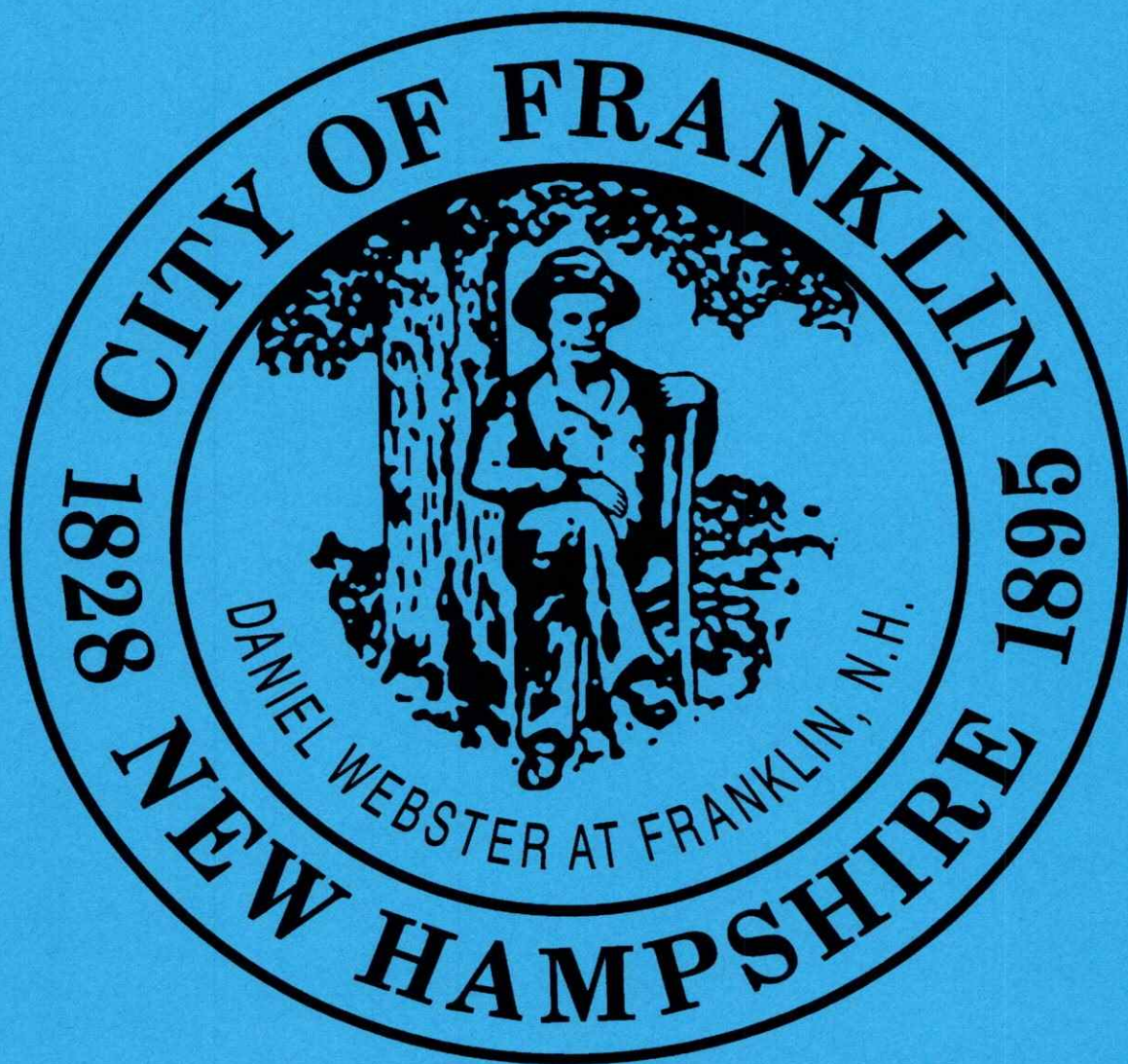
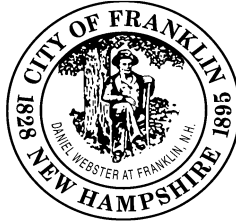


CITY OF FRANKLIN
CITY COUNCIL MEETING
July 10th, 2023
6:00 P.M.





CITY COUNCIL MEETING

Monday, July 10th, 2023 - 6:00 p.m.

Council Chambers, Franklin City Hall

or view only via Zoom: <https://us02web.zoom.us/j/86212732433>

or by phone: 1-312-626-6799, Meeting ID# 862 1273 2433

SALUTE TO THE FLAG

MOMENT OF SILENCE FOR OUR VETERANS

PUBLIC HEARINGS

Resolution #02-24 appropriating \$30,173.38 to the Franklin School District fiscal year 2023 budget.

Resolution 03-24 establishing an Industrial Park Tax Increment Financing District Advisory Board.

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 May 15th, 2023 City Council Special meeting, the nonpublic minutes from the May 15th, 2023 City Council Special meeting, the June 5th, 2023 City Council meeting, and the nonpublic minutes from the June 5th, 2023 City Council meeting.

Agenda Item II. (pg. 47)

Council to Consider Wall of Honor Request

Agenda Item III. (pg. 52)

School Board Update

Agenda Item IV. (pg. 54)

Council to consider Resolution #02-24 appropriating \$30,173.38 to the Franklin School District fiscal year 2023 budget.

Agenda Item V. (pg. 60)

Council to consider Resolution 03-24 establishing an Industrial Park Tax Increment Financing District Advisory Board.

Agenda Item VI. (pg. 67)

Council to consider setting a public hearing for Resolution 04-24 granting the City Manager the authority to file an application for the Lead Service Line Inventory (LSLI) and Replacement Plan for Large Community Water Systems Grant program and acting as the authorized representative.

Agenda Item VII. (pg. 77)

Council to consider re-adopting the 9/8/15 Code of Conduct policy for elected officials and appointed board members.

Agenda Item VIII. (pg. 90)

Council to consider setting a public hearing for Ordinance 03-24 regarding the election recount procedure.

Agenda Item IX. (pg. 94)

Council to consider intent to deed properties.

Agenda Item X. (pg. 170)

Council to review the City Manager's evaluation format.

Agenda Item XI. (pg. 175)

Council to consider one -year extension of current cable franchise agreement to 12/31/24.

Agenda Item XII. (pg. 177)

Council to consider Building Permit Proposal for Property on a Private Road.

Agenda Item XIII. (pg. 185)

Council to consider Outdoor Dining Application/Procedure/Rules.

Agenda Item XIV. (pg. 194)

Other Business

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

Adjournment

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

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

CITY COUNCIL MEETING
AGENDA ITEM I



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of July 10th, 2023

Subject: Approval of Minutes

Motion: "I move that the Franklin City Council approve the minutes of the May 15th, 2023 City Council Special meeting, the nonpublic minutes from the May 15th, 2023 City Council Special meeting, the June 5th, 2023 City Council Meeting, and the nonpublic minutes from the June 5th, 2023 City Council meeting."

Mayor calls for a second, discussion and the vote.



**City Council Meeting Minutes
Monday, May 15, 2023 - 6:00 p.m.
Council Chambers, City Hall**

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

Absent: None

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

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

Salute to the Flag was led by Councilor Blake.

Mayor Brown turned the presentation over to Milner to start.

Milner stated that they are starting off with the Pay & Class study, which is in Appendix 7 of the City Manager's Budget Proposal packet and started the slide show.

**FY2024 City Manager's
Budget Proposal**

Monday, May 15 2023

Milner had the team give introductions with Finance Director Gaudette and Library Director Sargent being absent at this meeting.

FY2024 Manager's Budget Proposal – Professional Staff

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

The below slide gives an overview of the topics being discussed at this budget meeting. The specific department review's will be presented at the next budget meeting.

FY2024 Manager's Budget Proposal – May 15 2023 Review

- Pay & Classification Study
- Payroll & Benefits
- Gross Budget Summary
- Taxes
- Revenue Review
- Expenditure Review:
 - Executive, Legal, Insurance & Other
 - Outside Agencies, Economic Development
 - Debt Service, Capital, Operating Transfers Out

In FY23 there was an appropriation made towards this study and they did choose Municipal Resources, Inc. The project leader is Carol Granfield and her bio is in the packet. She will be giving a brief overview next and will be able to answer any questions afterwards.

FY2024 Manager's Proposed Budget – Pay & Classification Study

- FY2023 Appropriation for Study
- RFP – 4 respondents
- Municipal Resources Inc (MRI)
- Carol Granfield – Project Leader for MRI
- Ms. Granfield – Pay & Class Presentation

Granfield started off by saying that they did a study that evaluated all positions, union and nonunion. The last study that Franklin had done was back in 2013. At that time there were some implementations, but modifications were necessary. Right now, all municipalities have been struggling to recruit and retain employees due to wages being too low. She stated that in Franklin there is a lot of really talented staff despite the salaries that were never increased. She explained that employees were reassigned to appropriate steps with less grades. Granfield then answered questions from the council.

FY2024 Manager's Proposed Budget – Pay & Classification Study

- Implementation Strategy
 - Based on experience
 - No COLA/Steps year of implementation
 - 10% health insurance cost share
- Wage Schedules – pages 66-70
- Cost
 - Over FY2023 Payroll Projections
 - Net of increases/decreases due to attrition, benefit changes, benefit costs
 - \$673k

Milner stated that she wanted to make the Pay & Class study implementation the main focus of this fiscal year's budget. The wage scales are on pages 66 – 70 in the budget packets. They ran scenarios through the Finance Committee and decided to go with implementing the Pay & Class study and moving staff to the steps that go with their experience in their positions. For the first year there will not be a COLA or a step increase. These will need to be done after to maintain this path. There will also be an extra step now, from 12 steps to 13 steps, with the 2.5% increase in between steps. Noone will be on step 13 so that they are able to grow. The 10% health insurance cost share will also be added now.

Milner stated that everyone will be seeing an increase and all of the department heads spoke for their employees saying that they were all ok with this being implemented.

Milner then went over the next slides:

FY2024 Manager's Proposed Budget – Positions

- 94 regularly scheduled, 2 are K-9's, 1 is 100% grant funded,
2 remain unfunded (from FY14)
 - From 96 in FY2023 – combined (2) custodians into (1) custodian, eliminated Library Assistant (open position)
- (1) Recreation Program Coordinator
 - Part Time to Full Time

Title changes were based on the Pay & Class study:

FY2024 Manager's Proposed Budget – Positions

- Title Changes
 - Finance Director to Deputy City Manager/Finance Director
 - Administrative Secretary to Administrative Assistant (4)
 - Patrol Officer/Detective split to either patrol officer or detective
 - Event Supervisor to Recreation Program Coordinator
 - Welfare Administrator to Welfare Director/Community Liaison

The below positions were changed to get under the tax cap:

Position Changes included in Department Head Proposal – Eliminated by City Manager

- Change Welfare Director/Community Liaison from part time to full time
- Add (1) new Patrol Officer
- Add (1) Auto Tech to mechanical garage
- Add (6) Firefighter/AEMT
- Add (1) Deputy Planner

FY2024 Manager's Proposed Budget – Payroll & Benefits

- Payroll Expenditure Changes:
 - Health 6.9% Increase
 - Dental 0%
 - Short/Long Term Disability and Life 0%
 - No change in social security or medicare
 - Unemployment 2.2% Decrease
 - 2.3% Decrease in Worker's Compensation
 - New Hampshire Retirement System

Category	FY20/21	FY22/23	FY24/25
Employee	11.17%	14.06%	13.53%
Teacher	17.80%	21.02%	19.64%
Police	28.43%	33.88%	31.28%
Fire	30.04%	32.99%	30.35%

Revenues begin on page 91 in the budget packets and this comes from taxes:

FY2024 Manager's Proposed Budget – General Fund – Gross Budget

• Revenues

- Taxes	\$16,317,865
- Muni – Other	\$ 6,595,112
- School – Other	<u>\$17,363,417</u>
- Total	\$40,276,394

• Expenditures

- Municipal	\$16,310,755
- School	<u>\$23,965,639</u>
- Total	\$40,276,394

Revenues = Expenditures



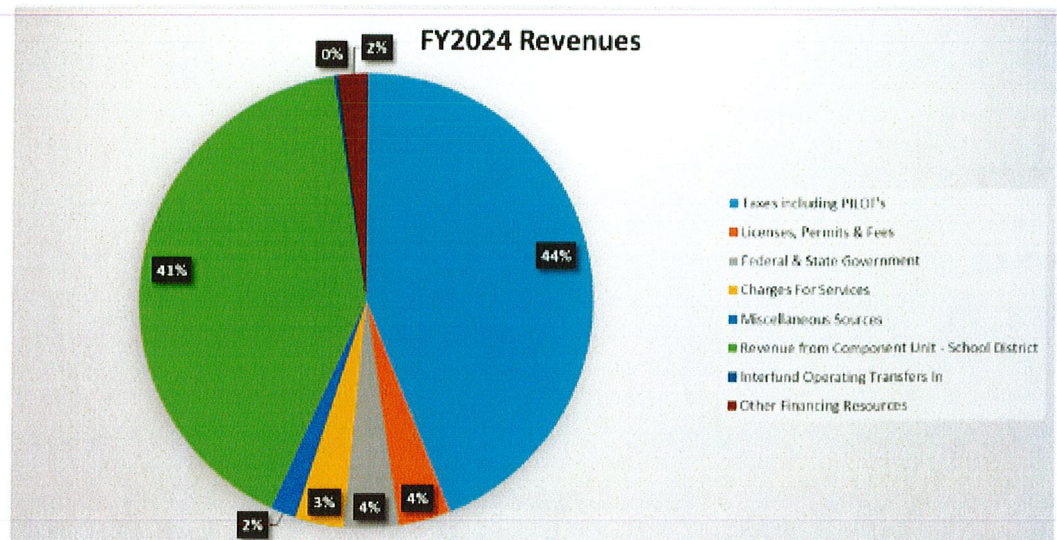
Gross Appropriation

General Fund Only Fund Supported By City Taxpayer along with
Federal, State, Charges for Service and other revenues

FY2024 Manager's Proposed Budget – Taxes

Property Tax Support For:	Amount	% of total	How does this look on my tax bill?	
School District Operations	6,602,222	35.6%		
Merrimack County	1,931,238	10.4%	Statewide Education	1,217,843
Veteran's Credits	128,525	0.7%	School	5,384,379
Overlay	31,000	0.2%	County	1,931,238
Municipal Operations	9,715,643	52.4%	Town	9,875,168
Tax Increment Financing Districts	134,614	0.7%		
Total City of Franklin Property Tax	18,543,242	100.0%		
Tax Increment Financing Districts taxes are paid by the taxpayers in the district who have added value to that district since inception				
Increase over prior year taxes	\$ 1,373,309	8.00%		

FY2024 Manager's Proposed Budget - Revenues



FY2024 Manager's Proposed Budget - Revenues

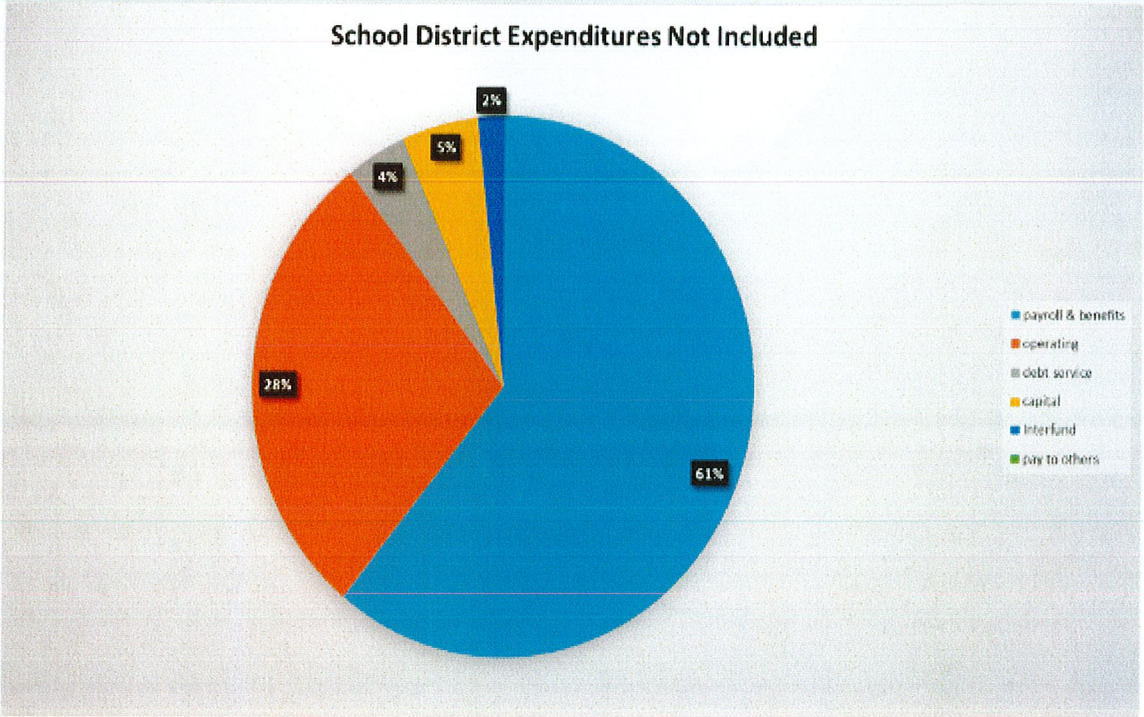
- Fee Changes included in revenues –
 - Ordinance 01-24 (pg. 4) – Enterprise Funds
 - Water & Sewer Rates
 - Changes in other Water/Sewer Fees – hook up, availability charges, shut offs, sprinkler systems
 - Ordinance 02-24 (pg. 5) – General & Other Funds
 - Notary & Yard Sale Fees
 - Outside Police Detail
 - Transfer Station

FY2024 Manager’s Proposed Budget - Revenues

Highlights:

- federal & state government (page 93-94)
- dispatch fees (page 95)
- interest income (page 95)
- Bessie Rowell shared costs (page 95)
- operating transfers in (page 97)
- other financing resources (page 97)

FY2024 Manager’s Proposed Budget – Expenditure Overview



FY2024 Manager's Proposed Budget – Expenditures

- Executive (page 106)
 - City Council
 - Small increase in NHMA dues
 - City Manager
 - Nuisance Abatement
 - Contingent Grant
 - Contingency

FY2024 Manager's Proposed Budget – Expenditures

- Assessing (page 111)
- Legal (page 112)
 - City Solicitor – held retainer; additional funding for other legal staff outside retainer
- Insurance & Other (page 117)
 - Insurances other than payroll related
 - Health/Welfare (page 143)

FY2024 Manager's Proposed Budget – Expenditures

Outside Agencies (page 140, 146)

Economic Development (page 146)

FY2024 Manager's Proposed Budget – Expenditures

Debt Service (page 147)

Capital (page 147)

Operating Transfers out (page 151)

THANK YOU



COOPERATION

That concluded the budget presentation for this meeting and Milner stated that she has two more things to discuss.

The councilors have an item on the table regarding Healthfirst coming to the city for a CDBG grant, which they have done. The CDFA (Community Development Finance Authority) runs these grants for low- and moderate-income people and they have to run through a municipality. The municipality then sub-grants to other entities.

Healthfirst is working on an expansion and refurb project. They are going for the whole CDBG grant amount of \$500,000. The city needs to hold a public hearing on that, their relocation and anti-displacement plan and the community's economic development plan. Milner stated that she is looking for the council to set a public hearing for June since their application is due in July.

Motion – Councilor Ribas moved that the Franklin City Council sets (4) consecutive public hearings on Monday, June 5, 2023, at 6pm regarding a proposed application to the community development block grant public facilities fund for the improvements to the Healthfirst facility, the residential anti-displacement and relocation plan and the progress of the community development block grant project for improvements on city owned parcels on memorial and canal street in downtown. Seconded by Councilor Zink.

Mayor Brown asked if there was any discussion on this motion.
No discussion ensued.

All in favor. Motion PASSED.

Milner stated that her second item was in need of a nonpublic session and she was ready to enter.

Motion – Councilor Ribas moved that the Franklin City Council enter into nonpublic according to 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. Seconded by Councilor Webb.

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>yes</u>
Councilor Webb	<u>yes</u>	Councilor Dzujna	<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

Entered into nonpublic at 8:17 p.m.

Motion – Councilor Ribas moved to leave nonpublic session and return to public session. Seconded by Councilor Chandler.

All in favor. Motion PASSED

Public Session reconvened at 8:55 p.m.

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

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>yes</u>
Councilor Webb	<u>yes</u>	Councilor Dzujna	<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

ADJOURNMENT:

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

All in favor. Motion PASSED.

The meeting adjourned at 8:56 p.m.

Respectfully submitted,

Lisa A. Jones
Executive Secretary



**City Council Meeting Minutes
Monday, June 5, 2023 - 6:00 p.m.
Council Chambers, City Hall**

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

Absent: None

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

Mayor Brown called the meeting to order in Council Chambers at 6:03 p.m. and stated that the opening for this meeting will be a little different than usual.

Salute to the Flag was led by Councilor Chandler. This was immediately followed by a moment of silence for the victims after the tragedy that occurred on Saturday, June 3, 2023.

Police Chief Goldstein approached the council and the public to lay out exactly what happened on Saturday with the exception of any information he is not able to divulge due to this being an ongoing investigation still. He thanked the departments that, in many ways, self-deployed to help with this incident; The NH State SWAT and Major Crime unit, Bristol PD, Boscawen PD, Tilton PD, Northfield PD, Webster PD, Warner PD, Andover PD, and the Alcohol, the Tobacco and Firearms.

He stated that at no time did they think that the public was in danger, however, they did know that the suspect was armed and dangerous. Per an experience dispatch staff, they were able to track this individual's movements. As many of you already know, he was found and had taken his own life. It is always a tragedy when children are involved and this is about as bad as it gets.

Goldstein thanked all of the members of the Franklin Police department and the Franklin Fire department, who stayed for about 36 hours without sleep.

He answered a few questions from the council as well. He did let the council know that normally they use Nixle to post updates for the public and in this instance, they never had the time to post.

Councilor Desrochers stated that no veterans passed away in this past month.

Public Hearings:

Mayor Brown stated that the first public hearing was regarding a CDBG grant project and would be presented by CDBG Consultant, Donna Lane.

Donna Lane stated that there was an informational document available to the public as a handout and this is attached to the end of the minutes. She also provided the description after each public hearing below.

Public Hearing on the Proposed Healthfirst Family Care Center Improvements:

The public hearing opened at 6:10 p.m.

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$500,000 in Emergency Funds, up to \$25,000 per Planning Study grant. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant public facility funds. The City will retain up to \$30,000 for administrative/labor compliance expenses and the remainder will be sub granted to Healthfirst Family Care Center, located at 841 Central Street in Franklin, NH toward financing improvements to the facility. The majority of the persons served by Healthfirst at this location are of low and moderate income.

This project conforms with Franklin's Housing and Community Development Plan's goals of: Promote activities that protect the health and safety of residents and visitors (Short-term and Long-term goal)

Mayor Brown asked opened this hearing up for public comment.
No comments ensued.

The public hearing closed at 6:12 p.m.

Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan for the Proposed Healthfirst Family Care Center Improvements:

The public hearing opened at 6:12 p.m.

This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. Healthfirst will move clients around the building during renovations and see some clients in Laconia.

Mayor Brown asked opened this hearing up for public comment.
No comments ensued.

The public hearing closed at 6:13 p.m.

Public Hearing on the Housing and Community Development Plan:

The public hearing opened at 6:13 p.m.

A Housing and Community Development Plan no older than 3 years old is required to be eligible to apply for CDBG funds. The current HCDP is 3 years old so it needs to be re-adopted. The Housing and Community Development Plan (HCDP) identifies needs, which currently exist or are anticipated during the next three years. The Plan provides a basis for guiding the City's housing and community development objectives and actions. In addition, the Plan includes a CDBG Citizen Participation plan that details the CDBG requirements for public hearings.

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

Goal: Address issues of affordable housing. Encourage safe, decent, attractive, and affordable housing for all segments of the population, with a focus on the increasing elderly population. (Long Term & Short-Term Goal)

Goal: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and Long-term goal).

Goal: Preserve and promote the City's historically and culturally significant structures. (Short-term and Long-term goal).

Goal: Encourage economic development activities to retain and increase quality industrial and commercial development. Encourage the expansion and retention of employment opportunities for residents. Encourage employee readiness through education and training. Encourage downtown revitalization (Short-term and Long-term goal).

Goal: Promote activities that protect the health and safety of residents and visitors, including improved traffic, parking, and sidewalks. (Short-term and Long-term goal).

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

Goal: Encourage town recreational activities. (Short-term and Long-term goal).

Mayor Brown asked opened this hearing up for public comment.
No comments ensued.

The public hearing closed at 6:15 p.m.

Public Hearing on the Progress of the Parking Area Project:

The public hearing opened at 6:15 p.m.

The CDBG project for improvements, including parking, lighting, and landscaping to City owned parcels on Memorial and Canal Streets in Downtown Franklin began last month and is expected to be substantially complete at the end of June.

Mayor Brown asked opened this hearing up for public comment.
No comments ensued.

The public hearing closed at 6:16 p.m.

Milner requested that Agenda Item III be moved up to be able to vote on this before the budget hearing since Donna Lane needed to stay for this vote.

Agenda Item III.

Council to consider Healthfirst CDBG grant application, relocation, and development plan.

Motion – Councilor Ribas moved that the Franklin City Council approve the submittal of the CDBG application and vote to authorize the City Manager to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the City Manager to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto. Seconded by Councilor Trudel.

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

All in favor. Motion PASSED.

Motion – Councilor Ribas moved that the Franklin City Council adopt the Antidisplacement and Relocation Assistance Plan. Seconded by Councilor Dzujna.

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

All in favor. Motion PASSED.

Motion – Councilor Ribas moved that the Franklin City Council adopt the Housing and Community Development Plan. Seconded by Councilor Trudel.

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

All in favor. Motion PASSED.

The council returned to Public Hearings:

Ordinance 01-24 regarding an Amendment to the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charged for services by the City of Franklin Water and Sewer Department.

The public hearing opened at 6:19 p.m.
There was no discussion on this hearing.
The public hearing on Ordinance 01-24 closed at 6:19 p.m.

Ordinance 02-24 regarding an Amendment to the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charged for services by the City of Franklin; Transfer Station, Notary, Yard Sale, and Outside Police Detail fees.

The public hearing opened at 6:19 p.m.

There was no discussion on this hearing.

The public hearing on Ordinance 02-24 closed at 6:20 p.m.

Resolution 01-24 regarding the proposed Fiscal Year 2024 budget.

The public hearing opened at 6:20 p.m.

There were statements from the public about items listed in the proposed FY24 budget. One resident reminded the council that they are going to need to look at the school budget for the next fiscal year since they will no longer have some of the grant funding that they have been relying on recently.

Milner answered questions about some of the line items and reports on the budget as well. One clarification was regarding funds in the budget that went towards the White-Water Park. Milner explained that the city has received many grants for the White-Water Park and those funds have to be appropriated through the city, which is why they show on the budget report. The exact number on the revenue side is also on the expenditure side since it was paid for by a federal grant, which is called gross budgeting.

The public hearing on Resolution 01-24 closed at 6:48 p.m.

Legislative Update:

The NH representative was not present for an update.

Comments from the Public:

Public comments opened at 6:49 p.m.

Councilor Dzujna read a letter regarding the proposed \$20M bond, which is included at the end of the minutes.

Many residents approached the council to discuss other issues:

- One resident discussed her thoughts on city council minutes, stating that she thinks they are too vague and did not agree that draft minutes should not leave the building, and must be read at City Hall.
- There was a discussion about there being a conflict of interest with certain elected officials who sit on other boards of non-profit businesses. Because of this, a few residents believe that these members should recuse themselves from voting on the \$20M bond since the appropriations would go towards the boards that they sit on. The boards include Mill City Park, Footlight Theater and the Franklin Opera House.
- A statement was made by a resident that they do not feel that the taxpayers should have to pay for the salaries of non-profit businesses.
- There was a recommendation for a community garden. Vanessa Hollands spoke about the Franklin Junior Youth Group working on a project for an edible garden as well. She also mentioned that they will be donating cans for the food pantry.
- Dan Darling, resident and Franklin Opera House Director, wanted to correct some misconceptions that have been going around. He stated that he does not get paid from

city funds whatsoever and does not plan to receive any funds from the city from the proposed \$20M bond. He also mentioned that the building would be paid for in bond monies for infrastructure and code updates, but anything to do with the Opera House will be paid by the Opera House only and NOT the city.

- Karen Darling gave an update on there being a new secretary for the Historical Society along with QR codes on buildings to be able to see what they once looked like. She also added that the Historical Society plant sale will be coming up on June 25th.
- Karen Darling also gave a reminder that the Anti-hate group has public meetings on the 3rd Wednesday of every month. This will be for educating, but can also be for instances where people would like to bring something up. Anyone can drop in for these meetings.
- Resident Marie Danforth read a letter that she had sent to the Ward I councilors. This letter is attached to the end of the minutes.

Partners in Prevention Coordinator, Stephanie Wolff, gave the council some updates:

- On May 13th, during Community Day, Partners in Prevention administered the first round of their community survey. There was a good turnout of about 30 surveys completed. Surveys will also be administered at Winni River Days and National Night Out.
- May 13th was also the Franklin High School Chem-Free After Prom. It was a successful event with about 35 students attending.
- On May 24th Franklin Partners in Prevention held a youth focus group at the Franklin High School to get student insight on the substance use trends occurring within their youth population. There were 9 participants and it went very well. She looks forward to compiling and presenting this data along with their most recent YRBS data later this year.
- Next Week she and coalition member, Christine Dzujna, will head back to Boston for their second week of the CADCA National Coalition Academy. There they will continue to use the data collected to learn new prevention strategies to bring back to the community. She looks forward to reporting back next month.
- June 17th is the annual Step-By-Step 5k for Prevention. If anyone is interested in walking or running in this Fun Run, please visit the city website or the Partners in Prevention Facebook page for registration information. You can also register day-of starting at 8:30 AM. She stated that she is looking for volunteers to work this event so if anyone is interested, please reach out to her.
- August 1st is National Night Out. Franklin Partners in Prevention, Franklin Police Department and Franklin Fire Department are teaming up to plan this family friendly community event. This event will occur at Odell Park from 5pm to 8pm. If there are any questions or if anyone would like to donate or sponsor to this event, please feel free to reach out.

