03235
Street Address City State Zip Code

Interested in appointment to: TIF Committee

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

Financial, have worked in Franklin for almost 30 years,
involvement w/many community projects due to my
position w/FSB.

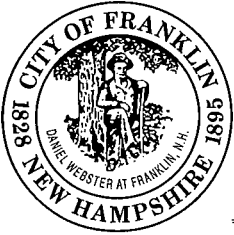
Please state briefly why you are interested in this Board/Committee:

Would like to have participation in the committee
as it considers important community projects.

Ronald L Magoon
Signature

1/19/18
Date

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



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

316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name: Robert J. Morin Jr.

Address: 281 Webster Ave Franklin NH 03235
Street Address City State Zip Code

Telephone: 603-759-0769 rjmj000@yahoo.com
(Home Phone) (Work Phone) (Cell Phone) (email)

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

Franklin Resident: ☒ Yes For how long? 18 years

Employer: Retired

Address: _____
Street Address City State Zip Code

Interested in appointment to: TIF Advisory Board

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

Actively serving on: the Franklin Conservation Commission, Board of the Franklin Visiting Nurses
Association & Hospice, and, the Accountability Board of the Merrimack County Juvenile Diversion
Program. Formerly served on the Franklin Heritage Commission.

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

I wish to become more involved in the City's downtown revitalization efforts.


Signature

January 25, 2018
Date

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

Michael Mullavey, Jr.

We should receive his Prospective Appointee Profile for the TIF Advisory Board by Wednesday evening as he is out of the country at this time.

We will forward to the Council when we receive it.



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

Planning and Zoning Department
316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name:	Leo R. Paquin			
Address:	354 Central St Franklin NH 03235			
	Street Address	City	State	Zip Code
Telephone:	(Home Phone) 603-558-2372	(Work Phone) 603-934-3319	(Cell Phone) 603-558-2372	(email) LPAQUIN@DavisTowle.com

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

Franklin Resident: ☐ Yes For how long? _____

Employer:	A.W. Frost Agency			
Address:	Street Address	City	State	Zip Code
	354 Central St	Franklin	NH	03235

Interested in appointment to: TIF

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

Past member of Newport NH Budget Advisory Committee BAC
Familiar with TIF thru work with BAC & thru MBA
Degree and NASD Series 7824

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

I hope to help Franklin NH continue it's efforts to
revitalize and attract new businesses and residence

Signature

Date

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

**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, February 5, 2018 at 6:00 p.m. in the Council Chambers, Franklin City Hall regarding Resolution #16-18, relating to the appointment of the TIF District Advisory Board.

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

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

CITY COUNCIL MEETING
AGENDA ITEM VII



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
City Council Meeting, January 8, 2018

From: Kevin LaChapelle, Fire Chief

Subject: For the Franklin City Council to schedule a public hearing on February 5, 2018 reference Resolution #14-18, to appropriate \$2,000.00 for the purchase of EMS supplies and equipment that will be used for Active Shooter Incidents.

Recommending motion:

January 8, 2018

1. Councilor moves: **"I move that the Franklin City Council schedule a public hearing for Resolution #14-18 on February 5, 2018 at 6:00 pm for the purchase of EMS supplies and equipment that will be used for Active Shooter Incidents."**

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

February 5, 2018

1. Councilor moves: **"I move that the Franklin City Council approve Resolution #14-18 for the purchase of EMS supplies and equipment that will be used for Active Shooter Incidents."**

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

Background:

The Franklin Fire Department, like many other fire and EMS departments across the country, is moving forward with planning, training and equipping for Active Shooter type incidents. In recent time, the City of Franklin received a \$6000 grant that was used to purchase ballistic gear to ensure responder safety at Active Shooter incidents. This equipment and training is in line with national and state protocols that are set forth for emergency response in these type incidents. Franklin firefighters are all trained to the level of *EMS in the Warm Zone* as outlined by protocol. This said equipment and supplies will allow our EMS staff to deliver battleground type care for unfortunate casualties that occur during Active Shooter incidents. This includes treating our own law enforcement officers.

The Franklin Fire Department Memorial account is a fund that is established to receive special donation such as those made when a community member dies and their family request donations be made to the Fire Department. This account also receives many monetary donations from folks who appreciate our service.

Fiscal Impact:

The total cost to finish out this project will not exceed \$2000. After this appropriation a balance of \$5040.52 will be left in the account.

NO FUNDS FROM TAXATION WILL BE USED IN THIS PROJECT.

Alternatives:

The alternative is to use tax payer dollars from the operating budget to finish out this project.



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #14-18

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 has adopted a budget for Fiscal Year 2018 which began July 1, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the Fire Department receives donations to the Rescue Squad Memorial Fund to purchase medical and rescue supplies, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the Fire Department wishes to purchase medical supplies for Active Shooter Incidents, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands that the Fire Department wishes to fund the purchase with the Rescue Squad Memorial trust fund, current balance of approximately \$7,040 , held with the Trustees of Trust Funds, and;

WHEREAS, the City Council of the City of Franklin wishes to appropriate from the Fire Department Memorial trust fund an amount not to exceed \$2,000 for the purpose of purchasing trauma supplies and equipment, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 5, 2018, the City Council of the City of Franklin, New Hampshire does hereby adopt Resolution #14-18 allowing the withdrawal of Two Thousand Dollars (\$2,000) from the Rescue Squad Memorial trust fund and authorizing an increase in FY18 revenues:

Transfer In – Trust Funds Acct. No. 01-0-000-39160-000 – Two Thousand Dollars (\$2,000)

And an increase in expenditure account,

EMS/Rescue Supplies Acct. No. 01-2-207-40612-000 – Two Thousand Dollars (\$2,000),

By a roll call vote.

Roll Call:

Resolution #14-18

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

JOHN J. BARTHELMES
COMMISSIONER OF SAFETY



RICHARD C. BAILEY, JR.
ROBERT L. QUINN
ASSISTANT COMMISSIONERS

DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Tel: (603) 223-3889
Speech/Hearing Impaired
TDD Access Relay NH 1-800-735-2964

September 30, 2017

Deputy Robert Goodearl II
Franklin Fire Department
59 West Bow Street
Franklin, NH 3235

Dear Deputy Goodearl II:

Franklin Fire Department was awarded an FFY 2016 Homeland Security Grant titled EMS Warm Zone Equipment in the amount of \$6,000. In order to comply with federal reporting guidelines (BSIR) the attached report is due to the Grants Management Unit of the Department of Safety no later than **October 15, 2017**.

Please complete the Quarterly Progress Report for the period of July 1 - September 30, 2017 and mail all required paperwork to:

Department of Safety
Grants Management Unit
33 Hazen Drive
Concord, NH 03305
Attn: Susan Glover

All expenditures must be made and invoices and evidence of payment (canceled checks) submitted for final reimbursement **prior to August 31, 2018**. **PLEASE do not send reimbursement requests with your completed quarterly reports.** If you have any questions, please feel free to contact me at 271-4298 or Susan.Glover@dos.nh.gov.

