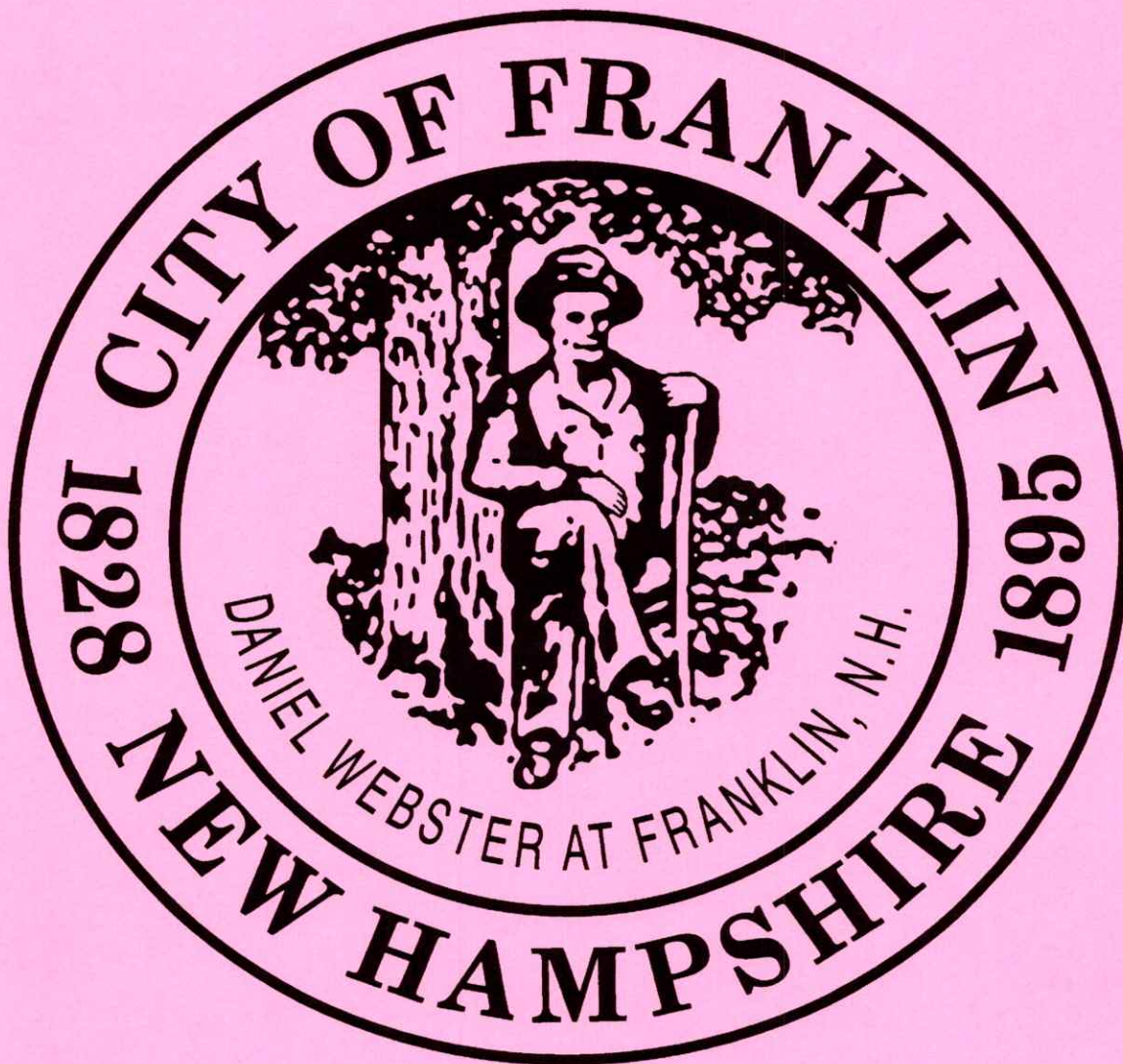
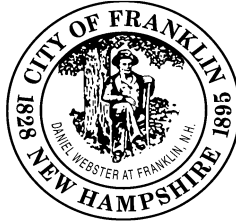


CITY OF FRANKLIN
CITY COUNCIL MEETING
February 6, 2023
6:00 P.M.





CITY COUNCIL MEETING

Monday, February 6, 2023 - 6:00 p.m.

Council Chambers, Franklin City Hall

or view only via Zoom: <https://us02web.zoom.us/j/82153406013>

or by phone: 1-312-626-6799, Meeting ID# 821 5340 6013

SALUTE TO THE FLAG

MOMENT OF SILENCE FOR OUR VETERANS

PUBLIC HEARINGS

Ordinance 05-23 re-adopting the Optional Veterans' Credit Chapter 272-4 Adoption of Provision; Designated Amount of the Franklin Municipal Code.

Ordinance 06-23 an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds.

Resolution #09-23 to accept a grant totaling \$2,915 2023 Volunteer Fire Assistance funds and appropriate grant reimbursement funds in the amount of \$1,457.50 to the FY2023 budget and to authorize the City Manager to execute all necessary documents related to the grant program.

Resolution 11-23 appropriating \$78,925 to the Franklin School District fiscal year 2023 budget.

LEGISLATIVE UPDATE

COMMENTS FROM THE PUBLIC

Persons wishing to address the Council may speak for a maximum of three minutes. No more than thirty minutes will be devoted to public commentary. Reminder that public comment is welcome and will be taken under advisement by the Manager & Council. Ongoing requests for status should be addressed to the city manager or her designee during regular business hours.

The council is a public body required to conduct the business before it on the agenda that has been vetted through the City's professional staff.

CITY COUNCIL ACKNOWLEDGEMENT

MAYOR'S UPDATE

Agenda Item I. (pg. 1)

Council to consider the minutes of the January 9, 2023 City Council meeting.

Agenda Item II. (pg. 28)

School Board Update

Agenda Item III. (pg. 30)

Council to consider Ordinance 05-23 re-adopting the Optional Veterans' Credit Chapter 272-4 Adoption of Provision; Designated Amount of the Franklin Municipal Code.

Agenda Item IV. (pg. 36)

Council to consider Ordinance 06-23 an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds.

Agenda Item V. (pg. 42)

Council to consider Resolution #09-23 to accept a grant totaling \$2,915 2023 Volunteer Fire Assistance funds and appropriate grant reimbursement funds in the amount of \$1,457.50 to the FY2023 budget and to authorize the City Manager to execute all necessary documents related to the grant program.

Agenda Item VI. (pg.50)

Council to consider setting a public hearing on Ordinance 03-23 relating to Chapter 257, Solid Waste, of municipal code.

Agenda Item VII. (pg. 75)

Council to consider setting a public hearing on Resolution 10-23 authorizing a retention bonus program and appropriating one time revenue for same

Agenda Item VIII. (pg. 81)

Council to consider Resolution 11-23 appropriating \$78,925 to the Franklin School District fiscal year 2023 budget.

Agenda Item IX. (pg. 95)

Council to consider setting a public hearing for Resolution #12-23 to accept and appropriate \$44,179.50 from the CCDF (Child Care Development Fund) for the purpose of stabilizing child care for the Parks and Recreation Before and After School and Summer Program.

Agenda Item X. (pg. 99)

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

Agenda Item XI. (pg. 104)

Council to consider unsealing any non-public meetings from 2022.

Agenda Item XII. (pg. 107)

Other Business

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

Adjournment

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

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

CITY COUNCIL MEETING
AGENDA ITEM I



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of February 6th, 2023

Subject: Approval of Minutes

Motion: "I move that the Franklin City Council approve the minutes of the January 9th, 2023 City Council Meeting."

Mayor calls for a second, discussion and the vote.



**City Council
Inaugural/Meeting Minutes
Monday, January 9, 2023 - 6:00 p.m.
Council Chambers, City Hall**

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

Absent: None

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

Mayor Brown called the meeting to order in Council Chambers at 6:01 p.m. and invited the audience to be the choir and sing God Bless America.

The Franklin Fire Department Color Guard presented the colors and the salute to the Flag was led by Franklin VFW Member, **Chris Pierce**.

National Anthem was sung by Emma Vargas.

Councilor Desrochers stated that there were no lost veterans in the past month, but led a moment of silence in honor of all fallen veterans this past year.

Mayor Brown invited Leah Cote up to read her essay on why people should choose Franklin. This essay can be found attached at the end of the minutes.

Mike Lombardo presented Leah Cote with an award from Choose Franklin for her submitted essay.

Mayor Brown presented a Citizen of the Year Award to the Grevior family. Mayor Brown's recognition of this Citizen of the Year Award can be found attached at the end of the minutes.

Jason Grevior was in attendance and accepted the award. He thanked Mayor Brown and spoke about his furniture business that will be 100 years old in a few more years. The business will be taken over by one of his sons, who will continue to provide the same great service as always. He stated that Franklin has been very good to him and his family.

City Council 2022 Business:

Public Hearings:

Resolution 07-23 to appropriate \$100,268.84 of the state portion of funding to the New Hampshire Retirement System and EFA Phase Out grant to the Franklin School District for Fiscal Year 2023.

The public hearing opened at 6:22 p.m.

There was no discussion on this hearing.

The public hearing on Resolution 07-23 closed at 6:22 p.m.

Resolution 08-23 authorizing the City to accept grant funds and borrow loan funds under the State of NH Drinking Water State Revolving Fund (\$1,440,000 grant, \$2,160,000 loan) for water improvements and Clean Water State Revolving Fund (\$1,500,00 grant, \$3,500,000 loan) for sewer replacement program on East/West Bow Streets.

The public hearing opened at 6:23 p.m.

There was no discussion on this hearing.

The public hearing on Resolution 08-23 closed at 6:23 p.m.

Agenda Item I.

Approval of Minutes:

Council to consider the minutes of the November 14, 2022 City Council meeting and the December 5, 2022 city Council meeting.

Motion - Councilor Ribas moved that the Franklin City Council approve the minutes of the November 14, 2022 City Council meeting and the December 5, 2022 City Council meeting as amended with corrections that were sent to the secretary. Seconded by Councilor Dzujna.

Councilor Trudel abstained from the November 14, 2022 meeting minutes.

Councilor Starkweather abstained from the December 5, 2022 meeting minutes.

There were no other comments on the minutes.

All in favor. Motion PASSED.

Agenda Item II.

Council to adopt Resolution 07-23 to appropriate \$100,268.84 of the state portion of funding to the New Hampshire Retirement System and EFA Phase Out grant to the Franklin School District for Fiscal Year 2023:

Motion - Councilor Ribas moved that the Franklin City Council adopt Resolution 07-23 appropriating \$100,268.84 to the Franklin School District fiscal year 2023 budget. Seconded by Councilor Trudel.

Mayor Brown asked if there was any discussion on this motion. There was none.

RESOLUTION # 07-23

A Resolution Granting Authority to Accept and Appropriate \$100,268.84 of the state portion of funding to the New Hampshire Retirement System and EFA Phase Out grant to the Franklin School District for Fiscal Year 2023.

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

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive a refund of 7.5% (or \$92,215) of its FY22 contribution for teachers to the state retirement system; and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive from the EFA (Education Funding Account) Phase Out Grant of \$8,053.84: and,

WHEREAS, the City Council of the City of Franklin would like to appropriate an additional \$100,268.84 to preserve potential fund balance from the 2023 year to be carried over to the 2024 fiscal year. Due to the challenges and uncertainties funding regarding the adequacy funding formula these funds could help support the next budget cycle; **Now**,

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on January 9, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #07-23 to formally accept and appropriate \$100,268.84 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Retirement System Ninety-Two Thousand, Two Hundred Fifteen Dollars (\$92,215)

EFA Phase Out Grant – Eight Thousand, Fifty-Three Dollars and Eighty-Four Cents (\$8,053.84)

An Increase in Expenditures:

School District Expenditures – One Hundred Thousand, Two Hundred Sixty-Eight and Eighty-Four Cents (\$100,268.84)

By a roll call vote.

Roll Call:

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

All in favor. Motion PASSED.

Agenda Item III.

Council to consider adoption of Resolution 08-23 authorizing the City to accept grant funds and borrow loan funds under the State of New Hampshire Drinking Water State Revolving Fund (DWSRF) for water improvements and Clean Water State Revolving Fund (CWSRF) for sewer replacement program on East/West Bow Streets and to raise, appropriate and expend grant and loan funds for said project.

Motion - Councilor Bunker moved that the Franklin City Council adopt Resolution 08-23 authorizing the City to accept grant funds and borrow loan funds under the State of New Hampshire Drinking Water State Revolving Fund (\$1,440,000 grant, \$2,160,000 loan) for water improvements and Clean Water State Revolving Fund (\$1,500,000 grant, \$3,500,000 loan) for sewer replacement program on East/West Bow Streets. Seconded by Councilor Blake.

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

RESOLUTION 08-23

A Resolution authorizing the City to accept grant funds and borrow loan funds under the State of New Hampshire Drinking Water State Revolving Fund (DWSRF) for water improvements and Clean Water State Revolving Fund (CWSRF) for sewer replacement program on East/West Bow Streets and to raise, appropriate and expend grant and loan funds for said project.

WHEREAS, the City of Franklin, New Hampshire after thorough consideration of the nature of its water and sewer system needs, hereby determines that the undertaking of certain works, generally described as Water Main Improvements and Sewer Replacement Program for water and sewer main upgrades along East and West Bow Street is desirable and in the public interest, and to that end it is necessary to apply for assistance from the State of New Hampshire Drinking Water State Revolving Fund (DWSRF) and Clean Water State Revolving Fund (CWSRF); and

WHEREAS, the City of Franklin has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Dw 1100, which relate to loans from the State of New Hampshire and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith; and

WHEREAS, the City of Franklin estimates the total project cost is \$3,600,000 (\$1,440,000 American Rescue Plan Act (ARPA) grant & \$2,160,000 loan) under the DWSRF program and \$5,000,000 (\$1,500,000 ARPA grant & \$3,500,000 loan under the CWSRF program; and

WHEREAS, the Franklin City Council adopted Resolution 01-23 on July 11, 2022 appropriating the estimated loan payments and adjusting the rates in both the water and sewer enterprise funds;

NOW, THEREFORE, BE IT RESOLVED BY the City Council, the governing body of the City of Franklin, New Hampshire, as follows:

1. That the City of Franklin accepts and appropriates to expend \$2,940,000 (\$1,440,000 water project & \$1,500,000 sewer project) in grant funding under the American Rescue Plan Act.
2. That the City of Franklin accepts and appropriates to expend \$5,660,000 (\$2,160,000 Drinking Water State Revolving Fund and \$3,500,000 Clean Water State Revolving Fund) loan proceeds.
3. That the person holding the title of City Manager currently held by Judie Milner is hereby designated as the authorized representative of the City of Franklin for the purpose of filing applications for the loans in accordance with New Hampshire Code of Administrative Rules noted above, furnishing such information, data, documents and disbursements pertaining to the applicant for the loans as may be required; and otherwise to act as the authorized representative of the City in connection with the loan applications.
4. That the City of Franklin, New Hampshire agrees to repay the loans as stipulated in the loan agreements.
5. That certified copies of this resolution be included as part of the application to be submitted for such loans.
6. That person holding the position of City Manager at the time of the loan execution is authorized to sign the loan agreements binding the City of Franklin to the terms and conditions of the loans.
7. That the City of Franklin, New Hampshire agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>yes</u>
Councilor Bunker	<u>yes</u>	Councilor Dzunja	<u>yes</u>	Councilor Trudel	<u>yes</u>
Councilor Chandler	<u>yes</u>	Councilor Ribas	<u>yes</u>	Councilor Zink	<u>yes</u>

All in favor. Motion PASSED.

Agenda Item IV.

Council to consider deeding back map/lot #078-006-002, 6 Ring Street, to Gary Goodwin.

Motion - Councilor Ribas moved that the Franklin City Council deed 6 Ring Street Map/Lot #078-006-002 back to Gary Goodwin. Seconded by Councilor Dzunja.

Mayor Brown asked if there was any discussion on this motion. There was none.

All in favor. Motion PASSED.

Motion to adjourn was made by Councilor Bunker and seconded by Councilor Trudel.