Lastly, a resident asked the council about how to get the \$20M bond on the ballot for citizens to be able to vote on it. Milner answered stating that nothing about this proposed bond has been presented or brought before the council as of yet. It has only been discussed in public forums. It is too late to add this to the ballot for this year, but it would be possible to add it for next year's election.

Councilor Desrochers added that there is a way to get it on the ballot by getting together a petition and let the resident know he would provide her with the information.

Public comments closed at 7:36 p.m.

City Council Acknowledgement:

Councilor Dzujna acknowledged Choose Franklin again this year for stepping up and footing the bill for the flowers that are hanging on the poles downtown. They are also footing the bill for the watering of those flowers. He thanked Choose Franklin for that.

Mayor's Update:

Mayor Brown read the following statement to the public:

Truth is a five-letter word. What does it mean to us? Do we think as a community that it is important to live by truth? Will our community be a better place to live if we are concerned about truth, and try to make that a guiding principle for our everyday lives? It seems that we have somehow forgotten about truth – that it is a statement of what **IS** - not of what we want it to be. We seem to ignore the hurt and harm that can come from misstating facts, from slandered our neighbors because they have a different opinion from us to perpetuating positions that advance their own narrative to the exclusion of other thoughts and positions. I want to read a comment from the book **'Strong Cities' by Charles L Marohn Jr.:**

"As people seek out the social settings they prefer, as they choose the group that makes them feel most comfortable-we become segregated-and the growth and potential solutions that could come out of a reasonable dialog based on a variety of valid input, is lost to the righteousness that is seen as an entitlement of each group and their ideology. We tend to live in and congregate with only those folks who share our narrative. When we don't hear or listen to opposing viewpoints presented authentically and based on fact, and thus do not fit our narrative, then these beliefs are ridiculed, distorted, and dismissed.

Is that how we want to treat our fellow citizens? It is absolutely ok to disagree – many valid inputs make up a strong final position, but are we listening to our fellow citizens - are we taking the time to talk with them before we slander them – and if not, why not?"

Earlier this year you will recall that there was a Police union vote of no-confidence in our police department and city leadership. For the most part, when our city councilors were contacted by the press, they issued no comment as it was an ongoing investigation, however the council was briefed in non-public session about the rest of the story. I would like to read to you the official

statement from our City Attorney regarding that incident that, while sent to the same media outlets that published the original story, have not to date published this statement:

“The City of Franklin is aware of a number of allegations on the part of former police officer Jacob Drouin. The city does not normally comment on personnel matters or release records relating to specific personnel, but in this case, Mr. Drouin initiated a campaign of public criticism of the Department’s administration which also resulted in multiple media requests for information pertaining to Mr. Drouin’s criticisms, particularly his claim that he was being discriminated against because of his union activity. In fact, the City has a history of amicable dealings and negotiations with its unionized employees and their representatives. In the present case, Mr. Drouin was subject to disciplinary action because of misrepresentations that he made to his superiors within the Police Department involving a worker’s compensation claim that he filed during the summer of 2023. Those untruthful statements were repeated in an official proceeding before the New Hampshire Department of Labor and have been disproven both through the use of videotape evidence and Mr. Drouin’s failure to successfully pass a polygraph or “lie detector” examination, which was conducted by an independent examiner not associated with the City of Franklin or its Police Department. Because the City believes that Mr. Drouin’s public statements have improperly impacted the reputation of the Police Department, its administration, the City Manager and perhaps others, the City today is releasing documentation showing his claims to be demonstrably false.

Mr. Drouin is no longer employed in any capacity by the Franklin Police Department or the City of Franklin.”

On another front, there continues to be some misunderstanding of the proposed \$20M bond that the Economic Development Committee is proposing. City Manager Milner will address that in her comments later, but again, in the interest of truth, I would like to address some comments that were in a letter recently sent to The Laconia Sun.

1. This proposal will break the tax cap and permanently raise the tax rate:

This measure will not break the tax cap – Charter Paragraph C-32-b. Exception to budget limitation. The total or any part of principal and interest payments of any municipal bond, whether established for school or municipal purposes, may be exempted from being included in expenditures subject to the prior limitation upon a two-thirds vote of the Franklin City Council. This decision shall be made annually. Additionally, capital expenditures deemed necessary by the Franklin City Council may similarly be exempted from this limitation by a two-thirds vote. It will, however, increase taxes collected – that is true, but it is allowed under our tax-cap structure and necessary for our city to continue to provide services to our citizens. It will raise the tax rate.

2. The tax burden will affect all residents, including renters:

That is true, BUT if we can shift that portion of the taxes away from the home owner and more on the emerging commercial sector, then that tax burden becomes less on the individual taxpayer. To put it simply, new business, like the Stevens Mill Development and tourists to our city puts more money in our tax base through property taxes and Rooms and Meals, etc., which means they pick up more of the tax burden.

3. The interest on this bond will cost tax-payers \$7.3 million:

Yes, it could. It depends on the frequency of payments, final interest rate and amount bonded. It could be greatly reduced if we made quarterly payments and will depend on the investor or lending institution. We would bid for the best solution for Franklin.

4. The public has not been given a list of needed repairs:

A complete list of needed repairs to all proposed projects has not been finalized, however the road repairs are listed in the CIP; there is a dated report on the Opera House that highlights some long-term issues and that is being updated now through the RFP process as we speak. A review of needed repairs to the Trestle Bridge was presented at a public forum last fall by McFarland Johnson Engineers and is available at City Hall. The Trestle Bridge and City Hall have been presented at many meetings to date.

5. We were told that tax money will not be used for the Water Park:

That is true and was addressed by Neil Cannon at the last public Economic Development Forum. The plan was to try to do the entire project with grants and other funding mechanisms. The funding landscape has now changed, however, and the city is still pursuing funding opportunities and has already received over \$75M in new downtown investment as a result of the work done to date on the white-water park **funded through outside sources**. Remember too, that these new investments in restaurants, E-bikes, and Stevens Mill will add a projected \$487,800/year to the tax base over time.

6. It is not known how much of the bond is being used for emergent repairs:

That will be determined once RFPs for the proposed projects are secured. A list has been widely circulated that proposes \$5M for the City Hall/Opera House; \$9M for roads; \$3.5 for the Trestle Bridge and \$2.5 for the White-Water Park. It is important to note that all repairs are a result of deferred maintenance except for the WWP which is the only project that **has and will have** a return on investment. Certainly, down the road the Opera house portion of City Hall has the potential to have a ROI as well.

7. The city does not specify a Rate of Return on the Investment:

The ROI will depend on the bond amount, but look at this another way. Your home is worth more with a new road; less vehicle repairs with new pavement; a reduction in risk/liability of a failing trestle bridge that, if it collapses into the river would be a major environmental cleanup. Remember too, that since 2015 the ROI was projected for the WWP by the Department of Economic Development in Concord, which was \$6.3 M direct spending once the project was completed. Enhancements to the Opera House to bring in shows to a renewed venue, and the continuing economic development we are continuing to see, again from the WWP, also brings in more taxes while not utilizing services like, school, trash, etc. The residents should not bear most of the burden of taxes. But we need to get there, as the developer of the Stevens Mill Eric Chinburg, said in our last economic forum, the city needs to invest in itself – it needs to have skin in the game.

Again, from *Strong Cities*:

“Improving the collective value of the place is a requirement if the city is to become stronger and more prosperous.”

Again, the City Manager will be telling us about more opportunities for all of Franklin to come and learn the truth about this Bond Proposal.

I will end with this thought from Socrates – many of you may be familiar with it, but I think it bears repeating:

‘Once upon a time in ancient Greece, one of the acquaintances of the great philosopher Socrates came up to him and said: “Socrates, do you know what I just heard about one of your students?”

“Hold on a moment,” Socrates replied. “Before you tell me, I would like to perform a simple test. It is called the ‘Three Sieves Test.’”

“The ‘Three Sieves Test?’ ”

“Yes. Before you say a word about my student, take a moment to reflect carefully on what you wish to say by pouring your words through three special sieves.”

“The first sieve is the Sieve of Truth. Are you absolutely sure, without any doubt, that what you are about to tell me is true?”

“Well, no, I’m not. Actually, I heard it recently and...”

“Alright,” interrupted Socrates. “So, you don’t really know whether it is true or not. Then let us try the second sieve: the Sieve of Goodness. Are you going to tell me something good about my student?”

“Well...no,” said his acquaintance. “On the contrary...”

“So you want to tell me something bad about him,” questioned Socrates, “even though you are not certain if it is true or not?”

“Err...”

“You may still pass the test though,” said the Socrates, “because there is a third sieve: the Sieve of Usefulness. Is what you want to tell me about my student going to be useful to me?”

“No. Not so much.” said the man resignedly.

Finishing the lesson, Socrates said: “Well, then, if what you want to tell me is neither true nor good nor useful, why bother telling me at all?”

Mayor Brown called a 15-minute break at 7:53 p.m.

The meeting reconvened at 8:05 p.m.

Agenda Item I.

Approval of Minutes.

Council to consider the minutes of the May 1st, 2023 City Council meeting, the May 3rd, 2023 City Council Special meeting, and the May 8th, 2023 City Council Special meeting.

Motion - Councilor Dzujna moved that the Franklin City Council approve the minutes of the May 1st, 2023 City Council meeting, the May 3rd, 2023 City Council Special meeting, and the May 8th, 2023 City Council Special meeting. Seconded by Councilor Ribas.

There were a couple of corrections that had already been sent to the Executive Secretary to amend.

All in favor; Motion PASSED.

Agenda Item II.

School Board Update.

Superintendent LeGallo gave the following updates:

- **Thoughts & Prayers:** LeGallo wanted to first send out thoughts and prayers to their kindergarten student who is recovering from the tragedy of this past weekend.
- **Unified Volley Ball Team:** LeGallo recognized their Unified Volley Ball team for making it to the State Championship game, which is their first State Championship since 2018. Franklin lost to Oyster River 2 matches to 1 in a hard-fought contest.
- **Wizard of Oz Production:** They had their first district wide musical since COVID hit in 2020. Over 80 students participated in 6 shows with a total audience of 784 spectators.
- **Youth Government:** LeGallo thanked the city for their participation in Youth Government week.
- **State Budget:** The school district is disappointed with that they are hearing regarding the state budget and education funding. The House version was very favorable to Franklin, but the latest version coming out of the Senate is approximately one million below what they would be receiving from the House version. There is no immediate impact as this version still is above their estimates and projections for FY24, but there are long term negative consequences if this version is passed by the full Legislature.
- **Upcoming Dates:**
Partnering with the City to paint crosswalks – June 9th at 9am
Class Day Parade – June 15th at 12:30pm

High School Graduation – June 16th at 6pm at the FHS field
8th Grade Graduation – June 21st at 6pm at the Middle School

Agenda Item IV.

Council to consider Ordinance 01-24 regarding an Amendment to the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charged for services by the City of Franklin Water and Sewer Department.

Motion - Councilor Ribas moved that the Franklin City Council adopts ordinance 01-24 relating to FY2024 budget water commodity and sewer disposal rates and fees. Seconded by Councilor Blake.

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

There was a discussion about the sewer rates based on the State budget approval. The rate in the budget is what the House and Senate have right now for the Winnepesaukee River Basin program. Hopefully, by reaching out to the Senators, they can get the appropriation reduced. The state budget has not been passed so this is the worst-case scenario budget for the city.

Milner urged citizens again to contact Senator Innis about this. If the rate were to be changed, the city could relook at the sewer rates again.

By a roll call vote.

Roll Call:

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

6 in favor; 3 opposed. Motion PASSED

Agenda Item V.

Council to consider Ordinance 02-24 regarding an Amendment to the Franklin Municipal Code, Chapter 160, Fees, 160-1, Fees charged for services by the City of Franklin; Transfer Station, Notary, Yard Sale, and Outside Police Detail fees.

Motion - Councilor Ribas moved that the Franklin City Council adopt ordinance 02-24 relating to FY2024 budget Chapter 160 fee changes. Seconded by Councilor Trudel.

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

Councilor Desrochers stated that if they are continuing to not charge fees for vendors at events

that they should remove the yard sale fee to residents.
There was a small discussion on this matter.

Motion – Councilor Desrochers moved that the Franklin City Council amend Ordinance 02-24 to eliminate the yard sale fee for residents. Seconded by Councilor Starkweather.

5 in favor; 4 opposed. Motion PASSED

Mayor Brown stated that there was a roll call vote needed for the motion that was still on the table as amended.

By a roll call vote.

Roll Call:

Councilor Blake	<u>yes</u>	Councilor Desrochers	<u>yes</u>	Councilor Starkweather	<u>yes</u>
Councilor Webb	<u>yes</u>	Councilor Dzujna	<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 VI.

Council to consider Resolution 01-24 regarding the proposed Fiscal Year 2024 budget.

Motion - Councilor Ribas moved that the Franklin City Council Adopt resolution 01-24 appropriating the City’s FY2024 budget which begins on July 1, 2023. Seconded by Councilor Blake.

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

Councilor Webb announced that as the president of the Franklin Historical Society it may be a conflict of interest to vote on this budget.

Motion - Councilor Webb moved that the \$250 in this budget that is allocated to the support of the Franklin Historical Society be withdrawn so that he can vote on the budget. Seconded by Councilor Ribas.

The councilors all agreed that they did not have a problem with Councilor Webb voting on the budget with this allocation.

All opposed. Motion FAILED.

Motion – Councilor Desrochers moved that the Franklin City Council remove \$500,000 out of the fund balance of the City Manager’s Proposed FY24 budget to repair Cheney Hill. Seconded by Councilor Trudel.

There was a discussion about being able to appropriate this amount via a resolution in August once there is a better idea of fund balance at that time. The sewer project will not be happening until that time frame as well, and it would be best to repair the road after the sewer project.

7 opposed; 2 in favor. Motion FAILED

There was a final discussion where the council did agree that employees need to be paid much better and have a better quality of life balanced with work. The increase in pay would also help to fill open positions.

By a roll call vote.

Roll Call:

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

6 in favor; 3 opposed. Motion PASSED

Agenda Item VII.

Council to consider setting a public hearing for Resolution 02-24 appropriating \$30,173.38 to the Franklin School District fiscal year 2024 budget.

Motion – Councilor Dzujna moved that the Franklin City Council set a public hearing for July 10th, 2023 at 6pm in Council Chambers for Resolution #02-24 appropriating \$30,173.38 to the Franklin School District fiscal year 2024 budget. Seconded by Councilor Ribas.

Mayor Brown asked if there was any discussion on this motion.
No discussion ensued.

All in favor. Motion PASSED

Mayor Brown read Resolution 02-24 into record:

RESOLUTION # 02-24

A Resolution Granting Authority to Accept and Appropriate \$20,000 from The New Hampshire Education Department (NHED) for funding Beyond School Enrichment programs and \$10,173.385 for Leaning into Literacy Grant.

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 \$20,000 for the Franklin High School from NHED for a Gaming Club program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$10,173.38 for the Paul Smith Elementary School from NHED for a Leaning Into Literacy program and; **Now**,

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on July 10, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #02-24 to formally accept and appropriate \$30,173.38 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Education Department of Thirty Thousand, One Hundred Seventy-three Dollars and Thirty-Eight Cents (30,173.38).

An Increase in Expenditures:

School District Expenditures – Thirty Thousand, One Hundred Seventy-three Dollars and Thirty-Eight Cents (30,173.38).

Agenda Item VIII.

Council to set a public hearing on Resolution 03-24 establishing an Industrial Park Tax Increment Financing District Advisory Board.

Motion – Councilor Ribas moved that the Franklin City Council set a public hearing for 6pm on Monday, July 10, 2023, regarding resolution 03-24 appointing the 5-member advisory board & roles of the advisory board per section XX of the Development Program and Financing Plan for the Franklin Business Park & Industrial Tax Increment Finance District. Seconded by Councilor Dzujna.

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

All in favor. Motion PASSED

Mayor Brown read Resolution 03-24 into record:

RESOLUTION #03-24

A Resolution Relating to Establishing a Tax Increment Financing District Advisory Board for the Industrial Park.

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

WHEREAS, the City Council of the City of Franklin adopted Franklin Business Park & Industrial Tax Increment Finance District (District) under RSA 162-K on February 4, 2013, and;

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

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the advisory board shall consist of 5 (five) members with a majority of the membership to include owners and occupants of real property within or adjoining the district and a majority of members must be residents of the City of Franklin, Now,

THEREFORE, BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, July 10, 2023, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 03-24 naming the following individuals to the advisory board of the Franklin Business & Industrial Tax Increment Financing District:

Steve Crowley	Watts Water Technologies	Owner
Ryan Dillon	Dillon's Creations	Owner/Resident
Jeremy Laucks	Black Fly Canoes	Owner
Mike Mullavey Jr	FBIDC Board	Owner/Resident
Jim Aberg	FBIDC/FDI	Resident

Further, the Council does hereby adopt the following roles and responsibilities of, and procedures for said Board:

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

Agenda Item IX.

Council to authorize the issuance of dog civil forfeitures for failure to license.

Motion – Councilor Ribas moved that the Franklin City Council allow the City Clerk to issue Civil Forfeitures to dog owners that have not licensed their dog(s) per NHS RSA 466:14 as follows:

The town or city clerk shall annually, between June 1 and June 20, present to the local governing body a list of those owners of dogs that have failed to license or not renewed their dog licenses pursuant to RSA 466:1. The local governing body shall, within 20 days from June 20, issue a warrant to a local official authorized to issue a civil forfeiture foreach unlicensed dog. The warrant may also authorize a local law enforcement officer to seize any unlicensed dog. The civil forfeiture may be sent by certified mail, or delivered in hand, or left at the abode of the dog owner. The cost of service shall not exceed \$7 and may be recovered by the city or town in addition to the amount of the civil forfeiture. If the unlicensed dog is seized, it shall be held in a town or city holding facility for a period of 7 days, after which time full title to the dog shall pass to the facility, unless the owner of the dog has, before the expiration of the period, caused the dog to be licensed. The owner shall pay the facility a necessary and reasonable sum per day, as agreed upon by the governing body of the town or city and the facility, for each day the dog has been kept and maintained by the facility, plus any necessary veterinary fees incurred by the facility for the benefit of the dog. Before a local law enforcement officer seizes any unlicensed dog, a written warning shall be given to the dog. Seconded by Councilor Dzujna.

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

City Clerk Stanyan explained that this had not ever been done by the previous clerk and possibly any before then. She had done these annually, which is required by the state, in another community where she worked. It is standard practice throughout the state. This will be effective at cleaning up the list of over 500 dogs that have not been re-licensed in Franklin, as some may have moved away or have passed.

All in favor. Motion PASSED

Agenda Item X.

Other Business:

1. Committee Reports

Councilor Dzujna stated that the MSD Committee meeting that was scheduled for May 24th had been cancelled and they will be setting up a new date and time soon.

Councilor Webb stated that at the last Legislative Committee meeting they discussed three things:

- The charter changes were tabled for now. This will need to be revisited in the future.
- The Code of Conduct, which was referred back to the committee, had a 3-0 vote to not codify the document and the committee will be referring it back to the council.
- On the election recount, the committee went line by line and notes were given to the City Manager to bring to the council.

Councilor Ribas stated that there was another Ad Hoc meeting about the City Manager's evaluation and they looked at the survey questions again. The number of questions was

narrowed down and he passed out these questions for employees to the council for review. This handout is included at the end of the minutes. He would like to have this as an agenda item for next month. The next meeting will be on June 27th.

2. City Manager's Update:

- Contingent Grant Line Activity – Received \$707.60 for the Sex Offender Compliance grant, \$1,500 for the kayak beautification project, \$50 for the Fire Department, \$821 from the Franklin Partners in Prevention annual event, \$182.25 for the Franklin Partners in Prevention Drug Takeback Day along with a \$50 donation for the Chem-Free After Prom event.
- Trust fund for school funding – \$271.69
- Congratulations: David Sabo & Mike Provencher from FD for completing AEMT courses, P&Z Director Creighton, who presented at the DES annual Drinking Water Source Protection conference.
- Committee Meetings – June: Police Committee meeting: TBD
Parks & Rec Committee: June 22nd at 10am at the Bessie Rowell
- Welcome: Nathan Ecker to the fire department.
- Tax Bills – These will be issued for the 1st half of the year and will be due on July 3rd, 2023.
- Shout Out – The Lodge of Elks for hosting Youth Government again this year, along with Kevin DeLange and the Department Heads for their participation, and Choose Franklin for the flowers.
- Random Acts of Community – Thank you to the Grevior's for providing weekly space for the economic Development Listening Sessions about the \$20M bond.
- Media contacts – All media contacts were used this month.
- Stanley Mill update – The City Manager's Economic Development group received the \$1.923M EPA grant, \$418,000 from InvestNH, and \$200,000 from DES. These three grants will be able to complete the project.
- City Hall Update – They received RFQs from 4 firms, which were interviewed. 3 of those firms were invited to submit cost proposals with a due date of June 16th and an award to take place the following week.
- Crosswalks – The painting of crosswalks is scheduled for Friday, June 9th from 9am – noon. These are the crosswalks between the Winni River Trail and City Hall. They will be solid

primary and secondary colors. She is still looking for donations of rollers, brushes and extension poles, which can all be returned.

- Right to Know – Milner addressed a public comment about this and reiterated that the law says that draft minutes need to be available for inspection, but the city does not have to let the minutes leave the building until approved. Draft minutes are always available to read at City Hall.
- Milner stated that there was no malfeasance on the behalf of the City Manager as far as city councilors attending the Economic Development invite only meeting. A few of the councilors are a part of the Franklin Falls Business Group and that entire group was invited to attend.
- There will be Q&A's that have come up along with a tax calculator for your home will be going on the city website. You will be able to plug in the value of your home and see how your taxes would be affected by the \$20M bond.
- City Manager Vacation – This is a reminder that Milner will be on vacation from June 22nd – July 7th. Finance Director/Deputy City Manager Gaudette will be acting as City Manager while she is out.
- Upcoming Economic Development forums:
Public Forum - June 19th at 6pm at the Lodge of Elks about the recommended bond
Listening Sessions – 6/29, 7/13, 7/27 from 4pm – 530pm possibly at the Waterhorse Pub
Workshop with the City Council & School Board – July 24th at 630pm in Council Chambers
- Non-Public Session Needed

3. Late Item – A late item is needed tonight and the info was given to the council.

4. Nonpublic Session Needed

Late Item:

Milner stated that there have been three requests for outdoor seating. The requests come from The Franklin Café, Waterhorse Pub, and Wyatt's. A copy of the Outdoor Dining License Application was given to the council and is also attached to the end of the minutes.

Milner stated that they are hoping that the council will approve this for this year and the policy can be put forward to the legislative Committee to see if it needs to be codified or not. The fees would need to be added to Chapter 160 as well.

There was a discussion about safety rules as far as the businesses using city property for seating, mainly the sidewalks. P&Z Director Creighton also explained this in greater detail to the council.

Motion – Councilor Ribas moved that the Franklin City Council approve the Outdoor Seating Application to be adopted with no fee for this season only. Seconded by Councilor Trudel.

Mayor Brown asked if there was any discussion on this motion.
A discussion ensued about the fee being waved and there were questions about running this through the legislative committee for the following years and having the application reviewed by the city solicitor first before approving for this year.

Councilor Ribas withdrew his motion. He recommended that a fee structure be put together for the council with the lease being looked at by City Attorney Fitzgerald.

Milner stated that they were ready to enter into a nonpublic session.

Motion – Councilor Ribas moved that the Franklin City Council enter into nonpublic according to 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. Seconded by Councilor Zink.

By a roll call vote.

Roll Call:

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

All in favor. Motion PASSED

Entered into nonpublic at 10:35 p.m.

Motion – Councilor Desrochers moved to leave nonpublic session and return to public session. Seconded by Councilor Ribas.

All in favor. Motion PASSED

Public Session reconvened at 10:49 p.m.

Motion — Councilor Webb moved to seal the minutes. Seconded by Councilor Desrochers.

By a roll call vote.

Roll Call:

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

All in favor. Motion PASSED

Motion — Councilor Ribas moved that the Franklin City Council authorize the City manager to sell back the tax deeded property, Lot# 77-406 to the family of Elaine Rogers for back taxes plus penalty and interest. Seconded by Councilor Dzujna.

All in favor. Motion PASSED

ADJOURNMENT:

Motion to adjourn was made by Councilor Webb and seconded by Councilor Ribas.
All in favor. Motion PASSED.

The meeting adjourned at 10:51 p.m.

Respectfully submitted,

Lisa A. Jones
Executive Secretary

FROM THE DESK OF

Leanne Hamilton

May 9, 2023

Judy Milner
City of Franklin
316 Central Street
Franklin NH 03235

Dear Ms. Milner,

I am a resident in Ward One and have lived in Franklin for 38 years. I am involved in the community and have no plans of moving away.

I am in support of the \$20 million bond. At the meeting, the city planner showed graphs of all the other tax cap communities in NH which all have debt. I was at a meeting where it was very clearly explained how the previous councilors have not acted to fund the capital expenditures for years. I have not heard any positive recommendation on other alternatives to remedy this situation. I was also at the meeting that explained that the trestle bridge needed to be repaired. The consensus appeared to be those in attendance wanted it to be preserved and they heard what the options were. Pictures were provided showing the severe deterioration.

I believe the white-water park is the reason businesses want to invest in our community. Quoted from Joahanna Knapschafer 01/26/23 'The park will eventually comprise 13 acres with 3 whitewater features, including a course for Olympic slalom training, with an additional 21 acres of conservation land that will be preserved nearby.' As Marty Parichand mentioned at the meeting, one kayaker will come to kayak with 6 more to watch.

No one likes to pay taxes but if we don't move on to the issues that this bond addresses now, when? I was in a Tilton store recently and mentioned I was from Franklin. They were happy about the good things happening in Franklin. The council needs to approve these expenditures separately, but I look forward to seeing this pass and continue this positive momentum that is taking place

Sincerely yours,

Leanne Hamilton

Attachment: Johanna Knapschaefer: Engineering News Record 01/26/23

Fwd: 20 Million Dollar Bond

1 message

Marie Danforth <mmarriedanforth@gmail.com>

Mon, Jun 5, 2023 at 4:26 PM

To: Myla Everett <myla.everett@gmail.com>

----- Forwarded message -----

From: <mmarriedanforth@gmail.com>

Date: Sun, Apr 23, 2023 at 7:41 PM

Subject: 20 Million Dollar Bond

To: <TStarkweather@franklinnh.org>

Dear Councilman Starkweather,

As a citizen of Franklin, I am not in favor of the 20 million dollar bond proposal currently being considered by the City of Franklin. I'm concerned with the far reaching consequences to all residents of Franklin.

- This proposal will break the tax cap and PERMANENTLY raise the tax rate.
- The tax burden will affect ALL residents, not just property owners.
- The interest alone on this bond will cost tax payers \$7.3 million dollars.
- The public has not been given an itemized list of proposed repairs to roads or the Opera House.
- We were told that taxpayers did not need to be concerned about tax money being used for the water park (which is no longer the only water park in New England).
- It is not known how much of the bond is being used for emergent repairs.
- Does not guarantee the proposed road repairs will not need to be repaired again before the bond is paid in full.
- Does not guarantee increased revenue (we have not seen the revenue promised from the water park)
- will take 20 years for Franklin's residents to repay.

Franklin is a small community. According to the 2021 Census reported by the New Hampshire Employment Security, the population of Franklin is only 8,828.

- 2,013 residents are above 65. This population, if homeowners, are potentially eligible for property tax rebate. This reduces the amount the city collects in property taxes from this population.
- 1,544 residents are aged 0-19. This is a population that will most likely not be contributing to property taxes.
- 5,261 residents are aged 19-65. This group of residents are left to carry the tax burden.

Not all of these 5,261 residents are homeowners.

The 2020 Census states 65.3% of the housing units in Franklin, NH were occupied by their owner.

34.6% of Franklin's population are renters. One third of Franklin's population are renters.

The renters of this community will absolutely be affected by this decision. The landlords of this community are not going to absorb the extra cost of increased property taxes. This cost will be incorporated into already outrageous rent prices.

According to information updated 4/20/23 on Zillow, the median rent in Franklin is \$1500/month. This has increased by \$450/month over last year. How can the renters of this community afford this on top of the increased costs for basic needs such as water & sewage, electricity, heating, gas, food and fees for trash removal?

Shouldn't all residents of Franklin be given a chance to vote on a decision that will increase city debt and challenge already stretched income liabilities?

I strongly encourage our city leaders to put this question on the ballot for all residents of Franklin to consider.

Thank you for entering this letter into the public record and reading this letter at the Public Meeting at City Hall on April 24th.