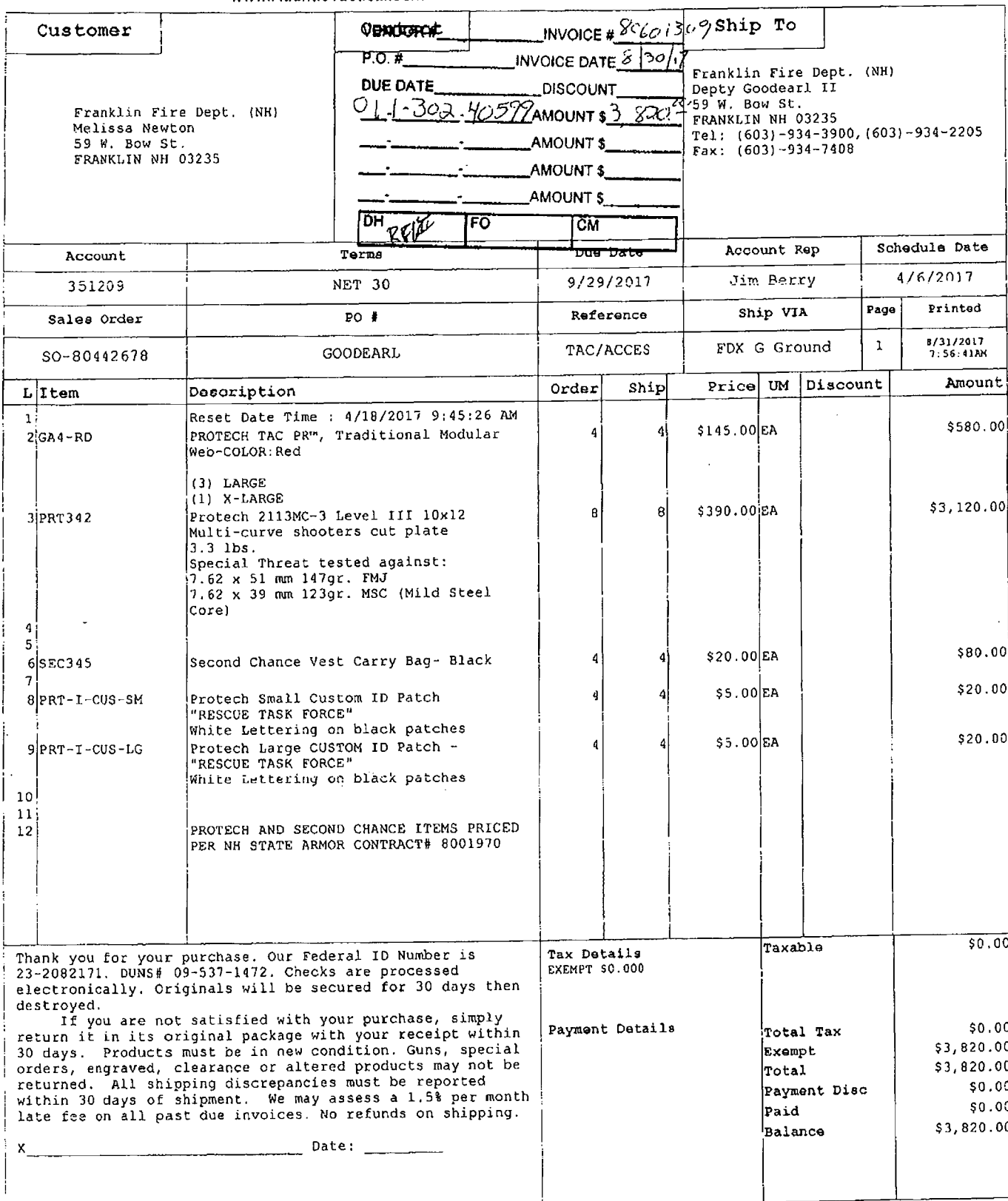
Very truly yours,

Susan Glover
Program Specialist IV



SI-80601309

8/30/2017



**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, February 5, 2018 at 6:05 p.m. in the Council Chambers, Franklin City Hall regarding Resolution #14-18, to purchase Tactical EMS Equipment to be used in active shooter incidents.

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 VIII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

January 29, 2018

From: Judie Milner, Finance Director/Acting City Manager

Subject: Resolution 17-18, Supplemental Appropriation of Insurance Proceeds

Recommendation:

I recommend the City Council adopt resolution 17-18 to the City Managers nuisance abatement line.

Suggested Motions:

February 5, 2018

Councilor moves, "I move the City of Franklin City Council set a public hearing for March 5, 2018 at 6pm regarding resolution 17-18 appropriating \$69,800 of insurance proceeds to the nuisance abatement expenditure line."

March 5, 2018

Councilor moves, "I move the City of Franklin City Council adopt resolution 17-18 appropriating \$69,800 of insurance proceeds to the nuisance abatement expenditure line."

Discussion:

As City Council is aware, on October 26, 2017, there was a fire in the City owned building at 31 Church Street. Recently, the City received \$69,800 from our property liability insurance provider, Travelers, representing the full insured value of the property. The building sustained heavy damage and is recommended for demolition. Based on a preliminary guesstimate from the company the City has been utilizing for demolition, I am pretty confident that there will be money left to tackle another nuisance abatement project(s). Therefore, I am asking to appropriate the insurance proceeds to the nuisance abatement line.

Fiscal Impact:

This is a supplemental appropriation in the FY2018 budget and will increase both the general fund revenue and expenditures by the \$69,800.

Alternatives:

Do not appropriate the insurance proceeds, demolish just 31 Church Street and do not use the additional proceeds over expenditures for further clean up within the City.

Attachments/Exhibits:

Resolution 17-18



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #17-18

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 2018 beginning July 1, 2017, and;

WHEREAS, the City has received \$69,800 of insurance proceeds for the full value of the building from the fire at 31 Church Street tax deeded property, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the insurance proceeds are enough to cover the demolition of the 31 Church Street property with proceeds left that could be used for other projects, and:

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the need to continue the work of cleaning up properties around the City in order to sell them to private individuals so the property value is back onto the property tax roll, and;

WHEREAS, the Franklin City Council wishes to appropriate the \$69,800 insurance proceeds received to the nuisance abatement account in the fiscal year 2018 budget, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, March 5, 2018 the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 17-18 authorizing an increase in fiscal year 2018 revenues:

Miscellaneous Revenue Acct. No. 01-0-000-35090-000, Sixty Nine Thousand Eight Hundred Dollars (\$69,800), and

An increase in fiscal year 2018 expenditure account:

Nuisance Abatement Acct. No. 01-1-302-40491-000, Sixty Nine Thousand Eight Hundred Dollars (\$69,800),

By a roll call vote.

Roll Call:

Resolution #17-18

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: _____

CITY COUNCIL MEETING
AGENDA ITEM IX



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of February 5, 2018

From: Richard Lewis, Planning and Zoning Director

Subject: Submission of a Grant Application to the USDA Rural Development Office for Funding to Assist in the Downtown Revitalization Efforts

Recommended Motions:

"I move that the Franklin City Council authorize the submission of the grant application to the USDA Rural Development Office for funds to assist in the downtown revitalization efforts".

Discussion:

As the City Council is aware, the City has submitted two previous grant applications to the USDA Rural Development Office for funding to assist in the downtown revitalization efforts. With the funds we were awarded, we hired the Downtown Business Coordinator, who has been very successful in obtaining other grants and loans that have made much of the work completed so far possible.

A third grant application is proposed, with the funds requested to assist and further the work on the Mill City Park White Water Park, located almost entirely on City property that parallels the Winnepesaukee River. The approval by the City Council is required for the submission of this application.

Concurrences:

The Acting City Manager, Jim Aberg of FBIDC, and the Downtown Business Coordinator all support the submission of this new grant application and request the authorization by the City Council.

Fiscal Impact:

There are no fiscal impacts as the required match will come from non-City sources.

Attachments: Draft letter from the Mayor to the Rural Development Office.



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

316 Central Street
Franklin New Hampshire 03235

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

February 7, 2018

To: Heather Gronlund, USDA Rural Development Office
From: Tony Giunta, Mayor
Re: Authorization for the Submission of Grant Application to USDA, Rural Development for
Downtown Economic Development

At their meeting of February 5, 2018, the Franklin City Council voted #-#-# to authorize the Acting City Manager and City staff to prepare and submit a grant application to the USDA Rural Development office for funding to continue the economic re-development and revitalization efforts in the downtown area of the City.

The City is thankful for the fiscal support that has already been shown by your office and we believe that the additional 2018 funding will contribute to even more successful initiatives to help bring back the downtown to its former glory.

If the City is awarded the grant, the City Council will, by a resolution, take the necessary votes to accept and appropriate the grant, and authorize the expenditure of funds for the purposes outlined the grant application.

