



**City Council Meeting Minutes
February 4, 2019 – 5:30 PM
Franklin City Hall**

Call to order

Mayor Giunta called the meeting to order in Council Chambers at 5:32PM

City Council in attendance:

Mayor Tony Giunta, Councilor Jo Brown, Councilor Scott Clarenbach, Councilor George Dzujna, Councilor Heather Moquin, Councilor Kathy Rago, Councilor Vince Ribas, Councilor Karen Testerman, Councilor Paul Trudel.

Others in attendance:

City Manager Judie Milner

Absent:

Councilor Bob Desrochers

Mayor Giunta opened the meeting welcoming everyone and sharing his excitement for this evening's swearing in of our new Fire Chief Michael Foss. He invited City Manager Milner to proceed with an introduction of the new Fire Chief.

City Manager Milner informed the public that the Franklin Fire Department would now Present the Colors to kick-off this evenings special meeting.

Salute to the Flag was led by Mayor Giunta.

City Manager Milner invited Chief Foss and other members of the Franklin Fire Department to the Podium. Milner proceeded to describe some history of the new Fire Chief Michael Foss where although he began his career at another Fire Department, he ended up in the right place. Beginning as a paramedic then eventually making his way to Franklin in June of 2012. He quickly worked his way up becoming Master Firefighter and Paramedic in 2014, Shift Captain Paramedic in early 2017 then Deputy Chief in late 2017. Milner impressively stated that somehow in the mix of all this, Mike graduated with a 4.0 GPA from Granite State College with a Bachelor's of Science Degree in Public Service Management. With his many leadership skills and support of the City's Leadership Team, Mike was a clear choice in taking over the reigns as Fire Chief Lachapelle retired. Milner informed Chief Foss that she is looking forward to working with him and welcomed him to the City of Franklin's senior leadership team. She congratulated him and the audience stood and applauded.

City Manager Milner invited Mayor Giunta to provide a few remarks.

Mayor Giunta stood at the Podium and addressed the audience stating that there are times like this when the right person comes along at the right time in the right place and he believes that this is that time. Mayor Giunta stated that it's perfect that the Chief is here at the right time. Mayor Giunta referenced the recent retirement party of Chief Lachapelle and witnessed the outpouring of adoration for him. People came from all over the country. Chief Lachapelle has that perfect balance of leadership and yet could still be human about it. When the time came for the new Chief to be chosen, we were lucky to hit it again and have the perfect person to replace Chief Lachapelle. Mayor Giunta then congratulated Chief Foss.

City Manager Milner invited Chief Foss, Mrs. Foss, and City Clerk Katie Gargano up to the podium for the official swearing in. At the conclusion, all were invited to congratulate Chief Foss and partake in refreshments in the lobby.

City Clerk Katie Gargano performed the swearing in of our new Fire Chief Michael Foss.

Our New Fire Chief Michael Foss stood at the podium addressing all of his friends, family, and the public thanking everyone for their support. He stated that it is an honor to continue working with his brothers and sisters at the Fire Station. Chief Foss thanked his parents, who were in the audience, for all of their love and support from a very young age. He stated that his mother used to take the long way home when out on errands just so he could get a glance at the fire trucks at the fire station. He also gave thanks to his father for providing him with the wisdom to make the right decisions along the way. Chief Foss thanked his children and wife for all of their sacrificing. He addressed the public and stated that he will do everything he can to serve the residents of Franklin the very best he can.

Chief Foss shared three goals with the public.

- 1) To lead an efficient Fire Department team by providing a high level of customer service without compromising the values or the safety of the Fire Department members.
- 2) To do everything within his ability to ensure all those who serve under his command, end their careers without any physical or mental impairments that can happen in the profession that they are in.
- 3) To ensure that we, as a Fire Department continue to progress in succession planning so the next generation of firefighters can carry on with the mission that we stand for.

Chief Foss then challenged his new team to take it upon themselves to make those that they are responsible for, better than they currently are. Invest time, energy, and efforts so that the organization will be better and the mission will continue. He stated that he's looking forward to serving the City of Franklin.

A light refreshment break was then provided by the City in honor of the new Fire Chief.

Public Hearings

Opened at 6:07PM

Resolution #11-19 – A Resolution relating to the authorization to borrow for the replacement of an ambulance.

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

Public Hearing for Resolution #11-19 closed at 6:08PM

Resolution #12-19 – A Resolution granting authority to file a loan/grant application with the USDA Rural Development Agency and the authority to accept the loan/grant.