Sincerely,
Myla M Danforth
603-455-1662

Sent from my iPhone

Sent from my iPhone

PROPOSED REDUCED COUNCIL MANAGER EVALUATION QUESTIONS 2023-06-05

GENERAL ATTRIBUTES	
Exercises good judgement	
Responds well to requests, advice and constructive criticism	
Exhibits professional behavior appropriate for an executive position	
Displays enthusiasm, cooperation, and willingness to adapt	
Demonstrates a capacity for innovation and creativity	
Anticipates and analyzes problems to develop effective approaches for solving them	
Demonstrates a dedication to service to the community and its citizens	
Performs duties diligently and thoroughly (self starter)	
RELATIONSHIP WITH COUNCIL	
Assists by facilitating decision making without usurping authority or favoring a minority opinion	
Implements governing body actions in accordance with the intent of council and support decisions inside and outside the organization	
Shares responsibility for addressing the difficult issues facing the city	
Helps the council address future needs and develop adequate plans to address long term trends	
Understands, supports, and enforces local government's laws, policies, and ordinances	
Maintains knowledge of current developments affecting the practice of local government management	
Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical	
COMMUNICATION	
Disseminates complete and accurate information equally to all members and the public in a timely manner	
Responds in a timely manner to requests from the governing body	
Responds in a timely manner to requests from citizens	
Provides regular information and reports to the governing body concerning matters of importance to the local government, using the city charter as guide	
Takes the initiative to provide information, advice and recommendations to the governing body on matters that are non-routine and not administrative in nature	
MANAGEMENT	
Recruits and retains competent personnel for staff positions	
Applies an appropriate level of supervision to improve areas of substandard performance	
Encourages heads of department to make decisions within their jurisdiction with minimal city manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff	
Encourages teamwork, innovation, and effective problem-solving among the staff members	
FINANCIAL	
Prepares a balanced budget to provide services at a level directed by council	
Makes the best possible use of available funds, conscious of the needs operate the local government efficiently and effectively	
Appropriately monitors and manages fiscal activities of the organization	

PROPOSED DEPT HEAD MANAGER EVALUATION QUESTIONS 2023-06-05

Encourages heads of department to make decisions within their jurisdiction with minimal city manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff
Encourages teamwork, innovation, and effective problem-solving among the staff members
Recruits and retains competent personnel for staff positions
Applies an appropriate level of supervision to improve areas of substandard performance
Stays accurately informed and appropriately concerned about employee relations
Professionally manages the compensation and benefits plan
Promotes training and development opportunities for employees at all levels of the organization
Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
Develops and maintains a friendly and informal relationship with the staff and workforce in general, yet maintains the professional dignity of the city manager's office
Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
Assists by facilitating decision making without usurping authority
Responds well to requests, advice and constructive criticism
Willing to try new ideas proposed by governing body members and/or staff
Anticipates and analyzes problems to develop effective approaches for solving them
Makes the best possible use of available funds, conscious of the needs of the local government efficiently and effectively

PROPOSED EMPLOYEE EVALUATION QUESTIONS 2023-06-05

Encourages teamwork, innovation, and effective problem-solving among the staff members
Recruits and retains competent personnel for staff positions
Applies an appropriate level of supervision to improve areas of substandard performance
Stays accurately informed and appropriately concerned about employee relations
Professionally manages the compensation and benefits plan
Promotes training and development opportunities for employees at all levels of the organization
Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
Develops and maintains a friendly and informal relationship with the staff and workforce in general, yet maintains the professional dignity of the city manager's office

Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback



CITY OF FRANKLIN, NEW HAMPSHIRE
"Three River's City"

6/5/23 City
Council Meeting

Outdoor Dining License Application

Please complete the following application and submit it to the Planning, Zoning, Building Office, along with the required fee (\$25 minimum fee for areas 100 square feet or less; \$1 additional fee per square foot for every square foot over 100 square feet).

Choose all that apply (proposed location of chairs/tables for outdoor dining):

- | | |
|---|--|
| <input type="checkbox"/> Private property (no fee required) | <input type="checkbox"/> Public Property |
| <input type="checkbox"/> Will include seasonal use of outdoor heaters | <input type="checkbox"/> Requesting use of City parking spaces for seating |

Address of proposed Outdoor Dining Area ("Area"): _____

Assessor's Map: _____ Lot: _____ Block: _____ Zoning District: _____

Applicant Name: _____

Mailing Address (Street/City/State/Zip): _____

Phone number(s): _____

Email: _____

Signature: _____

Property Owner (of where business is located) Name: _____

Mailing Address (Street/City/State/Zip): _____

Phone number(s): _____

Email: _____

Signature: _____

Please check the following boxes as they are completed.

☐ Dimensioned site plans are attached to this Application depicting the following:

a) The existing conditions, including a depiction of public infrastructure such as curb lines, light poles, bike racks, street trees, tree grates, manhole covers, meters, licensed A-frame signs, adjacent on-street parking and loading zones, adjacent accessible sidewalk curb cuts and the like,

b) The proposed table/chair layout plan for outdoor dining dimensioned routes of travel within the outdoor dining area and on the adjoining public sidewalk, as well as detail sheets for the proposed enclosure system, tables, chairs, lighting, trash receptacles, and the like.

a) The proposed dining area including the proposed number and location of tables, chairs, decorations and other equipment, pedestrian access points to the dining area and how the dining area will be separated from the rest of the sidewalk.

b) Include all physical features in the immediate vicinity including driveways, wheelchair ramps, fire hydrants, trees, poles, etc.

c) Label the name of the street, width of sidewalk, length and width of sidewalk being utilized for outdoor dining and demonstrate compliance with all applicable setbacks.

☐ Copy of license from New Hampshire Liquor Commission, if applicant intends to serve alcohol.

☐ Certificate of insurance \$1,000,000 per occurrence/\$2,000,000 aggregate - the City of Franklin must be listed as both the certificate holder and additional insured. The certificate must be valid throughout the period of the permit.

The City Manager will not review incomplete applications. All questions must be answered and all applicable check boxes must be checked. Failure to do so shall result in an incomplete application which will not be processed. The undersigned attests that the supplied information is accurate and complete and requests that the City Manager proceed with processing this application under the requirements of the City of Franklin Ordinance ****.

****CITY OFFICIALS USE ONLY**** DO NOT WRITE IN THIS SPACE****

Payment: Amount Paid: \$ _____ Date: _____
Cash: Y/N Check: Y/N (check # _____)

Department Signoff: Please Sign, Print, Date:

Police Dept: _____

Fire Dept: _____

MSD Dept: _____

Planning Dept: _____

Finance Dept: _____

City Manager: _____

City of Franklin

Rules and Regulations for Outdoor Dining

Introduction

The City of Franklin recognizes the importance of outdoor dining to the vitality and success of our downtown. The outdoor dining rules and regulations are in place to promote the health, safety and welfare of our residents and visitors.

Required Approvals

Outdoor dining is not allowed without the prior written approval of the Municipal Services Department and Fire Department.

Application Requirements

1. An Annual Outdoor Dining Permit Application which includes approvals from Municipal Services, Fire Department (Assembly Permit).
2. A sketch or diagram depicting:
 - a) The proposed dining area including the proposed number and location of tables, chairs, decorations and other equipment, pedestrian access points to the dining area and how the dining area will be separated from the rest of the sidewalk.
 - b) Include all physical features in the immediate vicinity including driveways, wheelchair ramps, fire hydrants, trees, poles, etc.
 - c) Label the name of the street, width of sidewalk, length and width of sidewalk being utilized for outdoor dining and demonstrate compliance with all applicable setbacks.
3. Certificate of Insurance \$1,000,000 per occurrence/ \$2,000,000 aggregate - The City of Franklin must be listed as both the certificate holder and additional insured. The certificate must be valid throughout the period of the permit.
4. Copy of license from New Hampshire Liquor Commission, if applicant intends to serve alcohol.

Standard Conditions

1. Permits shall be in effect from the date of issuance (not before April 15) through November 15 and must be renewed on an annual basis.
2. For the period from November 16 through the following April 14, all chairs, fencing, umbrellas, tables and other equipment must be removed from the public sidewalk.
3. For the period from April 15 through the following November 15, all chairs, fencing, umbrellas, tables, and other equipment shall be removed from the sidewalk during inclement weather and upon 24-hour notice from the Municipal Services Department.
4. Outdoor dining is permitted until 11:00 p.m.
5. Permit is to be posted in public view and is not transferable.
6. An outdoor dining permit does not increase the maximum number of patrons allowed inside the eating establishment. The outdoor permit is only for the additional outside seats. Place of Assembly numbers may/may not be affected by the addition of outdoor dining.
7. Outdoor dining areas shall be setback five (5) feet from a crosswalk, handicap ramp, driveway or intersection.
8. A five (5) foot clearance for pedestrians required on all sidewalks at all times. The 5-foot aisle must be a clear path that does not include any obstructions such as light poles, fire hydrants, sign posts, bollards, etc.
9. Permitted area must be contiguous to the licensed premises and maintained.
10. If alcohol is served, outdoor dining shall be separated from public pedestrian space on the adjacent

municipal sidewalk by an enclosure system consisting of heavy duty black decorative metal materials or equivalent as approved by the Municipal Services Director. The minimum height of the enclosure shall be 30 inches and the maximum height shall be 36 inches, or as approved by the City.

11. Businesses must use their own trash and recycling receptacles. Sidewalks will be cleared of all debris after close of business.
12. Outdoor dining shall not damage sidewalks, curbing, bike racks, street trees, light poles, trash containers or other City infrastructure. The use of hardware which punctures publicly owned pavement, poles, siding, etc... is prohibited.
13. The sidewalk shall be completely free of snow and ice along the entire sidewalk from building to curb in front of the establishment.
14. Umbrellas without logos are permitted as long as they don't extend beyond the permitted area.
15. Tents / canopies over the sidewalk are not permitted.
16. Heaters require specific approvals from the Fire Chief.
17. Decorations must be fire retardant and meet NFPA 701 Standards. No decorations permitted except those approved on the site plan. No loosely hanging material.
18. Fire alarm pull stations may not be obstructed.
19. Open flames (i.e. – candles, torches, etc.) are prohibited..
20. Sufficient lighting is required. Extension cords are not permitted. Flashing / strobe lights are prohibited.
21. No Smoking.
22. Barricades may be required and must be approved by MSD, Fire, and Police Departments.
23. Ground coverings are discouraged, but may be considered.

Environmental Health Conditions

1. The area is to be left in a clean and sanitary condition at all times and garbage contained at all times in covered receptacles. Use of public garbage bins/dumpster is prohibited.
2. The area shall be left in clean condition at close of business with all garbage and garbage containers removed in its entirety from the area and any ground debris swept up at close of daily business.
3. No food preparation, grilling, service windows, service counters or wait stations shall be allowed in the area and no condiments, paper products or the like shall be stored in the outdoor area.
4. The Fire Department will review that bathroom facilities are sufficient to support the additional outdoor seating. Exterior restrooms (porta potty) may be required.
5. The State of NH may review kitchens with regards to ability to support the additional outdoor seating.
6. All outdoor dining activities must comply with NFPA 101. All applicable regulations apply and at a minimum in compliance with all state laws.

Compliance

1. All outdoor dining permits are subject to revocation by the City for failure to comply with the conditions of the permit, ordinance or any rules and regulations established by the City/City Departments.
2. Exceptions may be granted on a case-by-case basis.
3. Applicants who consistently stain or otherwise damage public infrastructure may be held responsible for the cleaning and/or repair of impacted City Property.

CITY COUNCIL MEETING
AGENDA ITEM II



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

July 10, 2023

Subject: Council to Consider Wall of Honor Request

Rev. Roger Sargent is requesting that the City of Franklin accept the wall plaque containing the names and photos of Franklin fallen veterans of wars to be placed in the foyer of City Hall near the entrance to the City Council chambers where other veterans and a folded flag are already displayed.

Attachment:

Letter from Rev. Roger Sargent

Rev. (Fr.) Roger E. Sargent, M. Div.

10 Hope Avenue, Franklin, NH 03235

Cell: 603-315-6086

fr.rogeresargent@yahoo.com

June 7, 2023

Hand Delivered to Franklin City Manager Office This Date

Franklin Mayor Jo Brown and Members of the City Council
Franklin City Hall
316 Central Street
Franklin, NH 03235

**Re: Memorial Wall Plaque Containing Photos and Names for Franklin Fallen Sons of the Korean War,
Vietnam War and Afghanistan War**

Mayor Brown and City Council,

I approach you to request the City of Franklin accept the wall plaque containing the names and photos of Franklin fallen veterans of the above-named wars to be placed in the foyer of City Hall near the entrance to the City Council chambers where other veterans and a folded flag are already displayed.

Specifically, I have received permission and enthusiastic support of this project from the immediate families of all the eleven (11) fallen heroes we shall collectively honor as a City that does not forget their supreme sacrifice. This has taken many months to locate family members due to the passage of time going back to the Korean War of the early 1950's.

The concept of this project is based on the tribute to Franklin's fallen sons of World War II that has been on display in the Franklin Public Library since the late 1940's. The wall tribute will be the approximately same size as the WWII tribute of 24" x 36"

The photos of the 11 Franklin fallen veterans were re-created by the New Hampshire National Guard Public Affairs Office under the direction of LTC Greg Heilshorn and USAF TSgt Charles W. Johnston. This was an extremely difficult task to resize the individual photos of the veterans to 4" x 6". Because a few of the deceased veterans had no photographs of them in uniform, graduation pictures from Franklin High School yearbooks had to be used.

Once again, Staples of Concord is assisting in creating the wall tribute for this project. They were instrumental in their professional expertise in creating the LCpl Barker project that has graced City Hall since our 2022 Memorial Day tribute and experience.

The 11 photos will be arranged in order of their dates of death and shall include information of their personal awards decorations only such as Purple Hearts, Medal of Honor, Silver Star, and Bronze Star

with Valor. We shall not include any awards bestowed on their units, theater, etc. as that would be extremely cumbersome in some instances.

The eleven names and honors of the Franklin Fallen Sons are noted on page three as an attachment.

I must note here that I have included the names of Jedh C. Barker and John Smythe Manchester to those being honored. Although they were residents of other states at the time of their death, they were both born and lived here for years in Franklin. The Barker story has been told. 1LT John S. Manchester resided in Franklin until moving to the Lewiston, Maine area after the 8th grade. Many of us remember him as a classmate in elementary and junior high school. His family (the Smythe's' and Doherty's') owned and operated the former GW Griffin Hacksaw Company until it was eventually sold to Stanley decades ago. Doherty and Smythe/Manchester family members still reside in Franklin and the NH.

This tribute is further personal by placing the photos of two other classmates on the wall tribute. Those being, PVT Ernie Laroche (USMC) and SP5 David Perreault (US Army) both were killed in Vietnam and their names appear at Garden Glen.

City Hall is an appropriate venue for this tribute as it is also the Soldiers' Memorial Hall.

This project will not cost the City any funds. I have paid for the wall tribute and associated fees.

To add a professional and respectful solemn addition tribute, I have arranged to have the individual letters **WALL OF HONOR** secured over the entire tribute area. These hallowed letters will be paid for by private and company donations. Nothing currently on that wall will need to be removed.

I am hoping Staples will complete this project within two weeks before I take it to be mounted in an appropriate frame.

I can coordinate the installation of the wall tribute with our fantastic Municipal Service that were so instrumental last year in the Garden Gen and City Hall tributes. Their professionalism has not gone unnoticed.

I request the City of Franklin accept this tribute along with the words **WALL OF HONOR**. I hope to meet with City representatives as soon as possible to discuss this venture and a proposed gathering date to accept the all tribute with the noted wars family members attended of each departed veteran we are honoring. Franklin shall never forget the sacrifice of her veterans and their families.

Respectfully submitted,

Father Roger+

Franklin Wall of Honor

Korean War

Garard E. Beaupre July 20, 1950 PH

Gene L. Piela July 17, 1952 PH

Vasil P. Churas September 1952

Gerald P. Gauthier May 16, 1953 PH

Vietnam War

Ernest A Laroche February 26, 1966

Joseph A Rayno December 29, 1966

Jedh C. Barker, September 21, 1967 MOH, SS, PH *

Eugene S. Harriman December 23, 1967 PH

John S. Manchester April 28, 1968 BSV, PH *

David B. Perreault October 03, 1968

Afghanistan War

Scott G. Dimond October 13, 2008 BSV, PH

Legend: PH – Purple Heart BSV- Bronze Star with Valor MOH – Medal of Honor SS – Silver Star .

*Barker and Manchester were born in Franklin, and at the time of their deaths resided outside NH

CITY COUNCIL MEETING
AGENDA ITEM III



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of July 10th, 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 IV



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
July 10, 2023

From: Dan LeGallo, Superintendent

Subject: 2023-2024 Appropriations New Revenue

Recommendation:

To allow the Franklin School District to appropriate additional funding from the New Hampshire Education Department (NHED) Funding for Beyond School Enrichment for the Franklin High School for \$20,000 to support a Gaming Club program, and a Leaning Into Literacy program for the Paul Smith Elementary School. The total amount of additional funding is \$30,173.38.

Suggested Motions:

June 5, 2023

Councilor moves, "I move that the Franklin City Council set a public hearing for July 10th, 2023 at 6pm in Council Chambers for Resolution #02-24 appropriating \$30,173.38 to the Franklin School District fiscal year 2024 budget.

Mayor calls for a second, discussion and vote.

July 10, 2023

Councilor moves, "I move that the Franklin City Council adopts Resolution #02-24 appropriating \$30,173.38 to the Franklin School District fiscal year 2023 budget.

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

Discussion:

The Franklin School District was also awarded \$20,000 each for Beyond School Enrichment for the Franklin High School to support a Gaming Club program, and \$10,173.38 for the Paul Smith Elementary School to run a Leaning Into Literacy program.

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 02-24



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION # 02-24

A Resolution Granting Authority to Accept and Appropriate \$20,000 from The New Hampshire Education Department (NHED) for funding Beyond School Enrichment programs and \$10,173.385 for Leaning into Literacy Grant

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 \$20,000 for the Franklin High School from NHED for a Gaming Club program and,

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive \$10,173.38 for the Paul Smith Elementary School from NHED for a Leaning Into Literacy program and; **Now**,

THEREFORE, BE IT RESOLVED, *that at a regularly scheduled meeting of the City Council on July 10, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #02-24 to formally accept and appropriate \$30,173.38 of additional revenues for the Franklin School District as follows:*

An Increase in Revenues:

New Hampshire Education Department - Thirty Thousand, One Hundred Seventy-three Dollars and Thirty-Eight Cents (30,173.38).

An Increase in Expenditures:

School District Expenditures – Thirty Thousand, One Hundred Seventy-three Dollars and Thirty-Eight Cents (30,173.38).

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

Resolution #02-24

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 OF FRANKLIN
NOTICE OF PUBLIC HEARING & MEETING**

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, July 10, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Resolution #02-24, granting authority to Accept and Appropriate \$20,000 from The New Hampshire Education Department (NHED) for funding Beyond School Enrichment programs and \$10,173.385 for the Leaning Into Literacy Grant.

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

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

CITY COUNCIL MEETING
AGENDA ITEM V



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

July 10, 2023

From: Judie Milner, City Manager

Subject: Franklin Business Park & Industrial Tax Increment Finance District Advisory Board

Suggested Motions:

June 5, 2023

Councilor moves, "I move the City of Franklin City Council set a public hearing for 6pm on Monday, July 10, 2023, regarding resolution 03-24 appointing the 5-member advisory board & roles of the advisory board per section XX of the Development Program and Financing Plan for the Franklin Business Park & Industrial Tax Increment Finance District."

July 10, 2023

Councilor moves, "I move the City of Franklin City Council adopt resolution 03-24 appointing the 5-member advisory board & roles of the advisory board per section XX of the Development Program and Financing Plan for the Franklin Business Park & Industrial Tax Increment Finance District."

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

Discussion:

The City Council adopted the development and financing plan for the Franklin Business Park and Industrial Tax Increment Finance District (District) on February 4, 2013. As forward momentum and economic development projects continue in the District, the City will need to discuss and approve potential projects to be supported with the tax increment funding. Section XX of the development program and financing plan adopted by the Council, requires the creation of a 5-member advisory board with the majority of membership to include owners or occupants of real property within or adjoining the district and a majority of membership must be City of Franklin residents. The board is advisory only; the City Council has final approval over projects financed with District funds.

Jim Aberg, FBIDC Executive Director, has recruited and recommended the members of the board.

Attachments/Exhibits:

Resolution 03-24



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #03-24

A Resolution Relating to Establishing a Tax Increment Financing District Advisory Board for the Industrial Park.

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

WHEREAS, the City Council of the City of Franklin adopted Franklin Business Park & Industrial Tax Increment Finance District (District) under RSA 162-K on February 4, 2013, and;

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

WHEREAS, the City Council of the City of Franklin, New Hampshire recognizes the advisory board shall consist of 5 (five) members with a majority of the membership to include owners and occupants of real property within or adjoining the district and a majority of members must be residents of the City of Franklin, Now,

THEREFORE, BE IT RESOLVED that at the scheduled meeting of the City Council on Monday, July 10, 2023, the City Council of the City of Franklin, New Hampshire does hereby adopt resolution 03-24 naming the following individuals to the advisory board of the Franklin Business & Industrial Tax Increment Financing District:

Steve Crowley	Watts Water Technologies	Owner
Ryan Dillon	Dillon's Creations	Owner/Resident
Jeremy Laucks	Black Fly Canoes	Owner
Mike Mullavey Jr	FBIDC Board	Owner/Resident
Jim Aberg	FBIDC/FDI	Resident

Further, the Council does hereby adopt the following roles and responsibilities of, and procedures for said Board:

1. The Board shall advise the City Council and the District Administrator in the planning, design, construction, and implementation of development program, and for the operations and maintenance of district after it has been completed;
2. The Administrator and the Ex Officio members of the Board shall provide guidance and professional assistance to the full Board.

3. In instances where the majority of the Board believes that the Administrator or the Ex Officio members have not sufficiently considered the Board's recommendation, they may, by a majority vote, refer the matter to the City Council for final action. If the Board and the Administrator cannot come to an agreement on the Board recommendation within 21 days, then such a referral may be made. This 21-day period may be extended for 14 days upon agreement of the Board, the Administrator, and Ex Officio members. For each TIF project brought to the City Council, a good-faith effort shall be made by the Board, the Ex Officio members, and the Administrator, to present a unanimous recommendation to the Council.

By a roll call vote.

Roll Call:

Councilor 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 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: _____

Council, grants from any private or public organization or corporation, or from any state or federal agency for any work associated with this Plan; 4) Negotiate any Development Agreements and present the Agreements to the City Council for final approval; 5) Certify to the City Council, for acquisition through eminent domain, property that cannot be acquired by negotiation, but is required for implementation of the Plan; and 6) Certify to the City Council the amount of funds, if any, which must be raised through the sale of bonds to finance the activities associated with this Plan. The City Council may grant through an affirmative vote of the Council, additional powers, as deemed necessary and appropriate, in order to implement the goals, purpose, work and improvements outlined in this Plan or any future amendment.

XX. Advisory Board

In accordance with 162-K: 14, the Council shall create, by resolution, an Advisory Board for the District and delineate its advisory roles and responsibilities. The Advisory Board shall consist of five members appointed by the Council. A majority of the membership will include owners or occupants of real property within or adjoining the district. A majority of the membership shall be residents of the city. The function of the Advisory Board shall be to advise the City Council and the District Administrator in planning, construction and implementation of the development program along with maintenance and operation of the district after it has been completed. The role of the Advisory Board shall be limited to review of plans and recommendation to the District Administrator on matters related to scheduling of improvements, trail locations and location & types of pedestrian amenities. In instances where a majority of the Advisory Board believes that the Administrator has not sufficiently considered the Advisory Board's recommendation, they may, by majority vote, refer the matter along with their written recommendations and explanations therefore to the next regularly scheduled meeting of the City Council. In such instances the Administrator shall delay implementation pending City Council review and determination on the matter.

XXI. Annual Report

Pursuant to RSA 162-K:11, the City, by and through the Administrator of the District, in consultation with the Advisory Board, shall prepare an annual report containing the following:

- A Narrative Report on the status of the implementation of the Plan and a summary of the work that has been completed within the previous year;
- The amount and source of revenue of the District;
- The amount and purpose of expenditures;
- The amount of principal and interest on any outstanding bonded indebtedness;
- The original assessed value of the District;
- The captured assessed value retained by the District;
- The tax increments received; and,
- Any additional information necessary to demonstrate compliance with the tax increment-financing plan.

XXII. Adoption and Approval of the Plan

Adoption of this plan has been carried out through the following actions:

- The holding of a public hearing by the Franklin City Council regarding the adoption of Chapter 162-K on April 17, 2002.

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

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, July 10, 2023 at 6:00 p.m. in Council Chambers at Franklin City Hall regarding Resolution #03-24, Relating to Establishing a Tax Increment Financing District Advisory Board for the Industrial Park.

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



From: Justin Hanscom, Municipal Services Director

Subject: Lead Service Line Inventory Grant

Recommended Motions:

July 10, 2023

Councilor moves, "I move that the Franklin City Council set a public hearing for August 7th, 2023 at 6pm in Council Chambers for Resolution #04-24 granting the City Manager authority to file an application under the State of New Hampshire Department of Environmental Services, Lead Service Line Inventory (LSLI) and Replacement Plan for Large Community Water Systems Grant program, and designating as Authorized Representative."

Mayor calls for a second, discussion and vote.

August 7, 2023

Councilor moves, "I move that the Franklin City Council adopts Resolution #04-24 granting the City Manager authority to file an application under the State of New Hampshire Department of Environmental Services, Lead Service Line Inventory (LSLI) and Replacement Plan for Large Community Water Systems Grant program, and designating as Authorized Representative."

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

Discussion:

The City of Franklin drinking water system is required under the US-EPA Lead and Copper Rule Revision (LCRR) requires "water systems" to develop and submit to NHDES an inventory of the service lines within the water distribution system (public and private) by October 16, 2024.

Fiscal Impact:

This amount will have no effect on the taxes raised by the City of Franklin or water and sewer users as this is a \$50,000 no match grant.

The water department and Municipal Services administration would have to devote more hours to the project and take away from other tasks without the grant.

Franklin - The Three Rivers City

Alternatives:

Do not apply for the grant and have city staff try to complete by the deadline.

Attachments/Exhibits:

Resolution 04-24

LSLI Grant application and scope of work



Large PWS LSLI Grant Program

Water Division | Drinking Water Groundwater Bureau
Lead Service Line Inventory, Sampling Plan,
and Replacement Plan Grant



1. Introduction:

The New Hampshire Department of Environmental Services (NHDES) Drinking Water and Groundwater Bureau (DWGB) is pleased to announce the *Lead Service Line Inventory (LSLI) and Replacement Plan for Large Community Water Systems Grant* program. The program budget allows grants of \$50,000 to \$100,000 based on number of service connections. No community match is required. Total project cost may exceed the grant amount; however, only the grant amount will be reimbursed.

The new Lead Copper Rule Revision (LCRR) under the U.S. Environmental Protection Agency (USEPA) requires community water systems and non-transient, non-community water systems, herein referred to as “water systems” or “systems,” to develop and submit to NHDES an inventory of service lines within the water system’s distribution system by October 16, 2024. The purpose of the inventory is to identify the location, material, and other pertinent information of service lines and ultimately create a replacement plan for all lead service lines and galvanized service lines downstream of lead pipe, also known as “galvanized requiring replacement,” within public water distribution systems nationwide. This includes the entirety of the service line from the water main to the structure. In certain instances where sampling data dictates, in addition to being required to submit service line inventories, systems will be required to submit a documented replacement program for replacing the service lines requiring replacement to the NHDES by October 16, 2024. This grant program is to assist communities in preparing a service line inventory that includes information for all the services in the distribution system, to update the sampling plan, and to prepare replacement plans for systems (when required).

The service line inventory must be made publicly accessible and include a unique location identifier for each “Lead Service Line” (LSL). It is the goal of NHDES to make all LSL inventories available by constructing a web-based, map-enabled portal to allow system owners and operators to securely enter spatial and tabular inventory data, make edits, and submit as-built plans or other documents in .pdf format. Due to the timing of the LSL inventory requirement, NHDES has created a draft Excel spreadsheet for interim use as a template for completing inventories until the portal becomes available. The intent is to use this spreadsheet to collect inventory data that will be uploaded once the portal is available in 2023.

Funds for this program may be used for in-house or outside services. Consultants should be selected based on their knowledge and experience with similar projects. Eligible activities include, but are not limited to, the following tasks when used for creating the Lead Service Line Inventories, Sampling Plans, and Replacement Plans: digitizing historic records, building inspections, test pits/potholing, and water quality testing (non-compliance only).

NOTE: Small Community and Non-Transient, Non-Community Water Systems which are NOT on the list below will receive LSLI, Sampling Plan, and Replacement Plan assistance through a separate DWGB program.

2. Criteria:

- Lead Service Line Inventories (LSLI), Sampling Plans, and Replacement Plans are eligible for large community water systems listed in the table below.

- **Funding:** Maximum grant award is based on the number of service connections in the water system.

# connections	Maximum Grant Amount
<=7000	\$50,000
7001-20000	\$75,000
>20000	\$100,000

- **Match:** A community match is **not** required. Total project cost may exceed maximum grant amount; however, no additional funds will be reimbursed.
- **NHDES will not reimburse work completed prior to the grant approval.**
- **There is no deadline for this submittal;** however, the deadline to complete inventories and replacement plans is October 16, 2024. Grants will be distributed on a first come, first served basis.

PWS ID	SYSTEM NAME	PWS ID	SYSTEM NAME
0231010	BERLIN WATER WORKS	1351010	LINCOLN WATER WORKS
0461010	CLAREMONT WATER DEPT	1471010	MANCHESTER WATER WORKS
0501010	CONCORD WATER DEPT	1531010	MERRIMACK VILLAGE DIST
0611010	DERRY WATER DEPT	1731010	NEWMARKET WATER WORKS
0651010	DOVER WATER DEPT	1871010	PETERBOROUGH WATER WORKS
0801010	EXETER WATER DEPT	1951010	PORTSMOUTH WATER WORKS (and 1951020)
0851010	FRANKLIN WATER WORKS	2001010	ROCHESTER WATER DEPT
1031010	HAMPSTEAD AREA WATER	2051010	SALEM WATER DEPT
1071010	HANOVER WATER DEPT	2111010	SEABROOK WATER DEPT
1181010	CENTRAL HOOKSETT WATER PCT	2151010	SOMERSWORTH WATER WORKS
1241010	KEENE WATER DEPT	Multiple	PENNICHUCK (All Pennichuck-owned systems)
1281010	LACONIA WATER WORKS	Multiple	AQUARION (All Aquarion-owned systems)
1321010	LEBANON WATER DEPT	-	-

3. Grant Approval Process and Documentation:

Selected grant recipients will be notified in writing and must enter into a grant agreement with the NHDES to receive funds. NHDES will use the information provided in the application to prepare the grant agreement and exhibits. This is a reimbursement grant which requires you to complete work and provide deliverables for review and approval before requesting payment. Reimbursements can be provided throughout the project duration as deliverables are approved.