Thank you for assistance with this important project.

Sincerely,

Tony Giunta,
Mayor, City of Franklin

CITY COUNCIL MEETING
AGENDA ITEM X



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of February, 2018

Subject: City Council to consider Community Day vendor permits.

Motion: "I move that the Franklin City Council waive all necessary permit fees for Community Day 2018"

Mayor calls for a second, discussion and the vote.



2018 Choose Franklin Community Day



January 24, 2018

To: The Honorable Mayor, City Councilors and City Manager

Community Day 2018 will be held on May 12. This year, the events will be held in Odell Park. The theme this year is “Franklin REcreates and REcreates Itself as a Recreational Destination”.

As we have in the past, we are requesting formal permission from the Franklin City Council to waive the necessity of vendor permits for this event. The day will include a parade (at 10 AM), children’s activities, food, crafts and various businesses and community service organizations as vendors.

We wish to thank the departments of the City who have partnered with us for this event, including parks and recreation, police, fire, library, and municipal services. We would also like to encourage those departments to join with us in displaying the many positive initiatives that they bring to our community by offering booth space at no cost to these City departments.

The work of countless community volunteers has made this successful community-wide event possible for the past thirteen years. Thank you, once again, for your support.

Choose Franklin Community Day Committee

CITY COUNCIL MEETING
AGENDA ITEM XI



CITY OF FRANKLIN COUNCIL AGENDA REPORT

January 29, 2018

From: Judie Milner – Acting City Manager

Subject: City Council to consider approval of PermaCityLife easement in Marceau Park

Suggested Motion:

Councilor moves, "I move the Franklin City Council approves the Easement Agreement and Memorandum of Understanding between the City of Franklin and PermaCityLife for the right of way, storefront entrance and walkway through Marceau Park and authorizes the Acting City Manager to sign the document on behalf of the City."

Discussion:

Attached is the easement agreement and memorandum of understanding for the benefit of PermaCityLife in Marceau Park considered and supported by the City Council at your work session on July 24th, 2017. City Solicitor Fitzgerald has reviewed, made changes and approved the document. Todd Workman from PermaCityLife reviewed and approved the changes made by Attorney Fitzgerald.

The Buell Block Conceptual design incorporates a section of Marceau Park. We have been working with PermaCityLife regarding options for the Buell Block space and how to tie it into the façade project. Creating outdoor seating for the Buell Block is an important feature for potential operators and access to the building from the park is required for handicap accessibility. This arrangement is an example of a private/non-profit and public relationship which is mutually beneficial.

There currently is no walkway through the park to connect Central Street and the municipal parking lot. In return for building a walkway to meet city standards PermaCityLife is granted use of some of the park space. The façade funds cannot be used to build the patio/deck and so right now it is planned as grass space for outdoor seating. If the walkway is built by PermaCityLife then it would become the city's walkway and maintained by the city. The entrance to the Buell Block building is the storefront handicap entrance and that would be maintained by the building owner.

After receiving support from the council in July, PermaCityLife presented the plan to the Heritage Commission. The proposal/concept presented to the council discussed a 20 year lease agreement with a 5 year renewal clause for private use of 1,408 sq ft (as patio area) and a storefront walkway/storefront in Marceau Park. The draft document we are working to finalize for

your consideration is a perpetual easement and right away for the entrance to the building and a limited easement of 20yrs for the patio/deck area.

The motion on July 24th directed the city manager to work with PermaCityLife and the city attorney to draft the lease and the easement documents.

Attachments:

Easement Agreement & Memorandum of Understanding
July 24, 2017 City Council Workshop Minutes (Pages 1-4 of 8)



Approved as amended by City Council on September 5, 2017

City Council Workshop Meeting July 24, 2017

Call to Order

Interim Mayor/Councilor Clarenbach called the meeting to order in the Franklin Public Library, 2nd floor at 6:00 p.m.

In Attendance

Councilor Ribas, Councilor Moquin, Councilor Barton, Councilor Giunta, Councilor Desrochers, Councilor Wells, Councilor Zink, Councilor Dzujna, City Manager Dragon and Interim Mayor/Councilor Clarenbach.

Salute to the Flag was led by Councilor Ribas.

Agenda Item I.

City Council to consider proposed Façade Improvements on Buell Block building facing Marceau Park.

City Manager Dragon spoke about a Council Action Report for the Buell Block Conceptual design incorporating a section of Marceau Park. She spoke about working with PermaCityLife and the redoing of some of the mill buildings owned by PermaCityLife. She referenced the Buell Block conceptual proposal by PermaCityLife and how they met last week about the multiple proposals they were looking at. The first option was to do a lot line adjustment and deeding a piece of Marceau Park to PermaCityLife and then having a shared piece for the city, public and the operator of the space. Since there is no operator for the space at this time so the lot line adjustment and the shared piece is just not feasible right now. Creating outdoor seating for the Buell Block is important as that is something people are looking for today and access to the building from the park is also important as that is the only handicap accessible access at this time. This is an example of a private and public relationship which is a benefit for both parties.

City Manager Dragon stated that currently there is no walkway through the park to connect Central Street and the back parking lot. If PermaCityLife builds a walkway to the city standards PermaCityLife would get use of the space. She directed everyone to a map that was in the council packet, which showed the shared space (they would revisit later when there is an operator of the space) and the patio outdoor space which is in the motion this evening. There was a question as to whether some of the façade funds could be used for the patio and it was determined that it could not so it will remain a grass space for the seating at this time. If the walkway is built by PermaCityLife then it would become the city's walkway and maintained by the city. The entrance to the Buell Block building is the storefront handicap entrance and that would have to be maintained by the building owner.

City Manager Dragon stated she has given information about the design, which is very creative as it incorporates the history with a modern approach and is very eye catching. If the council supports the plan that is proposed the next step for PermaCityLife is to go in front of the Heritage Commission and if approved the façade project will move forward. The current proposal is a 20 year lease agreement with a 5 year renewal clause for private use of 1,408 sq ft and a store front into Marceau Park in return for approximately \$20K of improvements to build a city owned and maintained walkway through the Park which meets specifications provided by MSD Director Sullivan and P&Z Director Lewis. In addition, any plans for a walkway to a new storefront accessed from the park would be the responsibility of the building owner and would not be considered a publicly owned and maintained walkway. The vision is not complete as there is no operator for the building at this time. Once an operator is place they could come back to the council for an amendment to fit what the operator is looking to do. City Manager Dragon stated that Jim Aberg from FBIDC, Todd Workman from PermaCityLife and Mike Mullavey from the PermaCityLife Board are here to answer questions.

Councilor Giunta asked to elaborate on the lease vs the sale of the property. City Manager Dragon stated that you can compare this to other places that have eateries outside with the tables and chairs that are only out in good weather and not all year long. This is for the use of the space with a 20 year lease with a 5 year renewal. PermaCityLife and the owner of the building would like a long term lease and she gave it a value for the improvements for the walkway which is about \$1K a year which is a return for the public, beneficial to the owner of the space and keeps the city involved. The entrance would have to be an easement over city land. City Manager Dragon felt this was the most acceptable plan to those who make donations and use the space.

Councilor Giunta asked Todd Workman of PermaCityLife if the lease acceptable or to have the land deeded, what makes this work. Todd Workman stated that there are lots of ways this can be done. The long term is to break this down into a smaller section but deeding of the space is preferred. There has always been a need for a walkway into the park and would allow for two (2) storefronts and a lot line deed adjustment is really what they want.

Councilor Barton clarified that we don't know who the operators will be and then asked if there are operators they won't allow. Todd Workman stated that is premature to answer but they would like a restaurant.

Councilor Dzujna asked that since this is a park and leasing of the space would the city run into trouble with people consuming alcohol or smoking. City Manager Dragon replied that there would be an indemnification clause in the lease and then the operator would have to follow state regulations if they serve alcohol so she doesn't feel it would be an issue.