All in favor. Motion PASSED.

The meeting adjourned at 6:30 p.m.

Mayor Brown recognized Councilor April Bunker for her term of service from 2020-2023 on the City Council and presented her with an award.

Mayor Brown concluded the 2022 City Council meeting.

City Council 2023 Inaugural Program:

Mayor Brown invited Pastor Kate Harmon Siberine to do the Invocation. Pastor Kate thanked the Mayor, Council, School Board and Franklin residents. She asked all to join in as she led the prayer, meditation and reflection.

Councilor Leigh Webb, Councilor Ted Starkweather and Councilor Olivia Zink pledged their oaths as they were sworn in by City Attorney Paul Fitzgerald. They each took their respective seats at the Council table.

School Board Members Jack Finley, Desiree McLaughlin, Liz Cote, Laurie Cass and Tim Dow pledged their oath as they were sworn in by City Attorney Paul Fitzgerald.

Mayor Brown proclaimed her State of the City Address which can be found attached at the end of these minutes.

Mayor Brown invited the public to be the choir and close out the Inaugural Program by singing the Battle Hymn of the Republic. A reception with refreshments followed.

City Council 2023 Business:

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

Absent: None

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

Mayor Brown called the meeting to order in Council Chambers at 7:06 p.m. and stated that public comments would be welcome at this time.

Comments from the Public

Public comments opened at 7:07 p.m.

The UMLAC Franklin representative, Wayne St. Ives, announced that he is looking for more members to join this committee to represent Franklin. They meet once a month on the second Monday of the month. He stated that he will give the information to Executive Secretary Jones so that she can post the information on the website and/or distribute to anyone interested who comes into City Hall.

Partners in Prevention Program Director, Stephanie Wolff, gave some updates to the council:

- The Franklin Youth Initiative is excited to be writing and rehearsing Public Service Announcements to be aired on local radio station 94.1FM. Recording has been scheduled for January 26th and airing will occur in early February.
- At the end of January, she will be traveling to Washington D.C. to attend the National Leadership Forum hosted by the Community Anti-Drug Coalitions of America. This event will provide attendees with training, networking and the opportunity to share both our community successes and struggles to our Representatives. She is looking forward to reporting back on this experience.
- The Task Force will be sponsoring a Community Free Ski Day this year. The date is tentatively set for Sunday, March 5th, pending weather conditions so she is hoping for snow.
- The Franklin High School Prom date has been set for May 20th. Stephanie stated that she has been meeting with the school's principal and counselors on planning this year's Chem Free After Prom Party. She asked the council and the public to reach out to her if they know of anyone interested in volunteering to chaperone or donate to this event.

Mayor Brown closed public comment at 7:12 p.m.

City Council Acknowledgements

Councilor Dzujna thanked everyone from Choose Franklin, Mill City Park and every citizen in Franklin that made 1st Day a success this year.

Councilor Webb also agreed with Councilor Dzujna and wanted to publicly thank Dan Darling and all of the volunteers that helped with the tent on 1st day as well. He stated that it was a great event.

Legislative Comments

There were no legislative comments at this time.

Agenda Item I.

Monthly School Board update to the City Council:

Superintendent LeGallo went over the following updates:

- LeGallo passed out an invite for their Safety Forum, which is this Thursday at 6 p.m. in

the Middle School cafeteria.

- Every three years Homeland Security comes down and does a walking visit of the schools. This was done in December of 2022 and they are expecting a report on each school to come back with accommodations and recommendations very soon.
- Portrait of a Graduate committee will be on January 18th, 2023 in the Opera House. They will be talking about the visits that have been made with staff, teachers, school board members and parents.
- LeGallo stated that they did receive the \$24,000 grant to take 12 stakeholders to California. Councilor Zink has agreed to attend as a representative of the city council on that trip in March.
- The middle school did have to close for a day last week due to a water pipe leak repair.
- The school district's budget development has begun and they hope to present to the city council in the first week of May.

Agenda Item II.

Council to consider setting a public hearing for Resolution 09-23 to accept and appropriate \$1,407.50 in 2023 volunteer fire assistance grant funds from the State of New Hampshire.

Motion – Councilor Ribas moved that the Franklin City Council set a public hearing for 6:00 p.m. on February 6, 2023 for Resolution #09-23, authorizing the City Manager to accept a grant totaling \$2,915 2023 Volunteer Fire Assistance funds and appropriate grant reimbursement funds in the amount of \$1,457.50 to the FY2023 budget, in title only. Seconded by Councilor Trudel.

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

There were a couple of clarifications made regarding this resolution about the match being included and that this is a federal grant that is passed through the State of New Hampshire.

All in favor. Motion PASSED.

Agenda Item III.

Council to consider setting a public hearing for Ordinance 05-23 readopting the optional veteran's credit.

Motion – Councilor Dzujna moved that the Franklin City Council set a public hearing for Monday, February 6, 2023 at 6pm regarding Ordinance 05-23 re-adopting the Optional Veteran's Credit Chapter 272-4 Adoption of Provision; Designated Amount of the Franklin Municipal Code. Seconded by Councilor Chandler.

Mayor Brown asked if there was any discussion on this motion. There was none.

All in favor. Motion PASSED.

Mayor Brown read the following ordinance:

ORDINANCE #05-23

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

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

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 272, Taxation, Article IV Optional Veterans' Tax Credit, 272-4 Adoption of provisions; designated amount be changed as follows (**red additional language**, strikethrough for deleted language):

The City of Franklin does hereby adopt the provisions of RSA 72:28, **IV and V** and ~~VI~~, for an optional veterans' tax credit and an expanded qualifying war service period for veterans seeking the tax credit. The optional veterans' tax credit is **\$300** ~~\$250~~.

Agenda Item IV.

Council to consider setting a public hearing for Ordinance 06-23 adjusting optional elderly exemptions.

Motion – Councilor Ribas moved that the Franklin City Council set a public hearing for Monday, February 6, 2023 at 6pm regarding Ordinance 06-23 an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds. Seconded by Councilor Blake.

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

Councilor Zink asked if someone could define significant increases. Milner stated that it could be up to a 50% increase in value of the property assessed.

All in favor. Motion PASSED.

Mayor Brown read the following ordinance:

ORDINANCE #06-23

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Twenty-Three;

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds be changed as follows (**red additional language**, strikethrough for deleted language):

The optional adjusted elderly exemptions shall be, for a person 65 years of age up to 75 years, ~~\$46,000~~ 76,600; for a person 75 years of age up to 80 years, ~~\$69,700~~ 116,100; for a person 80 years of age or older ~~\$160,300~~ 267,000 of assessed value. To qualify the person must have been a New Hampshire resident for at least five years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five years. In addition, the taxpayer must have a net income of not more than ~~\$30,250~~ 35,800 or, if married, a combined net income of less than ~~\$37,750~~ 44,700, and own net assets not in excess of \$74,300 excluding the value of the person's residence. Under no circumstances shall the amounts of the exemption for any age category be less than \$5,000.

Change to be effective April 1, 2023 by a roll call vote.

Agenda Item V.

Other Business:

1. Mayor/Council: Committee Resignations & Appointments

Mayor Brown accepted the resignation of John Neff from the Mayor's Drug Task Force Leadership Committee.

Mayor Brown appointed Lori Seog to the Mayor's Drug Task Force Leadership, term of service, January 2025.

Councilor Ribas moved that the Franklin City Council re-appoint Robin Roper to the Library Board of Trustees, seat LT5, term of service, January 2026. Seconded by Councilor Zink.

All in Favor. Motion PASSED.

2. Committee Reports:

Councilor Blake gave a report on the Parks & Rec Committee meeting that met on December 22nd. There are currently 141 students enrolled in the basketball program and 152 students enrolled in the after-school program. There are still some ongoing issues happening and the delinquent parents are continuing to receive warning notices. Director Alpers is looking into other ways to collect fees via credit card.

Councilor Dzujna stated that on December 19th there was an MSD Committee meeting with the full council in attendance. They discussed ordinance 03-23 and how to handle non-profit businesses, roads that trash vehicles cannot reach, corrected reference numbers, received legal advice on section 257-48 and will be adding a special exemption clause. The committee also discussed how illegal dumping on private properties will be handled.

Councilor Chandler gave a report on the Police Committee that met with Chief Goldstein on December 15th. He also gave a handout to the council that is attached to the end of

the minutes. The police chief walked the committee through a day in the life of a police officer and it was a great presentation that was very eye opening. Councilor Chandler thanked the police department for all that they do.

Councilor Ribas stated that he had two Finance Committee reports, one for the Joint Finance with the school and one for the City Finance. At the Joint Finance Committee on October 27th both agencies presented their budgets and the meeting focused on better forecasting of future revenues for both so that they could plan better for long term. They did decide that meeting twice a year is not enough and will now meet quarterly. The next Joint Finance Committee meeting is scheduled for February 9th.

The City Finance Committee met on November 21st and the Pay & Class study was reported in full. This will be presented to the entire council during a March workshop meeting. The next Finance Committee meeting will be held on January 26th.

3. City Manager's Update:

- a. City Hall and City buildings will be closed on January 16th in observance of Martin Luther King Holiday/Civil Rights Day.
- b. The non-public minute reviews – The new RSA on non-public minutes went into effect in 2022, where we keep a list of meetings that were non-public on the website available and once a year the council reviews to see if any can be unsealed. This will be put on the February agenda.
- c. Contingent Grant Line Activity – \$50 donation for the fire department and \$471.74 from the sex offender grant.
- d. Trust fund for school funding – \$271.21
- e. Citizens Petition Results – On the Solid Waste Ordinance petition, of the 119 names listed only 51 (43%) were registered voters as required, which represents 1.12% of registered voters according to the 2020 census.
- f. Congratulations:
 - a. Officer Francis – promoted to Sergeant
 - b. Detective Poirier – Received the Everyday Hero Award through Hands of Hope (Granite State Children's Alliance)
 - c. Sean Riberdy, Matt Mercier and Rick Morton – receiving their weighmaster's license
 - d. Rick Morton – CDL-B endorsement
 - e. Judy Bibbins in Planning & Zoning and Sandra Martin in the Assessing department for assisting with the project of getting letters out to abutters for tax deeded properties that we needed to get rid of and get back on the tax roll.
- g. Committee meetings – January:
 - a. Fire – January 26th
 - b. Finance – January 26th

- Milner will re-schedule the Finance Committee meeting so that it isn't conflicting with the Fire Committee.
- h. Welcome:
 - a. Keith McNulty – Firefighter/EMT w/ 10 years of experience
- i. Random Acts of Community – Franklin Falls Business Group, who put together an amazing Holiday Stroll program
- j. Media contacts - Laconia Sun, Union Leader, ENR New England (big spot on White Water Park), also Marty Parichand is one of the finalists for 2022 top news maker for ENR magazine.
- k. Reminder – Residential Solar Exemption expiring on March 31, 2023
- l. January Workshop – This will be on January 30th, 2023 at 6pm in Council Chambers to discuss the City Hall building.
- m. Economic Development Community Forum – March 8th at 6pm with a TBD location
 - a. Trestle Bridge will be discussed – recommends holding off on next decisions for TAP grant until after forum
- n. Milner passed out the meeting dates and closing dates for 2023 to the council. Those are attached at the end of the minutes.
- o. Heads up – The retention bonus is going to be coming to the council as a recommendation. This was discussed at the last Finance Committee meeting. It's a one-time retention bonus payout to get over the hump before the Pay & Class is implemented and also to be able to recruit in areas that they have been unable to.

4. Late Items:

To allow the Franklin School District to appropriate additional funding from the SAFE grant funding awarded to the Paul Smith Elementary School and Portrait of a Graduate Funding for a professional development activity. The total amount of additional funding is \$78,925.

Motion – Councilor Dzujna moved that the Franklin City Council set a public hearing at 6:00pm on February 6th, 2023 for Resolution 11-23 appropriating \$78,925 to the Franklin School District fiscal year 2023 budget. Seconded by Councilor Ribas.

Mayor Brown asked if there was any discussion on this motion. There was none.

All in favor. Motion PASSED.

Mayor Brown read Resolution 11-23 publicly.

RESOLUTION # 11-23

A Resolution Granting Authority to Accept and Appropriate \$78,925 of the SAFE grants awarded by the New Hampshire Homeland Security and Emergency Management (HSEM) and the New Hampshire Department of Education (NHED) and the Barr Foundation and NGLC (Next Generation Learning Challenges).

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

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$54,925 for the SAFE grant funding from HSEM and NHED.

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive from the Barr Foundation and NGLC of \$24,000: and,

WHEREAS, the City Council of the City of Franklin would like to appropriate an additional \$78,925 to fund the upgrading of the door access controls systems at the Paul Smith School and to participate in the Portrait of a Graduate onsite visit to schools in Vista, California.; **Now,**

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on February 6, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #11-23 to formally accept and appropriate \$78,925 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Homeland Security and Emergency Management Fifty-Four Thousand Nine Hundred Twenty-Five Dollars (\$54,925)

Barr Foundation and NGLC – Twenty-Four Thousand Dollars (\$24,000)

An Increase in Expenditures:

School District Expenditures – Seventy-Eight Thousand Nine Hundred Twenty-Five Dollars (\$78,925).

Mayor Brown asked if there was any other business.

Councilor Ribas stated that the councilors all received a letter from a resident stating that she had made a 91-A request in November and did not receive any information pursuant to the NH RSA 91-A request.

Motion – Councilor Ribas moved that the City Manager’s office furnish all documentation requested by that requester by the end of day tomorrow, January 10th, 2023. Seconded by Councilor Starkweather.

Mayor Brown clarified that this was in reference to the City Hall group information and she asked City Manager Milner if she provided all of the information to the requester.

Milner explained that she had furnished all of the public information that was requested on this

matter. The City Hall group did not have public meetings, just like department head meetings and work groups are not public groups either. The requester was provided with all of the city council meetings on City Hall discussions and the predevelopment loan, along with the engineer estimates.

Milner believes that she furnished everything requested and she will respond to the requester with the information again by the end of the day tomorrow.

All in favor. Motion PASSED.

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

All in favor. Motion PASSED.

The meeting adjourned at 8:03 p.m.

Respectfully submitted,

Lisa A. Jones
Executive Secretary

Leah Cote

Choose Franklin Essay

23 November 2022

I Choose Franklin

Franklin is a misunderstood beauty of New Hampshire. As an outsider, you may hear rumors about this city - it's full of drugs, it's abandoned, the sports teams are bad, and more. What is Franklin, truly? From one of its residents: it is small but mighty, it is a gorgeous community, it is filled with hidden gems, and there is nowhere else I'd rather live. From the beautiful hilly outskirts to the more dense city center, it is filled with people who care about each other and families who have stayed here for centuries. This is a city of rivers, mills are in our history, and our lives are intertwined.

One staple of this place is the Franklin Opera House: my pride and joy; my second home. The theater community is one of the most loving and welcoming that you will ever come across. It's a great environment for kids to make friends and learn social skills. I have been working with the same people there since I was a little kid; putting together shows and rehearsing after school, dancing in the middle of the Franklin High School hallways and rushing with adrenaline on every opening night. I have been in over 16 shows, and that number will only continue to grow. Everyone knows each other in Franklin Footlight. From the techies to the performers, and from the audience to the directors, we all have come to know and support each other through thick and thin. Whether it's your first time or your 20th time being a part of a show, the magic never runs dry, and the welcome is never overstayed.

Another place I love is the Franklin Falls Dam. My memories of this beautiful marvel of nature include walking with my family during the summer, taking side trails with my dad, and

rolling down the grassy hills with my friends. My parents got married at the Franklin Falls Dam. My grandfather worked there, landscaping, as a young adult. I plan to get married there if I ever get engaged. It's a beautiful and nostalgic place for many.

We also have some great restaurants here. My personal favorites are Asian Delight, Brothers Donuts, and Downtown Crepes. My family and I order dinner from Asian Delight usually as often as once a week. Their food is delicious and the portions are huge, great for a family dinner. Brothers Donuts is everyone's favorite breakfast spot in Franklin. And, Downtown Crepes is a more recent addition, but I've already been there three times with my friends. We go during tech days or after rehearsal at the Franklin Opera House. There's a lot of these great little spots in Franklin that you can seek out.