Annette Andreozzi, ward 3 resident referred to the information in the packet made available on-line and she asked for clarification whether this is either a loan or a grant. If both, what the percentage of each is or might be.

City Manager Milner responded clarifying that this resolution is just the authorization to send in an application for the loan/grant and will not know the percentage just yet. The City may qualify for 45% forgiveness. The City won't know until they are awarded the loan/grant.

Mayor Giunta added that it's essentially a loan but will hopefully turn into a loan/grant. City Manager agreed that yes that is essentially what this means.

There were no further questions from the public.

The Public Hearing closed at 6:10PM

Comments from the Public

Jen Weaver, ward 2 resident provided the City Council and public with a couple of updates regarding her efforts with the school. Read across America is in session, Sleep Book with pajamas, and other stories will be read that week. The children will wear their favorite hat for Cat in the Hat reading day. There are other Dr. Seuss readings happening that week after vacation. Mrs. Weaver invited Mayor Giunta to come and read to the students. She also mentioned that the Teacher's Contract is available for the Council to review. She encouraged the Council to do the right thing and ratify it. This is only a one-year contract and she asked the Council to support the school and the teachers. She has full confidence in the teachers as our schools here would not be functioning the way they are. She mentioned that her son received a great merit scholarship and based on an early college decision, he will leave for Syracuse in the

fall. She believes in Franklin and our teachers here, they do a fantastic job. She implored the Council to show their support and invest in the School. Mrs. Weaver would like the same opportunities for her daughter that her son had.

Chief Goldstein provided an update to the City Council regarding an audit that was held a couple of months ago at the Police Department. A few grants were received throughout the year and records were audited. Audits in other towns may have caused them to want to audit Franklin, the Chief isn't sure what the reason however, two Highway Safety Auditors conducted the audit and when they were done, they stated how impressed they were of the record keeping and organization. Franklin received an A+ rating. Our paper work was in perfect order. Due to this, the Franklin Police Department has been offered additional grants. Chief Goldstein publicly thanked his second in command, Stephanie Clough and Secretary Penny Stevens for their role in receiving this score. The entire audience and Council applauded to this great news.

Tim Dow, School Board Chair asked the Council to support the Teacher's Contract. He stated that the teachers deserve this. Approving this contract will help preserve their employment. Franklin teachers are some of the lowest paid in the state. The Teacher's Association and the School Board unanimously approved this contract and Chair Dow implored the City Council to ratify this contract. Chair Dow concluded by asking the City Council to show the same dedication and commitment that we ask of them to show the students.

There were no further comments from the public.

Public Comments closed at 6:16PM

Legislative Comments

Representative Dave Testerman provided a brief update on State Legislation. It is early in the session and voting occurred on a few items last Thursday. He stated that he's concerned on the type of bills coming forward overall. Representative Testerman gave a quick overview of what those types of bills were that interested him.

With respect to the 2nd Amendment, background checks will now be made for everyone. Transfer of guns will now have to go through a dealer. The Red Flag Law, if you have a concern about your neighbor, the Police Chief can go in, raid his house and automatically confiscate his guns. There only needs to be a concern or worry and not a demonstrated situation to clearly justify it. Then the owner would have to go through the court system to get them back.

Representative Testerman further continued by stating that there will now be a waiting period for firearms and ammunition.

He stated that there's a repeal of the Death Penalty for Capital Punishment crimes on the table.

Representative Testerman was in support of the legislation for anyone who is a victim in sex trafficking, that a person could not be tried for crimes they committed during the abduction.

Instituting an Income Tax under the Family Medical Leave Act is also on the list of bills. Other bills: An increase in Child School Aid and legalizing and taxing marijuana. Fish and Game can search a car for probable cause but now they are asking to have the authority of a Police Officer. This bill didn't go too far. There is a bill that won't require a parent or guardian to provide permission to teachers to teach their child about sex, oral sex, or sex education type topics. There is a bill to tax carbon fuel, raise the taxes on businesses, and define abuse of a child who was provided medication after surgery. Also, up for voting is a ban on plastic straws and bags, start school up again after Labor Day to better support recreation businesses in the state, and lastly, worthy of mention, is to try to prohibit sanctuary cities.

Councilor Rago directed a comment to Representative Testerman that in light of the Family Medical Leave Act and the Small Businesses being taxed for this, it can really hurt these small businesses.