Todd Workman stated he wants to get the pulse of the council as construction should begin in September and the design depends on what happens with this. City Manager Dragon stated that there is a vote in the package to direct the city manager to work out the lease details with the city attorney and PermaCityLife. Councilor Giunta stated that he doesn't want to make this complex but when he was mayor Marceau Park was created as the council wanted to put green space and change

the perception but not keep property off the tax rolls. He suggested they sell it for \$1 to get it back on the tax rolls. City Manager Dragon asked if he was talking about all of Marceau Park or the lease space and Councilor Giunta stated just the lease space. She stated that it would take additional steps like a survey and other required expenses to go that route and the lease was simpler and she felt a more palatable route for the council and the public. Todd Workman stated they could do a lease now and then come back later to revisit. City Manager Dragon replied that was what she was also thinking as the community would want to see operators in the building and see them being successful and then other pieces could be done in phases.

Councilor Desrochers stated that if this takes off and if anything happens to improve the downtown then the city should be behind it.

Councilor Wells clarified that they are talking about PermaCityLife would build a walkway in Marceau Park in exchange for use of the walkway. City Manager Dragon replied no it is building the walkway and to use the section in the brown area of the map. Councilor Wells clarified again that they are building the sidewalk for the brown space and possibly some other space. City Manager Dragon responded that the walkway is in exchange for the leased space and the easement for the store front. The sidewalk is for the public's use and will be a benefit for them and also beneficial to the operator of the space as it will connect Central St to the municipal lot behind Marceau Park.

Councilor Dzujna stated that the lease is fine and then we can always come back and look at it.

Councilor Zink asked if the motion is to give City Manager Dragon leeway to work on the lease and then come back to the council for the approval and City Manager Dragon stated yes. Councilor Zink asked if a public hearing will be needed so the public would have input on the project. City Manager Dragon stated that a public hearing would not be required for a lease. There could be public comment at the council meeting for the final approval. This motion directs her to work with the city attorney to draft the lease and the easement documents.

Councilor Giunta clarified that if the council approves this motion tonight then PermaCityLife can go to the Heritage Commission and City Manager Dragon stated yes.

Councilor Ribas stated he is concerned by how much of the public use is going to be restrained on this space. City Manager Dragon stated that the park is used for the Christmas Tree Lighting and Santa, the karate center uses it, the charter school uses it and occasionally people use it for birthday parties. She feels the walkway will help if they do art in the park again. The building that is in the park houses the electrical and junction boxes and in the future it could be a great spot for a kiosk and the way she has it written it would not impact that. Todd Workman stated that they have been very careful of the design and their key element is to over time connect Central Street to Odell Park. That park is a gem that one is not naturally drawn too.

Motion: ***Councilor Giunta moved that the Franklin City Council direct the City Manager to work with PermaCityLife on a 20 year lease agreement with a 5 year renewal clause***

for private use of approximately 1,408 sq feet and a storefront entrance walkway in Marceau Park in return for approximately \$20,000 of improvements to build a city owned and maintained walkway through the park which meets specifications provided by Director Sullivan and Director Lewis. In addition, any plans for a walkway to a new storefront accessed from the park would be the responsibility of the building owner and would not be considered a publicly owned and maintained walkway. Motion seconded by Councilor Dzujna.

All in favor; motion passes.

Agenda Item II.

City Council to consider proposed support of CDBG funds for Community Action Program (CAP) building to be built on city property (82 Elkins St).

City Manager Dragon spoke about how the city has been able to access CDBG funds over the years on various projects (ex. renovated the Bessie Rowell Community Center and the housing project behind city hall). The city owns property at 82 Elkins Street which currently houses the CAP program, who has a long term lease with the city, and Merrimack County Diversion Program. The conditions of that building have been less than desirable for a long time. The county has been working with Ralph Littlefield, Executive Director of CAP, on the proposal of a new building using CDBG grants. City Manager Dragon stated she asked for something in the agreement that acknowledges the contribution from the City of Franklin participating in this project and that the value of the land would be the match and help with the scoring. The contribution from the city should be taken into consideration when they come to the city and ask for funding for the operations of the CAP program as she feels it would be a win/win for both. CDBG funds were delayed based on the President's budget and there is some funding available and the deadline is the end of August.

Ralph Littlefield stated that he has been with CAP since 1982. The building is a multi-purpose center and has been rehabbed two (2) times previously. His recommendation to the council is to remove the building and replace it. They will be applying for \$500K through CDBG but also applying for USDA loans, looking for energy saving grants for heating and more advanced systems. It will cost between \$600-\$800K for the building to be built and a paved parking lot (currently they do not have a paved parking lot). A survey was done and it was found that the setbacks are through the middle of the building, as the building has been there a long time. They are looking to build a 5000 sq ft building and will move it on the site so it meets the setbacks. If the council agrees to this then they will talk with the Historic Commission, if needed, and the county to find other resources.

Councilor Desrochers asked how the setbacks are going to affect the abutters. Ralph Littlefield showed the council the survey drawings with the existing building and setbacks and the new building with setbacks as it would not affect the abutters.

**EASEMENT AGREEMENT & MEMORANDUM OF
UNDERSTANDING**

**City of Franklin
and
Permacitylife**

THIS AGREEMENT made and entered into this _____ day of February, 2018, by and between the CITY OF FRANKLIN, a New Hampshire municipal corporation with a place of business at 316 Central Street, Franklin NH, (hereinafter referred to as "Grantor"), and PERMACITYLIFE, a New Hampshire nonprofit corporation with a place of business at 361 Central Street, Franklin, NH (hereinafter referred to as "Grantee").

RECITALS

WHEREAS, Grantor owns certain real property, commonly referred to as "Marceau Park" identified as being Tax Map 117, Lot 152 and Grantee owns abutting property referred to as "Buell's Block" identified as being Tax Map 117, Lot 151.

WHEREAS, Grantee seeks a permanent easement and right-of-way through and within portions of Marceau Park for the purpose of constructing, maintaining, repairing, and utilizing a storefront entrance, walkway, and patio/deck area along with the right of ingress and egress in, from and to said easement, for the purpose of general access, constructing, maintaining, and repairing such improvements as described on Exhibit A attached hereto and incorporated herein by reference.

In consideration of the mutual promises and obligations contained herein, the Grantor and Grantee hereby covenant and agree as follows:

1. Grant of Easement.

FOR GOOD AND VALUABLE CONSIDERATION, the receipt and sufficiency of which is hereby acknowledged, Grantor hereby grants unto Grantee its successors and assigns, a permanent easement and right-of-way through and within Grantor property, and as depicted on Exhibit A, for the purpose of constructing, maintaining, repairing, and utilizing a storefront entrance, walkway, and patio/deck (22' x 64') along with the right of ingress and egress in, from and to said easement, for the purpose of general access, constructing, maintaining, and repairing such improvements.

Valuable consideration is defined as being the implementation of the facade improvements as approved by the Heritage Commission in June and August, 2017 together with the construction of the walkway in accordance with the specifications to be established by the Director of Municipal Services. Grantor, through its Director of Municipal Services or other designated agent shall determine all specifications of the referenced walkway and shall approve the design thereof, including materials. It is estimated that the value of the completed walkway is twenty thousand dollars (\$20,000.00).

A) PERPETUAL EASEMENT

The perpetual easement and right-of-way is hereby given and granted for the sole purpose of accessing, constructing, utilizing, maintaining, repairing and operating said "Walkway" improvements. No other use shall be made of the perpetual easement area without the express approval of the Grantor.

B) LIMITED DURATION EASEMENT

The easement right to construct, maintain, repair, and utilize the patio/deck area (22' x 64') shall be initially limited to twenty (20) years.