I've been over the physical parts of Franklin that I really enjoy, but honestly the strongest part of this city is its close-knit and lovely community. From the sports teams to each classroom in Franklin High School, and from each resident to all the businesses and shops, the people of Franklin really treasure each other. That's why I choose Franklin, and most people I know choose it, too.



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Citizen of the Year Award 2022
The Grevior Family

It says a lot about a family furniture business that starts in the basement of the old Baptist church on the corner of Church and Franklin Streets. It says that its founder so believed in his vision of providing no-pressure sales, a quality product, and a commitment to support the local community that if the only place to set up shop was in the basement of a church, then so be it. And so, Nate Grevior did, in 1932, and the family has never looked back.

His commitment to top notch service to customers, and a wide variety of furniture items continues to this day through his son and wife, Bob and Andrea and grandson, Jason, and family. And yes, they are no longer in the basement having moved to Central St where they offer over 30,000 square feet of bedroom, living and dining room and occasional home furnishings.

However, many people run furniture stores, so how is this one different? As already mentioned, service for one. I can remember that my dad would call up Bob Grevior and announce that he needed a new recliner, and Bob would have the chair delivered and the old one picked up in very short order. When my own family moved back in 2011 – it was Jason who worked with my daughter to pick out her first “adult” bedroom suite, and his patience was outstanding. But there is much more to this family than furniture. Hopefully most of you know that the family donated the land on which Trestle View Park is located and is also a major sponsor of the Winni Trail, which runs from Franklin to Tilton via the upside-down bridge. Jason and his wife, Robin, have for years been the force, and cooks behind the annual Ring in the Holidays celebration held at the Veteran’s Memorial Ski area as a fundraiser for the ski area and local snowmobile club. This year there was a waiting list and over \$15K was raised, assisted by a live and silent auction. Jason himself was directly involved with Franklin High School, serving as their Football Coach. In an interview he stated that while he was the coach, he would make breakfast sandwiches for his team of over 60 students to make sure that all of his players had something to eat before going onto the field.

The family has always been involved in helping make Franklin a better Community.

As a member of the Franklin Falls Business Group, Jason is always ready to help out with whatever project we are proposing, always finding the quickest way to a “yes” to make things happen. I recall this summer, as the first White Water feature was being

constructed, Bob would stand outside and watch the progress. We stood together one day and talked about it and how excited he was to see such progress in Franklin. He mentioned to me that his father once told him that if you are going to do things for your community, do them while you are still living. And so, the family has, and will continue to do so through the next generation.

To Bob, Andy, Jason, Robin, Ryan, Nicholas, Nathan and Lex, thank you for being such a big part of Franklin's history and present. It is for this, that we recognize the Grevior Family as our Citizen of the Year for 2022.

Jo Brown, Mayor – City of Franklin

City of Franklin 2023 - Mayor's Inaugural Address

Good evening and welcome to our 2023 Inaugural City Council meeting. We will be installing a new Councilor from Ward 3, Leigh Webb and saying goodbye to April Bunker. And we welcome back Councilors Ted Starkweather from Ward 1 and Councilor Olivia Zink from Ward 2.

We will also be welcoming several School Board members, so we will be off to a good start. So, how did last year go and what are we looking at for the future?

In truth it was a mixed year, some great accomplishments but also some troubling times. But let's start with some good news. Finally, after 2 plus years securing 12 permits and rain delays, etc., our first Water Feature for our White Waterpark is in and fully functional. We had a dedication ceremony in June that was very well attended and a very successful Winni River Days. Our first in the region White Water Park is on its way. We also saw the completion of the renovation of the old IOOF building into luxury condominiums, and finally substantial work on the Steven's Mill building with the opening of a second Kettlehead location late last year. The 150+ apts are also moving along - drywalling has started. And finally, The Waterhorse Pub has opened in the old Toad Hall - it is a beautiful space and, in case you are wondering has been twice blessed by the US Presiding Episcopal Bishop and the local Catholic priest.

But what has not opened is Cumberland Farms. We had hoped for an April 2022 start but that was delayed. Numerous conversations with the staff have not produced much momentum. And Cumberland Farms was sold this summer to a European Conglomerate, EG Group which owns a slew of chain restaurants, gas stations, etc., around the world. As recently as last week Director Creighton was working with their staff - we do expect this to happen but timing is unclear at this point.

And the City has been the target of white supremacy hate mail. One business was targeted and when the city was notified, we convened a special City Council Meeting in August, heard from the public, drafted and passed a proclamation against Hate and Intolerance and established a Citizen's Task Force Against Hate which has already met a few times. Unfortunately, last Fall the city was also targeted by hate graffiti on a wall behind the armory and the police are working both issues with the State Attorney General's Office. So even our small city has big city problems and we appreciate the efforts of the task force and our businesses in general for putting forward a welcoming face. We will continue to work both incidents with the appropriate authorities to address these issues.

We have also been stalled on our recycling efforts- largely by a market that keeps fluxuating. We are looking to Belmont who recently received a grant to determine if we can benefit from their efforts, but just last week we learned of an EPA grant for which we have become eligible for - a grant for Solid Waste Infrastructure for Recycling Program that ranges from \$600k - \$4M. Director Hanscom is already working to see how we can make it work for our transfer station in Franklin. Councilors Zink and Ribas have reached out to our High School Honor Society about a successful plastic recycling initiative in Laconia that we may be able to copy here in Franklin. The FHS Honor Society is working on getting out some educational flyers on the glass and metal that we do already recycle at the Franklin Transfer Station.

But there is more good news. The council and the economic task force, led by City Manager Milner have continued to secure needed funding for several major projects. Over the past 5 years the team has spurred over \$75 m in new investment and brought in over \$3.5 M in grants and donations. Asset acquisition from the last 5 years, July

2017 - June of last year is over \$13M in capital assets acquired. In the industrial park Vitex has expanded, Black Fly Canoe will soon be building and Ryan Dillon Cabinetry has begun operations. The city applied for and received over \$4M in ARPA funds with about \$2.5M received to date. Also, we have a very strong city leadership team across our departments that has worked together to make sure we are doing the best we can within our tax cap budget. All Directors have worked closely with the City Manager and our Finance Director to stretch the dollars as best we can, but it is never enough to meet all our needs. The Council will continue to work these issues in the upcoming budget cycle.

Another exciting project that is coming to Franklin is the development of Webster Place into a Veterans Campus. The plan, funded by 22M in ARPA funding and managed by Easter Seals, is to provide permanent and temporary housing for veterans and a whole range of social and therapy services. City Manager Milner and I toured the campus in June with Easter Seals and Councilor Webb and I met with the CEO of Easter Seals this fall to walk through again. This will be a first in NH and will provide much needed resources to these warriors.

The SAU has been successful in acquiring ARPA funding to help them overcome the effects of Covid. They have also continued with their successful Portrait of a Graduate program that is helping to redefine what the present day High School should be focusing on. Their FIRST Robotics team continues to do very well, and was recognized for their mental health packets they developed and handed out at a FIRST event this fall.

So a mixed year indeed and we will continue to face budget challenges, but we also need to be mindful of how we treat each other; our fellow councilors, leadership and the public in general. Nothing is gained by

assuming that all negative comments are correct - even if they are on Facebook or Franklin Talking. I would ask that all of us consider that most of us operate under a "do no harm" philosophy and that everyone is looking out for the greater good of our city and fellow citizens, not just ourselves.

So as we move into a new year, let us..... think before we accuse,..... let facts be the basis of our decisions.....and the common good of all..... be our focus.

Thank you all and have a great New Year.

Jo Brown

Mayor - City of Franklin

January 9, 2023

City of Franklin
Radio System Upgrade
Task List – 11/28/2022

Statement of Work

Complete and submitted to City of Franklin on 4/1/22 for approval – **received 4/11/22**

Customer Deposits

Deposit invoice submitted w/SOW on 4/1/22 – **received 4/12/22**

Motorola PO total and PO checklist submitted on 4/1/22 – **received 5/6/22**

Site Visits

Complete – Recommendations for site improvements were made and tree cutting at Flag Hole site has been scheduled by the City of Franklin

Microwave Path Studies

Complete

Antenna Configurations

Complete

Site Approvals

Complete

Hemp Hill – **Approved** 4/7/22 (per Lt. Bean @ Bristol PD)

Ragged Mountain – **Approved** 6/17/22 (per John Morris, Mountain Manager)

Licensing

Licensing modification parameters submitted. Coordinator responded with request of ASR (Antenna Site Registration) # for the Hemp Hill site. Town of Bristol is working on obtaining this.

4/11/22 – Doug Aiken was contracted to file ASR

10/24/22 – ASR was re-filed and is currently (11/22/22) under review at the FAA

Microwave Configuration & Licensing Parameters

Complete

Consolidated Quotes for eLines

Complete

Contracts submitted to Consolidated – awaiting scheduling

Equipment Orders

In Process

Motorola – Equipment **Ordered** and Partial Equipment Received – awaiting updated ship date for remaining equipment

Dispatch Console – Equipment **Ordered** – awaiting updated ship date

Microwave – Equipment **Ordered** – awaiting updated ship date

GPS Timing – Equipment **Received**

Site Equipment – Equipment **Received**

Civil Work at Sites

In Process

Dispatch – **COMPLETE** - none required

Water Tower – **COMPLETE** - none required (removal of benches will occur at time of install)

Flag Hole – tree removal **COMPLETE**

Hemp Hill – **APPROVAL** received

Ragged Mountain – **APPROVAL** received for platform and new cabinet, electrical work, and tree removal

Equipment Staging at OME

To be scheduled upon receipt of all equipment

FNE Install

To be scheduled

Console Install

To be scheduled

System Cutover

To be scheduled

Training & Testing

To be scheduled

Subscriber Programming

To be scheduled

System Acceptance



CITY OF FRANKLIN, NEW HAMPSHIRE
OFFICE OF THE MAYOR

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**CITY COUNCIL MEETING SCHEDULE &
CLOSING DATES FOR 2023**

Council Meeting Date	Manager & Mayor Review Closing Date	Agenda and Supporting Documents Delivered to Councilors By
February 6, 2023	Noon – Friday, January 27, 2023	COB Wednesday, February 1, 2023
March 6, 2023	Noon – Friday, February 24, 2023	COB Wednesday, March 1, 2023
April 3, 2023	Noon – Friday, March 24, 2023	COB Wednesday, March 29, 2023
May 1, 2023	Noon – Friday, April 21, 2023	COB Wednesday, April 26, 2023
June 5, 2023	Noon – Friday, May 26, 2023	COB Wednesday, May 31, 2023
*July 3, 2023	Noon – Friday, June 23, 2023	COB Wednesday, June 28, 2023
August 7, 2023	Noon – Friday, July 28, 2023	COB Wednesday, August 2, 2023
*September 4, 2023	Noon – Friday, August 25, 2023	COB Wednesday, August 30, 2023
October 2, 2023	Noon – Friday, September 22, 2023	COB Wednesday, September 27, 2023
November 6, 2023	Noon – Friday, October 27, 2023	COB Wednesday, November 1, 2023
December 4, 2023	Noon – Wednesday, November 22, 2023	COB Wednesday, November 29, 2023
*January 1, 2024	Noon – Friday, December 22, 2023	COB Wednesday, December 27, 2023

*Council meeting date speculative due to holiday observances – changes are subject to Council approval.

Items for consideration by the Franklin City Council must be submitted to the City Manager's office by noon on the Manager & Mayor Review Closing Date.

Late items may be allowed for Council consideration with the concurrence of the Manager and the Mayor, but will be discussed only under the agenda heading "Late Submissions" at the end of the Council meeting.

Late material submitted for Council consideration will be clearly marked as such, and may be distributed by any reasonable means, but late submissions will in no instance delay the delivery of meeting packets to the Franklin City Council.

The Mayor or Manager may agree to make adjustments to the schedule as required by Council-approved holiday observances or similar circumstances. A new annual schedule will be prepared by the Manager in December of each year.

This policy was adopted by the Franklin City Council on May 5, 2008. Motion by Councilor Sharon, 2nd by Councilor Rabinowitz. All in Favor.

Franklin - The Three Rivers City

CITY COUNCIL MEETING
AGENDA ITEM II



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of February 6th, 2023

Subject: Monthly School Board Update

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

CITY COUNCIL MEETING
AGENDA ITEM III



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
February 6, 2023

From: Judie Milner, City Manager

Subject: Council to consider re-adopting the Optional Veterans' Credit

Suggested Motions:

January 9, 2023

Councilor moves, "I move that the Franklin City Council set a public hearing for Monday, February 6, 2023 at 6pm regarding Ordinance 05-23 re-adopting the Optional Veteran's Credit **Chapter 272-4 Adoption of Provision; Designated Amount** of the Franklin Municipal Code."

Mayor calls for a second, discussion and vote.

February 6, 2023

Councilor moves, "I move that the Franklin City Council adopt Ordinance 05-23 re-adopting the Optional Veterans' Credit **Chapter 272-4 Adoption of Provision; Designated Amount** of the Franklin Municipal Code."

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

Discussion:

The New Hampshire Legislature passed and Governor Sununu signed into law House Bill 1667, amending eligibility criteria for certain veteran's property tax credits. Effective on July 26, 2022, the bill amended RSA 72:28 Optional Veterans' Tax Credit to expand the eligibility requirements of the veterans' tax credit to include individuals who have not yet been discharged for service in the armed forces.

Unfortunately, the bill was written in such a way that all communities with an optional veterans' tax credit would revert back to the standard veterans' tax credit of \$50 *unless* the municipality re-adopts the optional veterans' tax credit ordinance. Franklin enjoys a \$300 tax credit for veterans. The veteran credit must be re-adopted before the 2023 tax year begins (April 1, 2023). While preparing for this re-adoption, I noticed that the incorrect sections of the RSA are referenced in our current city code so I have made that one change.

Fiscal Impact:

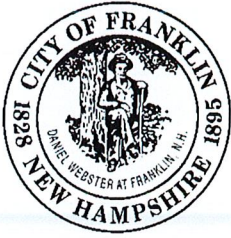
It is unknown at this time what the impact of the eligibility change will be. Franklin's tax credit is not recommended to change at this time. This ordinance just re-adopts the same language.

Alternatives:

Do not re-adopt. Veteran's credits will revert to \$50 (from \$300) on April 1, 2023.

Attachments/Exhibits:

Ordinance 05-23
RSA 72:28



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Fax: (603) 934-7413

ORDINANCE #05-23

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

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

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 272, Taxation, Article IV Optional Veterans' Tax Credit, 272-4 Adoption of provisions; designated amount be changed as follows (**red additional language**, strikethrough for deleted language):

The City of Franklin does hereby adopt the provisions of RSA 72:28, **IV and V** ~~and VI~~, for an optional veterans' tax credit and an expanded qualifying war service period for veterans seeking the tax credit. The optional veterans' tax credit is \$300. ~~rather than \$250.~~

By a roll call vote.

Roll Call:

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

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

TITLE V TAXATION

CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

Property Taxes

Section 72:28

72:28 Standard and Optional Veterans' Tax Credit. –

- I. The standard veterans' tax credit shall be \$50.
- II. The optional veterans' tax credit, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$51 up to \$750. The optional veterans' tax credit shall replace the standard veterans' tax credit in its entirety and shall not be in addition thereto.
- III. Either the standard veterans' tax credit or the optional veterans' tax credit shall be subtracted each year from the property tax on the veteran's residential property. However, the surviving spouse of a resident who suffered a service-connected death may have the amount subtracted from the property tax on any real property in the same municipality where the surviving spouse is a resident.
- IV. The following persons shall qualify for the standard veterans' tax credit or the optional veterans' tax credit:
 - (a) Every resident of this state who is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in this section, and continues to serve or was honorably discharged or an officer who continues to serve or was honorably separated from service; or the spouse or surviving spouse of such resident, provided that training for active duty by a member of the national guard or reserve shall be included as service under this subparagraph;
 - (b) Every resident of this state who was terminated from the armed forces because of service-connected disability; or the surviving spouse of such resident; and
 - (c) The surviving spouse of any resident who suffered a service-connected death.
- V. Service in a qualifying war or armed conflict shall be as follows:
 - (a) "World War I" between April 6, 1917 and November 11, 1918, extended to April 1, 1920 for service in Russia; provided that military or naval service on or after November 12, 1918 and before July 2, 1921, where there was prior service between April 6, 1917 and November 11, 1918 shall be considered as World War I service;
 - (b) "World War II" between December 7, 1941 and December 31, 1946;
 - (c) "Korean Conflict" between June 25, 1950 and January 31, 1955;
 - (d) "Vietnam Conflict" between December 22, 1961 and May 7, 1975;
 - (e) "Vietnam Conflict" between July 1, 1958 and December 22, 1961, if the resident earned the Vietnam service medal or the armed forces expeditionary medal;
 - (f) "Persian Gulf War" between August 2, 1990 and the date thereafter prescribed by Presidential proclamation or by law; and
 - (g) Any other war or armed conflict that has occurred since May 8, 1975, and in which the resident earned an armed forces expeditionary medal or theater of operations service medal.