Grant agreement documentation will be required to be submitted to NHDES for final approval by Governor and Council. Once the grant has received final approval, the project can begin.

4. Application (next page):

Applications shall be emailed to: Jen Mates, NHDES-DWGB, jennifer.s.mates@des.nh.gov



Large PWS LSLI Grant Program Application

Water Division | Drinking Water Groundwater Bureau
Lead Service Line Inventory, Sampling Plan,
and Replacement Plan Grant



General System Information	
PWS Name/Applicant	Franklin Water Works
Project Location	Franklin, NH
PWS ID #	0851010
Contact Person and Title	Justin Hanscom, Municipal Services Director
Contact Person Email Address	jhanscom@franklinnh.org
Contact Person Phone	603-934-4103

System Owner Information	
System Owner Name	City of Franklin, NH
System Owner Title	City Manager
System Owner Email Address	citymgr@franklinnh.org
System Owner Phone	603-934-3900

Additional Information	
<p><i>Proposed project (use additional pages as necessary).</i></p> <p><i>Describe the work proposed to meet the October 16, 2024 deadline for compliance with the LCRR inventory, sampling plan, and replacement plan requirements.</i></p>	Please see attached scope of work.
<p><i>Key staff managing and working on the project, if known. Has the community engaged or discussed engaging a consultant to perform the work?</i></p>	<p>Franklin Water Works</p> <p>-Justin Hanscom, Municipal Services Director</p> <p>Tata & Howard, Inc.</p> <p>-Peter J. Goodwin, P.E., Associate</p> <p>-Jenna W. Rzasa, P.E., Co-President</p>

**Scope of Work
Lead Service Line Inventory
Franklin, New Hampshire**

The City of Franklin, New Hampshire has approximately 2,500 water services and as required by the Lead and Copper Rule Revisions (LCRR), is developing a public and private side Lead Service Line Inventory. The following scope of work has been developed to meet the LCRR's requirements using the NHDES \$50,000 Grant.

Phase 1-Preliminary LSL Inventory Development

1. Collect available records, both digital and paper. The inventory will include both the City of Franklin and privately owned sides of the service line as required by the LCRR. Data sources will include:
 - GIS database,
 - Municipal Services Department historical work order database,
 - Paper records and property data,
 - Assessors database,
 - Information collected during meter replacement programs,
 - Available water service tie cards,
 - Planning, Zoning, and Building Department approvals and records,
 - City of Franklin water main replacement programs

The City will provide all requested available information or access to the information.

2. Assist the City with preparation of a public information mailer to provide the background of the LCRR and to request the property owner with completing and submitting a questionnaire to document the private side water service material. Compile the received questionnaires for inclusion in the inventory.
3. Create the database of available information collected per service using the "Lead Service Line Inventory" template provided by the New Hampshire Department of Environmental Services.

Assumptions for unknown service line materials will be provided and/or documented in the database. These assumptions will be based on installation dates, home construction dates, and the service line size. The 1986 EPA Lead Ban will be used as a starting point and local ordinances will be reviewed to determine when lead was no longer allowed to be installed in the City. Additionally, water main installation date will be used to assume the material for the public side of the service.

4. Based on the information available and provided, create a list of unknown service line materials. Provide a ranking for verification that indicates high probability of lead, medium probability of lead and low probability of lead. Provide recommendations and preliminary budgets for next steps which may include additional data collection, home inspection for the service line material to the meter, and/or potholing at the curb stop.

5. Identify up to 30 properties for a home inspection to confirm or verify material on either side of the meter. Send letters to the properties to set up inspection and provide follow up scheduling for the City staff to perform the inspections. Compile inspection forms and update the LSL inventory. A total of 30 hours has been budgeted for coordination.



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION #04-24

A Resolution granting the City Manager the authority to file an application under the State of New Hampshire Department of Environmental Services, Lead Service Line Inventory (LSLI) and Replacement Plan for Large Community Water Systems Grant program, and designating as Authorized Representative.

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

WHEREAS, the City of Franklin, New Hampshire after thorough consideration of the nature of its drinking water system is required under the US-EPA Lead and Copper Rule Revision (LCRR) requires "water systems" to develop and submit to NHDES an inventory of the service lines within the water distribution system (public and private) by October 16th, 2024. Therefore, it is necessary and in public interest to apply for grant assistance from the State of New Hampshire, Department of Environmental Services in the amount of \$50,000 with the City providing a 0% match.

THEREFORE, BE IT RESOLVED, *that at their regularly scheduled meeting of the City Council on Monday, August 7th, 2023, the City Council of Franklin, New Hampshire does hereby adopt resolution #04-24*

THEREFORE, BE IT FURTHER RESOLVED,

- 1. That City Manager, Judie Milner, is hereby designated as the Authorized Representative of the City of Franklin, NH for the purpose of filing a grant application, furnishing such information, data and documents pertaining to the applicant for a grant as may be required; and otherwise act as the Authorized Representative of the applicant in connection with the application and If such a grant can be made, is the Authorized Representative of the Applicant responsible for furnishing information, data and documents pertaining to disbursements relating to the grant.*
- 2. That the Franklin, New Hampshire City Council hereby votes to enter into the Lead Service Line Inventory, Sampling Plan, and Replacement Plan Grant, authorizing City Manager, Judie Milner, to execute any documents which may necessary to effectuate this grant.*
- 3. That certified copies of this resolution be included as part of the final grant application.*

4. *That City Manager, Judie Milner, is authorized to sign the final agreement binding the City of Franklin to the terms and conditions of the grant: Primary signatory being Judie Milner, City Manager.*
5. *That this resolution is to be non-lapsing.*

By a roll call vote.

Roll Call:

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



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

July 10, 2023

Subject: Review & approve code of conduct for elected officials and appointed board members policy

Suggested Motion:

Councilor moves, "I move that the Franklin City Council re-adopt the 9/8/15 code of conduct for elected officials and appointed board members policy."

Mayor calls for a second, discussion and vote.

Discussion:

This is the annual review of the policy. Last review was 2/1/21, last change 9/8/15. At 1/3/22 inaugural meeting code of ethics was referred to legislative committee for review and codification recommendation based on the alternative discussed in the council agenda report at the 1/3/22 city council meeting:

The city council could choose to codify this policy. As the council may recall, Attorney Fitzgerald recently opined that this policy is a suggestion to all elected officials and appointed positions but cannot be enforced. However, should the council choose to codify the policy it is a rule not a suggestion.

Should the council choose to codify the policy, the recommendation is to send it to legislative committee for review and presentation to the council as an ordinance.

Legislative committees (2/22/22 & 3/1/23) have recommended keeping the code of conduct as a policy and not codifying the code of conduct.

Council sent the code of conduct back to legislative committee at the April 3, 2023 meeting to consider codification again. The legislative committee met on May 16, 2023 and recommended to adopt the code of conduct as a policy not to codify.

Attachment:

Code of Conduct for Elected Officials and Appointed Board Members (last reviewed 2/1/21)

CITY OF FRANKLIN

CODE OF CONDUCT

FOR

ELECTED OFFICIALS

AND

APPOINTED BOARD
MEMBERS

Date Approved: April 1, 2002

Revised: September 8, 2015

Reviewed: July 1, 2019, February 1, 2021

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PREFACE

The purpose of the Code of Conduct is to assist Elected officials and appointed board members in performing their duties for the public. The Code of Conduct is a guide for the members to follow during their term in office. This Code does not reduce the authority granted to Elected officials and appointed board members by the laws of the United States and the State of New Hampshire, as well as the Charter for the City of Franklin.

We remember that we are, first and foremost, servants of the people and treat them with the highest respect and dignity in our public meetings and outside of those meetings. Further, Franklin's public officials should educate themselves on the requirements of the law and ordinances to ensure that they are never using their position to avoid either.

The Code of Conduct will be distributed to all City Council and board members annually in January, and new board members as they are appointed during the year.

ATTENDANCE

Elected officials and appointed board members should make every effort to notify the Mayor, or City Manager (in the case of the City Council), or the Chairman of their respective board, if they will be unable to attend or will be late to a meeting. In the event a member needs to leave a meeting, while the meeting is in session, the member should receive acknowledgement of their departure from the presiding officer.

CONDUCT AS A PUBLIC OFFICIAL

Public service is a public trust, requiring elected officials and appointed board members to place loyalty to the constitution of the United States and the New Hampshire Constitution, federal and state laws, city ordinances and Charter provisions and ethical principles above private gain for themselves or others.

Elected officials and appointed board members shall not, except as otherwise permitted by ordinance, solicit or accept any gift, service or favor from any person or entity seeking official action from, doing business with, or conducting activities regulated by the City of Franklin, whose interests may be affected by the performance or non-performance of the elected official's or appointed board member's duties.

Elected officials and appointed board members shall never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether for remuneration or not; and never accept favors or benefits under circumstances which might be construed as influencing the performance of their public duties.

Elected officials and appointed board members shall put forth honest effort in the performance of the public duties, remaining impartial and responsible to the public.

Elected officials and appointed board members shall make no promises of any kind binding upon the duties of their office, since an elected official or appointed board member only have authority to make binding decisions, when voting at a legally posted meeting of their board or committee, when a quorum is in attendance.

Elected officials and appointed board members shall not interfere with the powers and duties of the City Manager, as set forth in the Franklin City Charter, or interfere with the powers and duties of the Superintendent of Schools, as set forth by the laws in the State of New Hampshire. Interference by elected officials or appointed board members with the City Manager or Superintendent's powers and duties could

constitute immediate forfeiture of their office and criminal charges.

CONDUCT AT MEETINGS

At City meetings a councilor or board member shall be recognized to speak by the Mayor or chair or in his/her absence the person appointed by the Mayor/Chair. The behavior of an elected official/board member both in public and in private should reflect the trust placed in them as leaders of the community.

The goal of a Franklin elected official or board member is to provide the highest quality leadership for all its citizens, to be fiscally responsible and to be dedicated while listening to the needs of others.

CONFLICT OF INTEREST

Elected officials and appointed board members of the City of Franklin shall avoid conflicts of interest when conducting City business – even the appearance of a conflict of interest.

State law demands that City officials, and board members, not participate in any matter in which they (or a member of their family) have a personal interest, which may directly or indirectly influence the impartial performance of their duties. In such instances, officials

shall recuse themselves from discussion and decision-making.

If an elected or appointed office holder insists upon participation when there is a clear and serious conflict of interest, the Franklin City Council will consider this misconduct and may take corrective action allowable under State law and the City Charter.

Recusal means to remove oneself completely from all further participation in the matter. In the setting of a meeting, an official or board member who has been recused shall immediately leave the meeting room or seat themselves with other members of the public who are present. The person recused shall not participate in further discussions, unless it is clearly stated for the record that such comments are made only as a member of the public. A recused person may not deliberate or vote on the matter in question.

Immediate uncertainty about conflicts and recusal can be resolved by majority vote of the board or committee. Any such vote would be non-binding, but can assist the official's decision regarding participation.

LEGAL COMMUNICATIONS

Designate legal counsel shall attend any meetings of the Council when requested by the Mayor or City Manager. Any member of the Council (through the City Manager when possible) may call upon Counsel for an oral or written opinion to decide any question of law or parliamentary procedure.

All boards in the City of Franklin shall direct all communications to Counsel through the Chairperson of their respective boards, and the Chairperson shall go through the City Manager when possible.

Legal communications received from the City Attorney are not public information and will not be shared with the public unless authorized by the City Manager.

NON-PUBLIC SESSION

The meetings of all governmental bodies are open to the public, in accordance with the State of New Hampshire “Right-To-Know Law”, RSA 91-A. There are occasions when governmental bodies need to conduct business in non-public sessions, as allowed under the provisions of RSA 91-A. The intent of non-public sessions, or “non-meetings” to meet with legal council are to allow for the governing bodies to discuss confidential information, that could affect someone’s

reputation, or releasing the information would make the action taken ineffectual.

The confidential information discussed, or actions taken in non-public sessions are to remain confidential. No elected official or appointed board member in the City of Franklin shall violate the confidentiality of non-public sessions by publicizing, gossiping or discussing the information acquired in the course of official duties without a legitimate reason to do so. No elected official or appointed board member in the City of Franklin shall use any confidential information acquired by virtue of the individual's official position for personal benefit, or for the benefit of any other person or business. This does not apply to information, which is readily available to the general public.

The misuse of confidential information by any elected official or appointed board member in the city of Franklin could lead to the forfeiture of their office, or even criminal charges.

SALE AND USE OF PUBLIC PROPERTY

Elected officials shall protect and conserve City property and services and shall not use them for other than authorized purposes or for personal benefit and or gain. No elected or appointed official shall devote any City property or labor to private use, except as may be provided by Law or Ordinance.

SEXUAL HARASSMENT

All officials and board members of the City of Franklin are entitled to operate in an environment free of sexual harassment. History has shown that public entities are far from immune to this illegal behavior. This City is committed to preventing such misconduct. To accomplish these goals, the City's policy against sexual harassment shall be clearly communicated to all officials and board members. In addition, this policy will be reinforced through a complaint investigation procedure.

All complaints of sexual harassment or retaliation shall be promptly and thoroughly investigated by the City Manager or by the Mayor or his/her appointed designee when necessary. While it can never be completely guaranteed, particular care shall be taken in the course of investigations to protect confidentiality. Should it be

determined through investigation that an elected or appointed City official has committed sexual harassment; their immediate removal from office may be considered by the City Council. The reason for removal shall be brought to the attention of the Superior Court, who holds jurisdiction over removal proceedings.

CODE REVIEW

The Code of Conduct can be amended any time by the City Council. The Code should be reviewed and approved by the City Council annually.

CITY COUNCIL MEETING
AGENDA ITEM VIII



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

July 10, 2023

From: Michelle Stanyan, City Clerk

Subject: City Ordinance 03-24, previously known as Ordinance 09-20, Election Recount Procedure

Suggested Motions:

July 10, 2023

Councilor moves, "I move the Franklin City Council set a public hearing for 6pm on Monday, August 7, 2023, regarding Ordinance 03-24, for the Election Recount Procedure."

Mayor calls for a second, discussion and vote.

August 7, 2023

Councilor moves, "I move the Franklin City Council adopt Ordinance 03-24, for the Election Recount Procedure."

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

Discussion:

To address the rules and procedures that shall be observed during the course of a municipal election recount. This was also reviewed by city solicitor, Paul Fitzgerald.

Attachments/Exhibits:

Ordinance 03-24



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

316 Central Street
Franklin, NH 03235

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

ORDINANCE #03-24

AN ADDITION 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 Part I: Administrative Legislation, Add Chapter 18, Elections; Section I: Contested Races, tie votes and recount process, be added as follows:

Chapter 18 Elections

Section I Contested Races, tie votes and recount process

Recount Procedure- Any candidate whose name appeared on a municipal election ballot may file a request for recount in writing with the Franklin City Clerk no later than 5:00 p.m. on the Friday following the municipal election. The applicant shall pay a fee to the Franklin City Clerk, for the use of the City in the same manner as prescribed by RSA 669:31, II.

The following rules and procedures shall be observed during the course of a municipal election recount:

1. The City Clerk shall serve notice of the recount on all candidates for the office in question.
2. The recount team will be comprised of the City Clerk, Moderator or Assistant Moderator, Ward Clerk, and two City Councilors of the City of Franklin. Anyone on the recount team shall be disqualified from participating if their seat is the subject of the recount. Also, if the City Council deems a conflict of interest for any of the five stated members of the recount team, the Moderator shall appoint someone in their place per NH RSA 669:32.
3. No cell phones, tablets, or any electronic devices with recording capabilities may be used in the recount room during the recount, other than approved previously by the City Clerk.
4. All members of the public shall be seated in a designated area that will allow for visual and audible observation of the recount. No person shall be seated closer than six feet from the recount team unless they are the candidate and/or their representative.
5. The Moderator of the contested ward or City Clerk shall preside over the recount.
6. If there is a question as to whether a ballot is valid, the Moderator shall determine its validity.
7. A candidate and/or their representative may be present at the recount to inspect the ballots as they are being counted. Each candidate shall be limited to one representative.
8. The recount method may be the sort/stack method or the tally method, but no other.
9. The City Clerk will unseal the container holding the ballots cast by voters on the date cast, announcing such publicly.
10. Candidates and/or their representatives are prohibited from touching the ballots and from marking a ballot in any manner during the recount.
11. The recounting officials shall not let the ballots out of their control at any time, and no person other than the recounting officials may touch the ballot while it is being inspected or at any other time.
12. Each ballot will be read declaring the legal vote apparent from the voter's marks, the ballots will then be stacked according to how the ballot was cast.

ORDINANCE #03-24

Page 2 of 2

13. If there is a ballot that is protested by a candidate or their representative, the Moderator shall rule on its validity and shall attach a note to the ballot stating the name of the candidate making the protest and setting further the ruling made upon the validity of the ballot.
14. The ballots shall be recounted one time only and all protests must be made at the time the ballots are recounted. The candidate or their representative has the right to inspect each ballot as it is recounted, and any protest relating to the ballot being counted must be made at that time and no other time.
15. The candidate who requested the recount may cancel the recount at any time during the procedure, at which time the City Clerk will publicly announce the candidate's request to cancel the recount, and the recount will cease at once. The candidate may choose to cancel the recount at anytime prior to the announced date and time.
16. Tie votes shall be resolved by lot. The City Clerk shall prepare a set of slips of paper of equal size, each numbered 1 to 10. Each shall be folded and placed in a container. The candidates shall then draw a slip from the container. The candidate drawing the highest number will be declared the winner.
17. After the ballots are recounted, the City Clerk shall announce the results of the recount to the City Council. The Mayor shall then confirm the results and declare the person with the highest number of votes as the winner of the seat in question.
18. After the results have been announced, the ballots shall immediately be turned over to the City Clerk who shall immediately place the ballots in the container. The City Clerk shall seal the box with tape and mark the box, signed by the recount officials, in the same manner as required by RSA 659:95 and shall note the date and the reason why the original container was opened. The City Clerk shall then take custody of the ballots.
19. The City Clerk shall then place the sealed ballots in a secure location where the ballots will be kept for 60 days.

Effective Upon Passage

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 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 COUNCIL MEETING
AGENDA ITEM IX



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
City Council Meeting July 10, 2023

From: Michelle Stanyan, Tax Collector

Subject: Council to consider adoption of the following tax deeds:

1. Map/ Lot: 098-012-000 (Building & Land)	2. Map/ Lot: 134-276-000 (Building & Land)
3. Map/ Lot: 117-047-000 (Building & Land)	4. Map/ Lot: 112-015-000 (Building & Land)
5. Map/ Lot: 102-003-000 (Building & Land)	6. Map/ Lot: 135-115-000 (Building & Land)
7. Map/ Lot: 096-412-007 (Building Only)	8. Map/ Lot: 078-006-009 (Building Only)
9. Map/ Lot: 098-065-000 (Building & Land)	10. Map/ Lot: 098-061-018 (Building Only)
11. Map/ Lot: 116-026-000 (Building & Land)	12. Map/ Lot: 134-221-000 (Building & Land)

Recommended Motions:

1. Councilor moves: "I move that the Franklin City Council accept the tax deeds on the following parcels: Map/ Lot: 098-12-000 (Building & Land), Map/ Lot: 134-276-000 (Building & Land), Map/ Lot: 117-047-000 (Building & Land), Map/ Lot: 125-015-000 (Building & Land), Map/ Lot: 102-003-000 (Building & Land), Map/ Lot: 135-115-000 (Building & Land), Map/ Lot: 096-412-007 (Building Only), Map/ Lot: 078-006-009 (Building Only), Map/ Lot: 098-065-000 (Building & Land), Map/ Lot: 098-061-018 (Building Only), Map/ Lot: 116-026-000 (Building & Land), and Map/ Lot: 134-221-000 (Building & Land)."

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

Discussion:

This process is consistent with the State of New Hampshire Statutes with respect to deeding properties. If the Council decided against accepting this deed, the tax lien shall remain in effect indefinitely, retaining its priority over the other liens. The taxpayer's right of redemption as provided by RSA 80:69 shall likewise be extended indefinitely, with interest continuing to accrue as provided in that section.

If at any time, in the judgement of the municipal governing body, the reasons for refusing the tax deed no longer apply, and the tax lien has not been satisfied, the governing body may instruct the tax

collector to issue the tax deed, and the collector shall do so after giving the notices required by RSA 80:38a and 80:38b.

80:76 II-a: the governing body of the municipality may refuse to accept a tax deed on behalf of the municipality, and shall so notify the collector, whenever in its judgment acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks, including obligations under real estate covenants or obligations to tenants, or for any other reason would be contrary to the public interest. Such a decision shall not be made solely for the private benefit of a taxpayer.

Fiscal Impact:

Lost revenue to the city.

Alternative:

Referring to RSA 80:76 it states that the municipality may refuse to accept a tax deed on behalf of the municipality, and may so notify the collector, whenever in its judgment acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks, including obligations under real estate covenants or obligations to tenants, or for any other reason would be contrary to the public interest. The tax lien may be enforced by the municipality by suit as provided under RSA 80:50, and through any remedy provided by law for the enforcement of other types of liens and attachments.

Attachments/Exhibits:

1. Property Tax Cards & Maps
2. Statement of Accounts
3. Code Enforcement Division Reports



Property Card: 32 CENTRAL STREET
Town of Franklin, NH



Parcel ID: 098-012-00
PID: 000098000012000000

Owner: ADAMS, BRUCE
Co-Owner:
Mailing Address: 32 CENTRAL STREET
FRANKLIN, NH 03235

General Information

Map: 000098
Lot: 000012
Sub: 000000

Land Use: COM/IND
Zone: RSW&S
Land Area in Acres: 0.33
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: Y
View Factor: N

Assessed Value

Land: \$73,900
Buildings: \$93,300
Extra Features: \$2,100
Total: \$169,300

Sale History

Book/Page: 3560-628
Sale Date: 6/22/2017
Sale Price: \$1

Building Details

Model Description: AUTO SERVI
Total Gross Area: 2038
Year Built: 1900
Building Grade: AVG
Stories: 1.5 STORY

Condition: AVERAGE
Depreciation: 0
No. Bedrooms: 0
No. Baths: 0
Adj Bas: 0



32 Central
Street

Franklin, NH

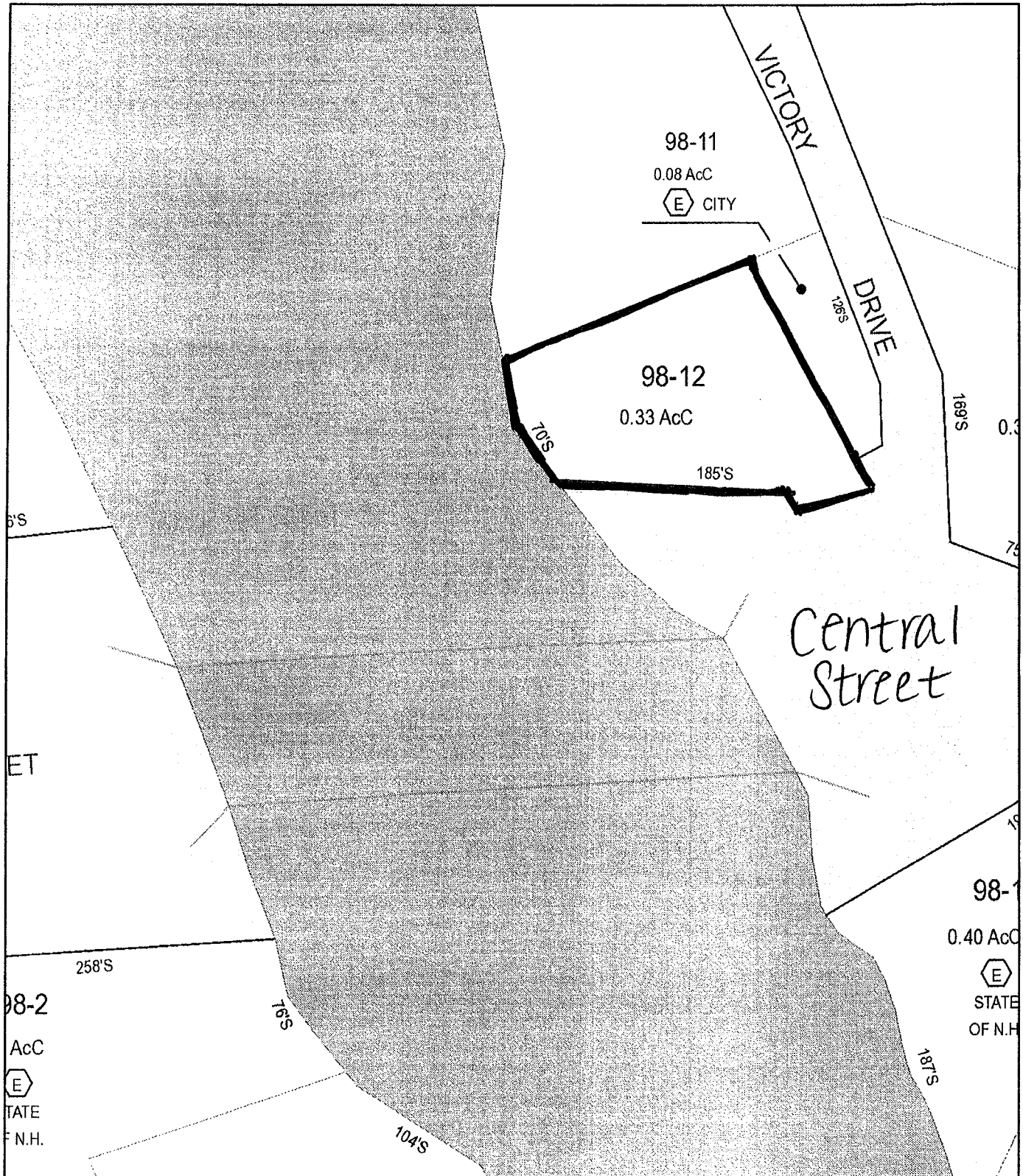


CAI Technologies
Environmental & Geospatial Solutions

June 28, 2023

1 inch = 68 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

ADAMS, BRUCE
32 CENTRAL STREET
FRANKLIN, NH 03235

**OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER**

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000098 000012 000000

Invoice: 2020L01000001**Acres:** 0.33**Location:** 32 CENTRAL STREET**Bill Amount:** \$ 4,069.94**Due Date:** 04/08/2021

Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00
04/13/2022	Payment of \$503.99 (#42388) Paid By: ADAMS, BRUCE	\$ 0.00	(\$ 488.99)	(\$ 15.00)	\$ 0.00
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00
07/19/2023	Int/Pen From 04/13/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 838.83
Per Diem: 1.5611		Total Due For Invoice 2020L01000001:			\$ 4,908.77

Invoice: 2021L01000003**Acres:** 0.33**Location:** 32 CENTRAL STREET**Bill Amount:** \$ 4,172.30**Due Date:** 05/12/2022

Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 702.94
Per Diem: 1.6003		Total Due For Invoice 2021L01000003:			\$ 4,875.24

Invoice: 2022L01000002**Acres:** 0.33**Location:** 32 CENTRAL STREET**Bill Amount:** \$ 4,340.65**Due Date:** 04/06/2023

Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 193.15
Per Diem: 1.6649		Total Due For Invoice 2022L01000002:			\$ 4,533.80

Invoice: 2023P01000706**Acres:** 0.33**Location:** 32 CENTRAL STREET**Bill Amount:** \$ 2,065.46**Due Date:** 07/03/2023

Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7.24
Per Diem: 0.4527		Total Due For Invoice 2023P01000706:			\$ 2,072.70

Total Due For Parcel 000098 000012 000000: \$ 16,390.51

Per Diem: 5.2790

Total Due For All Parcels: \$ 16,390.51

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

Franklin Fire & Emergency Services



Occupancy: **ADAMS, BRUCE**
Occupancy ID: **CENT 032**
Address: **32 CENTRAL ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Reale, Steve (14215)

Time In: **14:00**

Time Out: **14:15**

Authorized Date: **06/27/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a back tax inspection at this commercial building. The building is in fair condition with some IPMC violations.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
----------	-------------------	-----------------

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 15 minutes

Total Time: 15 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Reale, Steve

Rank: Captain

Work Phone(s): 603-934-5680

Email(s): sreale@franklinnh.org



Property Card: 91 MUNROE STREET
Town of Franklin, NH



Parcel ID: 134-276-00
PID: 000134000276000000

Owner: BATCHELDER, ED
Co-Owner:
Mailing Address: 99 KELLEY POND ROAD
NEW HAMPTON, NH 03256

General Information

Map: 000134
Lot: 000276
Sub: 000000

Land Use: 1F RES
Zone: R3W&S
Land Area in Acres: 0.21
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$51,900
Buildings: \$67,100
Extra Features: \$0
Total: \$119,000

Sale History

Book/Page: 3577-2154
Sale Date: 11/20/2017
Sale Price: \$38,000

Building Details

Model Description: OLD STYLE
Total Gross Area: 1042
Year Built: 1925
Building Grade: AVG
Stories: 1.5 STORY

Condition: AVERAGE
Depreciation: 0
No. Bedrooms: 4
No. Baths: 2.5
Adj Bas: 0



6/28/2023

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Page 1 of 1

Property Information - Franklin, NH

**CAI**

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

BATCHELDER, ED
99 KELLEY POND ROAD
NEW HAMPTON, NH 03256

OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER
Printed Wednesday, June 28, 2023
Interest Calculated As Of 07/19/2023