C) MEMORANDUM OF UNDERSTANDING

It is further agreed that the limited duration easement shall be converted to a "Perpetual Easement" or "Lot Line Adjustment" (at the discretion of the Grantor) subject to the following terms and conditions:

1. Grantee performs its obligation to construct a walkway through Marceau Park which meets the City of Franklin standards as per the determination of the Grantor.
2. Grantee establishes the "end-use" application of the patio/deck area in a manner which is beneficial to the broader revitalization of the downtown (Example: Outside eating area for a restaurant).
3. Grantee submits a design plan for the patio/deck area which obtains approval from the Heritage Commission.
4. Grantee, at its sole expense, prepares a survey and metes and bounds legal description (suitable for recording at the Registry of Deeds) which accurately defines and locates the patio/deck area and the "private walkway" that provides access to the storefront.

D) MAINTENANCE AGREEMENT

Grantee shall be fully responsible for all maintenance and repairs of the patio/deck area and the portion of the walkway dedicated for the sole benefit of the storefront entrance. Grantor shall be fully responsible for all maintenance and repairs of the walkway through Marceau Park with the exception of the portion dedicated for the sole benefit of the storefront entrance.

E) TEMPORARY EASEMENT FOR CONSTRUCTION OF IMPROVEMENTS

Grantor(s) further give(s), grant(s) and convey(s) a temporary easement through Marceau Park for the purposes of construction and installing said improvements along with the restoration of the facade of Buell's Block for a period of time approved by the Grantor as spelled out in the Grantor-issued document detailing scheduling, timelines and milestones. If milestones are not met by the grantee, the grantor will consider an extension of up to ninety (90) days after which this agreement becomes null and void.

2. Grant Reservation.

Grantor hereby expressly reserves and shall have the right to use and enjoy the property for itself, its successors, assigns, and permittees; the right at all times and for any purpose to go upon, across and recross and to use the said easement premises in a manner consistent with the existing nature of the property with the exception of the patio/deck area and walkway section which shall be reserved for the Grantee. The Grantee agrees to allow Grantor use of the patio/deck area for special events including the annual tree lighting ceremony and at least four other events per year at dates to be selected by the Grantor with the approval of the Grantee which shall not be unreasonably withheld.

3. Future Improvements.

Any proposed future improvements shall be submitted to the Franklin Heritage Commission and the Franklin City Council for review and approval by both bodies prior to initiation of work on such improvements.

4. Restoration.

Upon completion of any repair or maintenance work contemplated hereunder, Grantee agrees to promptly restore the above-described property owned by Grantor to a condition equal or superior to that existing prior to exercising its rights under this easement. If and when Grantee makes any future improvements or repairs on the above described property, Grantee shall expediently replace and restore any affected portion of the property to a condition equal or superior to that existing prior to the undertaking of such repairs and maintenance.

5. Indemnity.

Grantee hereby agrees to indemnify, defend, save and hold harmless the Grantor from any and all liability, loss or damage, Grantor may suffer as a result of any and all actions, claims, damages, costs and expenses on account of, or in any way arising out of or from this Agreement, including but not limited to indemnify and save and hold harmless Grantor from any and all losses, claims, actions or judgments for damages or injuries to persons or property arising out of or from, or caused by, the construction, operation, maintenance and use of the aforesaid easements and rights-of-way by Grantee or its agents, invitees or others. This indemnity shall continue so long as this Easement Agreement and perpetual easement is in effect.

6. Binding Effect.

The rights and responsibilities set forth in this Agreement shall inure to and bind the parties hereto, their heirs, representatives, successors, and assigns and also constitute covenants running with the land.

7. Attorney Fees.

In the event of any action between the Grantor or Grantee for a breach of or to enforce any provision or right hereunder, the non-prevailing party in such action shall pay to the prevailing party all costs and expenses, expressly including, but not limited to, reasonable attorney fees and costs incurred by the successful party in connection with such action, including without limitation all fees and costs incurred on any appeal from such action or proceeding.

8. Headings

The headings in this Agreement are intended for convenience only and shall not be used to vary or interpret the intent of the text.

9. Recording.

Grantee shall, at its expense, record this Easement Agreement at the Merrimack County Registry of Deeds and shall provide Grantor with conformed copies of the recorded instruments, as well as executed originals of all documents. Such recording shall take place within five (5) business days of the execution of this Agreement.

IN WITNESS WHEREOF, the parties enter into this Easement Agreement this ____ day of February, 2018.

GRANTOR:

CITY OF FRANKLIN, NEW HAMPSHIRE

By: _____
Duly Authorized

GRANTEE:

PERMACITYLIFE

By: _____
Duly Authorized

STATE OF NEW HAMPSHIRE
COUNTY MERRIMACK

On this _____ day of _____, in the year of 2018, before me, _____, a notary public in and for said state, personally appeared _____, known or identified to me to be the _____ of the City of Franklin, New Hampshire, the municipal corporation that executed the within instrument on behalf of said municipal corporation, and acknowledged to that he/she executed the same.

IN WITNESS WHEREOF, I have set my hand affixed my official seal the day and year in this certificate first above written.

Notary Public
Commission Expires: _____

STATE OF NEW HAMPSHIRE
COUNTY MERRIMACK

On this _____ day of _____, in the year of 2018, before me, _____, a notary public in and for said state, personally appeared _____, known or identified to me to be the _____ of Permacitylife, and executed the within instrument on behalf of said corporation, and acknowledged to that he/she executed the same.

IN WITNESS WHEREOF, I have set my hand affixed my official seal the day and year in this certificate first above written.

Notary Public
Commission Expires: _____

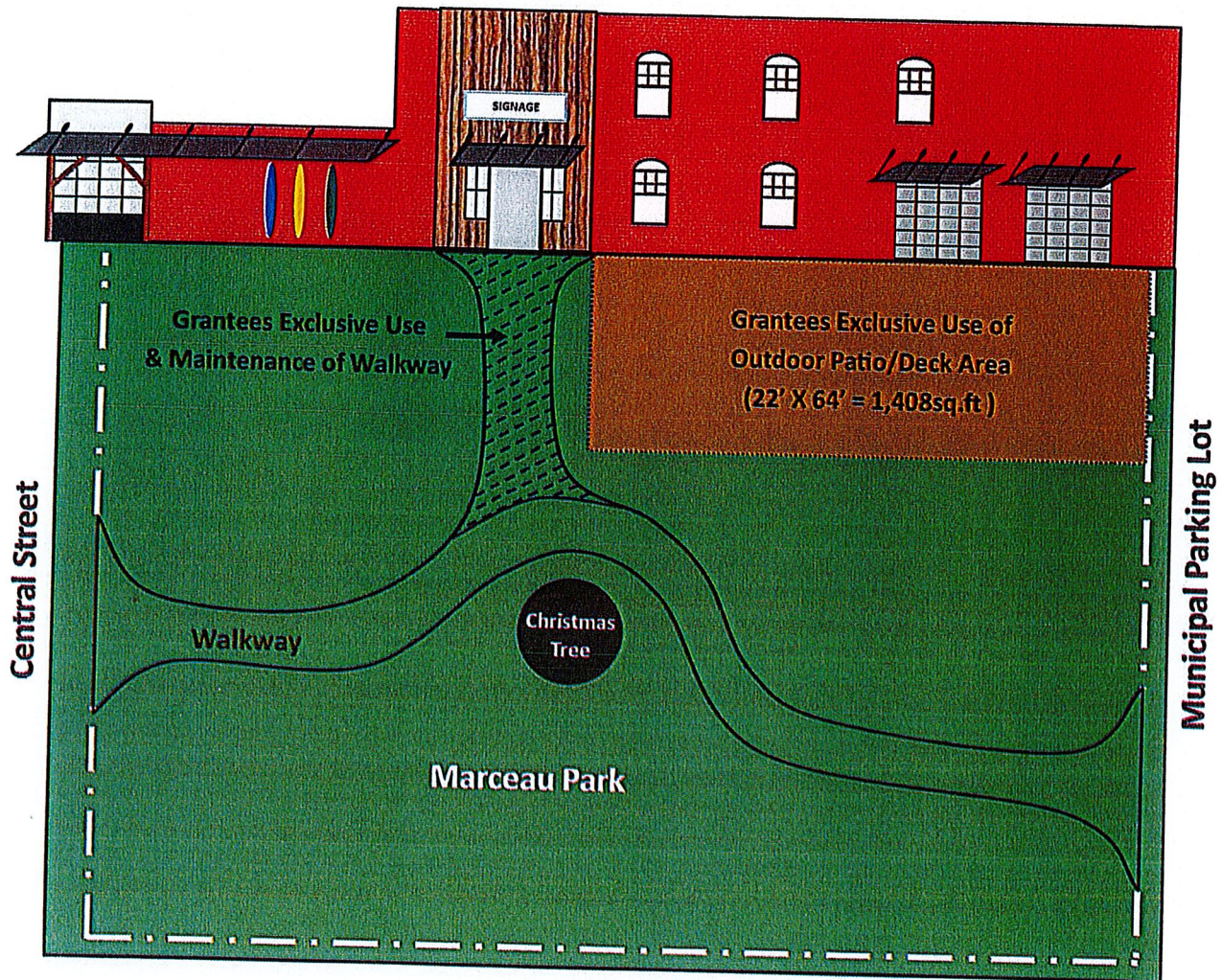
EXHIBIT 'A'