**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 6, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Ordinance #05-23, re-adopting the Optional Veterans' Credit Chapter 272-4 Adoption of Provision; Designated Amount of the Franklin Municipal Code.

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
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(603) 934-3900**

CITY COUNCIL MEETING
AGENDA ITEM IV



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
February 6, 2023

From: Judie Milner, City Manager

Subject: Council to consider change in Elderly Exemptions of Assessed Value

Suggested Motions:

January 9, 2023

Councilor moves, "I move that the Franklin City Council set a public hearing for Monday, February 6, 2023 at 6pm regarding Ordinance 06-23 an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds."

Mayor calls for a second, discussion and vote.

February 6, 2023

Councilor moves, "I move that the Franklin City Council adopt Ordinance 06-23 an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds."

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

Discussion:

The City contract assessors have significantly completed work on the City's cyclical revaluation this year (2023 tax year). For several reasons, assessed values are trending toward significant increases. Assessing recently brought to my attention that several of the City's elderly, particularly elderly over the age of 80, will be receiving tax bills (some significant) in 2023 for the first time in several years. These individuals who are on a fixed income would have 30 days to pay in some cases \$1000+ bills. The last time elderly exemptions were changed was 5 years ago for the same reason. In addition, because the City has not adjusted income levels in at least 5 years either, some elderly will no longer be eligible for an exemption and will pay several thousands of dollars that they were not expecting to pay in December 2023. I'm presenting

changes that should keep the elderly status quo from the previous year. In addition, net income amounts have been adjusted by the cost-of-living increases to social security for 2019-2022.

Fiscal Impact:

This change does not affect total taxes collected but rather the total assessed value by which the tax rate is set.

Alternatives:

Leave elderly exemptions and income thresholds unchanged and possibly offer those who cannot come up with the taxes the following options:

- 1) Payment plan (total taxes must be paid by the lien date giving them an additional 4 months to pay)
- 2) Public Assistance – Welfare may be able to assist with other bills to free up funding for taxes – subject to welfare application and guidelines
- 3) Optional tax deferral under RSA 72:38a – liens the property for the amount of taxes but accrues 5% per year (deferrals cannot exceed 85% of the properties equity).

Attachments/Exhibits:

Ordinance 06-23



CITY OF FRANKLIN, NEW HAMPSHIRE
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316 Central Street
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(603) 934-3900
fax: (603) 934-7413

ORDINANCE #06-23

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Twenty-Three;

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds be changed as follows (**red additional language**, strikethrough for deleted language):

The optional adjusted elderly exemptions shall be, for a person 65 years of age up to 75 years, ~~\$46,000~~ **76,600**; for a person 75 years of age up to 80 years, ~~\$69,700~~ **116,100**; for a person 80 years of age or older ~~\$160,300~~ **267,000** of assessed value. To qualify the person must have been a New Hampshire resident for at least five years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five years. In addition, the taxpayer must have a net income of not more than ~~\$30,250~~ **35,800** or, if married, a combined net income of less than ~~\$37,750~~ **44,700**, and own net assets not in excess of \$74,300 excluding the value of the person's residence. Under no circumstances shall the amounts of the exemption for any age category be less than \$5,000.

Change to be effective April 1, 2023 by a roll call vote.

By a roll call vote.

Roll Call:

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

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

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

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, February 6, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Ordinance #06-23, an amendment to the Franklin Municipal Code, Chapter 272, Taxation, Article III Optional Adjusted Elderly Exemptions, 272-3 Designated Amounts; Qualifications with regard to the elderly assessment exemptions amounts and qualifying income thresholds.

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.

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CITY COUNCIL MEETING
AGENDA ITEM V



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
February 6, 2023

From: Michael Foss, Fire Chief/EMD

Subject: Franklin City Council to consider adoption of Resolution #09-23, authorization to accept and appropriate grant funds from the **2023 Volunteer Fire Assistance funds.**

Recommended Motions:

January 9, 2023

Councilor moves, "I move the Franklin City Council set a public hearing for 6:00 p.m. on February 6, 2023 for Resolution #09-23, authorizing the City Manager to accept a grant totaling \$2,915 **2023 Volunteer Fire Assistance funds** and appropriate grant reimbursement funds in the amount of \$1,457.50 to the FY2023 budget."

Mayor calls for a second, discussion, and vote.

February 6, 2023

Councilor moves, "I move that the Franklin City Council adopt Resolution #09-23 to accept a grant totaling \$2,915 **2023 Volunteer Fire Assistance funds** and appropriate grant reimbursement funds in the amount of \$1,457.50 to the FY2023 budget and to authorize the City Manager to execute all necessary documents related to the grant program."

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

Background: Every year the State of NH funds this program to provide necessary firefighting equipment and protective equipment for the purpose of fighting wildland fires. This grant is available to every community, however, not usually more than one year in a row. We have not received money from this source in two years. The fire department is in need of replacing hose that is no longer serviceable. This is not spare hose. This hose is used to fill packs that are carried on the apparatus. There are also 4 lengths of hose that will be used as water supply hose that carried on the trucks.

Fiscal Impact: The City will be required to purchase the hose, pay the invoices and submit the cancelled checks to the State for reimbursement of fifty percent of the cost. The City will be reimbursed for a total of \$1457.50 if the request is submitted prior to August 31, 2023.

Alternatives: The alternative to accepting this grant is paying the full price for necessary equipment.

Attachments:

Resolution #09-23
Grant Award



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #09-23

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

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

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

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the Fire Department received a state grant called 2023 Volunteer Fire Assistance funds totaling \$2,915, \$1457.50 state and \$1457.50 match for the purpose of purchasing wildland firefighting equipment, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire understands the matching funds are appropriated in the FY2023 budget, **and;**

WHEREAS, the City Council of the City of Franklin, New Hampshire wishes to accept the grant and appropriate the grant portion, **Now,**

THEREFORE, BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, February 6, 2023 the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #09-23 accepting the 2023 Volunteer Fire Assistance funds in the amount of \$2,915, authorizing the City Manager to execute all necessary paperwork and authorizing an increase in FY2023 revenues:

Federal Grant Revenue – 2023 Volunteer Fire Assistance Acct. No. 01-2-201-33111-440 – One Thousand Four Hundred and Seven dollars and 50 cents (\$1457.50),

And an increase in FY2023 expenditure accounts,

Suppression Equipment – 2023 Volunteer Fire Assistance Acct No. 01-2-202-40740-440 - One Thousand Four Hundred and Seven dollars and 50 cents (\$1457.50),

By a roll call vote.

Roll Call:

Councilor Chandler _____ Councilor Desrochers _____ Councilor Webb _____

Councilor Dzujna _____ Councilor Blake _____ Councilor Trudel _____

Councilor Ribas _____ Councilor Starkweather _____ Councilor Zink _____

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION OF FORESTS AND LANDS

172 Pembroke Road, Concord, New Hampshire 03301
Phone: 271-2214 Fax: 271-6488 www.nh.gov/nhdfl

David Hall
Town of Franklin
59 W Bow St
Franklin NH 03235

October 20, 2022

GRANT ITEMS

Dear Mr. Hall,

Your town has been awarded 2023 Volunteer Fire Assistance funds, as specified in the enclosed Memorandum of Understanding (MOU). In order to satisfy state and federal fiscal requirements, your community must match the amount of this grant. (For example if your town received \$500.00 in grant money, you must show expenditures of at least \$1,000.00.) You must come up with the total grant amount and we will reimburse you at 50%. You cannot use other federal funds for the 50% match. The amount shown on the enclosed MOU is the amount of grant money your town has been awarded.

The enclosed Memorandum of Understanding (MOU) must be signed and returned to our office before checks are mailed out. We require the MOU to be signed and returned within 30 days of this letter so we know that these funds are committed. No checks will be sent out until we receive the MOU, Financial Capabilities Checklist, bill of sale/invoice for all items and copy of cancelled check(s) or bank statement.

Please note what is to be purchased with these funds:

These funds can only be utilized to purchase the items listed on the MOU

**** We are required to obtain from each fire department the Financial Capability Checklist for Grants and Cooperative Agreements. Please fill out, sign and return with your signed MOU****

To place an order with the Town Tools Program, you can obtain an order form our website at:
<https://www.nh.gov/nhdfl/community/community-wildfire-protection-program.htm>. Please follow the directions on the form.

In order to allow for processing to meet the VFA deadline of August 31st, orders through the Town Tool Program MUST be placed by June 1st. Orders placed after this date may not be processed and invoiced in time to meet the deadline which will result in the funds being de-obligated.


If the original purchase and reimbursement for these items is from community (town/city) funds, all should be okay for reimbursement. If the purchase funds/reimbursement is to another organization (firemen's association, etc.) we need to know that so the reimbursement check is made out correctly. This alternative organization shall have a tax ID number and will be required to complete an Alternate W-9 Form to set up a vendor account with the State of New Hampshire.

A copy of your Town's cancelled check(s) and paid invoice(s) needs to be sent to us no later than August 31, 2023. If they are not received by that date, the funds will be de-obligated.

If you have any question, please do not hesitate to contact Leslie Sherman by phone at 271-3456 or by email leslie.a.sherman@dncr.nh.gov

Enclosures:
Town Application (Copy)
MOU
Financial Capability Checklist

Sincerely,


Steven Sherman
Chief, Forest Protection



Sales Quote

Industrial Protection Services, LLC

33 Northwestern Dr, Salem, NH 03079

125 Roberts Rd, Ste 4, South Portland, ME 04106

www.ipp-ips.com

Date: 27-Sep-2022

Bill To: Dan Chapman
Franklin Fire
59 West Bow St
Franklin NH 03235
603-934-2205

Ship to: Dan Chapman
Franklin Fire
59 West Bow St
Franklin
NH 03235603-934-2205

Salesperson	Shipping Method	Purchase Order No
Gary Hicks	GH to deliver	Chief

Qty	Item #	Description	Each Price	Line Total
10	F1150W100-NP150	Kuriyama Forest Lite Type 1, 1 1/2 in. X 100' NPSH Coupling	138.00	1,380.00
10	F2150Y100-NP150	Kuriyama Forest Lite Type 2, 1 1/2 in. X 100' NPSH Coupling	148.00	1,480.00

A 1,480.00
B 1,435.00
002
TOTAL 2,915.00
GRANT INCLUDING
MATCH 2,915.00
2.00
GRANT REIMB 1,457.50

Gary Hicks

Quoted Freight Charges

Email: srogers@ipp-ips.com
Cell: 603.455.2337 Fax: 603.455.5958

\$ 2,860.00



1024 Suncook Valley Hwy., Unit 5-D
Epsom NH, 03234
TEL: 603.736.8500
www.BergeronProtectiveClothing.com

QUOTATION

No. : 211964

Doc. Date : 11/21/2022
Payment Terms : NET30
Valid Until: 12/30/2022
Customer PO:
Salesperson : Jackson Hillsgrove
Page : Page 1 of 1

Bill To

Franklin NH Fire Department
Chief Mike Foss
59 West Bow Street
Franklin NH 03235

Ship To :

Chief Mike Foss
59 West Bow Street
Franklin NH 03235

Quantity	Style	Description	Unit Price	Your Cost
5	FS25X50_25N	Snap Tite Hose PONN Supreme. 2.5" X 50' Coupled 2.5" NH Threads, Specify Color White hose, red stripe, NH threads FS25X50WR15N	287.00	B 1,435.00

Subtotal 1,435.00
Total 1,435.00

*Notice: Products marked as 'Contains PFAS Chemicals' are considered notification, pursuant to NH Law 154:8-c Firefighting PPE. Financing options available on turnout gear purchases. Prices quoted do not include shipping and handling. Shipping is FOB factory. This quote is based on current prices, subject to change by Manufacturer without notice. TERMS NET 30 Days. Add 3% fee when paying via credit card. Exchanges may incur additional handling charges. Late fee 2% per mo. \$25 returned check fee MC/ Visa /Discover accepted.

**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 6, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Resolution #09-23, authorizing the City Manager to accept a grant totaling \$2,915 for 2023 Volunteer Fire Assistance funds and appropriate grant reimbursement funds in the amount of \$1,457.50 to the FY2023 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**

February 6, 2023

From: *Justin Hanscom, Municipal Services Director*

Subject: City Council to consider repealing the current Solid Waste Ordinance of the Franklin Municipal Code Chapter 257, entitled, "Solid Waste" and replacing with ordinance #03-23 entitled Solid Waste Chapter 257

Recommended Motion:

"I move that the Franklin City Council set a public hearing on Ordinance 03-23 repealing and replacing current Chapter 257 "Solid Waste" of the City of Franklin, New Hampshire, Municipal Code for Monday, March 6, 2023 at 6:00 p.m. in the City Hall Council Chambers.

Mayor calls for a second, discussion and vote.

Discussion:

The City of Franklin along with numerous other municipalities throughout the State of New Hampshire are being faced with the challenges of locating various State of New Hampshire D.E.S permitted facilities to accept a wide variety of Municipal Solid Waste (MSW) and Recyclables. As predicted, we are now entering into a phase of a volatile and unpredictable market, which may become critical, due to a shortage of facilities which accept and process Franklin's MSW and Recyclables. As a result, City Staff along with assistance from our Municipal Services Committee and the City Council have worked on an affordable and acceptable "Transition Plan". This plan began with the outsourcing of curbside trash pickup in Fiscal Year 2020 with an affordable five -year contract.

It is difficult to project our future needs and balance costs thus, we continue to monitor and attempt to project where this current situation is headed over the next several years. The greatest problem is the "capacity" of our various disposal options and how the private sector resolves this issue along with associated costs. Currently, options within the recycling market continue to be limited, expensive to transport and to obtain reliable contracts for handling.

Concurrences: Over the past year the Municipal Services Committee has met on five occasions coupled with a special meeting of the entire City Council, providing input to City Staff towards the development of this new ordinance. The creation of this latest ordinance incorporates recommended changes as a result of these public meetings.

Fiscal Impact: The primary purpose to repeal and replace our current Solid Waste Ordinance is to reduce and stabilize costs associated with the collection and disposal of our Municipal Solid Waste and Recyclables.

Alternatives: Taking no action will result in a negative impact on future City Solid Waste Budgets. This proposed ordinance change will better position the City for future budgets while providing Staff with the guidance we need to meet our goals and establish an ongoing strategic plan.

Attachments/Exhibits:
Ordinance 03-23

SOLID WASTE ORDINANCE 03-23 - Chapter 257

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Twenty-Two

Be it ordained by the City Council of the City of Franklin that the existing Chapter 257, Solid Waste, of Franklin Municipal Code, be repealed in its entirety and replaced with the following:

Chapter 257 Solid Waste Article I

General Provisions

257-01 Purpose:

The purpose of this Chapter is to describe the procedures and requirements for the management, handling, and disposal of solid waste generated within the City of Franklin, New Hampshire. These provisions shall apply but not be limited to all activities at the Franklin Transfer Station; Commercial Collection and Storage; Recycling; the city provided Automated Curbside Collection System means of specialized containerized service using mechanized equipment; and all phases of solid waste enforcement. The proper management of solid waste is necessary to protect the health, safety and welfare of the citizens, property owners, and visitors to the City of Franklin.

