



**City Council Meeting Minutes
Monday, April 6, 2020, 6:00 p.m.
Remote Webmeeting via Zoom**

The meeting was called to order at 6:15 p.m. Via Zoom @ <https://zoom.us/j/885064293>. Or by calling 1-312-626-6799.

Mayor Giunta opened the meeting stating that these are historic times and the first time the City has ever had to hold a City Council meeting remotely. He read the State of Emergency Compliant Right to Know Statement below.

Compliant Statement
The Right-to-Know Law During the State of Emergency

As Mayor of the **Franklin NH City Council**, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing **Zoom Webmeeting via the Internet** for this electronic meeting.¹ All members of the **Franklin City Council** have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # **1-312-626-6799** and password **Meeting ID #885064293**, or by clicking on the following website address: **<https://zoom.us/j/885064293>** , **Meeting ID #885064293**.

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the **City of Franklin** at: **www.FranklinNH.Org**.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please call **603-934-3900 ext. 10** or email at:

CityMgr@FranklinNH.org.

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Council attendance by roll call below:

- Mayor Tony Giunta, dialed in from home with no-one else present.
- Councilor Bunker, dialed in from home with no-one else present.
- Councilor Brown, dialed in from home with no-one else present.
- Councilor Clarenbach, dialed in from home with no-one else present.
- Councilor Desrochers, dialed in from home with no-one else present.
- Councilor Dzujna, dialed in from home with his Christine present with him.
- Councilor Testerman, dialed in from home with her husband State Representative Dave Testerman present with her.
- Councilor Trudel, dialed in from home with no-one else present.
- Councilor Starkweather, dialed in from home with no-one else present.
- Councilor Zink, dialed in from home and stated that her daughter may enter the room at some point.

Salute to the Flag was led by the entire City Council. Mayor Giunta congratulated everyone for this first City Council pledge ever recited telephonically.

Mayor Giunta thanked Councilors Desrochers and Dzujna for providing the following veterans names to honor this evening.

Mayor Giunta recognized William (Bill) Grimm who served in the US Navy from 1965-1970 and was heavily involved in dedicating his time toward the improvement of education. He founded the Franklin Career Academy, the first charter school in the history of the State of New Hampshire. Mayor Giunta mentioned that he named Bill as Citizen of the Year in 2013.

Also recognized is the loss of retired Brigadier General Carolyn Protzman who had an incredibly distinguished career, including being the first woman as commander of the NH National Guard. She is also the beloved sister of our very own Councilor Jo Brown.

Mayor Giunta gave his condolences to Councilor Brown, her family, and the family of Mr. Bill Grimm.

Public Hearings

Resolution #14-20, accepting \$5,120.32 in funds to start the Robert H. Arteaga Scholarship Trust Fund.

The Public Hearing for Resolution #14-20 opened at 6:17 p.m.

Mayor Giunta asked if there were any questions or comments. There were no live questions on the phone or computer, nor were any submitted in advance.

The public hearing for Resolution #14-20 closed at 6:19 p.m.

Resolution #15-20, a resolution authorizing the City Manager to file an Asset management Grant Agreement to fund the Drinking Water Infrastructure Project.

The public hearing for Resolution #15-20 opened at 6:19 p.m.

Mayor Giunta asked if there were any questions or comments. There were no live questions on the phone or computer, nor were any submitted in advance.

The public hearing for Resolution #15-20 closed at 6:20 p.m.

City Council Acknowledgement

Councilor Dzujna stated that we are in very difficult times and he could not thank enough, all the First Responders, the Fire Department, the Police Department, all the City department heads & staff, and all the healthcare workers. While everyone is home staying safe, they are all out keeping services going and putting themselves at risk.

Mayor Giunta thanked Dzujna and stated that his words were very well said and that he speaks for all of the City Council.

Councilor Brown commended Superintendent LeGallo and the School Board for feeding all the students even though they are not attending classes and handling the challenges of on-line learning for the students. She thanked them for all they are doing for the students.

Councilor Bunker commended the City's Municipal staff and City Manager for not missing a beat going from the server issues and straight into dealing with this pandemic. The schools and the food service workers have been incredible. She stated that she is extremely impressed with our City.