A PERMANENT EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF A
STOREFRONT ENTRANCE, WALKWAY, AND PATIO/DECK AREA TOGETHER
WITH THE RIGHT-OF-WAY THROUGH AND WITHIN GRANTOR PROPERTY

"Legal Description to be
Developed"

"Refer to Attached Plan"

Buell's Block Parkside Renovation Plan



CITY COUNCIL MEETING
AGENDA ITEM XII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

January 29, 2018

Subject: Council to consider renewal of Lease Agreement between the City and Franklin Targeteers

Recommending motion:

1. Councilor moves: ***"I move that the Franklin City Council approves the renewal of the Lease Agreement between the Franklin Targeteers and the City of Franklin for five years beginning April 1, 2018 and ending March 31, 2023 and authorize the Acting City Manager to sign said agreement on behalf of the City."***

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

Discussion: This is a 5 year renewal of the existing lease agreement. The agreement was reviewed and approved in 2013 by the City Solicitor before entering into the 5 year agreement that is about to expire March 31, 2018. No change in liability is required and Chief Goldstein has no issues with the renewal.

LEASE AGREEMENT

**City of Franklin, New Hampshire
And
Franklin Targeteers**

LEASE AGREEMENT made this 1st day of April, 2018, by and between the City of Franklin, a New Hampshire Municipal Corporation, located in the County of Merrimack with a place of business at Memorial Hall, Central Street, Franklin, New Hampshire, hereinafter referred to as “the Lessor” and the Franklin Targeteers, a voluntary association organized pursuant to the laws of the State of New Hampshire, with a place of business at P. O. Box 352, Franklin, New Hampshire 03235, hereinafter referred to as “the Lessees”.

- 1. Premises – The Lessor hereby agrees to lease to the Lessees, and the Lessees agree to lease from the Lessor a portion of a certain parcel of land owned by the Lessor in the City of Franklin, said land lying east of the Merrimack River and located off the easterly side of River Street in said Franklin and being a portion of a parcel designated as Tax Map #003-121-402. The specific area to be leased by the Lessees is shown on the enclosed plan which is hereby incorporated by reference.**
- 2. Rent Reserved – The Lessees shall pay to the Lessor the sum of One Dollar (1.00) per year, in advance.**
- 3. Lease Term – This lease shall be for a term of five (5) years commencing on the date first written above and may be renewed for successive five (5) year terms on the terms and conditions contained herein, subject to the parties’ rights of termination as hereinafter described.**
- 4. Use of Premises – The sole use to which the premises may be put by the Lessees is for a firearm target practice range. No other use of the property shall be permitted without the written agreement of the Lessor. There shall be no hunting or taking of live game on the premises. Additionally, there shall be absolutely no use of alcoholic beverages (or impairment inducing drugs) on the premises, nor shall any individual be allowed to use the premises who is**

impaired by reason of the consumption of alcohol or drugs, regardless of the legality of such consumption.

5. **Enclosure** – Periodically during the term of this lease, a representative of the Lessees and a representative of the Lessor shall walk the boundaries and the Lessees shall thereafter post appropriate warning signs around the perimeter of the leased area, said signs being highly visible and posted no less frequently than every 25 yards on the perimeter and containing a warning that a target practice area is being entered and that entry is forbidden to unauthorized persons. Said signs shall be approved as to size and design by the office of the Franklin City Manager. Additionally, the Lessees shall maintain a locked gate at the entrance to the property during the term of lease.
6. **Insurance** – Prior to the commencement of the use of the premises for target practice, the Lessees shall obtain adequate liability insurance for the protection of any injured party who is injured or participating in, or as a result of, the use of the premises as a target range. The City of Franklin shall be a named insured on said policy and a certified copy of the policy shall be delivered to the office of the Franklin City Manager before target practice activities commence. Policy limits shall be no less than \$1,000,000.00. Annually, or more frequently upon request, the Lessees shall furnish proof of insurance.
7. **Training** – The Franklin Targeteers shall assume responsibility for ensuring that each member or guest who is allowed to use the premises for target practice purposes shall be adequately educated to use the premises for target practice purposes and shall be adequately educated in the safe handling of a firearm so as to reduce to the greatest possible degree the possibility of personal injury.
8. **Municipal Liability** – In addition to the provisions contained above, the Lessees do hereby agree that neither it nor its members shall bring any claim against the Lessor for any injury which occurs as a result of the Lessees use of the described property, whether for the approved purpose or otherwise, and further agrees that it shall indemnify the City and hold it harmless from any claim by any third party for injury to person or to property which may arise from the use of the premises by the Lessees.

9. **Restricted Hours** – The property shall not be used by the Lessees for target practice at any time prior to 8:00 a.m. nor shall it be used later in the day than one-half hour before sunset. Additionally, the property shall not be used on Saturday, Sunday, or Holiday prior to 9:00 a.m.
10. **Improvements** – All site improvements made by the Lessees shall be after consultation and with the permission of the Franklin City Manager. The Lessees reserve the right to remove any personal property which it may install at the site at the termination of this agreement.
11. **Municipal Use** - The Lessees hereby agree that in addition to its own use, the Franklin Police Department shall have exclusive use of the range for target practice, qualifications, efficiency testing and any other firearms training that the City of Franklin Police Department deems appropriate and necessary for the officers of the department, as directed by the Chief of Police. In the event of conflicting use schedules, the Lessor's schedule shall be controlling but the Lessor shall make the area available for the Lessees use at reasonable times and frequencies. The Lessees shall not be responsible for property or personal injury incurred during the property's use by the Lessor, except to the extent such losses are caused by the gross negligence or willful misconduct of the Targeteers. Individual officers, who are employees of the Franklin Police Department, may also use the facility at times mutually convenient to themselves and the Lessees. Use of the range by an individual officer shall not give rise to the Lessor's ability to claim exclusive temporary use of the premises. Individual officers need not be members of the Franklin Targeteers to use the facility. Additionally, such officers may bring guests to the facility and such guests may utilize the facility, but the officers must be present at all times when the range is in use by such a guest.

The Franklin Police Department as an agent of the Lessor, shall not only have exclusive use of the range, but in all matters concerning police firearms training shall be guided and directed by the department's certified firearms' instructors, who shall be the department's range masters as directed and approved by the Franklin Police Chief.

No use of the range shall be made by the Lessees while it is in use by the Franklin Police Department.