Map Lot Sub: 000134 000276 000000

Invoice: 2020L01000006		Acres: 0.21	Location: 91 MUNROE STREET		
		Bill Amount: \$ 2,871.69	Due Date: 04/08/2021		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 960.42
Per Diem: 1.1015		Total Due For Invoice 2020L01000006:			\$ 3,832.11

Invoice: 2021L01000009		Acres: 0.21	Location: 91 MUNROE STREET		
		Bill Amount: \$ 2,944.14	Due Date: 05/12/2022		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 498.97
Per Diem: 1.1293		Total Due For Invoice 2021L01000009:			\$ 3,443.11

Invoice: 2022L01000006		Acres: 0.21	Location: 91 MUNROE STREET		
		Bill Amount: \$ 3,062.90	Due Date: 04/06/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 142.18
Per Diem: 1.1748		Total Due For Invoice 2022L01000006:			\$ 3,205.08

Invoice: 2023P01002606		Acres: 0.21	Location: 91 MUNROE STREET		
		Bill Amount: \$ 1,451.80	Due Date: 07/03/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5.09
Per Diem: 0.3182		Total Due For Invoice 2023P01002606:			\$ 1,456.89

Invoice: 2023W22000045		Acres: 0.00	Location: 91 MUNROE STREET		
		Bill Amount: \$ 245.60	Due Date: 12/30/2022		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
01/04/2023	Late Payment	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 12/30/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30.29
Per Diem: 0.1009		Total Due For Invoice 2023W22000045:			\$ 275.89

Invoice: 2023W23000045		Acres:	0.00	Location: 91 MUNROE STREET		
		Bill Amount:	\$ 230.20	Due Date: 04/04/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
04/06/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/04/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.03
Per Diem:		0.0946	Total Due For Invoice 2023W23000045:			\$ 250.23

Invoice: 2023W24000044		Acres:	0.00	Location: 91 MUNROE STREET		
		Bill Amount:	\$ 222.50	Due Date: 07/03/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/03/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.46
Per Diem:		0.0914	Total Due For Invoice 2023W24000044:			\$ 223.96

Total Due For Parcel 000134 000276 000000:					\$ 12,687.27
Per Diem:		4.0107	Total Due For All Parcels:		\$ 12,687.27

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

Franklin Fire & Emergency Services



Occupancy: **BATCHELDER**

Occupancy ID: **MUNR 091**

Address: **91 MUNROE ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Wakefield, Austin (14234)

Time In: **15:00**

Time Out: **15:00**

Authorized Date: **06/27/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: Comment

Notes: The Franklin Fire Department Fire Prevention conducted city back tax inspection for this single family home. This building is in poor condition with multiple property maintenance violations present.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
----------	-------------------	-----------------

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 0 minutes

Total Time: 0 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 35 PLEASANT STREET
Town of Franklin, NH



Parcel ID: 117-047-00
PID: 000117000047000000

Owner: COLCORD ESTATE, MICHAEL S
Co-Owner:
Mailing Address: 155 CENTRAL STREET
FRANKLIN, NH 03235

General Information

Map: 000117
Lot: 000047
Sub: 000000

Land Use: 2F RES
Zone: R3W&S
Land Area in Acres: 0.21
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$57,800
Buildings: \$107,200
Extra Features: \$0
Total: \$165,000

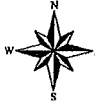
Sale History

Book/Page: 3633-1590
Sale Date: 6/10/2019
Sale Price: \$1

Building Details

Model Description: FAMILY CON
Total Gross Area: 2593
Year Built: 1900
Building Grade: AVG+10
Stories: 1.75 STORY

Condition: GOOD
Depreciation: 0
No. Bedrooms: 8
No. Baths: 4
Adj Bas: 0



35 Pleasant Street

Franklin, NH

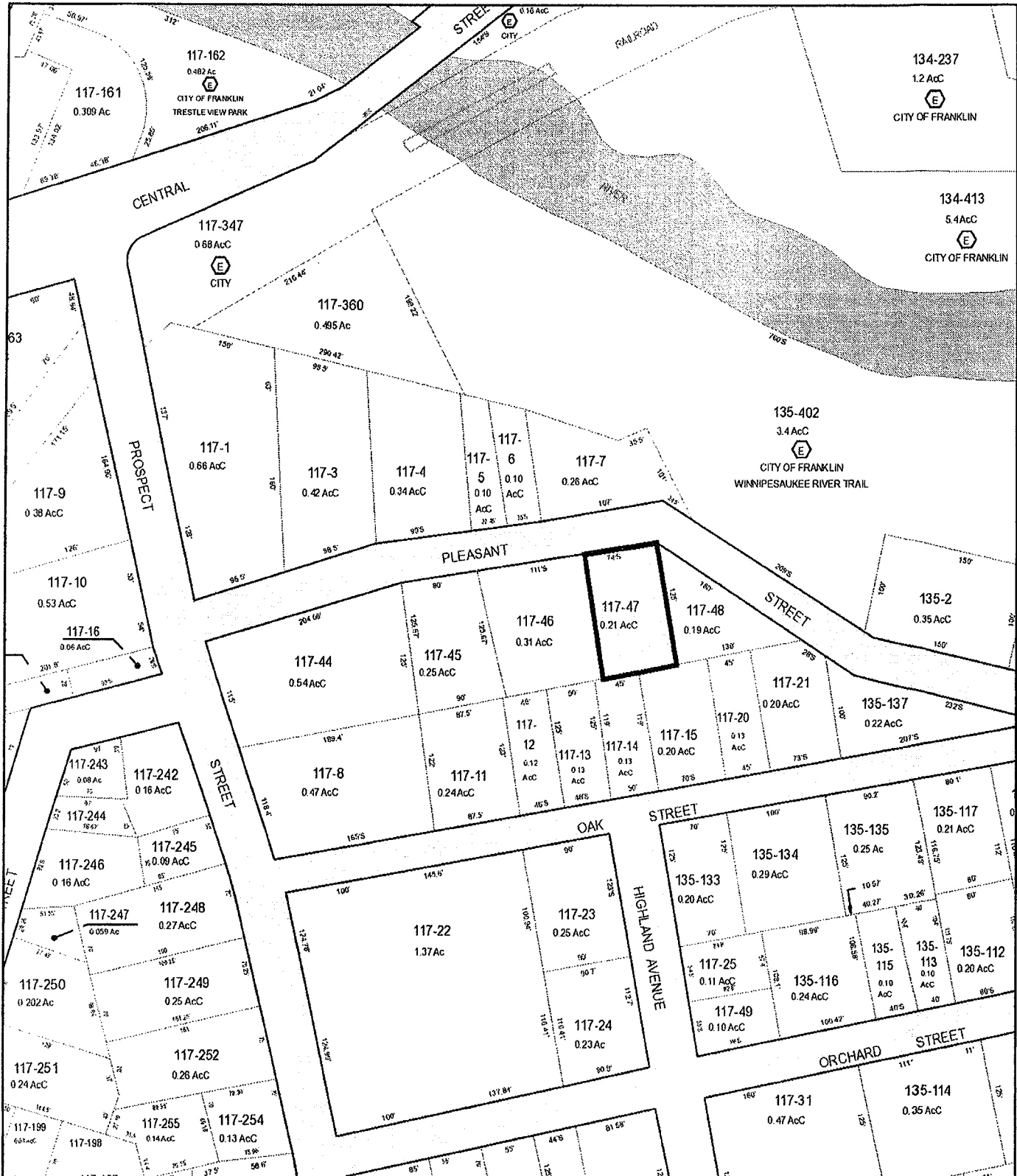
1 inch = 136 Feet



CAI Technologies
The Smart Mapping. Smarter Solutions.

June 28, 2023

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

COLCORD ESTATE, MICHAEL S
155 CENTRAL STREET
FRANKLIN, NH 03235

OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000117 000047 000000

Invoice: 2020L01000017		Acres:	0.00	Location: 35 PLEASANT STREET		
		Bill Amount:	\$ 869.98	Due Date: 04/08/2021		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00	
05/12/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 16.36	\$ 0.00	
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 48.00	\$ 0.00	
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 356.99	
Per Diem: 0.3337		Total Due For Invoice 2020L01000017:				\$ 1,226.97

Invoice: 2022L01000018		Acres:	0.00	Location: 35 PLEASANT STREET		
		Bill Amount:	\$ 1,335.51	Due Date: 04/06/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00	
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 92.27	
Per Diem: 0.5123		Total Due For Invoice 2022L01000018:				\$ 1,427.78

Invoice: 2023S14000105		Acres:	0.00	Location: 35 PLEASANT STREET		
		Bill Amount:	\$ 173.20	Due Date: 05/22/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
05/24/2023	Late Payment	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 05/22/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.13	
Per Diem: 0.0712		Total Due For Invoice 2023S14000105:				\$ 187.33

Invoice: 2023W14000105		Acres:	0.00	Location: 35 PLEASANT STREET		
		Bill Amount:	\$ 184.00	Due Date: 05/22/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
05/24/2023	Late Payment	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 05/22/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.39	
Per Diem: 0.0756		Total Due For Invoice 2023W14000105:				\$ 198.39

Total Due For Parcel 000117 000047 000000: \$ 3,040.47

Map Lot Sub: 000117 000269 000000

Invoice: 2023S13000106		Acres:	0.00	Location: 159 CENTRAL STREET		
-------------------------------	--	---------------	------	-------------------------------------	--	--

		Bill Amount:	\$ 115.92	Due Date:	02/23/2023	
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
02/27/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 02/23/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 16.96
Per Diem:		0.0476	Total Due For Invoice 2023S13000106:			\$ 132.88

Invoice: 2023S14000106		Acres:	0.00	Location:	159 CENTRAL STREET	
		Bill Amount:	\$ 173.20	Due Date:	05/22/2023	
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
05/24/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/22/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.13
Per Diem:		0.0712	Total Due For Invoice 2023S14000106:			\$ 187.33

Invoice: 2023W13000106		Acres:	0.00	Location:	159 CENTRAL STREET	
		Bill Amount:	\$ 122.40	Due Date:	02/23/2023	
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
02/27/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 02/23/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 17.34
Per Diem:		0.0503	Total Due For Invoice 2023W13000106:			\$ 139.74

Invoice: 2023W14000106		Acres:	0.00	Location:	159 CENTRAL STREET	
		Bill Amount:	\$ 184.00	Due Date:	05/22/2023	
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
05/24/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/22/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.39
Per Diem:		0.0756	Total Due For Invoice 2023W14000106:			\$ 198.39

Total Due For Parcel 000117 000269 000000: \$ 658.34

Per Diem: 1.2375 Total Due For All Parcels: \$ 3,698.81

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water



Franklin Fire & Emergency Services

Occupancy: **COLCORD, Michael**
Occupancy ID: **PLEA 035**
Address: **35 PLEASANT ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Reale, Steve (14215)

Time In: **14:00**

Time Out: **18:00**

Authorized Date: **06/27/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a City back tax inspection at this duplex. The roof is in partial disrepair otherwise, the building is fair condition.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Notes: No Additional time recorded		

Total Additional Time: 0 minutes

Inspection Time: 240 minutes

Total Time: 240 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Reale, Steve


Rank: Captain

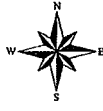
Work Phone(s): 603-934-5680

Email(s): sreale@franklinnh.org



Property Card: 159 NEW HAMPTON ROAD
Town of Franklin, NH

	Parcel ID: 112-015-00 PID: 000112000015000000 Owner: DUBE ESTATE, RONALD C Co-Owner: Mailing Address: 159 NEW HAMPTON ROAD FRANKLIN, NH 03235	
	General Information	Assessed Value
Map: 000112 Lot: 000015 Sub: 000000 Land Use: 1F RES Zone: RRW/S Land Area in Acres: 3.52 Current Use: N Neighborhood: N-E Frontage: 0 Waterfront: N View Factor: N	Land: \$77,300 Buildings: \$87,100 Extra Features: \$9,100 Total: \$173,500	
	Sale History	
	Book/Page: PRO-BATE Sale Date: 5/5/1999 Sale Price: \$1	
Building Details		
Model Description: OLD STYLE Total Gross Area: 2020 Year Built: 1943 Building Grade: AVG Stories: 1.5 STORY	Condition: FAIR Depreciation: 0 No. Bedrooms: 3 No. Baths: 1 Adj Bas: 0	



159 New Hampton Road

Franklin, NH

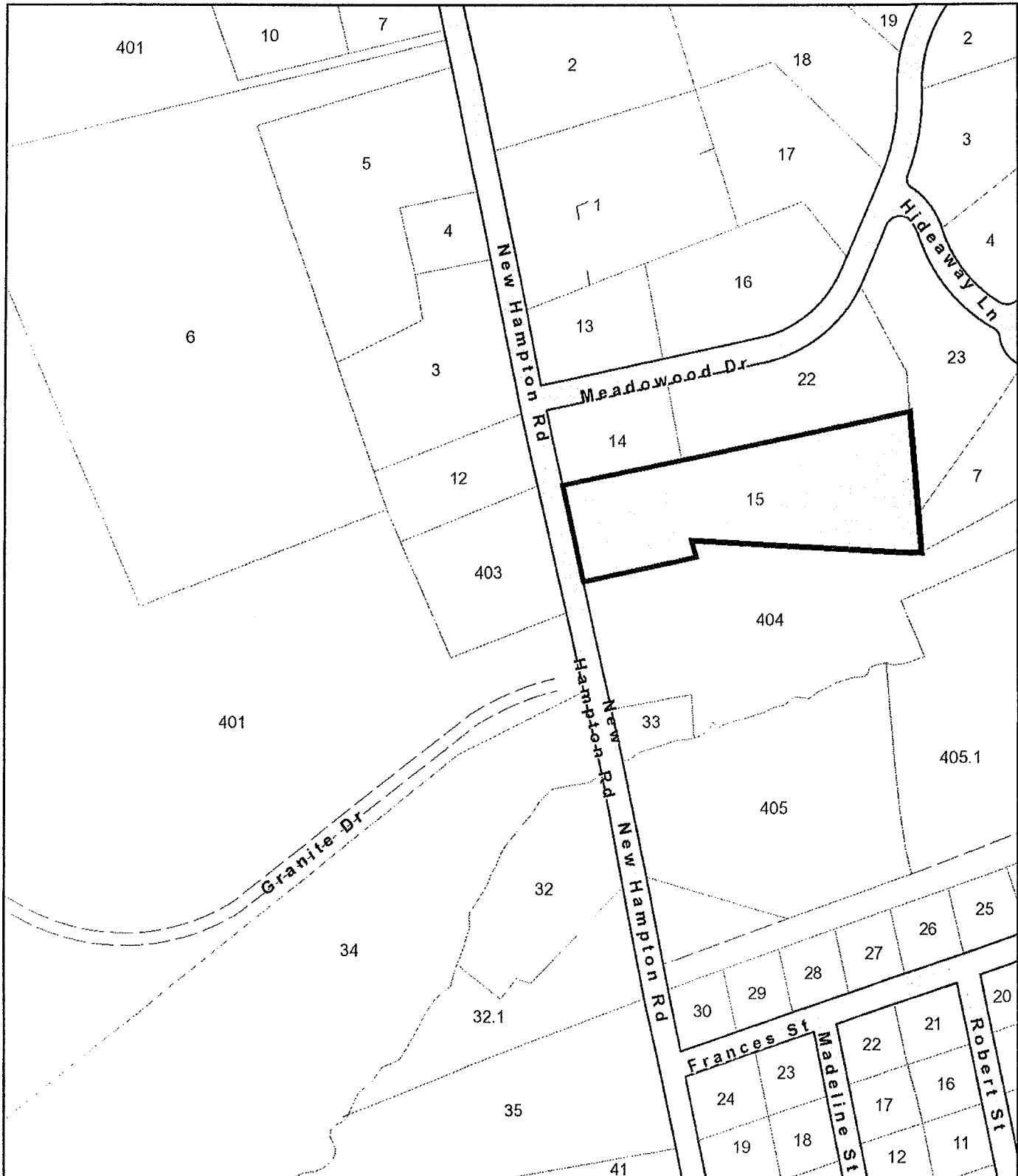


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June 28, 2023

1 inch = 273 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

DUBE ESTATE, RONALD C
159 NEW HAMPTON ROAD
FRANKLIN, NH 03235

**OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER**

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000112 000015 000000

Invoice: 2020L01000036		Acres:	3.52	Location:	159 NEW HAMPTON ROAD	
		Bill Amount:	\$ 4,170.00	Due Date:	04/08/2021	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00	
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00	
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,374.74	
Per Diem:		1.5995	Total Due For Invoice 2020L01000036:		\$ 5,544.74	

Invoice: 2021L01000041		Acres:	3.52	Location:	159 NEW HAMPTON ROAD	
		Bill Amount:	\$ 4,274.87	Due Date:	05/12/2022	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 719.98	
Per Diem:		1.6397	Total Due For Invoice 2021L01000041:		\$ 4,994.85	

Invoice: 2022L01000042		Acres:	3.52	Location:	159 NEW HAMPTON ROAD	
		Bill Amount:	\$ 4,447.34	Due Date:	04/06/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 197.41	
Per Diem:		1.7058	Total Due For Invoice 2022L01000042:		\$ 4,644.75	

Invoice: 2023P01013903		Acres:	3.52	Location:	159 NEW HAMPTON ROAD	
		Bill Amount:	\$ 2,116.70	Due Date:	07/03/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7.42	
Per Diem:		0.4639	Total Due For Invoice 2023P01013903:		\$ 2,124.12	

Invoice: 2023W24000237		Acres:	0.00	Location:	159 NEW HAMPTON ROAD	
		Bill Amount:	\$ 91.60	Due Date:	07/03/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.60	
Per Diem:		0.0376	Total Due For Invoice 2023W24000237:		\$ 92.20	

Total Due For Parcel 000112 000015 000000: \$ 17,400.66

Per Diem: 5.4465

Total Due For All Parcels: \$ 17,400.66

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water



Franklin Fire & Emergency Services

Occupancy: **DUBE ESTATE, RONALD/KAREN SAMSON**
Occupancy ID: **NEWH 159**
Address: **159 NEW HAMPTON RD FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Wakefield, Austin (14234)

Time In: **14:00**

Time Out: **14:00**

Authorized Date: **06/26/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection for the 2023 year. This property is in fair condition.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Notes: No Additional time recorded		

Total Additional Time: 0 minutes

Inspection Time: 0 minutes

Total Time: 0 minutes

Summary:

Overall Result: Passed

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 735 SOUTH MAIN STREET
Town of Franklin, NH



Parcel ID: 102-003-00
PID: 000102000003000000

Owner: ELKINS, MICHAEL
Co-Owner:
Mailing Address: 735 SOUTH MAIN STREET
FRANKLIN, NH 03235

General Information

Map: 000102
Lot: 000003
Sub: 000000

Land Use: 1F RES
Zone: I1W&S
Land Area in Acres: 2.9
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$69,400
Buildings: \$71,200
Extra Features: \$600
Total: \$141,200

Sale History

Book/Page: 3270-278
Sale Date: 8/30/2011
Sale Price: \$15,000

Building Details

Model Description: RANCH
Total Gross Area: 1116
Year Built: 1973
Building Grade: AVG
Stories: 1 STORY

Condition: FAIR
Depreciation: 0
No. Bedrooms: 3
No. Baths: 1
Adj Bas: 0



735 South Main Street

Franklin, NH

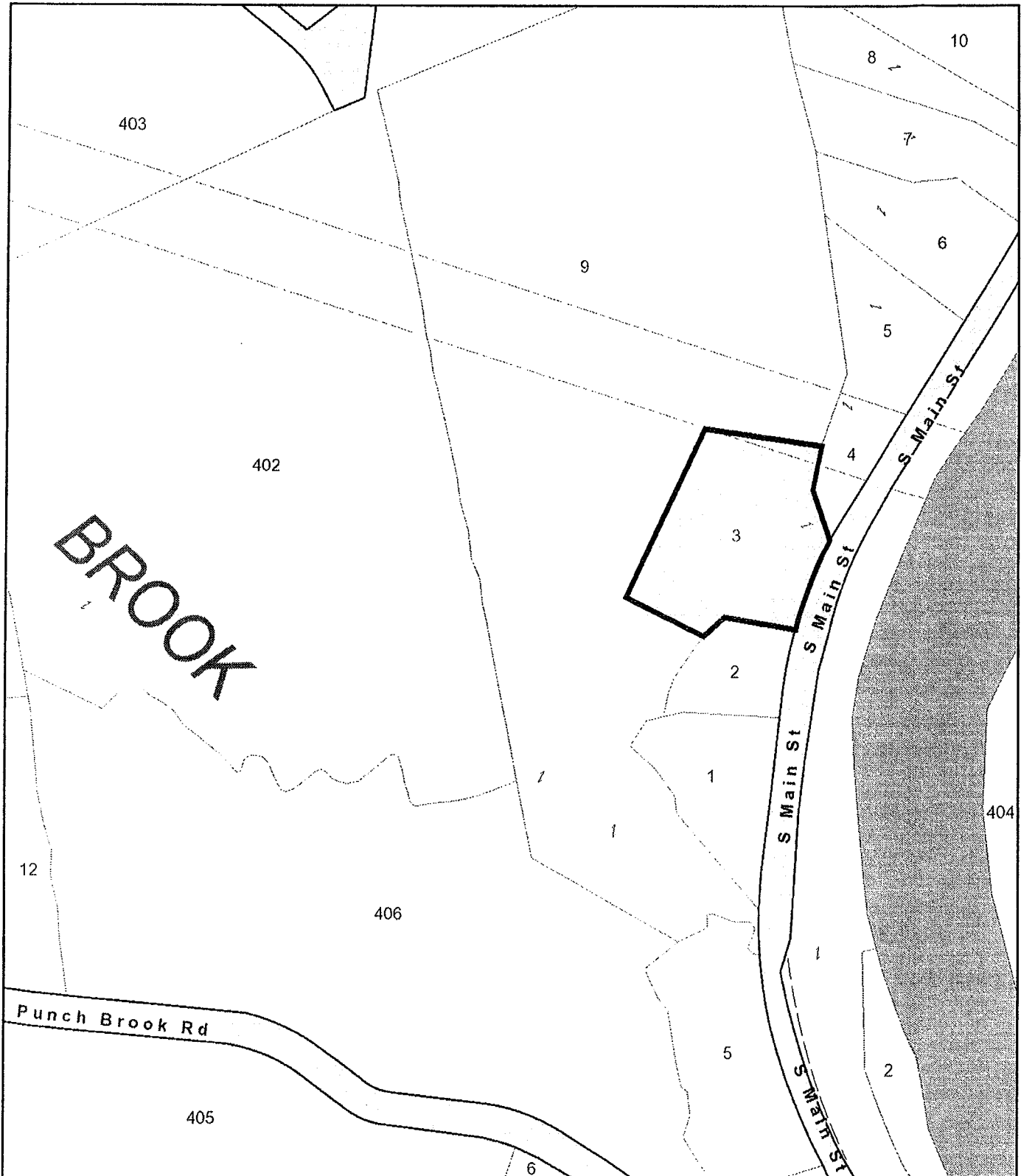


CAI Technologies
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June 28, 2023

1 inch = 273 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

ELKINS, MICHAEL
735 SOUTH MAIN STREET
FRANKLIN, NH 03235

**OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER**

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000102 000003 000000

Invoice: 2020L01000039		Acres:	2.90	Location:	735 SOUTH MAIN STREET	
		Bill Amount:	\$ 3,400.55	Due Date:	04/08/2021	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00	
02/01/2022	Payment of \$4.56 (Cash)	\$ 0.00	\$ 0.00	(\$ 4.56)	\$ 0.00	
	Paid By: ELKINS, MICHAEL					
02/01/2022	Payment of \$100.00 (Cash)	\$ 0.00	(\$ 89.56)	(\$ 10.44)	\$ 0.00	
	Paid By: ELKINS, MICHAEL					
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00	
07/19/2023	Int/Pen From 02/01/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,024.63	
Per Diem:		1.3043	Total Due For Invoice 2020L01000039:		\$ 4,425.18	

Invoice: 2021L01000043		Acres:	2.90	Location:	735 SOUTH MAIN STREET	
		Bill Amount:	\$ 3,486.19	Due Date:	05/12/2022	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 588.99	
Per Diem:		1.3372	Total Due For Invoice 2021L01000043:		\$ 4,075.18	

Invoice: 2022L01000045		Acres:	2.90	Location:	735 SOUTH MAIN STREET	
		Bill Amount:	\$ 3,626.84	Due Date:	04/06/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 164.68	
Per Diem:		1.3911	Total Due For Invoice 2022L01000045:		\$ 3,791.52	

Invoice: 2023P01015004		Acres:	2.90	Location:	735 SOUTH MAIN STREET	
		Bill Amount:	\$ 1,722.64	Due Date:	07/03/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6.04	
Per Diem:		0.3776	Total Due For Invoice 2023P01015004:		\$ 1,728.68	

Invoice: 2023W34000264		Acres:	0.00	Location:	735 SOUTH MAIN STREET	
		Bill Amount:	\$ 58.88	Due Date:	07/24/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/24/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	

Per Diem:	0.0242	Total Due For Invoice 2023W34000264:	\$ 58.88
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Total Due For Parcel 000102 000003 000000:	\$ 14,079.44
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Per Diem:	4.4344	Total Due For All Parcels:	\$ 14,079.44
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LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water



Franklin Fire & Emergency Services

Occupancy: **ELKINS, MICHAEL**

Occupancy ID: **SOUTM 0735**

Address: **735 S MAIN ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Wakefield, Austin (14234)

Time In: **14:00**

Time Out: **14:00**

Authorized Date: **06/26/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a City Back Tax Inspection for this address. The building is in fair condition with obvious sings of degradation from the exterior. Visibility of the property is limited from the public way due to vegetation and privacy fencing.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Notes: No Additional time recorded		

Total Additional Time: 0 minutes

Inspection Time: 0 minutes

Total Time: 0 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 46 ORCHARD STREET
Town of Franklin, NH



Parcel ID: 135-115-00
PID: 000135000115000000

Owner: HUDSON ESTATE, EDITH M
Co-Owner:
Mailing Address: 46 ORCHARD STREET
FRANKLIN, NH 03235

General Information

Map: 000135
Lot: 000115
Sub: 000000

Land Use: 1F RES
Zone: R3W&S
Land Area in Acres: 0.1
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$48,700
Buildings: \$44,800
Extra Features: \$0
Total: \$93,500

Sale History

Book/Page: 3091-1879
Sale Date: 10/14/2008
Sale Price: \$1

Building Details

Model Description: OLD STYLE
Total Gross Area: 1378
Year Built: 1920
Building Grade: AVG
Stories: 2.00 STORY

Condition: FAIR
Depreciation: 0
No. Bedrooms: 3
No. Baths: 1
Adj Bas: 0



46 Orchard Street

Franklin, NH

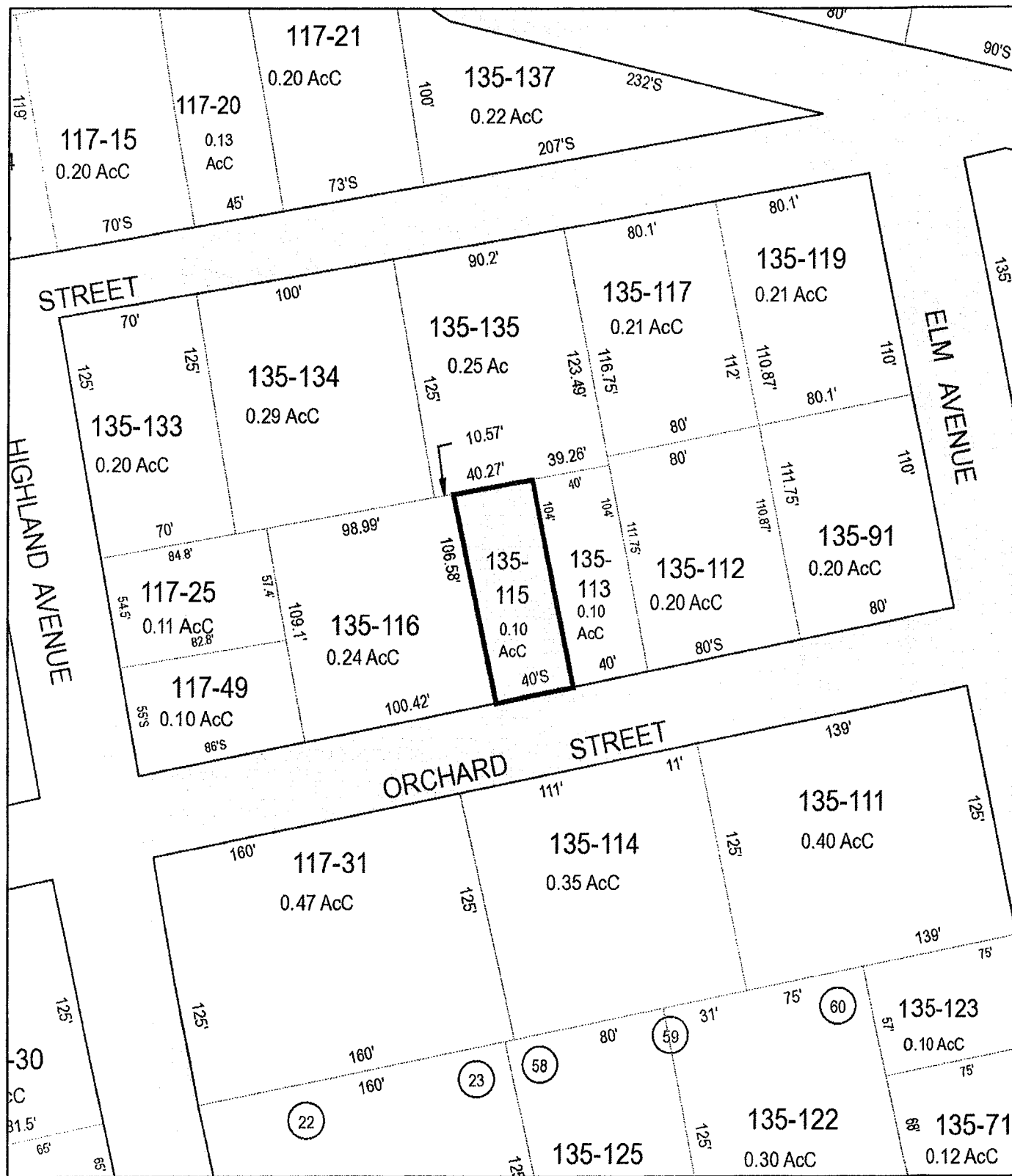


CAI Technologies
Professional Mapping & Geographic Solutions

June 28, 2023

1 inch = 68 Feet

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City of Franklin
316 Central Street