Councilor Testerman commended Mayor Giunta, Police Chief Goldstein, and City Manager Milner for their encouraging messages on the City Website. She stated that it's a wonderful thing to do and needs to be done.

Mayor Giunta thanked Councilor Testerman and added that he will keep sending out messages and information to the residents.

Mayor's Update

Mayor Giunta stated that he could spend the rest of the night sharing updates but wanted to share his recollection of when he was elected back in November 1999 and then taking office in 2000. He referenced the catastrophe of September 11th, 2001 and mentioned the unexplainable parallels of unfortunate events that have occurred since he was re-elected this second time. Mayor Giunta stated

that he is incredibly grateful for every City employee who has remained out there doing their jobs so he can shelter in place.

This past weekend, Mayor Giunta stated that he was outside raking when a small business owner stopped to speak to him. Both standing approximately 20 feet apart from each other, the business owner shared his thoughts of how this has affected his small business. Mayor Giunta informed him of the Government Payroll Protection program and would like others who are listening to please share this information with their small business owner friends. Mayor Giunta assured the business owner, who felt as if this were some type of welfare program and did not want to accept it, that this is not a welfare program and that it's designed to keep the small business's employees on the payroll. Giunta asked everyone to encourage small businesses to apply and alleviate their fear of not being able to keep their employees. Mayor Giunta concluded stating that we are going to get through this just like in past challenging times.

Agenda Item I

Council to consider the minutes of the March 2nd, 2020 City Council Meeting and the minutes of the March 9th, 2020 City Council Special Meeting LEAN Workshop.

Motion – Councilor Bunker moved that the Franklin City Council approve the minutes of the March 2nd, 2020 City Council Meeting and the minutes of the March 9th, 2020 City Council Special Meeting LEAN Workshop.

Seconded by Councilor Dzujna.

Mayor Giunta asked if there was any discussion. Councilor Starkweather stated that he would abstain from the vote since he was not present at the March 9th meeting.

Councilor Zink requested a correction on the March 2nd meeting minutes. Page 2, last paragraph second sentence last word should be "of" instead of "on".

There was no further discussion.

Roll call:

Councilor Brown	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Zink	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Bunker	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Desrochers	<u>Abstain</u>	Councilor Starkweather	<u>Abstain</u>	Councilor Trudel	<u>Yes</u>

7 in favor. 2 abstained. Motion PASSED.

Agenda Item II.

Council to consider approval of Resolution #14-20, a resolution accepting \$5,120.32 of Trust Fund money to start the Robert H. Arteaga Scholarship Trust Fund.

Motion – Councilor Dzujna moved that the Franklin City Council adopt Resolution #14-20 accepting approximately \$5,120.32 from Melonie Bell for the purpose of setting up an expendable scholarship fund with the City's Trustees of the Trust Funds called "Robert H.

Arteaga Scholarship”.

Seconded by Councilor Zink.

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

RESOLUTION #14-20

A Resolution Relating to the Acceptance of Trust Fund Money.

In the year of our Lord, Two Thousand Twenty,

WHEREAS, the City Council of the City of Franklin recognizes the efforts of Melonie Bell to offer an annual scholarship to Franklin High School students, **and**;

WHEREAS, Ms. Bell would like to relinquish her administrative responsibility of the scholarship fund, **and**;

WHEREAS, remaining assets of \$5,120.32 have been allocated to support Franklin High School students, **and**;

WHEREAS, Scholarship recipients will be limited to one \$500 Scholarship per year, to be made prior to the start of the first semester, after proving acceptance to college, **and**;

WHEREAS, acceptance of these funds has no budgetary impact of the Fiscal Year 2020 budget and future budgets, **now**;

THEREFORE, BE IT RESOLVED, *that at their regularly scheduled meeting of the City Council on Monday, April 6, 2020, the City Council of Franklin, New Hampshire does hereby vote to accept \$5,120.32, from Ms. Bell, for the purpose of starting a Franklin High School Scholarship Fund called “Robert H. Arteaga Scholarship Trust Fund” placing the monies in an expendable scholarship fund with the City’s Trustees of Trust Funds”. Scholarship recipients will be limited to one \$500 scholarship, to be made prior to the start of the first semester, using the following award criteria: leadership, passion for football, has been on the franklin football team, team player, kindness, caring, student who struggled academically and or personally and persevered to move forward .*

By a roll call vote.