257-02 Definitions:

The following words and abbreviations used in this Ordinance shall mean and be defined as outlined below. Any other words not outlined below and used in this Ordinance shall have its commonly used and understood definition.

a. Accepted Public Way: A street or road that has been formally accepted and approved by the City Council for public use and maintained by the city, as well as any New Hampshire Department of Transportation State Highway within city limits.

b. Automated Curbside Collection System: The curbside solid waste collection system used by the City of Franklin by means of automated collection trucks and specialized containers lifted into trucks by mechanical arms. There are two terms used in this document, "Automated Residential Curbside Collection System," specifically addressing residential pickup, and "Automated Commercial Curbside

Collection System,” specifically addressing commercial pickup, both of which are discussed later in this document.

- c. Base level Service: The automated curbside collection system level being provided to eligible properties as defined in this Ordinance for curbside collection, and the disposal of municipal solid waste at the Transfer Station in compliance with “Transfer Station Guidelines” which will be updated with the City Council approval of a new Solid Waste Ordinance.
- d. Bypass Waste: Waste that is diverted to the end source without passing through the transfer station.
- e. City: The City of Franklin, NH, including city staff or subcontractors.
- f. City Council: The legislative body of the city as defined in the Franklin, NH City Charter.
- g. Commercial Hauler: A private, licensed company, corporation, or individual that operates within the city for the collection and disposal of solid waste hired either by the city or by the residential or commercial property owner.
- h. Commercial Unit/Use: A Commercial property containing a business entity or similar use, or a residential multifamily housing dwellings of three or more units or any combination thereof to include condominiums. The unit(s) may be an individual and/or stand-alone use, or it may be of mixed use with multiple business activities or commercial dwelling units.
- i. Concord Regional Solid Waste & Resource Recovery Cooperative (CRSWRRC): The Cooperative of which the city is a participating member where certain types of solid waste are disposed of for incineration; referred to as CRSWRRC in this Ordinance.
- j. Courtesy Notice: A notice, issued by the Director of Municipal Services or designee(s), under the enforcement provision outlined below, to inform a resident or property owners that they are not in compliance with one or more provisions of this Ordinance. This notice may be used as the first step in the overall enforcement process and is intended to be an educational and informational reminder for the proper preparation, handling, and management of municipal solid waste by the property owner.
- k. Construction & Demolition (C&D): All building and construction material not fit for processing at the incinerator or alternate facilities as specified in their regulations for delivery of materials.

- l. Contractor: A private, licensed company, corporation, or individual that operates within the city to manage and provide municipal solid waste curbside collection services. Also, a contractor licensed to provide various types of solid waste collection services within city limits.
- m. Curbside Trash Receptacle: All containers used in the employ of curbside collection are issued by, and are the property of, the City of Franklin.
- n. Customer: The individual property owner, tenant, lessee, or other party receiving the base level collection service provided by the city, or who uses the Transfer Station.
- o. Director: The Director of the Municipal Services Department or a designee(s) to act on the city's behalf to manage its Municipal Solid Waste Curbside Collection Program.
- p. Formal Notice of Noncompliance: A notice, issued by the Director of Municipal Services or designee(s) under the enforcement provision outlined below, to inform a resident(s) or property owner(s) they are not in compliance with one or more provisions of this Ordinance. This notice may be used as the first or second step in the overall enforcement process. The issuance of multiple formal notices can result in loss of service, penalties, or enforcement actions as outlined in this Ordinance.
- q. Gross Annual Tonnage: The amount of municipal solid waste that the city delivers to the CRSWRRRC and other permitted solid waste disposal facilities on an annual basis. This amount is annually calculated by the city and may change as the generation rates of municipal solid waste increase or decrease due to the various factors including: population growth, increases in the amount of solid waste generated, or general economic and market conditions.
- r. Hazardous Waste: All waste identified by the New Hampshire Department of Environmental Services and the NHDES Solid Waste Management Bureau requiring special handling, transport, and disposal.
- s. Incinerator: The facility being used by the city for the disposal and processing of solid waste.
- t. Municipal Services Committee: The committee established by the City Council to advise the Department on operational and budgetary issues and referenced in this Ordinance.

- u. Municipal Services Department: The department of the city that is responsible for the collection, handling and transport of all solid waste and trash and recyclable materials and referenced in this Ordinance as the MSD.
- v. Neglect and Container Repair: Conditions can occur such that a container that can no longer serve the intended purpose and safe functional operation. Such conditions may include but are not limited to missing parts, parts that are no longer functional such as wheels and lid, a container that can no longer be safely emptied by mechanical means or a container that exhibits conditions that pose a safety threat to the container user, passer-by and/or operators of the automated equipment used to empty the container.
 - a. Containers that are damaged and/or rendered no longer usable due to normal wear and tear will be replaced by the Municipal Services Department at no charge.
 - b. Containers that are damaged, rendered no longer functional or are unsafe due to intentional abuse or misuse will be repaired and/or replaced at the expense of the property owner to whom the container was issued. The determination to repair or replace will be made by the Municipal Services Director or designee and that decision will be final.
- w. Policies: This includes procedures and guidelines prepared by the Director of Municipal Services and city staff for the proper implementation and operation of the provisions of this Ordinance.
- x. Recyclable Materials: For the purposes of this Ordinance this includes all the materials accepted by the City for recycling which will be transported to firms contracted by the city for recycling services. These materials are generated by residential units and commercial properties for disposal at the Transfer Station or a satellite collection center. The Director will issue a list of acceptable items, which may change due to market, regulatory and economic conditions. There are a variety of recyclable materials that include: glass bottles, tires, metals, clothing, batteries, household appliances, waste oil, mercury-containing devices, non-burnable wood-waste and construction materials, leaves and yard waste, and other items included by the Director on the allowed-items list, which can be found in the written "Transfer Station Guidelines."
- y. Residential Unit: An individual residential dwelling used for habitation. A single-family home is one unit, a two-family structure is a two-unit building, and a multi-unit building or complex is designated by the number of individual units such as apartments, condominium complexes, mobile/manufactured home parks, or a mixed-use or cluster type of building development categorized as commercial use.

- z. Scavenging: The removal of, or the rummaging through, any form of solid waste (any recyclable or nonrecyclable material) from any container that has been placed at the curbside for collection by the city or for disposal at the Transfer Station is prohibited. All solid waste and recyclable materials placed on the curbside for collection, or brought to the Transfer Station, are considered the property of the City of Franklin, and no scavenging of the materials is permitted. This section notwithstanding, the proper management of the materials placed curbside for collection is the responsibility of the property owner, directly or through any tenant or lessee. as outlined in Section 257-07.
- aa. Separation of Solid Waste: Items exempt from, or not accepted, for regular curbside municipal solid waste collection, which is acceptable at the Transfer Station in accordance with the State of N.H. issued permit to operate. Separated materials must be placed in the designated container(s) at the Transfer Station.
- bb. Single Stream Recycling: A type of recycling program that allows for the mixing of all types of recyclable materials. The mixing is done by the homeowner or another resident, a business, or a property owner.
- cc. Solid Waste: This is the entire waste stream which includes both recyclable and nonrecyclable materials; also, sometimes referred to as the solid waste stream.
- dd. Special Waste: Types of wastes that are liquid, solid, gaseous or vapor in nature not considered hazardous requiring special handling. This waste is not permitted to be disposed of through Curbside Collection. It may be taken and separated at the Transfer Station for appropriate disposal.
- ee. State or Federal Statute: Any State or Federal statute, law, regulation or policy intended to address any issue related to the collection, storage or disposal of any solid waste material or any unacceptable or prohibited material.
- ff. Transfer Station: The facility operated by the city, located on Punch Brook Road, where eligible residents, businesses, contractors and persons may deposit trash, recyclables, and various yard and construction waste materials. Please refer to Article III of the Ordinance and the "Transfer Station Guideline" for additional information.
- gg. Transfer Station Guidelines: A written information packet summarizing operational guidelines, facility rules and other pertinent information for the Public who use the facility. These guidelines are updated as needed by the Municipal Services Director for public distribution.

- hh. Trash: Typical Municipal Solid Waste (MSW), i.e., trash and garbage that is generated by a residential dwelling unit or a commercial property, not requiring special handling.
- ii. Unacceptable and Unapproved Waste: Waste not designated in the city's permit or not permitted in the solid waste stream by an applicable city Ordinance, State or Federal Statute or Law, or by firms contracted with the city to handle and dispose of the waste.

257-03 Administration of Chapter:

The Director of the Municipal Services Department or designee(s), (hereinafter the "Director" and the "Department" respectively), shall have responsibility for the administration of this Chapter subject to the direction and control of the City Manager and the City Council. As deemed appropriate by the Director, certain responsibilities may be delegated to the Deputy Director or other appropriate city staff. As outlined below in Section 257-10, the Director shall have the full authority to make and enforce certain policies and procedures to carry out the purpose of this Chapter.

257-04 Mandatory Separation of material at Transfer Station:

By and through this Ordinance, it is a requirement in the City of Franklin that all waste delivered to the Municipal Transfer Station be separated by type and disposed of in a designated appropriate container(s). The mixing of special waste with trash is a violation of this Chapter and subject to the appropriate enforcement procedures as outlined in Section 257-11. The reason for mandatory separation at the Transfer Station is to help manage, contain and control the costs associated with the disposal and management of solid waste by diverting as many recyclables and specialized types of solid waste from the stream as possible and in accordance with waste bans required by the State of New Hampshire. The listing of designated recyclable materials shall be prepared by the Director and included in the "Transfer Station Guidelines," which can be found on the city website under Transfer Station, and at the Municipal Services Department office. The list will also be available to civic and business organizations for use in their events and programs.

257-05 Education:

The City Council and the City Administration recognize that the most efficient, cost-effective way to handle/dispose of solid waste is to design and implement a solid waste program. Secondly, residents should be educated on ways to separate, reduce, reuse, and recycle as much solid waste as possible. The strong potential exists that costs associated with the disposal of trash will continue to increase and one method of reducing the overall costs to the city is to recycle and separate as many materials as possible. While the markets for recyclables are always fluctuating, the costs of disposing of solid waste are generally lower than the costs of disposing of nonrecyclables, if

separated. Thus, the city along with interested individuals, schools, and civic organizations, will educate, inform, and encourage residents and business owners regarding city solid waste collection and disposal methods. Educational outreach programs and information will be made available on the city website, through the schools, at community events, cooperative efforts with local businesses and in the local media. The City Council welcomes the cooperation and assistance of all residents in making Franklin a leader in programs that reduce, reuse and re-purpose all types of municipal solid waste.

257-06 Unlawful Disposal; Out of City Refuse; Unacceptable and Prohibited Materials:

It shall be a violation of this Chapter for any individual, business, property owner, or other person or entity to unlawfully dispose of any solid waste, hazardous waste or special waste in a manner not in accordance with the provisions of this Chapter or contrary to any policy, regulation or guidelines established hereunder, or any applicable state statute or regulation. The dumping or disposal of any type of waste generated from any location outside of the boundaries of the city shall also be considered a violation. The previous sentence notwithstanding, the burial/disposal of ash on the CRSWRRRC property, or any future disposal agreement with the CRSWRRRC to use their land within the city, and approved by the City Council, shall be exempt from the restrictions of this Section. The penalties for any violation of this chapter will be as outlined in Section 257-11 below. Certain materials are not accepted and prohibited through the City Curbside Collection Program and at the Transfer Station. These materials may be banned through State or Federal Statutes or regulations, by the owner/operator of the incinerator where city trash is burned, any future final disposal location, or by City Ordinance per regulation. No individual shall dispose of or accumulate any unacceptable materials, as defined in 257-02, ii Unacceptable and Unapproved Waste, within the City on public or private property. The Department office can be contacted for a listing of such materials or will direct the party to an online list outlining such materials. Violations may be reported to the City of Franklin, Municipal Services Department at 43 West Bow Street or by calling 603-934-4103.

257-07 Obligation of Parties:

The City assumes no obligation under this Chapter to remove trash, recyclables, garbage, rubbish, or other solid waste that is not properly managed and containerized by the property owner in conformance with this Chapter. It shall be the duty of any person owning, or having under his or her control, any property in the City to keep the same free from paper, rubbish, garbage and any other types of accumulated waste that may be a fire hazard, or obnoxious or dangerous to the general health, safety or welfare of the public and surrounding properties. If the City's Property Maintenance code (chapter 233), the Fire Chief, the Health Officer, the Code Enforcement Officers, Municipal Services Director, or the City Manager makes a determination that said

material constitutes such a hazard or danger, then the owner or the responsible party shall remove said materials if ordered to do so by the appropriate city official.

257-8 Use of Containers by others:

The use of containers intended for the management of solid waste, whether for residential, commercial or industrial purposes, and in place on the subject property, is limited to the property owner, tenants, or lessees. No unauthorized person shall place or dispose of any solid waste in said containers, and any such placement or disposal shall be considered a violation of this Chapter and subject to the enforcement provisions of Section 257-11. The containers issued by the city for the automated curbside collection program shall not be used by any individual for any other purpose other than the collection of curbside waste generated from within the city.

257-9 [Reserved]

257-10 Policies and Procedures:

The Director shall have the authority to create, and modify as needed, policies and procedures necessary and appropriate for the effective implementation of the provisions of this Chapter. These policies/ procedures are intended to address specific sections of this Chapter outlined below, or the general management and disposal of the overall solid waste stream, and shall apply to the automated curbside collection system, the operation of the Transfer Station, and any private commercial collection services. This authority is deemed necessary by the City Council due to the variety of factors including, but not limited to: economic conditions, any changes to applicable State or Federal law or regulation that affects the disposal of solid waste and recyclables, or the availability of markets and/or disposal sites for either solid waste or recyclable materials.

257-11 Enforcement:

The MSD Director and other city staff identified in this Ordinance are authorized to issue Notices of Noncompliance when it is determined that a property is in violation of the provisions of this Ordinance. The violation of any provision of this Chapter shall be considered a violation of the Codes of the City of Franklin and may result in the issues of notices, fines, penalties, or prosecution through the appropriate court of jurisdiction. Each violation shall be considered a separate offense and each day a violation exists shall be a separate violation. The city shall seek compensation from the violator for the costs of any prosecution associated with the enforcement of this Chapter. Per Section 1-16, General Penalties of the City Code, the fines shall not exceed \$1,000 per violation. The Director reserves the right to issue Courtesy Notices intended to inform the property owner that certain materials are not authorized for pick-up or disposal. If two (2) Courtesy Notices are issued to an

individual property within the previous three (3) months, then the next violation shall result in the issuance of a Formal Notice of Noncompliance. The forgoing sentence notwithstanding, the Director is authorized to issue formal notices at any point in time if deemed as an appropriate enforcement action. The Courtesy Notices or the Formal Notices of Noncompliance may be issued by the Director, the MSD's solid waste staff, or the City's Code Enforcement Division. The issuance of two (2) Notices of Noncompliance may result in the loss of service for curbside pickup, and/or prohibit the offending individual from using the Transfer Station, until and unless the property owner/customer meets with the Director or designee(s) to discuss the violations and establish a mechanism to bring the property into compliance.

257-12 Trash Audit:

The city reserves the right to conduct Trash Audits for the purpose of reviewing compliance with the provisions of this Ordinance. The audit may be requested by the property owner or by the Director of Municipal Services. Trash audits may be used to determine if, for example, more or less containers may be appropriate for the trash generated at the residence. Audits may also be requested to ensure that only proper items are being disposed of through the Automated Residential Curbside Collection System. If a property is regularly and continually in noncompliance then the information gathered through the trash audit may be used to issue penalties or an order to stop curbside pickup per § 257-33.

257-13 Complaints:

All complaints brought by a property owner, tenant, lessee, or other affected party shall be made in writing, through the submission of a service request, to the MSD Director. These forms are available at City Hall and on the city website. Complaints regarding missed pick up of trash shall be addressed by calling the company contracted by the city for the purpose of residential curbside collection.

257-14 Special Exemptions:

Any eligible user of the Residential Curbside Collection Service or other services at the Franklin NH Transfer Station who has concerns about illegal dumping, property management as relates to trash disposal, or any other issues regarding the disposal of trash in the City of Franklin should contact the Director of Municipal Services to determine a satisfactory resolution to the issue.