Representative Werner Horn stated that he is paying close attention to the adequacy reform and there are currently two formulas being advanced under Representative Weyler and Representative Ladd. These formulas will not only reform adequacy but also the factors that go in to differentiated aid. There will be a new Performance Based grant aimed at communities with less than \$1M valuation per pupil. It will likely not be sustainable to pass a \$1.1 Billion-dollar bill to reform adequacy funding.

Representative Horn also stated that he is solidly behind Senator Ladd's Bill #709 and that he did get to Finance Division 2, which includes reviewing budgets for DOT, DOS, DOE, University College System, Fish and Game, and the Lottery Commission. If anyone has questions, while Representative Horn reviews the budgets, feel free to reach out to him directly.

Regarding FLMA, there are two plans being supported. The Governors of Vermont and New Hampshire are in support of the Private Market Solutions which would not have a need to State contributions. The other plan being advanced, is a modification on last year's plan. This plan would be "taxing" people who worked in small businesses and upward. He believes the threshold is 50+ employees equal to .5% "tax". Representative Horn stated that through his experiences, taxes sometimes start out low but never stay low. He asked the Council if anyone had questions.

Councilor Ribas asked Representative Horn that when he spoke about his concern regarding not changing the adequacy formula mid-stream, are there any bills dealing with this regarding the daily membership audits?

Representative Horn responded that two years ago, he put in a bill that would require an audit to happen only once a year. The methodology was that the DOE does these audits three times a

year so they can more accurately provide funding based on the number of student enrolled. The Legislature is happy with the way this has always been done so there were no conversations on addressing this. Representative Horn stated that he is not happy with this but he needs to have the support of 200 of his colleagues or it won't go anywhere. On a related note, Representative Horn testified in favor of the Stabilization Freeze. This not only keeps Franklin from hemorrhaging \$162K but would also help restore \$12.6M statewide; the equivalent of two-years of stabilization cuts. In the interest of transparency, he was asked by someone on Education whether or not he would be in support of rolling back the entire set of cuts of \$25.3M and he stated that he is not in support of this because he believes the damage has been done already and can't be remedied by money. Representative Horn believes it's realistic to ask for \$12.6M which would help and he's insistent that the Adequacy Formula gets on the Governor's Desk by June 2019. Waiting another year to serve another politician's political view point is not appropriate. He concluded stating that he will be holding his colleagues in the Senate and the House accountable to put this forward this year. No more committees, no more thinking about it, it needs to get done now.

Councilor Clarenbach stated that Representative Horn has attended these City Council Meetings every month and updated everyone on what is happening in Concord and his efforts are appreciated. He asked that all the Representatives here this evening be aware of the importance of what the local communities are struggling with. The State Legislators need to know that the push back to the communities is just unbearable. There are lots of other pieces in flux that we don't have any control over such as the Retirement Bill and other things that are no longer being paid for by the state. Downshifting to the local communities is unbearable.

City Manager asked Representative Horn about the language that was formed over the summer on the two Bills from Representative Wyler and Ladd and asked if one of those Bills is similar to the Umberger Formula. Representative Horn stated that they both incorporate the Umberger Formula and that the final language moved the bar up a little from half a million dollars of valuation. From what he remembers seeing, both formula's valuation bars are at \$660k so if your State Valuation is at \$660K or less per pupil, the full \$2,500 in aid would be provided. Between \$660K and \$1M, the aid would be pro-rated. The closer to \$1M the less aid would be provided.

City Manager asked Representative Horn if he would let her and Superintendent know when to go to Concord to testify on any of these related bills and Representative Horn stated that some of these Bills already had their hearings but he would check the calendar and let her know what is coming. Also, any Bills that have already gone through the House would then go through Finance for a second hearing providing another opportunity to let the Legislators know how this is affecting the communities.

Councilor Dzujna commented that over the past six years serving on City Council, he has seen how devastating this has been to Franklin and all the Representatives and Senators have to get

behind this. He thanked everyone who is pushing for change in this area and fears another very difficult term ahead for the Reps on this issue.

Representative Horn stated that RSA28A, which avoids Downshifting, has already been violated once this year. There was an innocuous Bill that said prisoners can get a second opinion as long as they can pay for it. But the payment piece refers only to the doctor's visit. RSA28A being violated in the form of the House approving this measure without any sort of provision for funding County workers or Corrections workers in the Sheriff's Department who have to transport the prisoners to their second opinion medical doctor's appointment. Representative Horn and many of his colleagues voted against this. Unfortunately, it still passed and will go to the Senate or Finance for a second hearing. Then it goes to the Governor and hopefully he will VETO the Bill. It is clearly a violation of RSA28A. County facilities are funded by our tax dollars just like the State facilities.