Roll Call:

Councilor Starkweather	<u>Yes</u>	Councilor Desrochers	<u>Yes</u>	Councilor Zink	<u>Yes</u>
Councilor Brown	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Trudel	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Testerman	<u>Yes</u>	Councilor Bunker	<u>Yes</u>

All in favor. Motion PASSED.

Agenda Item III.

Council to consider Resolution #15-20, a resolution authorizing the City Manager to file an Asset Management Planning Grant Agreement to fund the Drinking Water Infrastructure Project.

Motion – Councilor Zink moved that the Franklin City Council approve Resolution #15-20 by roll call vote.

Seconded by Councilor Starkweather.

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

RESOLUTION #15-20

A Resolution granting the City Manager the authority to file a final application under the State of New Hampshire, 2020 Asset Management Planning Grant Program AM-101" and designating an authorized representative.

WHEREAS, the City of Franklin, New Hampshire after thorough consideration of the nature of its drinking water system needs, hereby determines that in order to continue endeavors towards further improvements to the Franklin Water Department, an "Asset Management Program" is necessary and in the public interest, and to that end apply for grant assistance from the State of New Hampshire, Department of Environmental Services in an amount not to exceed \$20,000 with the City providing a 100% match of \$20,000 .

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

1. City Manager, Judie Milner, is hereby designated as the Authorized Representative of the City of Franklin, NH for the purpose of filing a final grant application, furnishing such information, data and documents pertaining to the applicant for a grant as may be required; and otherwise to act as the Authorized Representative of the applicant in connection with this application and if such a grant can be made, is the designated 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 grant agreement #AM-101 with the New Hampshire Department of Environmental Services to fund asset management and financial planning initiatives through this matching grant program authorizing Judie Milner, City Manager to execute any documents which may be necessary to effectuate this grant agreement.
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 grant agreement binding the City of Franklin to the terms and conditions of the grant: Primary signatory being Judie Milner, City Manager.
5. That if such a grant be made, the City of Franklin agrees to make provisions for assuming proper development and further implementation of a Water Department Asset Management Program for its above ground and subsurface drinking water infrastructure.

This Resolution is Non-Lapsing.

By roll call vote:

Councilor Brown	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Zink	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Bunker	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Desrochers	<u>Yes</u>	Councilor Starkweather	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

All in favor. Motion PASSED.

Agenda Item IV.

Monthly School Board Update was provided by Superintendent Dan LeGallo. He began with an acknowledgment to the Fire Chief Mike Foss for activating the City's Emergency Management Plan. The EOC Committee has been meeting weekly for approximately 4 weeks now and the communication has been excellent. LeGallo also thanked Mayor Giunta for writing the article about the teachers. He stated that it was very much appreciated and well received by the school staff.

LeGallo informed the Council that things have been going as well as can be expected. The school is busy providing breakfast and lunch to approximately 500 students 5 days a week. He thanked the school workers and the bus drivers for all their work making sure the children are fed. LeGallo especially thanked the teachers and staff for addressing this situation and making it work in less than 24 hours. They were amazing in working this out.

LeGallo stated that the School Board passed a tax cap budget at the beginning of March and it has been shared with the City Manager.

In closing, LeGallo shared that the School was able to share PPE Equipment and hand sanitizer with the First Responders in Franklin. The facilities manager has been combing through the school searching for supplies that the First Responders can use.

Mayor Giunta asked if anyone had questions for Superintendent LeGallo.

Councilor Bunker commended the school stating that she has many friends with children in other school districts and pointed out that Franklin began remote learning at least a week ahead of the other districts. In one day, the teachers had packets and Chromebooks ready for every student to take home. She stated that she was immensely proud of our schools for acting on this so quickly and seamlessly.