Franklin, NH 03235
Office Hours
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8:15 AM - 5:00 PM
(603) 934-3109

HUDSON ESTATE, EDITH M
46 ORCHARD STREET
FRANKLIN, NH 03235

OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER
Printed Wednesday, June 28, 2023
Interest Calculated As Of 07/19/2023

Map Lot Sub: 000135 000115 000000

Invoice: 2020L01000052		Acres: 0.10	Location: 46 ORCHARD STREET			
		Bill Amount: \$ 1,794.93	Due Date: 04/08/2021			
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00	
05/12/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 16.36	\$ 0.00	
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 48.00	\$ 0.00	
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 652.16	
Per Diem: 0.6885		Total Due For Invoice 2020L01000052:				\$ 2,447.09

Invoice: 2021L01000057		Acres: 0.10	Location: 46 ORCHARD STREET			
		Bill Amount: \$ 1,840.48	Due Date: 05/12/2022			
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/15/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 18.00	\$ 0.00	
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 333.67	
Per Diem: 0.7059		Total Due For Invoice 2021L01000057:				\$ 2,174.15

Invoice: 2022L01000056		Acres: 0.10	Location: 46 ORCHARD STREET			
		Bill Amount: \$ 3,186.97	Due Date: 04/06/2023			
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00	
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 166.13	
Per Diem: 1.2224		Total Due For Invoice 2022L01000056:				\$ 3,353.10

Invoice: 2023P01025604		Acres: 0.10	Location: 46 ORCHARD STREET			
		Bill Amount: \$ 1,140.70	Due Date: 07/03/2023			
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4.00	
Per Diem: 0.2500		Total Due For Invoice 2023P01025604:				\$ 1,144.70

Invoice: 2023S11000326		Acres: 0.00	Location: 46 ORCHARD STREET			
		Bill Amount: \$ 107.33	Due Date: 08/22/2022			
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
08/24/2022	Late Payment	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 08/22/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 24.60	

Per Diem:		0.0441	Total Due For Invoice 2023S11000326:		\$ 131.93	
<hr/>						
Invoice: 2023S12000323		Acres:	0.00	Location: 46 ORCHARD STREET		
		Bill Amount:	\$ 30.07	Due Date: 12/05/2022		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
12/08/2022	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 12/05/2022		\$ 0.00	\$ 0.00	\$ 0.00	\$ 12.79
Per Diem:		0.0124	Total Due For Invoice 2023S12000323:		\$ 42.86	
<hr/>						
Invoice: 2023S13000323		Acres:	0.00	Location: 46 ORCHARD STREET		
		Bill Amount:	\$ 30.07	Due Date: 02/23/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
02/27/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 02/23/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 11.80
Per Diem:		0.0124	Total Due For Invoice 2023S13000323:		\$ 41.87	
<hr/>						
Invoice: 2023S14000322		Acres:	0.00	Location: 46 ORCHARD STREET		
		Bill Amount:	\$ 30.07	Due Date: 05/22/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
05/24/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/22/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 10.72
Per Diem:		0.0124	Total Due For Invoice 2023S14000322:		\$ 40.79	
<hr/>						
Invoice: 2023W11000326		Acres:	0.00	Location: 46 ORCHARD STREET		
		Bill Amount:	\$ 143.05	Due Date: 08/22/2022		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
08/24/2022	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 08/22/2022		\$ 0.00	\$ 0.00	\$ 0.00	\$ 29.46
Per Diem:		0.0588	Total Due For Invoice 2023W11000326:		\$ 172.51	
<hr/>						
Invoice: 2023W12000323		Acres:	0.00	Location: 46 ORCHARD STREET		
		Bill Amount:	\$ 60.08	Due Date: 12/05/2022		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
12/08/2022	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 12/05/2022		\$ 0.00	\$ 0.00	\$ 0.00	\$ 15.58
Per Diem:		0.0247	Total Due For Invoice 2023W12000323:		\$ 75.66	
<hr/>						
Invoice: 2023W13000323		Acres:	0.00	Location: 46 ORCHARD STREET		
		Bill Amount:	\$ 30.08	Due Date: 02/23/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
02/27/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 02/23/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 11.80
Per Diem:		0.0124	Total Due For Invoice 2023W13000323:		\$ 41.88	
<hr/>						
Invoice: 2023W14000322		Acres:	0.00	Location: 46 ORCHARD STREET		
		Bill Amount:	\$ 30.08	Due Date: 05/22/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
05/24/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/22/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 10.72
Per Diem:		0.0124	Total Due For Invoice 2023W14000322:		\$ 40.80	
<hr/>						
Total Due For Parcel 000135 000115 000000:					\$ 9,707.34	

Per Diem: 3.0564

Total Due For All Parcels: \$ 9,707.34

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

Franklin Fire & Emergency Services



Occupancy: HUDSON, EDITH

Occupancy ID: ORCH 046

Address: 46 ORCHARD ST FRANKLIN NH 03235

Inspection Type: Back Tax / City Admin. Request

Inspection Date: 6/23/2023

By: Wakefield, Austin (14234)

Time In: 14:00

Time Out: 14:00

Authorized Date: 06/26/2023

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

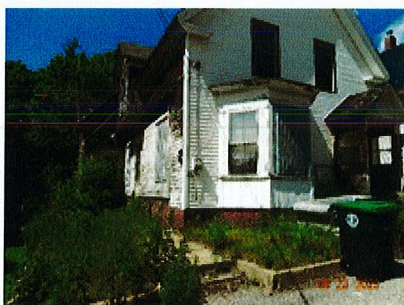
Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: Comment

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection at this property. The property is in poor condition both structurally and with IPMC violations present.



Additional Time Spent on Inspection:

Category

Start Date / Time

End Date / Time

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 0 minutes

Total Time: 0 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 7 VINE STREET Unit 7
Town of Franklin, NH



Parcel ID: 096-412-00
PID: 000096000412000007

Owner: JENKINSON, DEBRA
Co-Owner: JENKINSON, DENNIS
Mailing Address: 207 PONCE DE LEON DR
INDIALANTIC, FL 32903

General Information

Map: 000096
Lot: 000412
Sub: 000007

Land Use: 1F RES
Zone: R2
Land Area in Acres: 0
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$0
Buildings: \$55,900
Extra Features: \$300
Total: \$56,200

Sale History

Book/Page: 3591-633
Sale Date: 4/16/2018
Sale Price: \$1

Building Details

Model Description: MH
Total Gross Area: 1152
Year Built: 1999
Building Grade: AVG
Stories: 1 STORY

Condition: AVERAGE
Depreciation: 0
No. Bedrooms: 3
No. Baths: 2
Adj Bas: 0



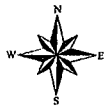
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6/28/2023

Page 1 of 1

Property Information - Franklin, NH



7 Vine Street

Franklin, NH

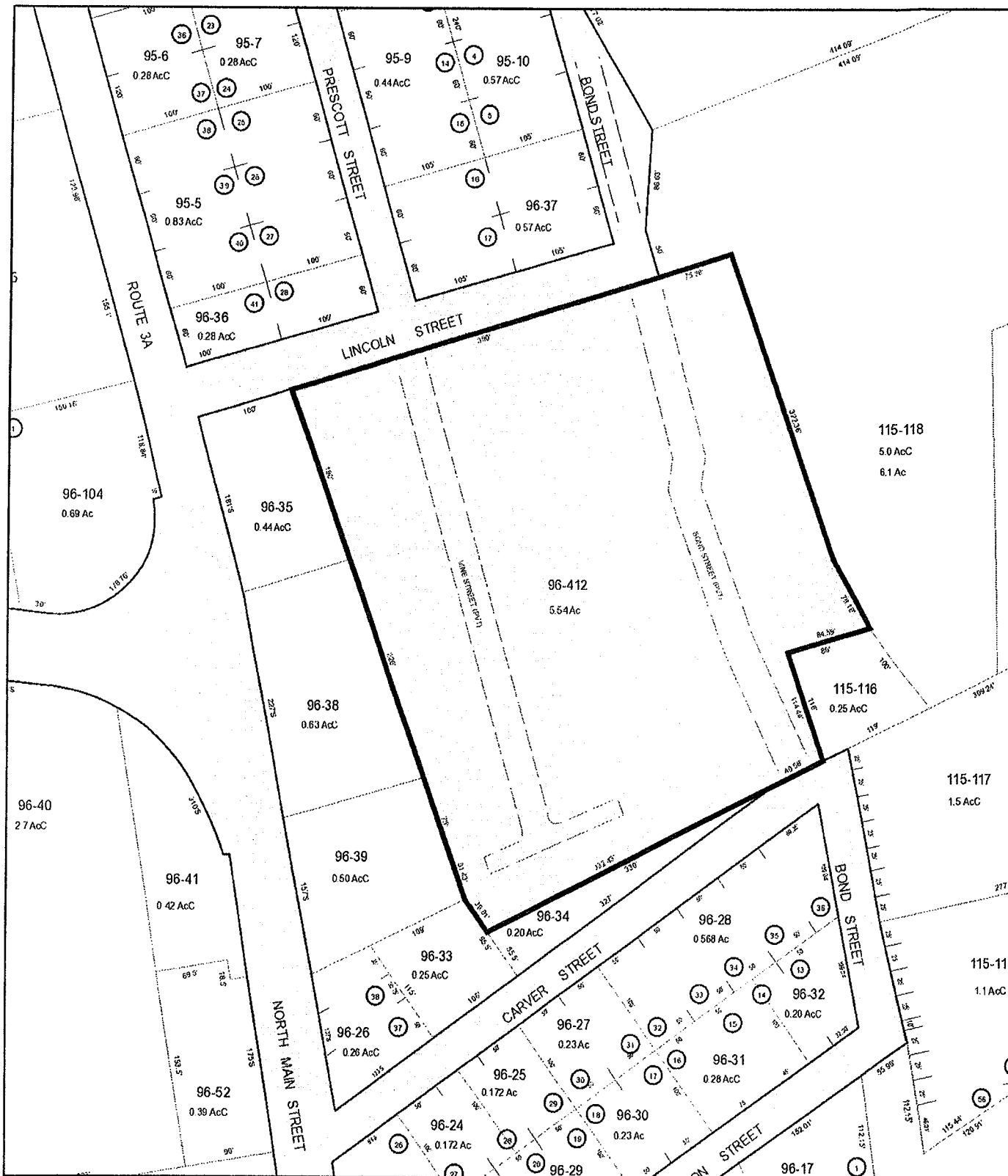


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Providing Mapping & Geospatial Solutions

June 28, 2023

1 inch = 136 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

JENKINSON, DEBRA
JENKINSON, DENNIS
207 PONCE DE LEON DR
INDIALANTIC, FL 32903

**OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER**

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000096 000412 000007

Invoice: 2020L01000059		Acres:	0.00	Location: 7 VINE STREET	
		Bill Amount:	\$ 1,062.68	Due Date: 04/08/2021	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 383.13
Per Diem: 0.4076		Total Due For Invoice 2020L01000059:			\$ 1,445.81

Invoice: 2021L01000061		Acres:	0.00	Location: 7 VINE STREET	
		Bill Amount:	\$ 1,410.74	Due Date: 05/12/2022	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 244.30
Per Diem: 0.5411		Total Due For Invoice 2021L01000061:			\$ 1,655.04

Invoice: 2022L01000060		Acres:	0.00	Location: 7 VINE STREET	
		Bill Amount:	\$ 1,467.62	Due Date: 04/06/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 78.54
Per Diem: 0.5629		Total Due For Invoice 2022L01000060:			\$ 1,546.16

Invoice: 2023P01026803		Acres:	0.00	Location: 7 VINE STREET	
		Bill Amount:	\$ 685.64	Due Date: 07/03/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2.40
Per Diem: 0.1503		Total Due For Invoice 2023P01026803:			\$ 688.04

Total Due For Parcel 000096 000412 000007: \$ 5,335.05

Per Diem: 1.6619

Total Due For All Parcels: \$ 5,335.05

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water



Franklin Fire & Emergency Services

Occupancy: **ELLSWORTH**
Occupancy ID: **VINE 07**
Address: **7 VINE ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Wakefield, Austin (14234)

Time In: **14:30**

Time Out: **14:35**

Authorized Date: **06/26/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection at this address. This is a single family manufactured home in good condition.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Notes: No Additional time recorded		

Total Additional Time: 0 minutes

Inspection Time: 5 minutes

Total Time: 5 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 9 TRAIL STREET Unit 9
Town of Franklin, NH



Parcel ID: 078-006-00
PID: 000078000006000009

Owner: JONES JR, JOHN CALVIN
Co-Owner:
Mailing Address: 9 TRAIL STREET
FRANKLIN, NH 03235

General Information

Map: 000078
Lot: 000006
Sub: 000009

Land Use: 1F RES
Zone: R1
Land Area in Acres: 0
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$0
Buildings: \$45,800
Extra Features: \$3,800
Total: \$49,600

Sale History

Book/Page: 3501-406
Sale Date: 12/18/2015
Sale Price: \$32,000

Building Details

Model Description: DBLWIDE MH
Total Gross Area: 960
Year Built: 1986
Building Grade: AVG
Stories: 1 STORY

Condition: AVERAGE
Depreciation: 0
No. Bedrooms: 2
No. Baths: 1.5
Adj Bas: 0



9 Trail Street

Franklin, NH

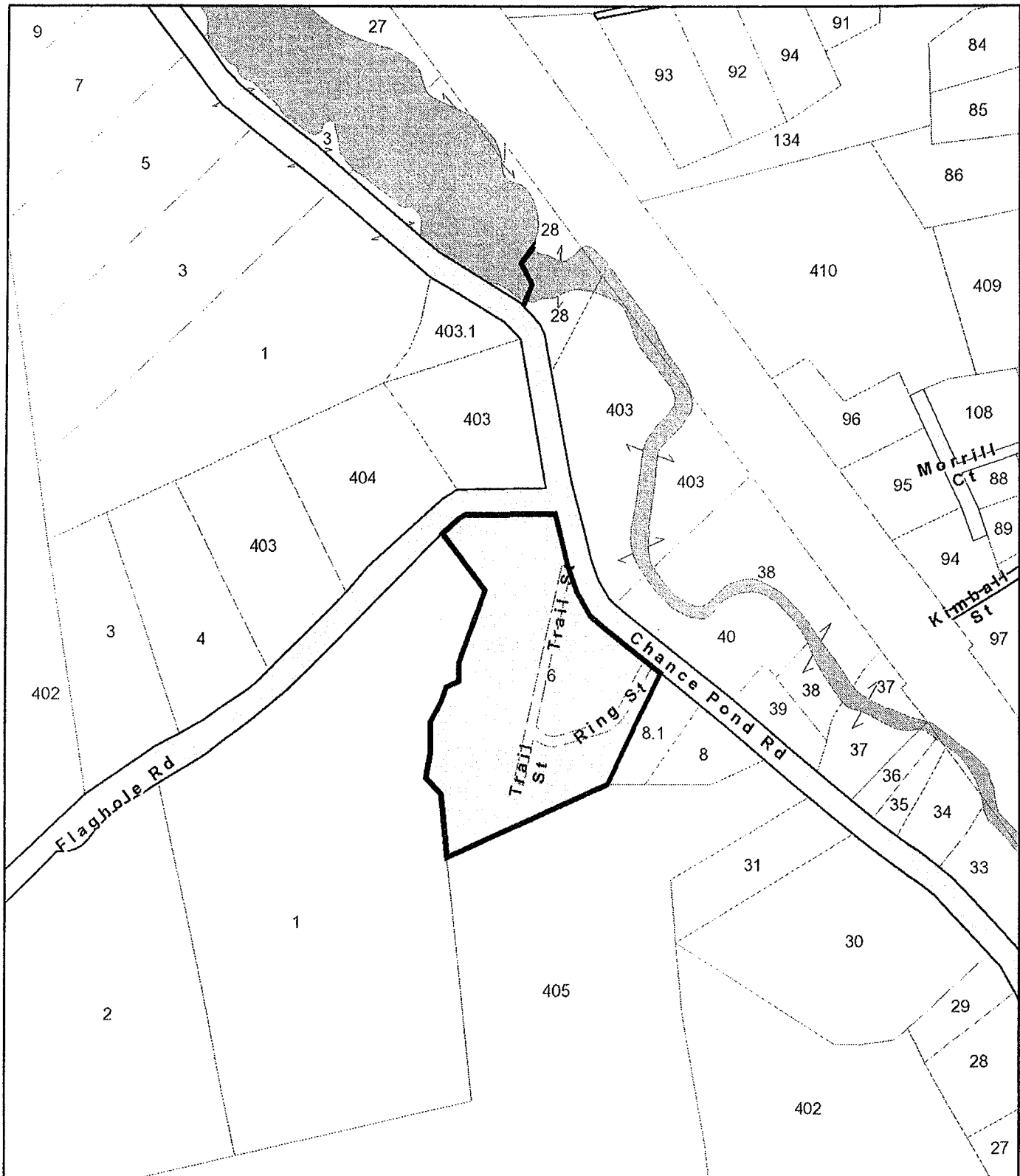
1 inch = 273 Feet



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June 28, 2023

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

JONES JR, JOHN CALVIN
9 TRAIL STREET
FRANKLIN, NH 03235

**OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER**

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000078 000006 000009

Invoice: 2020L01000061		Acres:	0.00	Location: 9 TRAIL STREET		
		Bill Amount:	\$ 1,218.44	Due Date: 04/08/2021		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00	
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00	
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 432.83	
Per Diem: 0.4673		Total Due For Invoice 2020L01000061:				\$ 1,651.27

Invoice: 2021L01000062		Acres:	0.00	Location: 9 TRAIL STREET		
		Bill Amount:	\$ 1,249.59	Due Date: 05/12/2022		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 217.53	
Per Diem: 0.4793		Total Due For Invoice 2021L01000062:				\$ 1,467.12

Invoice: 2022L01000061		Acres:	0.00	Location: 9 TRAIL STREET		
		Bill Amount:	\$ 1,299.95	Due Date: 04/06/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 71.86	
Per Diem: 0.4986		Total Due For Invoice 2022L01000061:				\$ 1,371.81

Invoice: 2023P01027107		Acres:	0.00	Location: 9 TRAIL STREET		
		Bill Amount:	\$ 605.12	Due Date: 07/03/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2.12	
Per Diem: 0.1326		Total Due For Invoice 2023P01027107:				\$ 607.24

Total Due For Parcel 000078 000006 000009: \$ 5,097.44

Per Diem: 1.5778

Total Due For All Parcels: \$ 5,097.44

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water



Franklin Fire & Emergency Services

Occupancy: **JONES JR.**
Occupancy ID: **TRAIL 09**
Address: **9 TRAIL ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Wakefield, Austin (14234)

Time In: **14:30**

Time Out: **14:45**

Authorized Date: **06/26/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection. This property is a single family manufactured home in fair condition. Some minor property maintenance violations are present to include discarded tires.



Additional Time Spent on Inspection:

Category

Start Date / Time

End Date / Time

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 15 minutes

Total Time: 15 minutes

Summary:

Overall Result: Passed

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 172 SOUTH MAIN STREET
Town of Franklin, NH



Parcel ID: 098-065-00
PID: 000098000065000000

Owner: KELLY REVOCABLE TRUST, KIRK
Co-Owner: P
Mailing Address: KELLY REVOC TRUST,
ALESSANDRA
172 SOUTH MAIN STREET

FRANKLIN, NH 03235

General Information

Map: 000098
Lot: 000065
Sub: 000000

Land Use: 1F RES WTRFRNT
Zone: B1W&S
Land Area in Acres: 0.5
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: Y
View Factor: N

Assessed Value

Land: \$65,500
Buildings: \$176,700
Extra Features: \$8,200
Total: \$250,400

Sale History

Book/Page: 3707-1545
Sale Date: 11/13/2020
Sale Price: \$1

Building Details

Model Description: OLD STYLE
Total Gross Area: 3950
Year Built: 1872
Building Grade: AVG+20
Stories: 2.50 STORY

Condition: AVERAGE
Depreciation: 0
No. Bedrooms: 5
No. Baths: 3
Adj Bas: 0



172 South Main Street

Franklin, NH

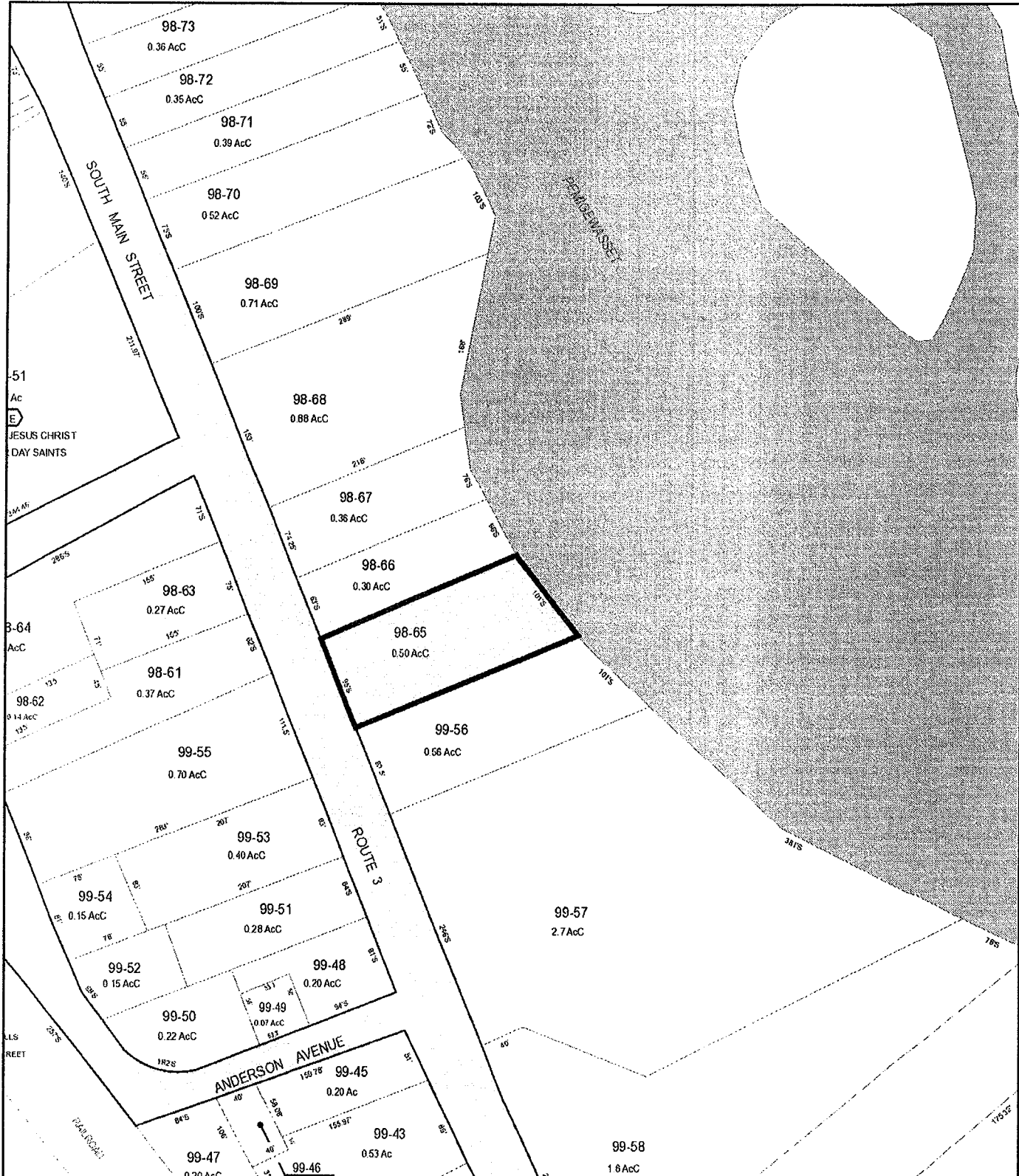


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June 28, 2023

1 inch = 136 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

KELLY REVOCABLE TRUST, KIRK P (1/2 INT)
 KELLY REVOC TRUST, ALESSANDRA (1/2 INT)
 172 SOUTH MAIN STREET
 FRANKLIN, NH 03235

OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000098 000065 000000

Invoice: 2020L01000066		Acres: 0.50	Location: 172 SOUTH MAIN STREET		
		Bill Amount: \$ 5,944.74	Due Date: 04/08/2021		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/09/2021	Mtgc Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00
06/03/2021	Payment of \$2,700.00 (Cash)	(\$ 2,557.31)	(\$ 127.69)	(\$ 15.00)	\$ 0.00
	Paid By: KELLY REVOCABLE TRUST, KIRK P (1/2 INT)				
06/17/2021	Payment of \$1,000.00 (Cash)	(\$ 981.81)	(\$ 18.19)	\$ 0.00	\$ 0.00
	Paid By: KELLY REVOCABLE TRUST, KIRK P (1/2 INT)				
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 48.00	\$ 0.00
07/19/2023	Int/Pen From 06/17/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 751.10
Per Diem: 0.9227		Total Due For Invoice 2020L01000066:			\$ 3,156.72

Invoice: 2021L01000065		Acres:	0.50	Location:	172 SOUTH MAIN STREET	
		Bill Amount:	\$ 6,093.94	Due Date:	05/12/2022	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
05/12/2022	Mtgc Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,022.09	
Per Diem:		2.3374	Total Due For Invoice 2021L01000065:		\$ 7,116.03	

Invoice: 2022L01000064		Acres:	0.50	Location:	172 SOUTH MAIN STREET	
		Bill Amount:	\$ 6,400.78	Due Date:	04/06/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
04/06/2023	Mtgc Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
05/05/2023	Mtgc Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00	
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 275.33	
Per Diem:		2.4551	Total Due For Invoice 2022L01000064:		\$ 6,676.11	

Invoice: 2023P01027806		Acres:	0.50	Location:	172 SOUTH MAIN STREET	
		Bill Amount:	\$ 3,054.88	Due Date:	07/03/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10.71	
Per Diem:		0.6696	Total Due For Invoice 2023P01027806:		\$ 3,065.59	

Invoice: 2023S34000444		Acres:	0.00	Location:	172 SOUTH MAIN STREET	
		Bill Amount:	\$ 316.40	Due Date:	07/24/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due	
07/19/2023	Int/Pen From 07/24/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	

Per Diem:	0.1300	Total Due For Invoice 2023S34000444:	\$ 316.40
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Invoice: 2023W33000441		Acres:	0.00	Location: 172 SOUTH MAIN STREET		
		Bill Amount:	\$ 299.50	Due Date: 04/20/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
04/26/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
05/18/2023	Payment of \$6.17 (Cash)		\$ 0.00	\$ 0.00	(\$ 6.17)	\$ 0.00
Paid By: KELLY REVOCABLE TRUST, KIRK P (1/2 INT)						
07/19/2023	Int/Pen From 04/20/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.91
Per Diem:		0.1231		Total Due For Invoice 2023W33000441:		\$ 314.41

Invoice: 2023W34000444		Acres:	0.00	Location: 172 SOUTH MAIN STREET		
		Bill Amount:	\$ 338.00	Due Date: 07/24/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/24/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:		0.1389		Total Due For Invoice 2023W34000444:		\$ 338.00

Total Due For Parcel 000098 000065 000000:	\$ 20,983.26
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Per Diem:	6.7768	Total Due For All Parcels:	\$ 20,983.26
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LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

Franklin Fire & Emergency Services



Occupancy: **KELLY**

Occupancy ID: **SOUTM 0172**

Address: **172 S MAIN ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Wakefield, Austin (14234)

Time In: **15:00**

Time Out: **15:05**

Authorized Date: **06/27/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection for this single family home. This home is in fair condition and is undergoing some repairs.