Mayor Giunta asked if anyone had any further questions for Representative Horn. There were none.

Representative Hill, Rep for ward 3, Merrimack 3, and Northfield. Representative Hill stated that his colleagues had done a great job talking about these important issues. He stated that Northfield and other communities throughout the State, outside of the Legislature, are dealing with the Election Law holes surrounding Absentee Ballots. There have been scams against the elderly where Telemarketers would call them prior to an election and ask if they were a registered voter and if they were planning to vote. The scammers look for the replies, "yes, I am a registered voter", and "no I am not able to or not willing to vote in this upcoming election". The Scammers would then submit their vote by absentee ballot. In last year's election, 18K absentee ballots were sent out of the state to unknown addresses. It is undetectable of where the ballot comes in from. Representative Hill stated that if he was planning on not voting, he wouldn't necessarily check to see if someone voted under his name via absentee ballot. In Northfield, Representative Hill is trying ask the town to raise \$800 so the Town Clerk would have sufficient funds to send out a registered letter to anyone who requested absentee ballots and had the ballot sent to a different address other than the address of record. The letter asks for responses such as, "yes, I did register, that is mine, and here is the address I sent the ballot to". If the letter is returned stating the person did not vote and that wasn't their absentee ballot, the information would be forwarded to the Secretary of State for further investigation. Representative Hill didn't know if there was anything this City Council could do to authorize such a letter to go out here in Franklin. He concluded by notifying everyone that he was appointed the Chair of the School Building Aid and will keep the Council informed of upcoming deadlines on projects.

Mayor Giunta asked if anyone had questions for Representative Hill. There were none.

Mayor Giunta recognized that Senator French is in the audience tonight.

Senator French addressed the Council stating that the Senate is very busy. There are 350 Bills in the Senate. A few of the Bills referenced were on Worker's Compensation for Firefighters and Police. There's a high rate of PTSD. Chief Goldstein presented information of this important topic. Senator French stated that he was against this Bill presented and in support of an Amendment which needed to provide more prevention. So many suffer from PTSD and addressing it earlier is key.

Mayor Giunta asked if anyone had questions for Senator French. There were none. Mayor Giunta thanked the Senator and all the Legislators who came to tonight's meeting.

Mayor Giunta moved Agenda Item III, The Comfort Dog Presentation to this current time in the meeting. He mentioned how very fitting this next agenda item is since Senator French was just discussing PTSD.

Agenda Item III.

Comfort Dog Presentation.

Lenny O'Keefe is currently a Community Service Aid, Retired from the Department of Corrections, and Chairman of the Crime line. Mr. O'Keefe stated that he began working for the City of Concord approximately a year ago upon retirement. The Police Chief had approached him at that time and had been wanting to start this program for the past 4 years. Mr. O'Keefe stated that therapy dogs cost approximately \$50k and you never even own the dog. After going back and forth with a couple of popular breeders in California, Mr. O'Keefe decided to purchase his own dog from a rescue shelter at just a couple months old. Liberty is a Yellow Labrador and the training is being done by Laura Barker.

Mr. O'Keefe shared some supporting information on how these comfort dogs were being used. One important way is for abused children. By placing the dog in the same interview room with the abused individual, amazing things start to happen. In a two-year study, positive interviews went from 30-40% to 80%. Liberty is doing community service, comfort for a couple of police officer's with PTSD, crime scene and other emergency scene comfort.

Liberty was socialized at a young age by attending a Halloween party with many children in costumes. She wasn't fazed a bit. She loves to acknowledge children and will perk up when one enters a room. She's also been socialized at Concord High School and Kindergarten. This has been an extremely positive program and they are very excited to participate and help other communities. She's not a patrol or attack dog. Only comfort. Liberty has also participated in the court room assisting in child abuse cases by comforting the person who spoke about their abuse.

Councilor Brown met Laura Barker in Portsmouth last year at a Military Retirement event in October. Having spoken to Chief Goldstein and Chief Lachapelle about how difficult it can be

for their teams dealing with PTSD, Councilor Brown felt that there is a real need to bring in a Comfort Dog. Brown stated that she believes that this is a program that the City could support. This would not be funded by the City rather possibly through fundraisers.