Mayor Giunta added that there have been many conversations about the President Trump halting all incoming flights from China and this action may have saved 1 million people from becoming infected. By Franklin acting so quickly by closing the schools and social distancing, who knows how many have been saved from this virus.

Councilor Dzujna thanked Superintendent LeGallo and asked him if there has been any feedback on the remote learning from the student's parents. LeGallo replied that there are a few challenges with the special needs students and the School Board is meeting tomorrow night to discuss rolling out video conferencing types classrooms and teaching. This will help all students not just special needs.

Councilor Testerman commended Judy Tilton from the Compass Academy for coordinating gift card donations for the students and families in need. Superintendent LeGallo added that the Compass Academy students are also recipients of the school breakfast and lunch delivery program.

Mayor Giunta stated that during these times where students are forced into utilizing the remote learning model, if anyone runs into a student who doesn't have a computer or access to the internet to

let him know so he can help to see that it can be taken care of. There are federal funds coming into the state to address these very needs. This is a top priority for everyone. LeGallo thanked Mayor Giunta.

There were no further comments or questions for Superintendent LeGallo.

Agenda Item V.

Council to consider setting a public hearing on Resolution #16-20, a resolution transferring \$10,588 from the Bessie Rowell Community Center Capital Reserve fund to replace flooring in 4 classrooms at the Bessie Rowell Community Center.

Motion – Councilor Bunker moved that the Franklin City Council schedule a public hearing on Resolution #16-20 at 6:00 p.m. on May 4th, 2020 to transfer \$10,588 from the Bessie Rowell Community Center Capital Reserve Fund to replace flooring in 4 classrooms at the Bessie Rowell Community Center.

Seconded by Councilor Desrochers.

Mayor Giunta asked if there was any discussion with regards to setting the public hearing.

Motion - Councilor Clarenbach moved to amend the motion to read in title only.

Seconded by Councilor Desrochers.

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

Roll call:

Councilor Brown	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Zink	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Bunker	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Desrochers	<u>Yes</u>	Councilor Starkweather	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

All in favor. Motion PASSED.

Mayor Giunta asked if there was any discussion to the original motion with setting the public hearing. There was none.

Roll call:

Councilor Brown	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Zink	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Bunker	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Desrochers	<u>Yes</u>	Councilor Starkweather	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

All in favor. Motion PASSED.

Mayor Giunta read Resolution #16-20 in title only.

RESOLUTION #16 - 20

A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2020.

In the year of Our Lord, Two Thousand Twenty,

Whereas, the City Council of the City of Franklin has adopted a budget for fiscal year 2020 which began July 1st 2019, and;

Whereas, the City Council of the City of Franklin, New Hampshire wishes to replace the VCT flooring in four classrooms at the Bessie Rowell Community Center, and;

Whereas, the City Council of the City of Franklin, New Hampshire established a capital reserve fund for the Bessie Rowell Community Center into which each entity occupying the building contributes \$5,000 annually (totaling \$20,000 in annual contributions), and;

Whereas, the City Council of the City of Franklin wishes to expend \$10,588 out of the Bessie Rowell Community Center capital reserve fund to pay for replacement of VCT flooring at the Bessie Rowell Community Center, Now,

Therefore Be It Resolved that the scheduled meeting of the City Council on Monday, May 4th, 2020 the City Council of the City of Franklin, New Hampshire does hereby adopt a resolution #16-20 appropriating \$10,588 out of the Bessie Rowell Community Center capital reserve for the purpose of replacing VCT flooring in (4) classrooms through:

An increase in revenue account,

Transfer in from capital reserve fund account number 01-0-000-39150-000 – Ten Thousand Five Hundred Eighty-Eight Dollars (\$10,588),

And an increase in expenditure account,

Building Repairs and Maintenance – BRCC Acct. No. 01-1-944-40430-000 - Ten Thousand Five Hundred Eighty-Eight Dollars (\$10,588),

By a roll call vote.

Agenda Item VI.