257-15 to 19 [Reserved]

Article II Automated Containerized “Residential Curbside Collection System

257-20 Purpose:

The purpose of the residential curbside collection program is to provide an efficient, reliable and effective means of solid waste collection for city residential/noncommercial properties as specified per this Ordinance. Per the adoption of this Ordinance, the Franklin City Council is continuing with its current residential automated curbside collection program with the noted changes, which now differentiates between residential and commercial curbside collections. This will include the collection of residential household municipal solid waste, as well as commercial containerized commercial collection by means of an outside contractor(s) approved by the city to operate within city limits and to use CRSWRRRC Facilities for disposal by means of registering annually on July 1 with the City Municipal Services Department. The sections below will address the automated collection service authorized and approved by the City Council and to be implemented by city staff per this Ordinance and the applicable policies, guidelines and regulations issued by the Director.

257-21 Transition from the City’s current Automated Curbside Collection System / “Base Level Service,” to an Automated “Residential” Curbside Collection System / “Base Level Service.”

Until such time as the new automated residential curbside collection system is fully implemented, the current curbside collection practices and procedures will remain in effect. The city owns all containers used for automated pickup of residential curbside trash collection. These containers will be removed from all commercial properties when city services to commercial properties are phased out. During this transition period the property owner(s) will be duly notified of the options and services available. The city reserves the right to phase in the implementation of revised residential automated curbside collection program in order to more efficiently deal with and address any operational issues and resulting changes. During this transition period, light commercial and multi-family dwellings three and over currently being serviced will be phased out consistent with this Ordinance. Those affected property owners will be notified in advance of changes to their service and provided options consistent with section 257-22 below. These properties will not be phased out until July 1, 2024. Once the transition occurs, this paragraph is null and void.

257-22 Base Level Service:

The implementation of the automated residential curbside collection program is carried out through the creation of a Base Level of Service that is available to properties identified below. Properties not covered under the Base Level of Service will rely on individually contracted commercial services (see Article IV below). This residential Base Level Service will be carried out using the same city owned containers. See Section 257-23 for a description of the types and sizing of the containers to be used.

- a. **Single and two-family residences and owner-occupied three family dwellings.** All such residences must be on accepted, maintained public ways. Accessible private ways, as outlined in para d. below, will continue to be eligible for the base level automated residential curbside collection system services provided by the city.
- b. **Multifamily residential buildings with three units or greater.** These units are considered commercial entities under provisions of this Ordinance, and will not be serviced by the city automated residential curbside collection system.
- c. **Commercial properties.** These properties are not serviced by the city's automated residential curbside collection system in conformance with the provisions of Sections 257-23 through Section 257-30.
- d. **Municipal Buildings, Public Schools.** (under the fiscal control of the Franklin School District), Charter Schools and Churches. These facilities will be serviced by the city's automated curbside collection system.
- e. **Properties on private roadways or unaccepted subdivisions/roadways.** These properties are potentially eligible for automated residential curbside collection service provided that the owner(s) or appropriate responsible parties provide the city with a Release of Liability, in a format acceptable to the City Attorney, and the subject property is fully accessible, as determined by the Director, to the city's collection vehicles in all seasons. All requests to provide residential base level service to these properties must be made in writing, and a site visit by the Director shall be conducted on a periodic basis to determine the adequacy of the access and the ability to properly situate containers for the automated pick-up. The base level curbside collection service for these properties may be discontinued by the city at any time if the owner, developer, or the appropriate responsible party fails to maintain the road or access way so that the city's collection vehicles cannot properly, safely, and adequately access the subject properties for the automated collection. The Director may issue warning letters to these properties, but service may also be immediately discontinued or stopped without notice if adequate access is not provided as determined by the Director.

- f. **Use of Transfer Station by Franklin Nonprofit volunteer groups or individuals.**
Franklin nonprofit volunteer groups/individuals who clean City of Franklin parks, roads, cemeteries and other common municipal properties needing to dispose of solid waste and/or recyclables generated within the boundaries of the City of Franklin may dispose of said material at the Transfer Station without being subject to Chapter 160 fees.
- g. **Properties are not eligible for Automated Residential Curbside Collection System provided by the city.**
 - a. Condominium/apartment buildings or complexes, or multifamily buildings, with three or more individual residential dwellings.
 - b. Mobile/ manufactured home parks, campgrounds, vacant lots and homes under an enforcement order for a Solid Waste Ordinance violation.
 - c. Any property listed in Section “e” that does not provide the Release of Liability, and/or the access way is not reasonably accessible, as determined by the Director, to the collection vehicles.

257-23 Automated Residential Curbside Collection Containers for City and established “Base Level Service.” Sizing, Weight, Maximum Weekly Pick-up, Container Maintenance:

- a. The “Base Level Service” for the Automated Residential Curbside Collection will be accomplished using specialized containers designed for automated pickup by the city’s contracted service. Generally speaking, the containers supplied by the city will continue to be 48, 64, or 96 gallons in size.
- b. Only approved containers, as obtained through the city, shall be used by the eligible properties for curbside pickup. No non-automated configured containers or stand-alone bags shall be used by the customer for the purpose of curbside pickup. All municipal solid waste must be bagged and placed in the designated container with the lid closed. Over packing of containers should be avoided as the container may not completely empty when dumped.
- c. For residential properties, two units and under, the maximum weekly amount of trash that will be picked at the curb by the city will not exceed 192 gallons per housing unit, regardless of the number of containers. The total weight of trash placed in a container will not exceed 200 pounds. All containers of waste that exceed the “Base Level Service” amount must be disposed of at the Transfer Station or through the use of a residential, property owner purchase of a specified container from the city.
- d. Appropriately sized city specified containers, or containers approved by the Director or designee(s), shall be provided by the city to each property owner

eligible for curbside pickup at no charge up to the 192-gallon capacity. The Director or designee(s) will work with the solid waste staff to determine the sized containers for individual properties based on the amount of trash a property generates. Historic solid waste generation rates and/or trash audits may be conducted to determine the properly sized containers to be provided to each eligible residential property. Upon implementation of this ordinance, all excess containers (over base level service) will be removed from the property by the MSD Department.

- e. If a property owner/customer finds that the size of the container is not adequate then the MSD office should be contacted to discuss an exchange and upgrade of the container unit. A "trash audit" discussed in Section 257-12 above, might be used to determine the need for an increase in the size of the container and/or number of containers.
- f. For single-family and two-family units, the Director shall determine how many containers will be provided. More than one unit might be required to share trash containers based on site specific conditions and circumstances.
- g. The containers are the property of the City of Franklin and are not to be removed from the property even in the event of a change in ownership or resident status. All automated containers shall be assigned to a street address.
- h. If a container is stolen from a specific property, then the owner or resident shall contact the MSD office to report the theft.

257-24 Automated Residential Curbside Collection Schedule and Holiday Schedules:

The collection schedule for pickup shall be prepared by the Director or designee(s). The schedule, to include holiday collection, will be available at City Hall, the Transfer Station, the MSD Office, on the city website in the "Transfer Station Guidelines," and in educational materials distributed through the schools and civic organizations. The Holiday Collection Schedule will be posted in January of each year. Delays due to unforeseen circumstance, such as snow storms or mechanical issues, will be posted on the home page of the city's website.

257-25 Preparation of Materials for Residential and Commercial Automated Curbside Collection:

- a. For the automated curbside collection system, both commercial and residential, all trash shall be placed into the appropriate containers so that the lid can be securely shut. No solid waste placed on the ground or on top of a container or in any unapproved containers will be picked up by the city or its contractor. The containers shall not be overfilled or arranged in any manner that will prevent the

lid from remaining closed at all times to prevent water from filling the container or to provide access to animals. If containers are improperly placed, overfilled or contain unacceptable items, the city or contractor reserves the right to refuse container pickup.

- b. Any spillage from any containers placed for curbside pickup such as that resulting from animals, wind-blown litter and other weather conditions etc., shall be the responsibility of the owner/customer to clean up. City staff or contractor will not pick up or clean up such spillage. The city strongly recommends that all residents take care to protect the containers against spillage, wind-blown litter, vandalism and intrusion by animals.
- c. All trash must be bagged before placing it into the trash container.
- d. In the event of inclement weather or mechanical breakdowns resulting in a disruption to the pickup schedule, the container should be left out for pick up the following day and placed in a manner as not to interfere with snow removal operations.

257-26 Placement of Containers:

- a. For the automated residential and commercial curbside containerized collection program, the containers shall be placed at the curb-line and outside of the travel way and off the edge of the paved roadway at the end of the driveway apron, or at another appropriate location so that it is accessible for automated truck pickup. It is essential that containers be placed three feet apart and four feet away from any type of fixed object including but not limited to parked vehicles, mail boxes, trees, utility poles, overhead wires, etc. In selected cases, the Director or designee(s) may designate a specific location for the placement of containers.
- b. The containers shall be in place ready for collection by 6:45 AM on the designated collection day. The containers shall not be placed out for collection before 5:00 PM on the previous day.
- c. City staff or contractor will not cross over private property to pick up solid waste materials.
- d. The container handle must be facing inward toward the residence to allow for the automated truck to properly pickup and dump the container.

257-27 Removal of Empty Containers:

Empty containers shall be removed from the collection point by the end of the collection day and properly stored on the owners' property. Containers that are not removed from the point of collection within 24 hours after being emptied may be removed by the city or contractor for noncompliance.

257-28 Approved Materials for Curbside Collection:

Waste can be placed in both green and gray lid containers. Recyclable materials shall be mixed in with regular household trash. Recycling of certain household items may be dropped off at the Transfer Station in accordance with the "Transfer Station Guidelines." See section 257-29 below for prohibited / acceptable and unacceptable items.

257-29 Prohibited and Unacceptable Materials and/or Hazardous Waste:

Certain materials will not be collected by the city or the contractor at the curbside. These items include but are not limited to: sand, stone, or brick products, construction or demolition/building materials, electronics of any type, household appliances, auto parts, waste oil, paint, furniture, oils of any type, yard waste or tree limbs/roots, hot ashes, asbestos, propane tanks, pressurized containers, mercury containing devices, and scrap metal. If any resident has a question on whether or not an item is accepted or prohibited, they can contact the MSD office for more information. The Director is authorized to make a final determination as to what constitutes prohibited and unacceptable materials. Many of the items listed above are accepted at the Transfer Station for recycling or general disposal, some of which require a fee. (See Article III for more information on the Transfer Station). No hazardous materials or waste are permitted to be placed out for curbside pickup. All hazardous materials shall be disposed of at a city sponsored or sanctioned hazardous waste collection day, or at a regional collection facility authorized to accept hazardous materials.

257-30 City's Right to Refuse Pickup:

For the automated collection program in general, if the Director or designee(s) determine that materials being placed out for curbside pickup are unacceptable, or if the materials are not properly containerized or managed per the provisions of this Ordinance, then the city reserves the right to not pickup said materials. The property owner or resident will then be responsible for removing the materials from the curb or other location and properly disposing of the materials at the Transfer Station or other appropriate disposal facility.

257-31 To 257-40 [Reserved]

Article III Transfer Station

257-41 Purpose:

The Franklin Transfer Station provides an alternative method to city residents and commercial customers for the disposal of solid waste, recyclable and nonrecyclable materials that are generated within the boundaries of the City of Franklin. The disposal of certain waste products (for example; appliances, tires, electronics, construction and demolition debris, glass, yard waste, waste oil, mercury containing devices; batteries, propane tanks, certain light bulbs etc.,) may require a handling fee due to the disposal charges paid for by the city for these items to redirect them to various markets. Each July the Director of Municipal Services makes available the "Transfer Station Guidelines." The purpose of this document is to update customers on fees, operational changes and any other factual information necessary to keep residents and commercial customers informed. These guidelines are available on the city website, at the Transfer Station and the Municipal Services Department office.

257-42 Days and Hours of Operation:

The Director shall establish days and hours of operation for the Transfer Station. These will be posted at the Transfer Station, on the city's website, at City Hall and the Municipal Services Department office, and outlined in the educational and information packages for solid waste management prepared by the city. Any change to the hours will be posted on the city website and will be listed in the "Transfer Station Guidelines."

257-43 Authority of Staff:

The staff of the Transfer Station reserve the right to not accept any solid waste materials that fails to conform to the policies and disposal procedures as established through this Ordinance or by the "Transfer Station Guidelines." The enforcement provisions of Section 257-11 shall apply.

257-44 Transfer Station Decals and City of Franklin Trash Bags:

Decals. All vehicles and commercial haulers received at the Transfer Station shall have a decal permanently attached to the passenger side of the vehicle. Decals are available at the Transfer Station or the MSD office. Decals are reserved for citizens and property owners of Franklin to deposit trash, special waste, and recyclables on an unlimited basis.

City of Franklin Trash Bags. All residential trash disposed of at the Transfer Station, that **exceeds** the 192 gallons allowed each week for residential curbside pickup, as described in Article II, paragraph 257-23, must be placed in a City of Franklin trash bag available for purchase at City Hall or participating retailers (see the City Website for details). The bag fee is set by the percentage of the cost the city pays for solid waste per ton.

Non-bagged trash. Any trash not bagged in City designated bags and disposed at the Transfer Station will be disposed of by scale weight; see Chapter 160, Fees, of the Franklin City Code, at a fee less than the construction and demolition rate. All other

commercial haulers, packers and roll off containers, etc., are prohibited from using the Transfer Station – their material must be taken directly to a licensed facility. See Article V for further discussions on commercial collection services. The City reserves the right to refuse disposal if alternative means of disposal makes more sense. Diverting solid waste will result in bypassing the Transfer Station thus reducing the amount of handling and truck cost.

257-45 Use of Transfer Station by Nonresidents and Contractors, Permits:

Nonresidents and contractors needing to dispose of solid waste and/or recyclables generated within the boundaries of the City of Franklin must obtain an authorization permit from the MSD office. Proper documentation of the source (tax bill, letter of authorization, contract between property owner and contractor), type and amount of materials, must be provided when requesting a permit. All applicable disposal policies, regulations and fees will be in effect for the issuance of the permit.

257-46 [Reserved]

257-47 Disposal of recyclables and other materials at the Transfer Station:

As addressed in 247-41, the Transfer Station provides for the disposal of certain other items that are outside of the normal waste stream and are not eligible to be picked up by the automated curbside collection program(s). Some of these materials may ultimately be recyclable or reusable. A complete list of all accepted materials will be issued and updated in the "Transfer Station Guidelines." A disposal fee is required for certain items as authorized by the Franklin City Council. Chapter 160, Fees, of the City Code contains the approved fees.

257-48 Handling and Management of Materials at, and en route to, the Transfer Station:

All vehicles, including cars, trucks, trailers and commercial haulers, etc., shall properly cover and contain any and all materials being transported to the Transfer Station so as to prevent the spillage of litter and blowing of materials onto the public roadway. Failure to provide such covering, resulting in the spillage and blowing of any materials onto the roadway, shall be considered a violation of this Chapter and the violator may be subject to the enforcement provisions of Section 257-11. The provisions of State RSA 266:72, which contains similar provisions and state requirements for the proper transport and handling of all materials, shall also apply.

257-49-54 [Reserved]

Article IV Automated Curbside Commercial Collection System for Commercial Containers and Dumpsters

257-55 Purpose:

The City Council, as part of the overall establishment of this Ordinance, has made the determination that all commercial properties as identified in 257-02h, will be responsible for the regular collection and disposal of all waste generated from commercial properties. This includes but is not limited to violations of the city's "Property Maintenance Code." Items disposed of at the Transfer Station must conform to the facility operations and the "Transfer Station Guidelines." Under this scenario, properties classified as "commercial" by the City Zoning Ordinance, are required to contract with a licensed and reputable solid waste hauler for the regular collection and disposal of all types of solid waste generated inside or outside of a property. All storage of commercial solid waste will be containerized in either dumpsters or roll out carts/containers. Storage, collection, and disposal will follow the same protocol identified, as applicable, throughout this Solid Waste Ordinance. Frequency of pickup and the number and size of containers must be coordinated between the property owner and trash collection company to ensure containers are not overfilled and the frequency of pickup is regularly scheduled based on a property's weekly or biweekly trash generation rate.