Additional Time Spent on Inspection:

Category

Start Date / Time

End Date / Time

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 5 minutes

Total Time: 5 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 26 RANGE ROAD Unit 18
Town of Franklin, NH



Parcel ID: 096-061-00
PID: 000096000061000018

Owner: LARAMIE, KATHERINE H
Co-Owner: LARAMIE, GLENN
Mailing Address: 360 WEBSTER LAKE ROAD
FRANKLIN, NH 03235

General Information

Map: 000096
Lot: 000061
Sub: 000018

Land Use: 1F RES
Zone: R2
Land Area in Acres: 0
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$0
Buildings: \$12,900
Extra Features: \$1,800
Total: \$14,700

Sale History

Book/Page: 3628-1726
Sale Date: 4/25/2019
Sale Price: \$16,000

Building Details

Model Description: MH
Total Gross Area: 936
Year Built: 1971
Building Grade: AVG-10
Stories: 1 STORY

Condition: AVERAGE
Depreciation: 0
No. Bedrooms: 2
No. Baths: 1
Adj Bas: 0



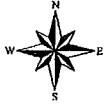
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6/28/2023

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Page 1 of 1

Property Information - Franklin, NH



26 Range Road

Franklin, NH

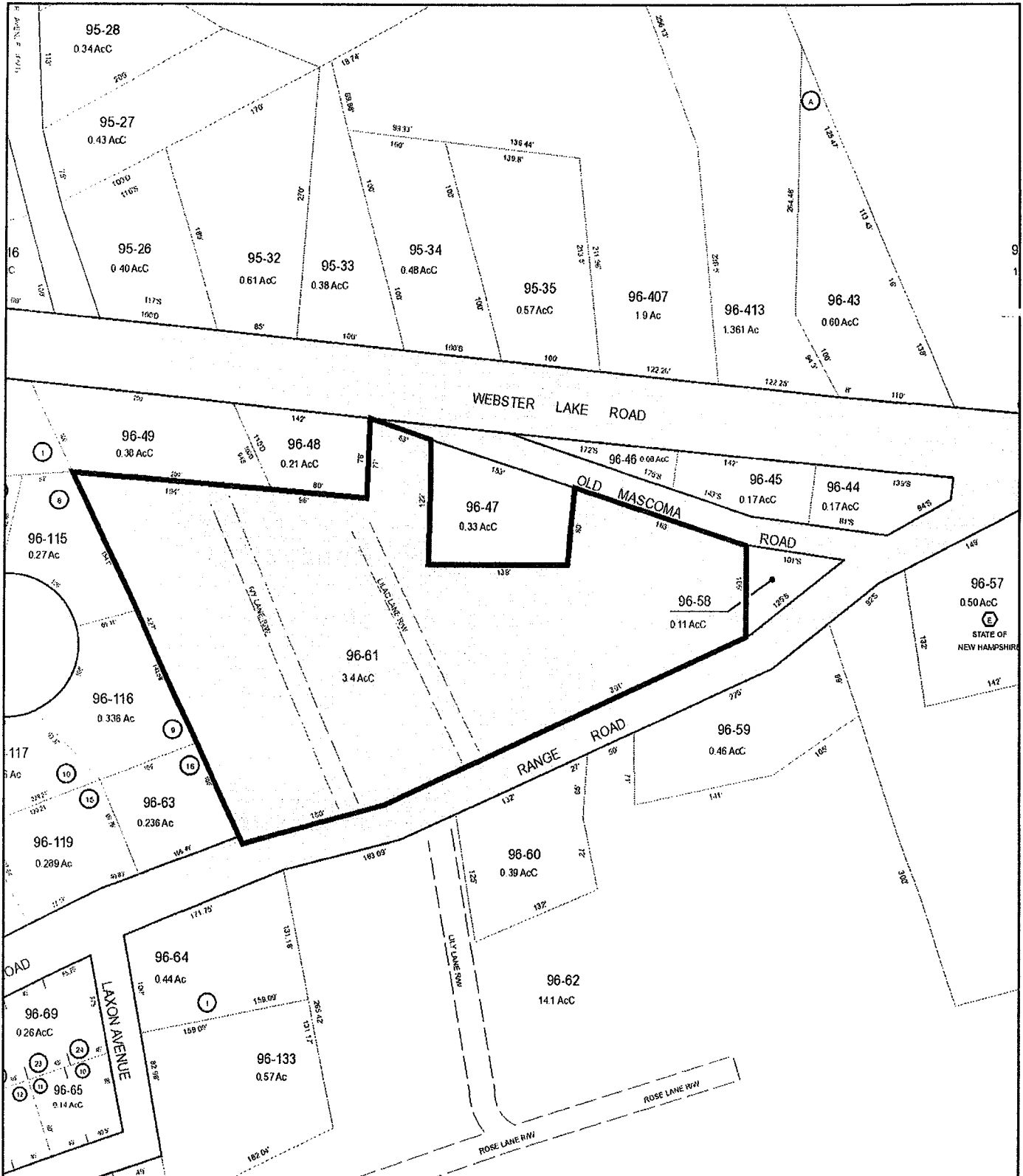


CAI Technologies
For more Mapping, Geospatial Solutions

June 28, 2023

1 inch = 136 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

LARAMIE, KATHERINE H
LARAMIE, GLENN
360 WEBSTER LAKE ROAD
FRANKLIN, NH 03235

**OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER**

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000096 000061 000018

Invoice: 2020L01000069

Acres: 0.00

Location: 26 RANGE ROAD

Bill Amount: \$ 211.64

Due Date: 04/08/2021

Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 111.54

Per Diem: 0.0812

Total Due For Invoice 2020L01000069: \$ 323.18

Invoice: 2022L01000068

Acres: 0.00

Location: 26 RANGE ROAD

Bill Amount: \$ 413.42

Due Date: 04/06/2023

Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 36.49

Per Diem: 0.1586

Total Due For Invoice 2022L01000068: \$ 449.91

Invoice: 2023P01029801

Acres: 0.00

Location: 26 RANGE ROAD

Bill Amount: \$ 179.34

Due Date: 07/03/2023

Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.63

Per Diem: 0.0393

Total Due For Invoice 2023P01029801: \$ 179.97

Total Due For Parcel 000096 000061 000018: \$ 953.06

Per Diem: 0.2791

Total Due For All Parcels: \$ 953.06

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water



Franklin Fire & Emergency Services

Occupancy: **LARAMIE, KATHERINE & GLENN**
Occupancy ID: **RANG 026**
Address: **26 RANGE RD FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Reale, Steve (14215)

Time In: **14:59**

Time Out: **15:00**

Authorized Date: **06/26/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: **Comment**

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection for this single family manufactured home. The home is in good repair.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
----------	-------------------	-----------------

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 1 minutes

Total Time: 1 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Reale, Steve

Rank: Captain

Work Phone(s): 603-934-5680

Email(s): sreale@franklinnh.org



Property Card: 162 WEST BOW STREET
Town of Franklin, NH



Parcel ID: 116-026-00
PID: 000116000026000000

Owner: MAY, WILLIAM
Co-Owner:
Mailing Address: 162 WEST BOW STREET
FRANKLIN, NH 03235

General Information

Map: 000116
Lot: 000026
Sub: 000000

Land Use: 1F RES
Zone: R2W&S
Land Area in Acres: 0.38
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$62,100
Buildings: \$79,600
Extra Features: \$0
Total: \$141,700

Sale History

Book/Page: 3778-2850
Sale Date: 1/24/2022
Sale Price: \$1

Building Details

Model Description: CONVENTION
Total Gross Area: 1267
Year Built: 1900
Building Grade: AVG+10
Stories: 1.75 STORY

Condition: GOOD
Depreciation: 0
No. Bedrooms: 3
No. Baths: 2
Adj Bas: 0



162 West Bow Street

Franklin, NH

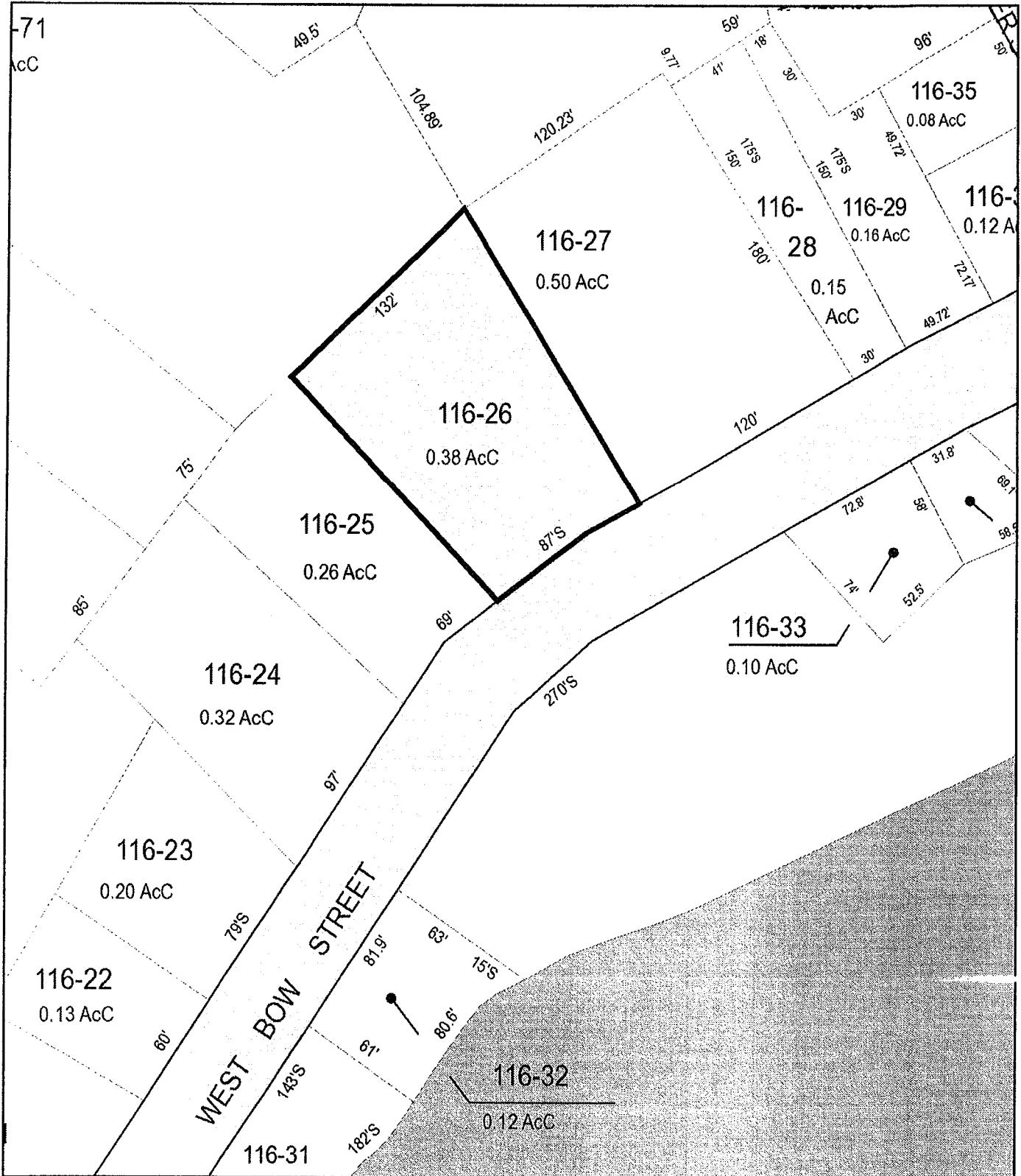


CAI Technologies
Precision Mapping through the use of Technology

June 28, 2023

1 inch = 68 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

MAY, WILLIAM
162 WEST BOW STREET
FRANKLIN, NH 03235

OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000116 000026 000000

Invoice: 2019L01000087		Acres: 0.38	Location: 162 WEST BOW STREET		
		Bill Amount: \$ 3,434.51	Due Date: 05/06/2020		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
06/18/2020	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 13.00	\$ 0.00
07/22/2022	Deed Notice	\$ 0.00	\$ 0.00	\$ 18.47	\$ 0.00
07/19/2023	Int/Pen From 05/06/2020	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,571.45
Per Diem: 1.3173		Total Due For Invoice 2019L01000087:			\$ 5,005.96

Invoice: 2020L01000083		Acres: 0.38	Location: 162 WEST BOW STREET		
		Bill Amount: \$ 5,118.13	Due Date: 04/08/2021		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 29.00	\$ 0.00
07/19/2023	Int/Pen From 04/08/2021	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,677.31
Per Diem: 1.9631		Total Due For Invoice 2020L01000083:			\$ 6,795.44

Invoice: 2021L01000078		Acres: 0.38	Location: 162 WEST BOW STREET		
		Bill Amount: \$ 4,880.79	Due Date: 05/12/2022		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 820.61
Per Diem: 1.8721		Total Due For Invoice 2021L01000078:			\$ 5,701.40

Invoice: 2022L01000076		Acres: 0.38	Location: 162 WEST BOW STREET		
		Bill Amount: \$ 4,783.02	Due Date: 04/06/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 210.80
Per Diem: 1.8346		Total Due For Invoice 2022L01000076:			\$ 4,993.82

Invoice: 2023P01033701		Acres: 0.38	Location: 162 WEST BOW STREET		
		Bill Amount: \$ 1,728.74	Due Date: 07/03/2023		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6.06
Per Diem: 0.3789		Total Due For Invoice 2023P01033701:			\$ 1,734.80

Invoice: 2023S31000520		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 30.07	Due Date: 10/31/2022		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
11/03/2022	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 10/31/2022		\$ 0.00	\$ 0.00	\$ 0.00	\$ 13.23
Per Diem:		0.0124	Total Due For Invoice 2023S31000520:			\$ 43.30

Invoice: 2023S32000523		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 58.50	Due Date: 01/23/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
01/25/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 01/23/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.26
Per Diem:		0.0240	Total Due For Invoice 2023S32000523:			\$ 72.76

Invoice: 2023S33000526		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 51.48	Due Date: 04/20/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
04/26/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/20/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 11.90
Per Diem:		0.0212	Total Due For Invoice 2023S33000526:			\$ 63.38

Invoice: 2023S34000530		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 58.64	Due Date: 07/24/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/24/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:		0.0241	Total Due For Invoice 2023S34000530:			\$ 58.64

Invoice: 2023W31000520		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 30.08	Due Date: 10/31/2022		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
11/03/2022	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 10/31/2022		\$ 0.00	\$ 0.00	\$ 0.00	\$ 13.23
Per Diem:		0.0124	Total Due For Invoice 2023W31000520:			\$ 43.31

Invoice: 2023W32000523		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 60.65	Due Date: 01/23/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
01/25/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 01/23/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.41
Per Diem:		0.0249	Total Due For Invoice 2023W32000523:			\$ 75.06

Invoice: 2023W33000526		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 83.10	Due Date: 04/20/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
04/26/2023	Late Payment		\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 04/20/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 13.07
Per Diem:		0.0342	Total Due For Invoice 2023W33000526:			\$ 96.17

Invoice: 2023W34000530		Acres:	0.00	Location: 162 WEST BOW STREET		
		Bill Amount:	\$ 90.80	Due Date: 07/24/2023		
Date	Activity		Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/24/2023		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:		0.0373	Total Due For Invoice 2023W34000530:			\$ 90.80

Total Due For Parcel 000116 000026 000000: \$ 24,774.84

Per Diem: 7.5565

Total Due For All Parcels: \$ 24,774.84

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

Franklin Fire & Emergency Services



Occupancy: **MAY, WILLIAM**

Occupancy ID: **WBOW 162**

Address: **162 W BOW ST FRANKLIN NH 03235**

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Wakefield, Austin (14234)

Time In: **14:00**

Time Out: **14:15**

Authorized Date: **06/26/2023**

By: Wakefield, Austin (14234)

Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 302 - Exterior Property Areas

Other

As Cited Below

Status: Comment

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection at this address. This building has multiple outstanding property maintenance violations with the city prosecutor since 04-26-2021.

This building is in average condition for the age with limited building degradation from the exterior. Last known interior conditions were poor with accumulated rubbish and garbage throughout. Power and Water have been disconnected for +/- 1 Year with multiple occupants still residing in the residence. Unpermitted works have been completed to include the addition of a wood stove.



Additional Time Spent on Inspection:

Category

Start Date / Time

End Date / Time

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 15 minutes

Total Time: 15 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Wakefield, Austin

Rank: Fire Inspector

Work Phone(s): 603-934-5680

Email(s): awakefield@franklinnh.org



Property Card: 65 CLARK STREET
Town of Franklin, NH



Parcel ID: 134-221-00
PID: 000134000221000000

Owner: NASH-BOWEN, CAROL A
Co-Owner:
Mailing Address: 65 CLARK STREET
FRANKLIN, NH 03235

General Information

Map: 000134
Lot: 000221
Sub: 000000

Land Use: 1F RES
Zone: R3W&S
Land Area in Acres: 0.39
Current Use: N
Neighborhood: N-E
Frontage: 0
Waterfront: N
View Factor: N

Assessed Value

Land: \$66,800
Buildings: \$62,200
Extra Features: \$600
Total: \$129,400

Sale History

Book/Page: 1802-156
Sale Date: 7/27/1989
Sale Price: \$1

Building Details

Model Description: OLD STYLE
Total Gross Area: 835
Year Built: 1930
Building Grade: AVG
Stories: 1.75 STORY

Condition: GOOD
Depreciation: 0
No. Bedrooms: 3
No. Baths: 1
Adj Bas: 0



65 Clark Street

Franklin, NH

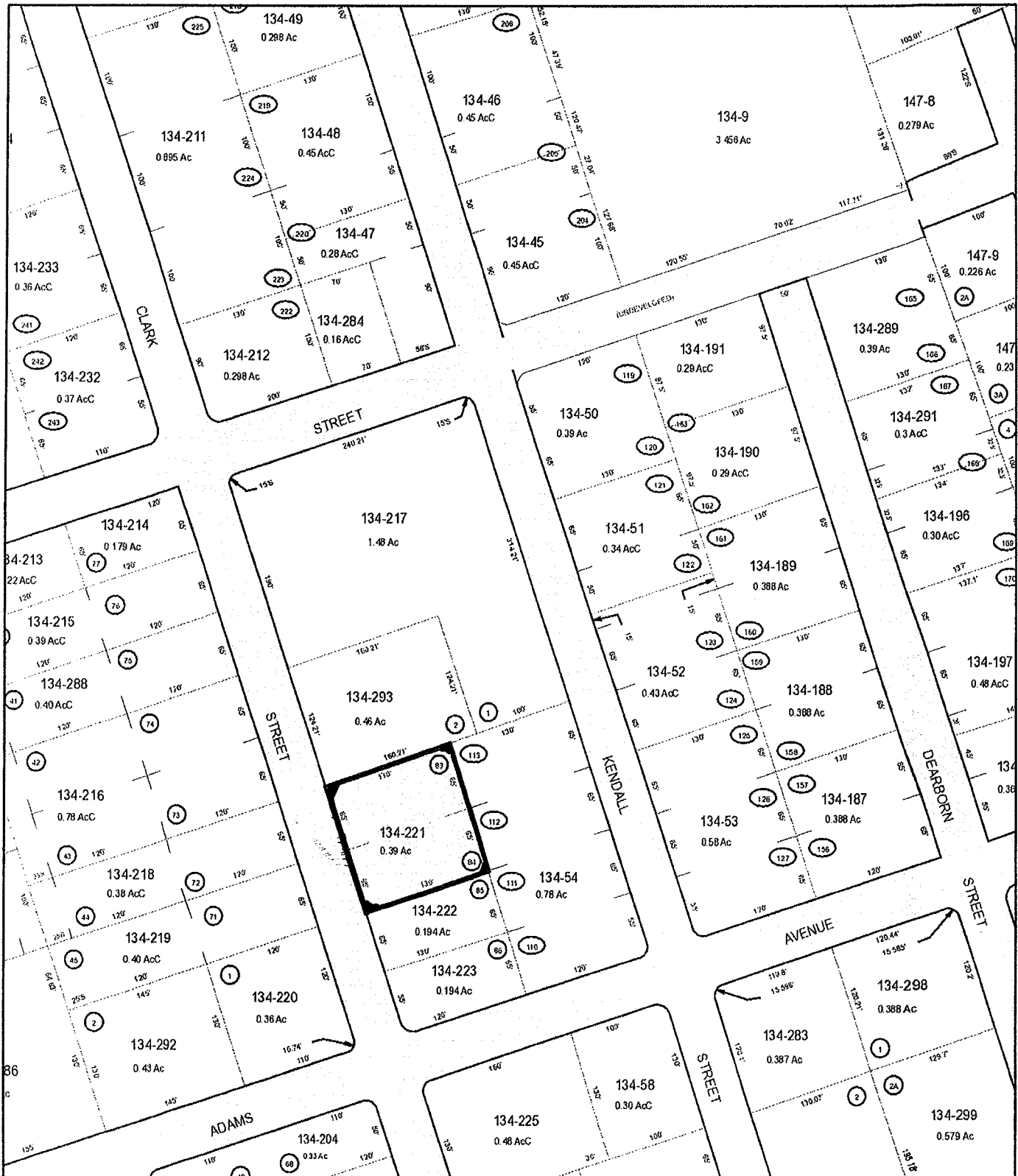


CAI Technologies
Precision Mapping. Strategic Solutions.

June 28, 2023

1 inch = 136 Feet

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City of Franklin

316 Central Street

Franklin, NH 03235

Office Hours

Monday - Friday

8:15 AM - 5:00 PM

(603) 934-3109

NASH-BOWEN, CAROL A
65 CLARK STREET
FRANKLIN, NH 03235

**OFFICE OF THE TAX COLLECTOR
SUMMARY OF ACTIVITY BY OWNER**

Printed Wednesday, June 28, 2023

Interest Calculated As Of 07/19/2023

Map Lot Sub: 000134 000221 000000

Invoice: 2020L01000091		Acres:	0.39	Location: 65 CLARK STREET	
		Bill Amount:	\$ 3,119.45	Due Date: 04/08/2021	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/09/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 15.00	\$ 0.00
05/12/2021	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 32.72	\$ 0.00
08/15/2022	Payment of \$514.52 (Cash)	\$ 0.00	(\$ 466.80)	(\$ 47.72)	\$ 0.00
Paid By: NASH-BOWEN, CAROL A					
06/15/2023	Deed Notice	\$ 0.00	\$ 0.00	\$ 67.00	\$ 0.00
07/19/2023	Int/Pen From 08/15/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 595.69
Per Diem: 1.1965		Total Due For Invoice 2020L01000091:			\$ 3,715.14

Invoice: 2021L01000084		Acres:	0.39	Location: 65 CLARK STREET	
		Bill Amount:	\$ 3,198.07	Due Date: 05/12/2022	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
05/12/2022	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
07/19/2023	Int/Pen From 05/12/2022	\$ 0.00	\$ 0.00	\$ 0.00	\$ 541.14
Per Diem: 1.2267		Total Due For Invoice 2021L01000084:			\$ 3,739.21

Invoice: 2022L01000085		Acres:	0.39	Location: 65 CLARK STREET	
		Bill Amount:	\$ 3,327.09	Due Date: 04/06/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
04/06/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 10.00	\$ 0.00
05/05/2023	Mtge Search/Notice	\$ 0.00	\$ 0.00	\$ 48.00	\$ 0.00
07/19/2023	Int/Pen From 04/06/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 190.72
Per Diem: 1.2761		Total Due For Invoice 2022L01000085:			\$ 3,517.81

Invoice: 2023P01037004		Acres:	0.39	Location: 65 CLARK STREET	
		Bill Amount:	\$ 1,578.68	Due Date: 07/03/2023	
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
07/19/2023	Int/Pen From 07/03/2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5.54
Per Diem: 0.3460		Total Due For Invoice 2023P01037004:			\$ 1,584.22

Total Due For Parcel 000134 000221 000000: \$ 12,556.38

Per Diem: 4.0453

Total Due For All Parcels: \$ 12,556.38

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

Franklin Fire & Emergency Services

Occupancy: **NASH-BOWEN, CAROL**

Occupancy ID: **CLAR 065**

Address: **65 CLARK ST FRANKLIN NH 03235**



Form: Property Maintenance
/ Welfare / Multi Family /
Manufactured Home / Health
Officer - Updated 2023

Inspection Type: **Back Tax / City Admin. Request**

Inspection Date: **6/23/2023**

By: Reale, Steve (14215)

Time In: **14:53**

Time Out: **18:55**

Authorized Date: **06/26/2023**

By: Wakefield, Austin (14234)

Inspection Description:

This inspection has been conducted to the City of Franklin Municipal Code CH-233, NFPA 101 2018 Edition, NFPA 1 2018 Edition, Saf-FMO 300, and 2021 International Property Maintenance Code. If applicable: The items noted during this inspection must be corrected as indicated no later than the follow up inspection date. If these cannot be corrected within the prescribed time, you may submit in writing and for approval an updated correction plan prior to the original agreed upon deadline.

Inspection Topics:

Section 304 - Exterior Structures

304.1 General

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Status: Comment

Notes: The Franklin Fire Department Fire Prevention Division conducted a city back tax inspection for this single family home. This home is in good repair.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
----------	-------------------	-----------------

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 242 minutes

Total Time: 242 minutes

Summary:

Overall Result: Comment

Inspector Notes:

Closing Notes:

You may contest these orders at an Administrative Hearing. The request for a hearing must be in writing within 20 days after receipt of the order and addressed to: Franklin Fire Department Code Enforcement Division 59 West Bow Street, Franklin, NH

03235

NH RSA 153:24 Penalty For Violation applies

Inspector:

Name: Reale, Steve

Rank: Captain

Work Phone(s): 603-934-5680

Email(s): sreale@franklinnh.org

CITY COUNCIL MEETING
AGENDA ITEM X



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

July 10, 2023

Subject: Council to Consider Format for City Manager Evaluation

The Council approved creating an ad hoc committee to review the city manager evaluation process. That committee has proposed reducing the evaluation for councilors and adding evaluations by department heads and employees. The questions were distributed last meeting and are included in this agenda item. The committee is seeking approval from the council to move forward with this proposal.

Attachment:

Proposed Reduced Council Manager Evaluation Questions

PROPOSED REDUCED COUNCIL MANAGER EVALUATION QUESTIONS 2023-06-05

GENERAL ATTRIBUTES
Exercises good judgement
Responds well to requests, advice and constructive criticism
Exhibits professional behavior appropriate for an executive position
Displays enthusiasm, cooperation, and willingness to adapt
Demonstrates a capacity for innovation and creativity
Anticipates and analyzes problems to develop effective approaches for solving them
Demonstrates a dedication to service to the community and its citizens
Performs duties diligently and thoroughly (self starter)
RELATIONSHIP WITH COUNCIL
Assists by facilitating decision making without usurping authority or favoring a minority opinion
Implements governing body actions in accordance with the intent of council and support decisions inside and outside the organization
Shares responsibility for addressing the difficult issues facing the city
Helps the council address future needs and develop adequate plans to address long term trends
Understands, supports, and enforces local government's laws, policies, and ordinances
Maintains knowledge of current developments affecting the practice of local government management
Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical
COMMUNICATION
Disseminates complete and accurate information equally to all members and the public in a timely manner
Responds in a timely manner to requests from the governing body
Responds in a timely manner to requests from citizens
Provides regular information and reports to the governing body concerning matters of importance to the local government, using the city charter as guide
Takes the initiative to provide information, advice and recommendations to the governing body on matters that are non-routine and not administrative in nature
MANAGEMENT
Recruits and retains competent personnel for staff positions
Applies an appropriate level of supervision to improve areas of substandard performance
Encourages heads of department to make decisions within their jurisdiction with minimal city manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff
Encourages teamwork, innovation, and effective problem-solving among the staff members
FINANCIAL
Prepares a balanced budget to provide services at a level directed by council
Makes the best possible use of available funds, conscious of the needs operate the local government efficiently and effectively
Appropriately monitors and manages fiscal activities of the organization

PROPOSED DEPT HEAD MANAGER EVALUATION QUESTIONS 2023-06-05
Encourages heads of department to make decisions within their jurisdiction with minimal city manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff
Encourages teamwork, innovation, and effective problem-solving among the staff members
Recruits and retains competent personnel for staff positions
Applies an appropriate level of supervision to improve areas of substandard performance
Stays accurately informed and appropriately concerned about employee relations
Professionally manages the compensation and benefits plan
Promotes training and development opportunities for employees at all levels of the organization
Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
Develops and maintains a friendly and informal relationship with the staff and workforce in general, yet maintains the professional dignity of the city manager's office
Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
Assists by facilitating decision making without usurping authority
Responds well to requests, advice and constructive criticism
Willing to try new ideas proposed by governing body members and/or staff
Anticipates and analyzes problems to develop effective approaches for solving them
Makes the best possible use of available funds, conscious of the needs operate the local government efficiently and effectively

PROPOSED EMPLOYEE EVALUATION QUESTIONS 2023-06-05
Encourages teamwork, innovation, and effective problem-solving among the staff members
Recruits and retains competent personnel for staff positions
Applies an appropriate level of supervision to improve areas of substandard performance
Stays accurately informed and appropriately concerned about employee relations
Professionally manages the compensation and benefits plan
Promotes training and development opportunities for employees at all levels of the organization
Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
Develops and maintains a friendly and informal relationship with the staff and workforce in general, yet maintains the professional dignity of the city manager's office

Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback

CITY COUNCIL MEETING
AGENDA ITEM XI



CITY OF FRANKLIN
COUNCIL AGENDA REPORT

July 10, 2023

From: Judie Milner, City Manager

Subject: Council to consider extending current Cable Franchise Agreement to 12/31/24

Suggested Motion:

Councilor moves, "I move that the Franklin City Council extend the city's cable franchise agreement through 12/31/2024."

Mayor calls for a second, discussion and vote.

Discussion:

In 2021, the City entered into an intermunicipal agreement with 9 other communities to form a consortium to negotiate our franchise agreement renewals with now Breezeline (formerly Metrocast and Atlantic Broadband). As the council is aware, we have a very lucrative contract with Breezeline. Surprisingly, Breezeline would like to renew with a less lucrative contract similar to other contracts throughout the state. Negotiations are taking a little longer but we believe we are making forward progress. Breezeline has agreed to the one-year extension. The extension gives us one more year of the better contract so it is in our best interest financially. **For the Council only: Attached in a separate envelope labeled "non-public legal" is a briefing from the consortium's attorney Kate Miller of Donahue, Tucker and Ciandella supporting the one-year extension.**

The current franchise agreement can be found here:

<https://www.franklinnh.org/sites/g/files/vyhlif601/f/uploads/metrocastfranchiseagreement.pdf>

CITY COUNCIL MEETING
AGENDA ITEM XII



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
for July 10, 2023

Date: June 22, 2023
From: Seth Creighton, Director of Planning & Zoning
Subject: Building Permit Proposal for Property on a Private Road at
4 Doucette Dr, Map-Lot 103-001-00

Recommendation:

Recommend approving the request to build a single-family residential with Accessory Dwelling Unit structure at 4 Doucette Dr, a private road.

Suggested Motion:

“I move that the Franklin City Council approve the issuance of a Building Permit for 4 Doucette Dr, Map-Lot 103-001-00 and authorize the City Manager to execute the Agreement and Notice of Release from Municipal Responsibility and Liability between the City of Franklin and the owners. Said fully executed agreement is to be recorded at the Merrimack County Registry of Deed; the recording and recording fees are the responsibility of the applicant. Recording must be complete before permits can be issued.”