Other Business

1. Mayoral appointments:

- a) Mayor Giunta accepted a resignation from Tim Flaherty on the Planning Board, alternate seat #PB10 and appointed him to a regular seat on the Planning Board, seat #PB7, term of service is to January 2021.

2. Committee Reports - There were no committee report updates.

3. City Manager's Update

- a) City Manager Milner stated that tonight's zoom meeting is going very well and we look like we have been doing this for a long time. She gave a shout out to her secretary Audrey Lanzillo for learning the software, testing with other staff members, and for her help setting up additional zoom meetings over the past week.
- b) The contingent Grant Line activity is \$35 for K-9 Miller.
- c) Trust Fund for school funding is \$69.26
- d) Principal Darsney is showing Audrey how the School Board is Live Streaming their meetings. They met on March 4th and will continue to review logistics and do a test run at a future City Council meeting in a couple of months.
- e) The City's Emergency Operations Center (EOC) Committee, regarding COVID-19, has been partially activated. Weekly meetings are being held to discuss and resolve any issues. Milner gave a shout out to Superintendent Dan LeGallo for bringing in a huge box of hand sanitizer. City Hall is very appreciative because we have been looking for some and couldn't not find any.
- f) Daily Tidbits will be going out to the City Website's under News and Announcements. Chief Goldstein will be authoring some. He is great writer.
- g) Milner gave a huge shout out the City Hall staff for stepping up to the plate. Business is being done in a different way. Staff will be helping each other out and doing different jobs. Milner stated that she is very proud of the team.
- h) Milner gave a shout out to Mayor Giunta for taking many calls from the Governor and getting access to the things that the City needs.
- i) The City submitted the questions for the Mill City park permit on March 27th to the Department of Environmental Services which sets the date for the new permit date to April 27th. Milner stated that the City has confirmation that DES is currently writing the conditions.
- j) The Conservation Parcel, in lieu of the mitigation payment as part of the Mill City Park project, was accepted by the Lakes Region Conservation Trust on March 26th, 2020. City Attorney Paul Fitzgerald is in the process of writing the easement.
- k) Milner asked for the City Council's feedback on holding the next LEAN meeting via Zoom. Mayor Giunta asked the Council to electronically raise their hands to vote on whether the meeting should be held or cancelled. There were seven hands raised therefore consensus to cancel the April LEAN workshop was noted. Milner stated that she would update the roadmap and send it out to the Council.
- l) The NH Municipal Association Board of Directors meeting for March was focused on asking the Governor to do an emergency order for municipalities, which he did so that was the only discussion at the March 20th meeting. The NHMA finance committee meeting is pushed out to April 20th.
- m) Milner stated that the CADCA required training (to apply for the Drug Free Community Grant), will be held in Washington DC. This is the closest location for this training. The April 13-16 training was cancelled and will be live streamed at some point. The June training has been moved to July. There are currently no changes to the September training dates.
- n) FY2021 budget is in process. We were behind due to the server issues but moving forward with most departments having submitted their budgets. The School has passed their budget under the tax cap with no planned layoffs this year. The school would like to present their budget on May 6th and the Municipal Department to present on May 13th. Milner stated that she is not sure if this will happen via zoom at this point.
- o) EPA is granting the City more money to find the last bit of contaminant on the Ciao Pasta property

before the location is developed. This will happen quickly and may need to come before Council for approval at the May 2020 meeting.

Mayor Giunta asked Milner if a meeting may be needed in between now and the May meeting. Milner replied that the Cumberland Farm lease agreement is ready to go and she will send it out to the Council so they can start reviewing. She does not believe another meeting is needed.

There were no late items to discuss or any other business to review.

Mayor Giunta thanked Audrey for pulling the zoom meeting together and for the City Council for using the software, raising electronic hands, and voting. He thanked everyone involved.

Motion – Councilor Desrochers moved to adjourn. Seconded by Councilor Dzujna.

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

Roll call vote to adjourn:

Councilor Brown	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Zink	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Bunker	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Desrochers	<u>Yes</u>	Councilor Starkweather	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

All in favor. Motion PASSED.

The meeting adjourned at 7:03 p.m.

Respectfully Submitted,

Audrey Lanzillo