257-56 Duties of the Property Owners; Landlords and Tenants:

It shall be the responsibility of the property owner(s) of record to ensure that adequate storage capacity and trash disposal services are available for its tenants. The city requires pickup of all types of solid waste generated from a commercial property for numerous public health reasons. In order to guarantee compliance, the property owner(s) must provide a sufficient number of containers to meet the amount of trash generated by its tenants on a weekly or biweekly basis. Containers can either be a dumpster that is properly sized to meet the tenants needs, or a rollout curbside collection container properly sized to meet the needs of each individual living unit. Property owner(s) that opt to use the city contractor for "commercial containerized curbside collection" pickup may contact the Municipal Services Department to obtain the contact information necessary to assist with obtaining commercial service that meets the requirements specified in this Ordinance. Property owners are responsible to pay all fees associated with trash collection. This ensures that regular service goes uninterrupted, and keeps a property in full compliance. Failure of the property owner(s) of record to comply with the provisions of this Ordinance may result in enforcement action by the city.

257-57 Duties of Tenants:

It is the duty and obligation of all Tenants occupying commercial property to maintain the area where trash containers are stored. Containers must be stored on private property, have lids closed at all times, and are not to be filled over capacity. The tenant(s) and property owner(s) are responsible for following established city rules for commercial trash collection services.

257-58 to 64 [Reserved]

Article V Commercial Collection and Container Storage

257-65 Purpose:

The purpose of this article is to outline the required operational and handling procedures for the collection and disposal of solid waste by private contractors within the city limits. These requirements are necessary in order to protect the health, safety, and welfare of the general public, as well as residents, businesses, and tenants using the properties served by private disposal firms.

257-66 Registration Requirements:

All Commercial Haulers, shall register with the Municipal Services Department on a form approved by the Director or designee(s). At the time of registration, the firm or individual shall demonstrate that they have the necessary permits and approvals required by state and local agencies to operate a legitimate disposal service. Registration period is normally the first three weeks of June or as needed throughout the period of July 1 through June 30th annually.

257-67 Disposal of Waste under City's Annual Tonnage Agreement with disposal facility:

The commercial haulers that pick up municipal solid waste in the City of Franklin are eligible to dispose of these materials at the disposal facility under the city's Gross Annual Tonnage allotment established annually. This financial benefit may be subject to changes based on the contract and any modifications to said contract, between the city and the firm or agency, for the final disposal of certain components of the solid waste stream. Commercial haulers are billed by the city for the tonnage disposed at the facility. An administrative handling fee is also charged to the hauler per Chapter 160, Fees, of the City Code. All commercial haulers/packers shall be registered with the appropriate firm, agency, or final disposal facility and vehicles shall meet the criteria that permits disposal. The purpose of bypassing the City Transfer Station and hauling directly to an outside facility is to avoid the reprocessing of municipal solid waste.

257-68 Out of Town Refuse:

Only trash and solid waste materials generated within the boundaries of the City of Franklin may be disposed of at the disposal facility. There will be no load mixing of solid waste from any sources, customers or municipalities, from outside the city. The city may request a list of customers for verification that they are complying with this requirement.

257-69 Prohibited Wastes:

Any firm that the city, or the appropriate regional agency, has a contract with to dispose of solid waste is authorized to prohibit or ban certain materials from disposal. No prohibited materials are to be placed or disposed of in any can, dumpster, or other receptacle. It is the obligation of all commercial haulers to provide their customers with a list of such prohibited items.

257-70 Permitted Hours for Waste Collection and Transport:

All commercial haulers/packers shall operate between the hours of 7:00 a.m. to 7:00 p.m., Monday through Saturday. No collections are to be made outside of these hours except when unusual circumstances may arise. The Director of Municipal Services or designee(s) shall be notified and seek approval if such conditions warrant.

257-71 Termination of Registration; Appeal Process and Reapplication:

The Director reserves the right to terminate the registration of a firm or individual determined to be in noncompliance of this Ordinance. A letter of warning may be issued, but is not required, before any termination and upon the receipt of such a notification letter. If a violation is issued, the firm or individual is encouraged to meet with the Director to review noncompliance issues and create a process and mechanism to resolve the violations. If the Director determines that the proper corrective actions are not being taken or additional violations occur then the registration may be terminated. If a registration is terminated, the property owner and the collection firm shall be required to meet with the Director or designee(s) to review violations and to implement the necessary corrective actions before reinstatement of the registration. All other provisions of Section 257-11, Enforcement shall apply.

257-72 Solid Waste Containers and Site Maintenance:

For the purposes of protecting the health, safety, and welfare of the general public and specifically the residents and businesses of properties using private collection services, all containers and solid waste disposal areas used for private collection shall be operated and maintained in conformance to the following standards:

- a. The solid waste disposal areas shall be kept clean and free of trash, debris, windblown litter, furniture, and any other solid waste. All materials shall be placed within the appropriate containers and shall not be placed on the ground adjacent

to the containers. For items like furniture, mattresses, or other large items that cannot be placed in the containers or dumpster, the property owner or other responsible party is obligated to make arrangements with their collection firm to collect these items or to use the Franklin Transfer Station, and will be subject to appropriate fees. These types of items shall not be left in the open air for longer than 48 hours before a collection is made. All containers shall have a lid or other protective cover that shall be closed at all times, except when materials are being deposited in and/or removed from said containers. The containers shall not be overfilled so that the lid or cover is not closed or closable, or otherwise not effective in preventing spillage, blowing, or other dispersal of the waste materials.

- b. All containers shall be solid in design, such as metal or heavy plastic cans or the standard dumpster. This provision notwithstanding, if the Director or the Code Enforcement Division of the city determines that bags of waste inside the container are being repeatedly subject to ripping and damage from animals or the waste materials become a health hazard, then the city reserves the right to order that a more proper and appropriate container be used. Service and size of the container should be consistent with the amount of waste generated from a property over no more than a one-to-two-week period. Dumpsters should be equipped with a locking device in order to prevent unauthorized use.

257-73 Service Frequency:

All containers shall be regularly emptied so that the lids or covers for the containers can be closed so containers do not overflow. If inspections by the Director or other city staff result in a determination that the frequency of the collection service is not sufficient for the amount of waste generated from the property with all of these requirements, then the city reserves the right to terminate the registration per Section 257-71.

257-74 Enforcement; Violations and Penalties:

Failure to conform to any such provision of this Article will be a violation of this Ordinance and the enforcement and penalty provisions of Section 257-11 shall apply.

To be effective July 1, 2023, by roll call vote.

By a roll call vote.

Roll Call:

Councilor Blake ___ Councilor Dzujna ___ Councilor Zink ___

Councilor Ribas ___ Councilor Webb ___ Councilor Chandler ___

Councilor Desrochers ___ Councilor Starkweather ___ Councilor Trudel ___

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

CITY COUNCIL MEETING
AGENDA ITEM VII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meetings of February 6, 2023 and March 6, 2023

From: Judie Milner, City Manager

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

Recommended Motions:

February 6, 2023

Councilor moves, "I move the Franklin City Council set a public hearing date for 6:00 p.m. on Monday, March 6, 2023, regarding Resolution #10-23 authorizing a one-time retention bonus program for employees and appropriating \$100,266 in one-time unanticipated FY2023 revenues to support the program."

Mayor calls for a second, discussion, and vote.

March 6, 2023

Councilor moves, "I move that the Franklin City Council adopt Resolution #10-23 authorizing a one-time retention bonus program for employees and appropriating \$100,266 in one-time unanticipated FY2023 revenues to support the program."

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

Background:

City management team brought the retention bonus concept forward to the City Finance Committee on November 21, 2022. The details and funding for the retention bonus program were discussed at the January 26, 2023 City Finance Committee with unanimous approval to bring forward to the City Council.

The retention bonus serves a dual purpose: assist with recruitment in a volatile labor market and reward employees who continue to serve the citizenry of Franklin with lower pay than surrounding and/or similar communities. Many of you may have heard of different communities and private business offering hiring and/or retention bonuses. Judging from a recent fairly robust NH Manager's listserv conversation, bonuses have ranged from \$2000 - \$4000. Franklin management has chosen to bring forward a retention bonus vs. a hiring bonus. The reason for this is a hiring bonus, which may assist in short term recruitment, does not address morale of

long-term employees who have continued employment with Franklin when most have been recruited by other communities for more wages (and less work).

Recently Franklin completed a pay & classification study through Municipal Resources Inc which has all classes of employees under paid by a significant amount as compared to surrounding and similar sized and demographic communities. We have heard both Chiefs report that our 1st responders are busier per officer/firefighter than Manchester. Pay, understaffing and increasing workload has put significant stress on current employees and the retention of employees and well as recruitment of new qualified employees. This is becoming more crucial as the workforce begins to age. The City Finance Committee has recently looked at ways to tackle the implementation of the pay & class study for FY2024. There is still work to be done but the finance committee unanimously agreed that the City's human capital is a priority. The retention bonus will go a long way in showing the employees that the City recognizes and appreciates their dedication and service while city management and city council worked together to implement the pay & classification study.

The retention bonus program as recommended would provide one \$3,000 payment to regularly scheduled employees per the adopted FY2023 position listing after the completion of one year of service. The proposed rules for the program are as follows:

Retention Bonus Rules:

One time retention bonus of \$3000 per FY2023 authorized position listing positions

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

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

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

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

The total cost of the program, \$285,605, can be funded through savings from unfilled open positions throughout the city, remaining unspent ARPA funds and by appropriating one-time revenues received in FY2023. See attached spreadsheet reviewed at the City Finance Committee meeting on January 26, 2023. The City Finance Committee unanimously supported the program and recommended bringing it forward to the City council.

Attachments:

Resolution 10-23

Retention Bonus Breakdown by the Numbers



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #10-23

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

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

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

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

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

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

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the funding totaling \$285,605, for this one-time retention bonus is coming from unspent appropriations from unfilled positions, remaining American Rescue Plan Act monies and from one-time unanticipated revenues from State of New Hampshire and PRIMEX received in FY2023, **Now,**

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

Retention Bonus Rules:

One time retention \$3000 bonus per FY2023 authorized position listing position.

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

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

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

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

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

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

And an increase in FY2023 expenditure accounts,

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

By a roll call vote.

Roll Call:

Councilor Chandler _____ Councilor Desrochers _____ Councilor Webb _____

Councilor Dzujna _____ Councilor Blake _____ Councilor Trudel _____

Councilor Ribas _____ Councilor Starkweather _____ Councilor Zink _____

Approved: _____

Mayor

Passed: _____

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

A true copy, attested: _____

City Clerk

Date: _____

City of Franklin, New Hampshire									
Proposed Retention Bonus - \$3000									
FY2023									
Retention Bonus Rules:									
One time retention bonus of \$3000 per FY2023 authorized position listing positions									
Retention Bonus Earned after one year of employment; no proration of bonus for services under one year									
Current employees with one year of service or greater will receive bonus in paycheck following approval by the council									
Current employees with less than one year of service will receive bonus in paycheck following one year of service as long as they remain an active employee									
Open positions (as of council approval date) hired between approval date and June 30, 2023 will receive bonus in paycheck following one year of service as long as they remain an active employee									

CITY COUNCIL MEETING
AGENDA ITEM VIII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
February 6, 2023

From: Dan LeGallo, Superintendent

Subject: 2022-2023 Appropriations New Revenue

Recommendation:

To allow the Franklin School District to appropriate additional funding from the SAFE grant funding awarded to the Paul Smith Elementary School and Portrait of a Graduate Funding for a professional development activity. The total amount of additional funding is \$78,925

Suggested Motions:

January 9, 2023

Councilor moves, "I move that the Franklin City Council set a public hearing at 6:00pm on February 6th, 2023 for Resolution 11-23 appropriating \$78,925 to the Franklin School District fiscal year 2023 budget."

Mayor calls for a second, discussion and vote.

February 6, 2023

Councilor moves, "I move that the Franklin City Council adopts Resolution 11-23 appropriating \$78,925 to the Franklin School District fiscal year 2023 budget."

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

Discussion:

In response to the events in Uvalde, Texas the State of New Hampshire allocated funding to improve the safety of New Hampshire's schools. The Paul Smith Elementary school was awarded \$54,925 for upgrading the door access controls systems for the entryways.

The Franklin School District was also awarded \$24,000 for school district staff to visit the Vista Unified School District in Vista, California for the Innovative Schools Learning Excursion for Multi-stakeholder teams. This funding is provided by the Barr Foundation and the Next Generation Learning Challenges.

Fiscal Impact:

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

Alternatives:

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

Attachments/Exhibits:

Resolution 11-23

Agenda Innovative Schools Learning Excursion



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION # 11-23

A Resolution Granting Authority to Accept and Appropriate \$78,925 of the SAFE grants awarded by the New Hampshire Homeland Security and Emergency Management(HSEM) and the New Hampshire Department of Education(NHED) and the Barr Foundation and NGLC (Next Generation Learning Challenges.

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

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$54,925 for the SAFE grant funding from HSEM and NHED.

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive from the Barr Foundation and NGLC of \$24,000: and,

WHEREAS, the City Council of the City of Franklin would like to appropriate an additional \$78,925 to fund the upgrading of the door access controls systems at the Paul Smith School and to participate in the Portrait of a Graduate onsite visit to schools in Vista, California. ; **Now**,

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on February 6, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #11-23 to formally accept and appropriate \$78,925 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Homeland Security and Emergency Management Fifty Four Thousand Nine Hundred Twenty-Five Dollars (\$54,925)

Barr Foundation and NGLC – Twenty Four Thousand Dollars (\$24,000)

An Increase in Expenditures:

School District Expenditures – Seventy Eight Thousand Nine Hundred Twenty-Five Dollars (\$78,925)

By a roll call vote.

Roll Call:

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

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

Innovative Schools Learning Excursion for Multi-Stakeholder Teams

Featuring Vista Unified School District and Mission Vista High School March 13-15, 2023

Registration:

Please review the information provided on the [program's website](#) and register via the "Register Now" link on that website. Please note: As part of this registration, you will indicate your sleeping room needs at the hotel and a room will be held in our block. **You do not need to register with the hotel directly;** completing the registration form is all that's needed to reserve your hotel room. The hotel information is provided below so you know the location and can arrange your own flight and ground transportation.

Hotel Information:

[The Westin Carlsbad Resort and Spa](#)

5480 Grand Pacific Drive
Carlsbad, California 92008

Learning Excursion Theme:

How genuine community engagement—as practiced by Vista Unified School District—both reflects and can lead to genuine transformation of schools, learning, and outcomes for students.

Learning Objectives:

Participants will:

- See innovative, student-centered learning in person and understand the strategies, including whole-community engagement, that have helped to catalyze it
- Exchange perspectives and strategies to equitably transform learning with their peers from other districts, and
- Practice applying what they learn to the transformation of teaching and learning within their own school/district

DRAFT Participant Agenda:

Note: This agenda will be updated as we get closer to the event.