12. **Termination** – Regardless of any prior language in this document concerning leasehold terms or annual lease payments, the Lessor specifically reserves the right to terminate this lease at any time. Such termination shall be effective upon notice from the Franklin City Manager to any representative of the Lessees that such right of usage has been halted. In the event that the City exercises this option, then the Lessees obligations of maintenance shall cease immediately but all obligations concerning financial liability shall continue until the resolution of any such issue. Notwithstanding the language at Paragraph 3, this is a tenancy at will that may be terminated by the Lessor at any time.
13. **Information Provided by Lessees** – Lessees shall continuously provide the Lessor with an updated list of its officers, including name, title, address and telephone number.
14. **Merger**– The parties agree that this document constitutes the complete agreement between them and that neither is relying upon any representations or statements not contained herein.
15. **Assignment and Binding Effect** – No part of this agreement may be assigned without the written permission of the other party. This agreement shall be binding upon the parties, their representatives and successors.
16. **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.
17. **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.

Witness

Judie Milner, Acting City Manager
Duly Authorized

Witness

President, Franklin Targeteers
Duly Authorized

Lease Agreement Targeteers

CITY COUNCIL MEETING
AGENDA ITEM XIII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

February 5th, 2018 City Council Meeting

From: Krystal Alpers, Parks and Recreation Director

Subject: 21st Century Community Learning Grant Funding

Recommended Motion:

February 5th, 2018

Council moves: **"I move the Franklin City Council schedule a public hearing on Resolution #18-18 at 6:00pm on March 5th, 2018 to appropriate \$19,000 for contracted services and supplies for the Before and After School Program through the 21st Century Community Learning Grant."**

March 5th, 2018

Councilor moves: **"I move the Franklin City Council adopt the supplemental appropriation in the amount of \$19,000 for contracted services and supplies for the Before and After School Program and adopt Resolution #18-18 by a roll call vote."**

Discussion:

In 2017, the Parks and Recreation Department partnered with SAU 18 to apply for the 21st Century Community Learning Center Grant (21CCLC). The grant application was successful and the Before and After School program is currently utilizing the funds as described in the grant proposal.

As part of the grant proposal, an MOU was put in place with the Boys and Girls Club to contract with them for enrichment programing for \$19,000. They would provide a staff member from their organization to offer enrichment programing, supplies and family dinners. The Boys and Girls Club was unable to fill this position and therefore, cannot follow through with the MOU.

During the budget process the 21CCLC grant was appropriated in the Parks and Recreation Departments budget including the offsetting revenue. However, since the Boys and Girls Club was going to be an outside contracted service, \$19,000 was not appropriated as it was going to be paid directly from SAU 18 to the Boys and Girls Club. Since we are not moving forward with the MOU, the \$19,000 needs to be appropriated in the Parks and Recreation Departments budget so grant funding can be used to contract with other organizations to provide enrichment programing and purchase additional supplies. This appropriation will be offset fully by the revenue from the grant.

The funds will be reallocated as follows:

\$12,000 – Contracted Services

\$7,000 – Supplies

The funding allocated in Contracted Services will be used to pay local contractors to come and offer specialized enrichment clubs such as Karate, Ukulele, Fitness Club, etc. as well as purchase curriculum from UNH Cooperative Extension.

The funding for supplies will be used to purchase supplies for clubs that outside instructors are not utilized such as bird house kits for a wood working club.

Fiscal Impact:

There is no fiscal impact to the city as we will be receiving grant funds to offset the appropriation.

Alternatives:

If City Council does not accept the funds, the \$19,000 will not be utilized. Therefore, grant funds will not be fully expended from the 21CCLC grant.

Attachments/Exhibits:

1. Resolution #18-18



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #18-18

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 has adopted a budget for Fiscal Year 2018 which began July 1, 2017, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the 21st Century grant was sought collaboratively between the City Parks & Recreation Department and School District and awarded prior to the adoption of the FY2018 City budget, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands that \$222,880 of the 21st Century grant is currently appropriated in the City's FY2018 budget for new programs offered by the Parks and Recreation department through this grant, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire understands that grant activities have been re-evaluated and the Parks & Recreation department will be picking up another piece of the grant formerly contracted to another agency, and;

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to appropriate this piece of the grant, Now,

THEREFORE BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, March 5, 2018 the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 18-18 authorizing an **increase in FY2018 revenues**:

Federal Grant Revenue- 21st Century Acct. No. 01-5-211-33111-439 – Nineteen Thousand Dollars (\$19,000),

And an increase in FY2018 expenditure accounts,

Contracted Services – 21st Century Grant Acct. No. 01-5-211-40439-439 – Twelve Thousand Dollars (\$12,000), and,

Supplies – 21st Century Grant Acct. No. 01-5-211-40685-439 – Seven Thousand Dollars (\$7,000),

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: _____

CITY COUNCIL MEETING

AGENDA ITEM XIV



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of February, 2018

Subject: Other Business

1. Committee Reports

FTNS Emergency Services Cooperative

2. Mayor Appointments

Heritage Commission

Planning Board

3. City Council Appointments

Planning Board

Zoning Board of Adjustment

4. Acting City Manager's Update

5. Late Items

MAYOR RESIGNATIONS/APPOINTMENTS

Planning Board:

Resignation

Motion: "I move to accept Jo Brown's resignation from the Planning Board (Seat PB5)."

Appointment

Motion: "I appoint Christine Dzujna as a regular member to the Planning Board (Seat PB5), Term of Service to January 2020."

Heritage Commission:

Resignation

Motion: "I move to accept Paul Trudel's resignation as a regular member from the Heritage Commission (Seat HC2)."

Appointment

Motion: "I appoint Paul Trudel as the City Council member to the Heritage Commission (Seat HC1), Term of Service to January 2021."

Motion: "I appoint Leigh Webb as a regular member to the Heritage Commission (Seat HC2), Term of Service to January 2020."

Richard Lewis, Planning Director
Henry J. Proulx Center
124 Memorial Street
Franklin, NH 03235

January 16, 2018

Dear Dick,

As a result of my appointment to the City Council to fill the Ward 1 councilor position vacated by Anthony Guinta upon his election to Mayor, I hereby offer my resignation from the Franklin Planning Board.

I have thoroughly enjoyed the opportunity to be a part of this board and look forward to continued collaboration through my position on the City Council.

Sincerely,

A handwritten signature in black ink, appearing to read "Mary Jo Brown", with a long horizontal flourish extending to the right.

Mary "Jo" Brown
115 Sterling Drive
Franklin NH 03235



CITY OF FRANKLIN, NEW HAMPSHIRE

"The Three Rivers City"

Planning and Zoning Department
316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name:	Christine P. Dzujna			
Address:	158 Sterling DR. Franklin NH 03235			
	Street Address	City	State	Zip Code
Telephone:	(Home Phone) 934-7163	(Work Phone) 934-4144	(Cell Phone)	(email) dzujna@metrocast.net

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

Franklin Resident: ☒ Yes For how long? 12.5 yrs.

Employer:	Paul Smith School			
Address:				
	Street Address	City	State	Zip Code

Interested in appointment to: Planning Board

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

Franklin is on the move and this is a great time to be more involved. As an already active member of our community, I appreciate and am ready for the opportunity to both learn more about our city and to help with what I believe is an exciting time for Franklin.

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

Please see attached

Christine P. Dzujna
Signature

1/3/18
Date

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

CHRISTINE P. DZUJNA
158 Sterling Drive
Franklin, NH 03235
603-934-7163

SUMMARY: Excellent people and communications skills. Work well as a team player and independently. Am responsible and hard working.

EDUCATION

BES, Social Sciences, University of Bridgeport, Bridgeport, CT
AS, Sacred Heart University, Fairfield, CT

SELECTED ACCOMPLISHMENTS

- ✓ Founded the first Companion Book Club for grades 4-8 and their adult companions. Raise monies toward the purchase of books for children to keep for their personal libraries. Currently in its 9th year.
- ✓ Organized first 4-th grade tour of downtown Franklin, working with Franklin Savings Bank, Franklin Regional Hospital and members of downtown River Trail Committee.
- ✓ Chaired and organized 2 BPW Camps for 25 Franklin High School girls and nearly 50 volunteers. The camps taught young women how to be prepared for life. The day consists of several guest speakers, a reality "store," lessons in self-defense, lessons in nutrition, lessons in exercising and how to become involved in your community. Worked with outside vendors to provide students with tee shirts, meals, and goody bags. Raised enough funds to provide items and food necessary for the events.
- ✓ Planned and organized fundraising events for the Diocese of Bridgeport (Connecticut) Bishop's Appeal, including Christmas party, annual summer benefactor's dinner, Bishop's 10th year anniversary affairs, cocktail parties, and misc. projects. The department raised over \$12M. Served as Director's assistant and managed office of 10 employees.
- ✓ Created opportunity for yearly ornament in honor of breast cancer survivors. This ornament raised approximately \$50,000 in a 10-year period.
- ✓ Conducted on-site job search workshops nationwide for outplacement firms, church organizations, and school groups.