Mayor calls for a second, discussion, and vote.

Discussion: When an individual proposes to build a structure on a private road or a Class VI road (a publicly owned unmaintained road) the provisions of NH State Law RSA 674:41 “Erection of Buildings on Streets; Appeals” apply. This law says that the issuance of the permit must be approved by the governing body (City Council). This statute also references that a recommendation on the request shall come from the Planning Board. The purpose of this law is to allow a municipality and the property owner to come to an understanding of what living/owning on an unmaintained road means, and/or if it’s even safe to allow such. This procedure is applicable each time a new structure is proposed.

This request is relevant to 4 Doucette Dr, a private road. The property historically has had a single-family home on it. The single family home was recently demolished and is being replaced with a single-family home, however, an Accessory Dwelling Unit is proposed to be attached to the single-family home.

The City’s technical departments have reviewed the application and suggest approving the request.

Fiscal Impact: There are no anticipated costs to the City related to this request. The proposed home will add assessed value.

Alternatives: The Council can either approve with conditions, or deny, the request.

Attachments/Exhibits: Maps showing the property and proposed home and driveway, and sample “Release of Municipal Liability” that will serve as a template and be amended specific to this property.



Franklin, NH

1 inch = 250 Feet

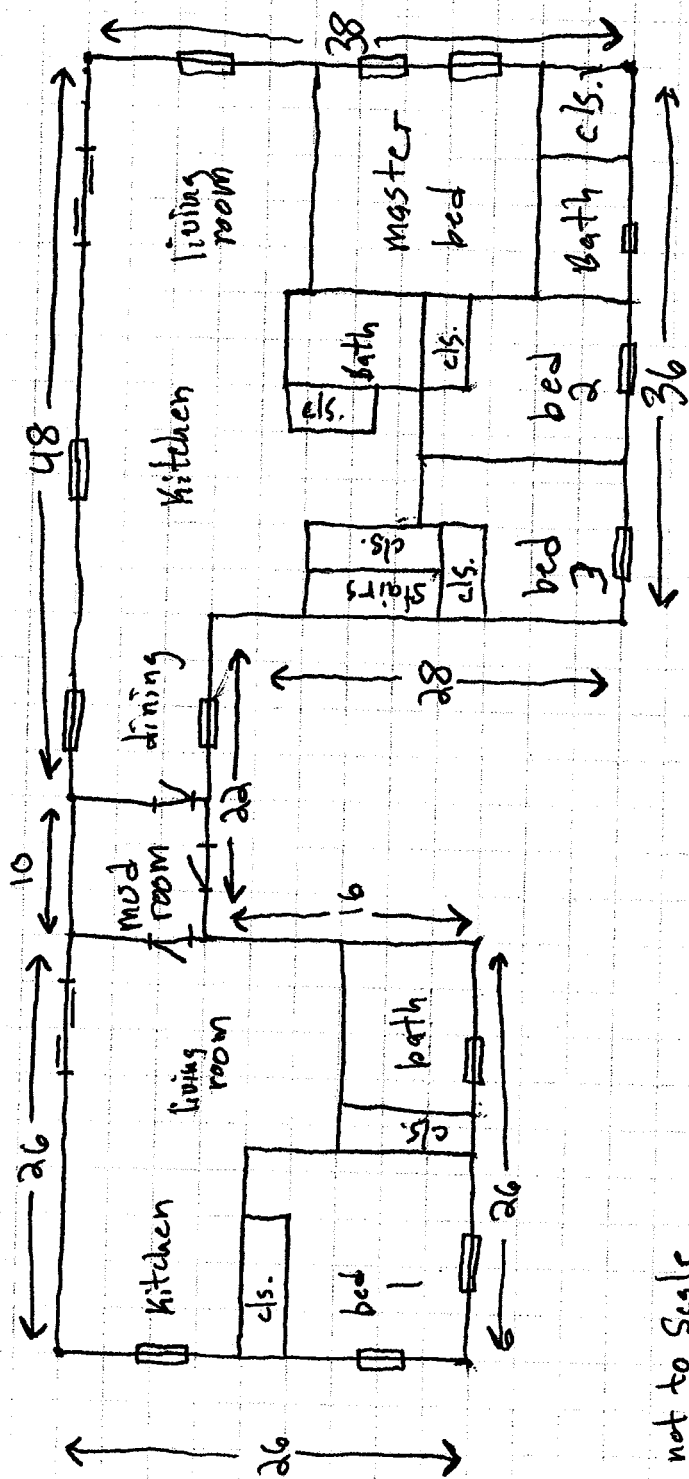


June 22, 2023

www.cai-tech.com

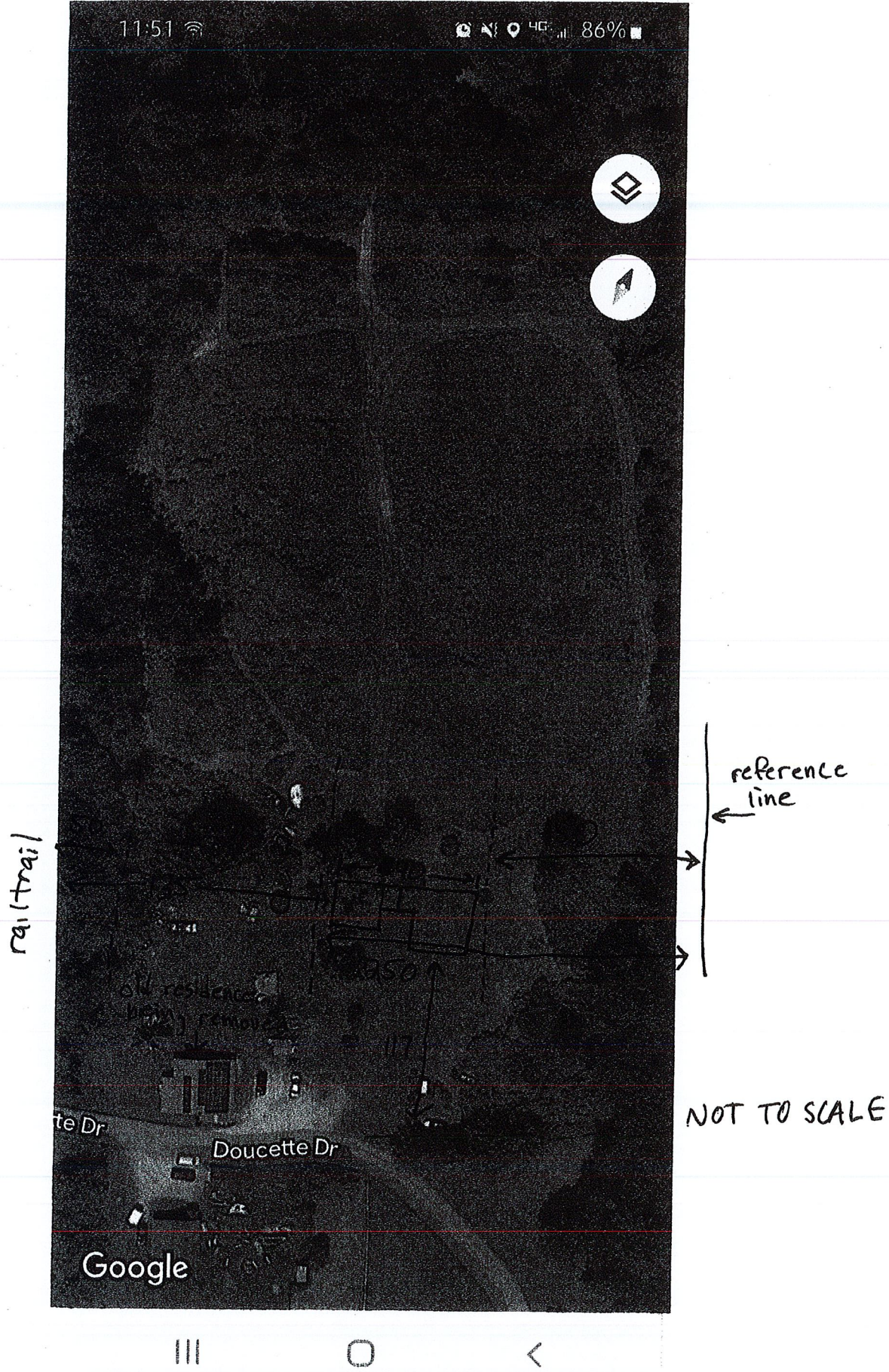


Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



Window not to Scale

1 # Square = approx. 3 ft.



AGREEMENT AND NOTICE

PURSUANT TO RSA 674:41

This Agreement is made this 7 day of April, 2023 by and between the Christian Dumont Trust and Georgette T. Dumont Trust (collectively "Owner") of Franklin, in Merrimack County, New Hampshire, and the City of Franklin (the "City"), 316 Central Street, Franklin, New Hampshire, a municipal corporation organized under the laws of the State of New Hampshire.

WHEREAS:

- A. The Owner owns certain real property located at 17 Riverview Drive, Franklin, New Hampshire, identified as Tax Map 115 Lot 022, and described in a deed recorded in the Merrimack County Registry of Deeds at Book 3721, Page 0021 (the "Property");
- B. Riverview Drive is a private way constructed prior to the effective date of RSA 674:41, and prior to the time that the City began regulating subdivisions;
- C. The Owner has an easement right for access to the Property from the public way;
- D. Notwithstanding the fact that Riverview Drive was constructed prior to the regulation of subdivisions by the City, the parties agree to record this Agreement and Notice to provide notice that the City has not as of the date of this Agreement and Notice, and has no present intention of, accepting responsibility for Riverview Drive as set forth in more detail below; and
- E. The City has agreed on 04/03/2023 to the issuance of a building permit for the construction or expansion of a residential structure with said use subject to the terms and conditions contained in the present Agreement and Notice between Owner and the City and upon the filing.

NOW THEREFORE, the City and Owner agree as follows:

1. The City does not accept, nor assumes any, responsibility for the maintenance or unkeep of Riverview Drive, including but not limited to, plowing, sanding or salting, grading, drainage repairs, damage from erosion and run-off, or the repair of potholes, or any liability from the use of said roadway by Owner.
2. The construction and occupancy or use of the structure on the Property referenced above shall not be deemed to constitute evidence of public necessity and convenience requiring layout or alteration of said road as a Class V Road.
3. If at the time of an emergency event or occurrence at the Property Riverview Drive is not in a condition that would permit the reasonably safe passage of Municipal emergency vehicles to the Property, including police, fire, and ambulance services, Owner releases the City from all liability in law or equity from the City's failure or refusal to provide such Municipal emergency services to address such emergency event or occurrence.
4. This Agreement shall be binding on the Owner and all heirs, successors and assigns.
5. Owner agrees to record a copy of this Agreement and Notice in the Merrimack County Registry of Deeds.

Executed this 7 day of April, 2023

Christian Dumont Trust

By: Christian Dumont TRUSTEE
Christian Dumont, Trustee

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK, S.S.

Before me personally appeared Chistian Dumont, Trustee, on this 7 day of April, 2023 personally known or satisfactorily proved to me to be the same, and executed this instrument for the purposes stated herein.

Judith E. Bibbins
Justice of the Peace/Notary Public JUDITH E. BIBBINS
My Commission expires: _____ JUSTICE OF THE PEACE
State of New Hampshire
My Commission Expires
December 21, 2027

Georgette T. Dumont Trust

By: Georgette T. Dumont Trustee
Georgette T. Dumont, Trustee

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK, S.S.

Before me personally appeared Georgette T. Dumont, Trustee, on this 7 day of April, 2023 personally known or satisfactorily proved to me to be the same, and executed this instrument for the purposes stated herein.

Judith E. Bibbins
Justice of the Peace/Notary Public
My Commission expires: JUDITH E. BIBBINS
JUSTICE OF THE PEACE
State of New Hampshire
My Commission Expires
December 21, 2027

CITY OF FRANKLIN, N.H.

By: Judie Milner
Judie Milner, City Manager
Duly authorized by Franklin N.H. City Council

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK, S.S.

Before me personally appeared Judie Milner, City Manager for Franklin N.H., on this 7 day of April, 2023 personally known or satisfactorily proved to me to be the same, and executed this instrument for the purposes stated herein and attests that she is duly authorized by the Franklin N.H. City Council to execute this instrument.

Judith E. Bibbins
Justice of the Peace/Notary Public
My Commission expires: JUDITH E. BIBBINS
JUSTICE OF THE PEACE
State of New Hampshire
My Commission Expires
December 21, 2027

CITY COUNCIL MEETING
AGENDA ITEM XIII



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
for July 10, 2023

Date: For July 10, 2023 City Council Meeting

From: Seth Creighton, Director of Planning & Zoning

Subject: Outdoor Dining Rules

Recommendation: Adopt a policy regarding Outdoor Dining application and rules.

Suggested Motion: “I move to accept the Outdoor Dining License Rules and Application and authorize the City Manager to sign off on acceptable applications which propose to use municipal property.”

Discussion: Each year we receive an increasing number of requests from eateries for outdoor dining. When outdoor dining can be located on private property, the request can be reviewed administratively and/or by Planning Board. When outdoor dining, or any other private use, is proposed on public property, the City Council must authorize said use. Because there were no outdoor-dining-specific rules in the City Ordinances, Staff has drafted a specific application and set of rules/procedures/fees to implement as policy. It would be best to adopt this policy before writing the rules in to stone via an Ordinance. There is value in applying these rules for a season to learn what works and what can be improved.

Fiscal Impact: There are no anticipated costs to the City related to this.

There are nominal application fees, which the City Attorney confirmed are permissible to collect for public areas, excluding parking areas.

Outdoor dining will attract more people to the City, add to the social well-being of the community, and allow businesses to profit; all which will help revitalize Franklin.

Alternatives: The Council can choose to prohibit outdoor dining.

Attachments/Exhibits: Outdoor Dining Application/Procedures/Rules with City Attorney's edits shown in red ink.



CITY OF FRANKLIN, NEW HAMPSHIRE
"Three River's City"

Outdoor Dining License Application

Please complete the following application and submit it to the Planning, Zoning, Building Office, along with the required fee (\$25 minimum fee for areas 100 square feet or less; \$1 additional fee per square foot for every square foot over 100 square feet).

Choose all that apply (proposed location of chairs/tables for outdoor dining):

- ☐ Private property (no fee required) ☐ Public Property
☐ Will include seasonal use of outdoor heaters ☐ Requesting use of City parking spaces for seating

Address of proposed Outdoor Dining Area ("Area"): _____

Assessor's Map: _____ Lot: _____ Block: _____ Zoning District: _____

Applicant Name: _____

Mailing Address (Street/City/State/Zip): _____

Phone number(s): _____

Email: _____

Signature: _____

Property Owner (of where business is located) Name: _____

Mailing Address (Street/City/State/Zip): _____

Phone number(s): _____

Email: _____

Signature: _____

Please check the following boxes as they are completed.

- ☐ Dimensioned site plans are attached to this Application depicting the following:
- a) The existing conditions, including a depiction of public infrastructure such as curb lines, light poles, bike racks, street trees, tree grates, manhole covers, meters, licensed A-frame signs, adjacent on-street parking and loading zones, adjacent accessible sidewalk curb cuts and the like,
 - b) The proposed table/chair layout plan for outdoor dining dimensioned routes of travel within the outdoor dining area and on the adjoining public sidewalk, as well as detail sheets for the proposed enclosure system, tables, chairs, lighting, trash receptacles, and the like.
 - a) The proposed dining area including the proposed number and location of tables, chairs, decorations and other equipment, pedestrian access points to the dining area and how the dining area will be separated from the rest of the sidewalk.
 - b) Include all physical features in the immediate vicinity including driveways, wheelchair ramps, fire hydrants, trees, poles, etc.
 - c) Label the name of the street, width of sidewalk, length and width of sidewalk being utilized for outdoor dining and demonstrate compliance with all applicable setbacks.

☐ Copy of license from New Hampshire Liquor Commission, if applicant intends to serve alcohol.

☐ Certificate of insurance \$1,000,000 per occurrence/\$2,000,000 aggregate - the City of Franklin must be listed as both the certificate holder and additional insured. The certificate must be valid throughout the period of the permit.

The City Manager will not review incomplete applications. All questions must be answered and all applicable check boxes must be checked. Failure to do so shall result in an incomplete application which will not be processed. The undersigned attests that the supplied information is accurate and complete and requests that the City Manager proceed with processing this application under the requirements of the City of Franklin Ordinance ****.

****CITY OFFICIALS USE ONLY**** DO NOT WRITE IN THIS SPACE****

Payment: Amount Paid: \$ _____ Date: _____
Cash: Y/N Check: Y/N (check # _____)

Department Signoff: Please Sign, Print, Date:

Police Dept: _____

Fire Dept: _____

MSD Dept: _____

Planning Dept: _____

Finance Dept: _____

City Manager: _____

City of Franklin Rules and Regulations for Outdoor Dining

Introduction

The City of Franklin recognizes the importance of outdoor dining to the vitality and success of our downtown. The outdoor dining rules and regulations are in place to promote the health, safety and welfare of our residents and visitors.

Required Approvals

Outdoor dining is not allowed without the prior written approval of the Municipal Services Department and Fire Department.

Application Requirements

1. An Annual Outdoor Dining Permit Application which includes approvals from Municipal Services, Fire Department (Assembly Permit).
2. A sketch or diagram depicting:
 - a) The proposed dining area including the proposed number and location of tables, chairs, decorations and other equipment, pedestrian access points to the dining area and how the dining area will be separated from the rest of the sidewalk.
 - b) Include all physical features in the immediate vicinity including driveways, wheelchair ramps, fire hydrants, trees, poles, etc.
 - c) Label the name of the street, width of sidewalk, length and width of sidewalk being utilized for outdoor dining and demonstrate compliance with all applicable setbacks.
3. Certificate of Insurance \$1,000,000 per occurrence/ \$2,000,000 aggregate - The City of Franklin must be listed as both the certificate holder and additional insured. The certificate must be valid throughout the period of the permit.
4. Copy of license from New Hampshire Liquor Commission, if applicant intends to serve alcohol.

Standard Conditions

~~1.~~ Permits shall be in effect from the date of issuance (not before April 15) through November 15 and

~~1.~~ must be renewed on an annual basis.

~~2.~~ ~~2.~~ For the period from November 16 through the following April 14, all chairs, fencing, umbrellas, tables

~~2.~~ and other equipment must be removed from the public sidewalk, public parking stalls, or public park.

3. ~~3.~~ For the period from April 15 through the following November 15, all chairs, fencing, umbrellas, tables, and other equipment shall be removed from the sidewalk-public spaces during inclement weather¹ ~~a, and~~ upon 24-hour notice from the Municipal Services Department.

¹ Inclement weather shall mean any weather condition that makes it unsafe or impractical to dine outdoors.

~~4.~~ 4.—Outdoor dining is permitted until 11:00 p.m.

5. Permit is to be posted in public view and is not transferable.

~~4.~~ ~~6.~~—An outdoor dining permit does not increase the maximum number of patrons allowed inside the eating

6. establishment. The outdoor permit is only for the additional outside seats. Place of Assembly numbers may/may not be affected by the addition of outdoor dining.

~~5.~~ ~~7.~~ 7.—Outdoor dining areas shall be setback five (5) feet from a crosswalk, handicap ramp, driveway or intersection.

8. ~~8.~~—A five (5) foot clearance for pedestrians is required on all sidewalks at all times. The 5-foot aisle must be a clear path that does not include any obstructions such as light poles, fire hydrants, sign posts, bollards, etc.

9. The following on-street parking spaces shall not be available for outdoor dining: Handicapped parking spaces, loading zone spaces, bus stops, law enforcement only parking spaces, or spaces reserved for the State of New Hampshire.

10. All building entrances shall remain unobstructed.

11. Expanded outdoor dining areas shall be laid out in such a way that they maintain compliance with the requirements of the Americans with Disabilities Act (ADA).

~~12.~~ 9.—Permitted area must be contiguous to the licensed premises and maintained.

~~6.~~ ~~10.~~—If alcohol is served, outdoor dining shall be separated from public pedestrian space on the adjacent

13. municipal sidewalk by an enclosure system consisting of heavy duty black decorative metal materials or equivalent as approved by the Municipal Services Director. The minimum height of the enclosure shall be 30 inches and the maximum height shall be 36 inches, or as approved by the City.

~~7.~~ ~~11.~~—Businesses must use their own trash and recycling receptacles. Sidewalks will be cleared of all debris

14. after close of business each day.

~~8.~~ ~~15.~~ ~~12.~~—Outdoor dining shall not damage sidewalks, curbing, bike racks, street trees, light poles, trash containers or other City infrastructure. The use of hardware which punctures publicly owned pavement, poles, siding, etc... is prohibited. It is recommended that metal chairs, tables, and umbrellas are equipped with rubber padding to prevent any damage. The City also encourages the use of wooden tables to reduce the possibility of any damage.

16. Construction of platforms shall be permitted within parking space dining areas so as to raise the elevation of said dining areas to be consistent with abutting sidewalks. The design of said

platforms shall be reviewed and approved by the City Code Administrator and City Engineer, or their respective designees. Said platforms shall not obstruct stormwater flow, or impede access to public or private utilities or other infrastructure. Construction of said platforms shall comply with applicable building codes and permitting requirements.

~~9. 13.~~ The sidewalk shall be completely free of snow and ice along the entire sidewalk from building to curb

~~17.~~ -in front of the establishment.

~~18. 14.~~ Umbrellas with preprinted restaurant logos are permitted as long as they don't extend beyond the permitted area. Umbrellas must be kept in good condition, of consistent design and high-quality materials. Umbrellas cannot be torn, tattered, or faded in any manner. Any additional logos on umbrellas is prohibited.

~~19. 15.~~ Tents / canopies over the sidewalk are not permitted.

~~20. 16.~~ Heaters require specific approvals from the Fire Chief.

~~10. 17.~~ Decorations must be fire retardant and meet NFPA 701 Standards. No decorations permitted except

~~21.~~ those approved on the site plan. No loosely hanging material.

~~22. 18.~~ Fire alarm pull stations may not be obstructed.

~~23. 19.~~ Open flames (i.e. – candles, torches, etc.) are prohibited.:

~~11. 20.~~ Sufficient lighting is required. Extension cords are not permitted without prior written consent from the Municipal Services Director. Flashing / strobe lights are

~~24.~~ —prohibited.

~~25. 21.~~ No Smoking.

~~26. 22.~~ Barricades may be required and must be approved by MSD, Fire, and Police Departments.

~~12. 23.~~ Ground coverings are not permitted without the prior written consent from the Municipal Services Director. discouraged, but may be considered.

~~27.~~

Environmental Health Conditions

1. ~~1.~~ The area is to be left in a clean and sanitary condition at all times and garbage contained at all times in covered receptacles. Use of public garbage bins/dumpster is prohibited.

2. ~~2.~~ The area shall be left in clean condition at close of business with all garbage and garbage containers removed in its entirety from the area and any ground debris swept up at close of daily business.

3. ~~3.~~ No food preparation, grilling, service windows, service counters or wait stations shall be allowed in the area and no condiments, paper products or the like shall be stored in the outdoor area.

4. ~~4.~~ The Fire Department will review that bathroom facilities are sufficient to support the additional outdoor seating. Exterior restrooms (porta potty) may be required.
5. ~~5.~~ The State of NH may review kitchens with regards to ability to support the additional outdoor seating.
6. ~~6.~~ All outdoor dining activities must comply with NFPA 101. All applicable regulations apply and at a minimum in compliance with all state laws.

Compliance

1. ~~1.~~ All outdoor dining permits are subject to revocation by the City for failure to comply with the conditions of the permit, ordinance or any rules and regulations established by the City/City Departments.
2. ~~2.~~ Exceptions may be granted on a case-by-case basis.
3. ~~3.~~ Applicants who consistently stain or otherwise damage public infrastructure may be held responsible for the cleaning and/or repair of impacted City Property.
4. All outdoor dining furniture must be removed from sidewalks, bump-outs, City properties, and parking spaces upon conclusion of the outdoor dining season. Furniture that is not removed by applicable deadlines may be subject to removal and disposal at the business owner's cost.
5. It is the Permittee's responsibility to ensure that all movable items within the outdoor dining area are secured against wind or theft. The City accepts no liability for lost, stolen or damaged property.

City Authority

1. The City may terminate or alter use or configuration of outdoor dining areas on the public sidewalk, bump-outs, City properties or within on-street parking spaces in order to facilitate public or private construction projects, road closures associated with special events or festivals, or any other public purpose, including, but not limited to, forecasted severe weather events.
2. The "outdoor dining season" may be permitted on a year-round basis on city-owned land in accordance with an applicable license agreement with no additional fee so long as all furniture and tents are adequately roped, braced and anchored to withstand prevalent weather conditions. The restaurant shall be required to maintain the outdoor dining area safe for public travel and use, which includes ensuring that it is free from snow and ice during operations.
3. The City may suspend, terminate or modify this outdoor dining program at any time.

4. Final approval of any requested location is at the City's discretion. The City is not obligated to issue a permit as requested and may opt to reduce or deny a request if it does not meet the conditions herein.
5. The City reserves the right to revoke any permit at any point for a violation of any of the conditions herein.

CITY COUNCIL MEETING
AGENDA ITEM XIV



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of July 10th, 2023

Subject: Other Business

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

Adjournment

Councilor Appointments

Recommended Motions:

“I move that the Franklin City Council reappoint Seth Creighton to the Lakes Region Planning Commission as the Primary Representative, term of service to August 2025.”

“I move that the Franklin City Council reappoint Justin Hanscom to the Lakes Region Planning Commission as the Deputy Representative, term of service to August 2025.”

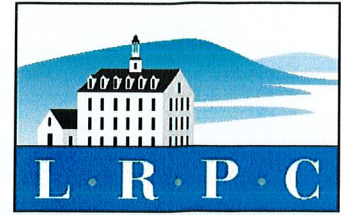
“I move that the Franklin City Council appoint Gerard Desrochers to the Supervisors of the Checklist for Ward III, (Seat SCW31) term of service to January 2028.”

Attachments:

Letter from Jeffrey Hayes, Executive Director of LRPC
Prospective Appointee Profile – Gerard Desrochers

LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3
Meredith, NH 03253
Tel 603.279.8171
www.lakesrpc.org



June 5, 2023

SENT VIA EMAIL TO: mayor@franklinnh.org
and VIA U.S. MAIL

Mayor Jo Brown
Franklin City Council
316 Central Street
Franklin, NH 03235

RE: Seth Creighton and Justin Hanscom (alternate), TAC Members
Term Expiration: August 2, 2023

Dear Mayor Brown,

In reviewing our records, we note that the term of appointment for both Seth Creighton and Justin Hanscom (alternate) as Franklin's representatives to the Transportation Advisory Committee (TAC) will expire on August 2, 2023. Please let us know if they will be reappointed for another term or if you plan to appoint new representatives in due course. Each was appointed on August 2, 2021 for the standard two (2) year term. A new term would begin on August 2, 2023 and expire on August 2, 2025.

Membership on the TAC usually includes individuals who have technical expertise in transportation, e.g., public works directors, town planners, administrators, etc. However, anyone in your community that has technical expertise in transportation, or an interest in transportation, is also appropriate. The decision is yours.

Much of the success and integrity of the Planning Commission's long-range transportation program is due to the involvement of TAC members. We believe that it is important for all Lakes Region communities to be represented on the TAC, and encourage you to maintain an **active** representative and an alternate to represent Franklin.

As we look forward to your continued involvement, please send a letter of reappointment (or new appointment) once this process has been completed to cover the term of August 2, 2023 to August 2, 2025. If you have any questions, feel free to call me at 603.279.5337.

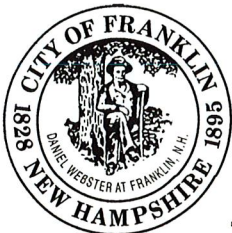
Sincerely,

Jeffrey R. Hayes

Jeffrey Hayes, MRP
Executive Director

c: Franklin Planning Board Chair (via email only: davelib352@gmail.com)
Paul Hazelton, Vice Chair, TAC (via email only: paulshazelton@gmail.com)
Seth Creighton, TAC Member (via email only: screighton@franklinnh.org)
Justin Hanscom, TAC Alternate Member (via email only: jhanscom@franklinnh.org)

ALEXANDRIA • ANDOVER • ASHLAND • BARNSTEAD • BELMONT • BRIDGEWATER • BRISTOL • CENTER HARBOR • DANBURY
EFFINGHAM • FRANKLIN • FREEDOM • GILFORD • GILMANTON • HEBRON • HILL • HOLDERNESS • LACONIA • MEREDITH • MOULTONBOROUGH
NEW HAMPTON • NORTHFIELD • OSSIPEE • PLYMOUTH • SANBORNTON • SANDWICH • TAMWORTH • TILTON • TUFTONBORO • WOLFEBORO



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

316 Central Street
Franklin NH 03235

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

PROSPECTIVE APPOINTEE PROFILE

Name: Gerard R. Desrochers

Address: 19 Mark Rd Franklin NH 03235
Street Address City State Zip Code

Telephone: 603-998-9634 godesrochers42@gmail.com
(Home Phone) (Work Phone) (Cell Phone) (email)

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

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

Employer: Retired

Address: _____
Street Address City State Zip Code

Interested in appointment to: Ward 3 Checklist Supervisor

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

Moderator Town of Hill & Hill School District 2000-2020

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

Assist with running free & fair elections

Gerard R. Desrochers
Signature

6-30-2023
Date

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



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting July 10, 2023

Date: June 21, 2023
From: Judie Milner, City Manager
Subject: City Manager's Update

- Contingent Grant Line Activity –
- Trust fund for school funding –
- Congratulations:
- Committee Meetings – July:
- Welcome:
- Shout Out –
- Random Acts of Community –
- Media contacts –
- Merrimack County Event -
- State Budget Update -
- Stanley Mill update -
- City Hall Update –
- Workshop meetings for July and August