Wednesday, February 1, 2023	
VIRTUAL	
3:30-5:30 pm ET	Virtual Workshop with NGLC and Vista <ul style="list-style-type: none"> • Exploring VUSD & MVHS with our hosts • Getting your team ready to work together with purpose and empathy
Thursday, February 9, 2023	

VIRTUAL	
3:30-5:30 pm ET	Virtual Workshop with NGLC and Vista <ul style="list-style-type: none"> Stakeholder Engagement and Personal Learning @ VUSD & MVHS Introducing Brave Challenge Questions to guide your participation as a team Overview of Learning Walks in your school and again out at VUSD
Between February 10 and March 3, 2023 YOUR OWN SCHOOL	
For teams to schedule (1-2 hours)	Learning Walks <ul style="list-style-type: none"> Observations of learning, teaching, and student engagement using a tool to be provided by NGLC
Between March 6 and March 10, 2023 VIRTUAL	
NGLC to schedule with teams (1 hour)	Virtual Coaching Session with NGLC <ul style="list-style-type: none"> Reflecting on Learning Walks to prepare for site visit to VUSD & MVHS Developing your team's Brave Questions
Monday, March 13 TRAVEL VISTA, CALIFORNIA	
5:00-5:30 pm PT	Registration / Meet & Greet Please join us in the hotel lobby to register and meet and mingle with other teams
5:30 pm	Dinner Hosted by NGLC Share stories and food with participating teams, Vista Unified district and school leaders, Vista Unified stakeholders, Barr Foundation staff, and NGLC staff <i>seating by stakeholder roles across teams and hosts</i>
Tuesday, March 14 VISTA, CALIFORNIA	
6:30-7:00 am PT	Breakfast at hotel, provided by NGLC
7:10 am	Meet in hotel lobby for departure
7:20-8:00 am	Travel to Mission Vista High School
8:00-9:30 am	From New England to Vista, California Together, we will create bridges across teams' Learning Walks and Brave Challenge Questions with VUSD and MVHS strengths to develop a shared learning agenda
9:30-11:15 am	Q&A with District and School Leaders Matt Doyle, Superintendent, VUSD Nicole Allard, Executive Director of Educational Excellence and Innovation, VUSD

	Jeremy Walden, Principal, Mission Vista High School
11:15-11:45 am	Team Time
11:45 am -12:15 pm	Lunch
12:15-2:30 pm	Learning Walk at MVHS & Student Panel <i>cross-team small groups</i>
2:30-3:15 pm	Debrief with VUSD Hosts <i>followed by a 15-minute break</i>
3:30-4:30 pm	Team Working Session
4:30-6:00 pm	Return to hotel and personal rejuvenation break
6:00-8:30 pm	Dinner Hosted by NGLC
Wednesday, March 15 VISTA, CALIFORNIA	
7:15 am PT	Meet in hotel lobby to depart <i>check-out of hotel if planning to depart that afternoon/evening</i>
7:30-8:15 am	Travel to Mission Vista High School
8:20-9:20 am	Breakfast with Stakeholder Groups <i>seating by stakeholder roles across teams</i>
9:25-10:55 am	Learning Walk with Stakeholder Groups & Teacher Panel <i>cross-team small groups by stakeholder role</i>
11:00 am - 12:00 pm	Debrief with VUSD Hosts
12:00-2:15 pm	Lunch and Team Time <i>followed by a 15-minute break</i>
2:15-3:30 pm	From Vista, California Back to New England Reflecting on our shared experience by exploring teams' actions to try, plans to make learning visible, and artifacts of the experience, setting us up to apply what we learned to our own schools/districts.
3:30-4:00 pm	Closing Activity
4:00 pm	Return to hotel / airport Personal rejuvenation and dinner on your own Teams may continue to work together
Thursday, March 16 VISTA, CALIFORNIA TRAVEL	
8:00 am PT	Breakfast on your own and Departure <i>vouchers for hotel restaurant provided by NGLC for those who depart today</i>

Before the Learning Excursion:	After the Learning Excursion:
<p>Preparing to Learn</p> <p>Before the learning excursion, please review the following materials:</p> <p>Learning Excursion Norms Norms</p> <p>Podcasts</p> <p>Listen to one or more podcasts featuring diverse voices from the VUSD & MVHS community (4-7 minutes each; 36 minutes in all)</p> <p>Vista Unified</p> <ol style="list-style-type: none"> 1. Excellence and Innovation: Vista Unified School District - Get a district overview with fast facts, strategy for transforming learning, and short introductions to practices of stakeholder engagement, distributed leadership, and personalized learning. 2. Choose two stories based on your interests: <ul style="list-style-type: none"> • Reaching for the Personal Learning Star at Vista Unified - Find out why VUSD has embraced personalized learning as its "moonshot" and what that looks like in schools and classrooms. • A Wide and Inclusive Network: Stakeholder Engagement at VUSD - Explore the ways that VUSD engages with diverse partners from higher education, business and industry, parents and families, and learners themselves. • Sharing Power for a Shared Vision: Change Agent Leadership at VUSD - Learn what distributed leadership looks like in adult practices like goal-setting and decision-making; and the practices that support MVHS educators to innovate. 	<p>Mini-Grants</p> <p>To relieve costs for travel as well as support teams to engage in all aspects of the learning excursion, including time away from schools and classrooms, we offer a mini-grant to your school or district at the rate of \$2,000 per team member. This grant is issued in two payments, one upon completion of the mini-grant paperwork and one upon completion of all additional requirements, listed below. In order to receive the second mini-grant payment, we kindly request the following actions from each team member:</p> <ol style="list-style-type: none"> 1. Engage as active members of the learning community by... <ol style="list-style-type: none"> a. Completing all pre-work, including but not limited to readings; the learning log; virtual meetings with NGLC & Vista Unified; and a learning walk at your team's school. b. Attending all segments of the Innovative Schools Learning Excursion programming while onsite at Vista Unified School District. c. Sharing your thinking and learning visibly during in person and virtual sessions. d. Creating an artifact of your team's experience to share with key stakeholders in your school and community. 2. Use social media to share your learning while on-site using the hashtag #NGLCchat (strongly encouraged). 3. Complete the participant survey by March 22, 2023. 4. Complete your team's learning log, including the artifact and final reflection, no later than April 7, 2023. <p>Debrief Sessions & Resources from Schools/NGLC</p> <ul style="list-style-type: none"> • <i>Updated in real-time</i>

- [VIDA for Life: A Q&A with Vista Innovation & Design Academy](#) - For an example of how the district empowers schools to transform learning based on school culture and community needs, read this interview with middle school principal Eric Chagala.

Mission Vista

1. [High School Spotlight: Mission Vista High School](#) - Get an overview of the high school including fast facts and introductions to the key features of the MVHS model.
2. Choose one story based on your interests
 - [Personal Learning at Mission Vista High School](#) - Discover how MVHS educators are personalizing the learner experience.
 - [Measuring What Matters: Learner-Centered Assessment](#) - Find out why and how MVHS is reimagining assessment to align with the district's goals of personalizing learning and promoting equity.
 - [Mission Vista High School's Broader Vision for Lifelong Success](#) - Explore how MVHS educators support learners to develop Habits of Mind along with content knowledge.

Learning Logs

Review the Learning Log which your team will use throughout the programming. The virtual sessions will guide your team to work together to describe your "Aspirational Vision" and "Brave Challenge Question(s)" and you will have time in-person in California to work on other sections. Upon completion of the learning excursions, we ask that you take time as a team to reflect on your learning and submit a completed learning log by April 7, 2023.

- [Learning Log Template](#) - view only. Your team's learning log is coming soon!

Participant List *coming soon*

[illegible]

Host Site Contact Info:

Mission Vista High School	Walden	Jeremy	jeremywalden@vistausd.org
Vista Unified School District	Allard	Nicole	nicoleallard@vistausd.org

Description of School and District:



VISTA UNIFIED SCHOOL DISTRICT

Vista Unified School District’s [*Blueprint for Educational Excellence and Innovation Plan*](#) enables its initiatives to work together to transform learning for equity, wellbeing, and postsecondary success.

District leaders create the conditions for innovative teaching and learning to flourish in schools and classrooms. They promote a culture of innovation through strategies like invitation and inspiration instead of mandates because the district firmly believes that change begins at the school level, not the district level. Professional learning for adults reflects Vista’s commitment to personalizing learning. As with the learners they serve, each educator and staff member is supported to grow their unique talents and abilities.

From the beginning, Vista Unified has deeply involved its community in the work of redesigning learning for all students. It’s a common mindset across the district to work collaboratively with students, parents and families, community organizations, and industry partners.



MISSION VISTA HIGH SCHOOL

One of three comprehensive high schools in Vista Unified, Mission Vista High School (MVHS) is a dual-magnet public high school that focuses on two special areas of study: Arts & Communication and Science & Technology.

To prepare students for postsecondary success, MVHS provides a rich and varied curriculum designed for academic rigor as well as relevance to learners’ strengths, interests, and values. Supported by a program that is both broad and deep in its offerings, MVHS learners create personalized, four-year pathways of study. This pathways approach incorporates key capacities, mindsets, and structures to support personalized learning.

In response to the changes they see in the world and in the employment landscape, educators at MVHS also design learning so that it aligns to a broader definition of postsecondary success, one that encompasses durable and transferable Habits of Mind as well as academic achievement.

A key factor in the success of MVHS and its students is the culture of trust they have built with an environment that promotes creativity, growth, and innovation. School leaders and teachers are empowered to set collective and individual "Wildly Important Goals" and exercise autonomy in determining how to meet them. Mirroring the district's commitment to shared leadership, educators and learners experience numerous opportunities to innovate and grow.

Note: The school is a district magnet school, which means it requires students to apply to attend. Priority is given to siblings, military, foster/homeless, students at the district's magnet middle schools, and children of district employees, followed by a lottery.

School Demographics:

- Grades Served: 9-12
- Enrollment: 1,693
- Race/Ethnicity:
49% White, 33% Hispanic, 9% Asian, 2% African American, 7% Other
- Free/Reduced Price Lunch: 27%
- ELL: 0.8%, 18% Reclassified
- Special Education: 5.5%

**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 6, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Resolution #11-23, appropriating \$78,925 to the Franklin School District fiscal year 2023 budget.

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

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

CITY COUNCIL MEETING
AGENDA ITEM IX



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

February 6th, 2023 City Council Meeting

From: Krystal Alpers, Parks and Recreation Director

Subject: City Council to consider accepting and appropriating funds from the Federal (CCDF) Child Care Development Fund for the Before and After School Program.

Recommended Motions:

February 6th, 2023

Council moves: "I move the Franklin City Council schedule a public hearing on Resolution #12-23 at 6:00pm on March 6th, 2023 to accept and appropriate \$44,179.50 from the CCDF (**Child Care Development Fund**) for the purpose of stabilizing child care for the Parks and Recreation Before and After School and Summer Program."

Mayor calls for a second, discussion and vote.

March 6th, 2023

Council moves: "I move the Franklin City Council vote to adopt Resolution #12-23 to accept and appropriate \$44,179.50 from the CCDF (**Child Care Development Fund**) for the purpose of stabilizing child care for the Parks and Recreation Before and After School and Summer Program."

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

Discussion:

The State of New Hampshire ran a "Pay by Enrollment" Data Pilot to determine the cost and impact of paying for child care scholarship based on a child being enrolled and not whether they are attending. The Parks and Recreation Department submitted the billing invoices to the State of NH for the students enrolled in the child care scholarship and received \$44,179.50 for the Data Pilot Program.

Fiscal Impact: This will have no effect on the taxes raised by the City of Franklin as this is a Data Pilot through the Child Care Development Fund.

Attachments/Exhibits:

1. Resolution #12-23



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #12-23

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

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

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

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

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

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

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

An Increase in Revenue:

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

An Increase in Expenditures:

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

Roll Call:

Councilor Blake _____ **Councilor Dzujna** _____ **Councilor Zink** _____

Councilor Ribas _____ **Councilor Webb** _____ **Councilor Chandler** _____

Councilor Desrochers _____ **Councilor Starkweather** _____ **Councilor Trudel** _____

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

CITY COUNCIL MEETING
AGENDA ITEM X



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
February 6, 2023

From: Dan LeGallo, Superintendent

Subject: 2022-2023 Appropriations New Revenue

Recommendation:

To allow the Franklin School District to appropriate additional funding from the New Hampshire Education Department (NHED) Funding for Comprehensive School Improvement (CSI) for the Paul Smith Elementary School of \$118,797.36 and the Franklin Middle School for \$151,870.53. Also the awarding from NHED for Beyond School Enrichment for the Franklin Middle School for \$20,000 to support an after school drama program, the Franklin High School for \$20,000 to support an after school drama program and for the Franklin High School for \$15,000 to run a freshman orientation program the summer of 2023. The total amount of additional funding is \$325,667.89.

Suggested Motions:

February 6, 2023

Councilor moves, "I move that the Franklin City Council set a public hearing on March 6th, 2023 at 6:00 p.m. in Council Chambers for Resolution 13-23 appropriating \$325,667.89 to the Franklin School District fiscal year 2023 budget.

Mayor calls for a second, discussion and vote.

March 6, 2023

Councilor moves, "I move that the Franklin City Council adopts Resolution 13-23 appropriating \$325,667.89 to the Franklin School District fiscal year 2023 budget.

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

Discussion:

Due to the Paul Smith Elementary School and the Franklin Middle School being identified as CSI (Comprehensive School Improvement) for lower performing schools the New Hampshire Education Department has awarded Paul Smith Elementary School \$118,797.86 and the Franklin Middle School \$151,870.53 to implement programs to improve educational outcomes of those schools.

The Franklin School District was also awarded \$20,000 each for Beyond School Enrichment for the Franklin Middle School and Franklin High School to support drama programs and \$15,000 to run a freshman orientation program the summer of 2023.

Fiscal Impact:

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

Alternatives:

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

Attachments/Exhibits:

Resolution 13-23



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION # 13-23

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

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

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

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

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

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

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

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

An Increase in Revenues:

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

An Increase in Expenditures:

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

By a roll call vote.

Roll Call:

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

Approved: _____
Mayor

Passed: _____

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

A true copy, attested: _____
City Clerk

Date: _____

CITY COUNCIL MEETING
AGENDA ITEM XI



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council meeting February 6th, 2023

From: Lisa Jones – Executive Secretary

Subject: Unsealing of any nonpublic meeting sessions from 2022

Recommended Motion

Councilor moves, "I move that the Franklin City Council unseal the nonpublic meeting minutes dated _____".

Mayor calls for a second, discussion, and vote.

Discussion

Per HB 108-FN-LOCAL:

Section I. requires that for meetings in nonpublic session where the minutes or decisions were determined to not be subject to public disclosure, a list shall be kept which shall include certain information. The list shall be made available for public disclosure.

This took effect on January 1, 2022.

From this list of nonpublic sessions in 2022, the council may review these meeting minutes and decide on whether any of them should be unsealed and made available for public disclosure, based on the information no longer being determined to affect adversely the reputation of any person other than a member of the public body itself, or render the proposed action ineffective.

Attachment

List of 2022 nonpublic meeting minute sessions

Non-Public Meeting Sessions for 2022

Meeting Date:	Meeting Time:	Specific Exemption under paragraph II:	Council/Committee:	Date Sealed:	Date Unsealed:
January 24, 2022	8:06 PM	RSA 91-A:3, II (d)	City Council	1/24/2022	
April 4, 2022	8:12 PM	RSA 91-A:3, II (I)	City Council	4/4/2022	
April 15, 2022	8:30 AM	RSA 91-A:3, II (a)	Personnel Advisory Committee	4/15/2022	
June 6, 2022	7:58 PM	RSA 91-A:3, II (a)	City Council	6/6/2022	
July 11, 2022	7:43 PM	RSA 91-A:3, II (d)	City Council	7/11/2022	
August 1, 2022	8:01 PM	RSA 91-A:3, II (d)	City Council	8/1/2022	

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.

RSA 91-A:3, II (b) The hiring of any person as a public employee.

RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

RSA 91-A:3, II (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

RSA 91-A:3, II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled

RSA 91-A:3, II (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

RSA 91-A:3, II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

CITY COUNCIL MEETING
AGENDA ITEM XII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of February 6th, 2023

Subject: Other Business

- 1. Mayor & Council Appointments - NONE**
- 2. Committee Reports**
- 3. City Manager's Update**
- 4. Late Items**

Adjournment



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting February 6, 2023

Date: February 1, 2023
From: Judie Milner, City Manager
Subject: City Manager's Update

- Contingent Grant Line Activity –
- Trust fund for school funding – \$273.21
- Congratulations:
- Committee meetings – February:
 - Legislative –
 - Municipal Services –
 - Joint Finance -
- Welcome:
- Random Acts of Community – “Glen Morrill Posse”
- Media contacts
- February Workshop
- Economic Development Community Forum – March 8th 6pm Location TBD
- City Offices closed Monday 2/20/23 – President’s Day Holiday
- Myth Buster – downtown parking
- Elected Official/Appointed Board Member forum
- Late Item

- (2) Non-Public Needed

Non-Public #1

Motion to go into non-public according to RSA 91-A:3 II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

Roll Call Vote

Non-Public #2

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

Roll Call Vote