EXPERIENCE

Paul Smith Elementary School
Title I Teacher's Assistant (1st & 2nd Grades)

2013-Present

Assist teacher in providing students with additional help to improve reading and math. Currently working in 1st grade with new teacher.

Began at Paul Smith in 2nd grade. In addition to assisting the teacher by supporting children with math, reading and vocabulary, helped by bringing in community members to further communicate awareness. Supported all efforts toward the purchase of mini-I Pads for our students.

**Franklin Middle School
Attendance Secretary****August 2011 – June 2013**

Responsibilities included recording attendance for grades 5-8, creating reports for truancy letters, and placing all phone calls to truant student's homes. Worked closely with Vice Principal on all truancy letters, keeping track of responses. Handled security for front office, answered all calls, entered all student population information on MMS (computer system), and handled all announcements. Worked closely with Principal during Secretary's absences.

**Bessie Rowell Elementary School
Title I Teacher's Assistant (4th grade)****September 2005 – June 2011**

Assisted teachers in providing students with additional programs for reading, math, and vocabulary. Member of and secretary to Bessie Rowell Behavior (PBIS) team. Organized Sunshine Club's yearly Christmas party and end of year party. Founded and managed the Bessie Rowell Companion Book Club for 14 students and their companions.

OTHER

Diocese of Bridgeport, Bridgeport, CT, Events Planner
Armstrong Pharmaceuticals, New Canaan, CT, Executive Assistant to Chairman

AWARDS

- ✓ Lakes Regional Hospital Sally Proctor Award – 2014
- ✓ Hurst Award for Community Excellence – 2011
- ✓ Elks Distinguished Citizen Award – 2010
- ✓ BPW Woman of Achievement - 2008

Boards

- ✓ Franklin Regional Hospital – Auxiliary Board Past President and Manager for hospital gift shop
- ✓ BPW – Past President, Camp BPW Chair
- ✓ Franklin Animal Shelter – Director
- ✓ Franklin Public Library – Trustee

VOLUNTEER INTERESTS

- ✓ City of Franklin Rec. Dept. – Founder and Facilitator for the Companion Book Club for grades 4-8
- ✓ St. Paul Church in Franklin – Lecturer and Eucharistic Minister

January 24, 2018

To: Mayor Anthony Giunta

CC: Franklin City Council

Judie Milner, Acting City Manager

Re: Franklin Heritage Commission

Dear Mayor Giunta,

Please be advised that I must resign my membership on the Franklin Heritage Commission effective immediately.

Kind regards,

A handwritten signature in blue ink, appearing to read "Paul Trudel". The signature is fluid and cursive, with the first name "Paul" and last name "Trudel" clearly distinguishable.

Paul Trudel, Franklin City Council Ward 3



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

316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name: LEIGH A. WEBB

Address: PO BOX 154 Franklin NH 03235
Street Address City State Zip Code

Telephone: 934-8222 franklin_pride@yahoo.com
(Home Phone) (Work Phone) (Cell Phone) (email)

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

Franklin Resident: ☒ Yes For how long? 12 YRS.

Employer: RETIRED

Address: _____
Street Address City State Zip Code

Interested in appointment to: HERITAGE COMMISSION

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

PRESIDENT, FRANKLIN HISTORICAL SOCIETY

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

TO HELP PRESERVE THE INTEGRITY OF THE DOWNTOWN
HISTORIC DISTRICT AND PROVIDE CONSISTENCY FOR PRESENT
AND FUTURE BUSINESSES AND PROPERTY OWNERS

Leigh A. Webb 27 APRIL 2016
Signature Date

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

CITY COUNCIL APPOINTMENTS

Planning Board:

Appointments

Motion: "I move that the Franklin City Council appoint Councilor Brown as Alternate Council Representative (ex officio) to the Planning Board (Seat PB12), Term of Service is their Term of Office."

Zoning Board of Adjustment:

Appointments

Motion: "I move that the Franklin City Council reappoint Dave Testerman to the Zoning Board of Adjustment (Seat ZBA1), Term of Service to January 2021."



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting February 5, 2018

Date: January 30, 2018

From: Judie Milner, Finance Director/Acting City Manager

Subject: Acting City Manager's Update

1) Contingent Grant Line Activity

None to report.

2) SEC Hearings

The Site Evaluation Committee has begun their deliberative sessions on the Northern Pass Project. City Clerk Gargano, Chief Goldstein Councilor Dzujna and I went down for the first session on Tuesday January 30th. There are 11 more sessions scheduled: 1/31, 2/1, 2/6, 28, 2/9, 2/15, 2/16, 2/20, 2/21, 2/22, 2/23. A verbal decision is expected 2/23 with a written decision coming out in March. The sessions are very tedious and are open to the public but public comment is not allowed; however, a presence of supporters is appreciated. If anyone is interested the sessions begin at 9am and are located at 49 Donovan Street in Concord.

3) Budget Process

The City budget process has begun. The dec-dec CPI-U for 2017 is 2.1% which is the same as the previous dec-dec CPI-U used for FY2018 budget process. Without objection, I will be using the same budget schedule as last year up to the submission of the Manager's or Acting Manager's budget to the Council at the May Council meeting.

4) Franklin Hospital PILOT

The 5 year PILOT agreement ended this year with the hospital. I reached out to Kevin Donovan, President, to begin work on a new PILOT agreement. Mr. Donovan informed me that he would not be renewing the agreement and that LRGH will not be renewing with Laconia either. This is not sitting well with me. These PILOT agreements are a token of the symbiotic relationship the hospital has with the community in which it's located. Laconia's agreement included paying for ambulance services which I believe was closer to \$500,000 than the \$20,000 PILOT paid to

Franklin. I'm intending to be a little aggressive in keeping our PILOT because I believe its fair money to the city.

5) Short Handed – MSD

The Municipal Services department is 4 people short-handed at this time. We are doing the best we can to keep the streets travelable as well as provide the other services expected of us. Your patience is appreciated while we endeavor to find the right people for the jobs. Please see City website for job openings.

6) Winnepesaukee River Days

In order to start promoting the City's new outdoor activity image, Mill City Park is planning a festival that will take place in conjunction with the warm water release over the weekend of June 22-24. While white water activities will be at the forefront of the festival, other outdoor activities will be promoted as well. MCP is expecting paddlers from all over the greater New England area and beyond to attend. Bringing new money to our businesses. Currently, the MCP Board is working out the logistics with Parks & Rec, MSD, Police and Fire. We will be seeking appropriate approvals as the plan unfolds. Stay tuned!

7) Economic Development

We are in need of a City Council workshop for economic development. Time is of the essence. How does Monday 2/12 look for the Council?

8) Changing Our Image, One Step at a Time

Franklin is moving forward and changes are happening. However, I hear over and over again from folks outside our community that Franklin doesn't believe in itself so why should we? Changing our image is going to take a while. Its human nature - negativity spreads so much more easily than positivity – that's why those shows trashing people are so popular. As a team, the City Council and department heads have been trying to change our image; however, we can't do it alone. So we're asking for help. The next time you see someone in Hannaford or a big box store down the street and they are asking about Franklin or worse being negative about Franklin try to stay positive. It will make an impression. Thank you in helping us continue this forward momentum.