Councilor Testerman asked if Mr. O'Keefe sees confusion between a Patrol Dog and a Comfort Dog when out on the street. He stated that if the dog is wearing a "working" vest, always ask before approaching the dog.

Councilor Rago asked if we are looking at Liberty being stationed at the Fire Station or Police Station. Mr. O'Keefe stated that he assumed it would be the Police Station but isn't sure of the dynamic here in Franklin because it's different in Concord.

Mayor Giunta asked the Council if this topic can be moved to the Police Committee to continue discussions on this great topic. Councilor Testerman, the Committee Chair, will work with Chief Goldstein on organizing that. Mayor Giunta stated that any and all information can be forwarded to the City Manager or Chief Goldstein.

In closing, some of these comfort dogs have traveled far to comfort victims who were in catastrophes such as the Connecticut School Shooting and the Boston Bombings.

Councilor Testerman asked what the cost and expenses are. Laura Barker stated that she is an all-volunteer organization however the costs for veterinarian care, housing, food and sometimes boarding the dog (for exposure training purposes) are below \$5K. Laura Barker concluded by stating that a dog can change a community and we need some help to keep communication open.

Councilor Dzujna stated that he served with Lenny on the Crime line as vice chair. He has seen what the dog does with the police first hand in the community. The dog establishes relationships.

Councilor Brown thanked Lenny and Laura for presenting this evening. Liberty is beautiful and looks like she is doing well in her training.

Applause was provided from all attending.

City Council Acknowledgements

Councilor Testerman acknowledged that National Marriage Week is celebrated during February 7th-14th. Statics show that married adults live longer, have better health, and are happier than unmarried adults. Children of married adults perform better in school, have fewer addictions, fewer teen pregnancies, and less trouble with the law. Married men benefit economically by at least \$15,900 per year more than their unmarried peers. Marriage is the unsung anti-poverty

program. To invigorate a healthy and vibrant community, it is important that we recognize and promote intact marriages in the City of Franklin.

Councilor Rago thanked School Business Administrator Jefferson Braman for all his help and answering all her questions and emails over the past few weeks.

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

Mayor's Update

Mayor Giunta stated that Saturday, February 2nd was a phenomenal evening celebrating Fire Chief Lachapelle's retirement. It was so much fun. Many people expressed how much they appreciated being able to spend such a wonderful evening at the Elks in Franklin. There were over 200 in attendance, the food was served quick and it was delicious. The venue was compared to Grappone's in Concord as being that good.

Agenda Item I.

City Council to consider the minutes of the January 7th City Council and Inaugural Meeting and the minutes of the January 14th City Council Special Meeting.

Motion – Councilor Dzujna moved that the Franklin City Council approve the minutes of the January 7th City Council and Inaugural Meeting and the minutes of the January 14th City Council Special Meeting.

Seconded by Councilor Brown.

Mayor Giunta asked if there was any discussion. Councilor Ribas requested the inclusion of amendments to the minutes, which he sent to Audrey Lanzillo. There were no objections to Councilor Ribas's request.

All in Favor. Motion PASSED.

Agenda Item II.

Monthly School Board Update provided by Superintendent Dan LeGallo.

Superintendent LeGallo cordially invited everyone to the Energy Dedication at the Middle School on February 18th at 6:30PM. EEI will be presenting on their \$1.5M project.

On February 19th, the School Board and District Administrators will be participating in a LEAN Workshop with Richard Ellert.

Chair Tim Dow and Superintendent LeGallo sent a letter to Representative Ladd regarding the Stabilization Fund. He also stated that he had a great meeting two weeks ago with Councilor Clarenbach and Councilor Brown and will be meeting next week with Councilor Testerman, Councilor Rago, and Councilor Brown to discuss the School's Budget Process.

The Paul Smith School was nominated as a School of Excellence and made it to the second round at this point. They are hoping to receive the State Award. Everyone in attendance applauded.

Superintendent LeGallo shared that Commissioner Edelblut will be at the High School on March 15th to tour the district and he will keep everyone posted on his schedule. Everyone is welcome to stop by and say hello.

A couple of weeks ago, the High School needed an officer quickly so Superintendent LeGallo contacted Chief Goldstein just as his shift was over but he sent an officer over within 10 minutes to assist. Superintendent LeGallo stated that he was extremely grateful.

Councilor Testerman asked Superintendent LeGallo to explain the Energy Project. Superintendent LeGallo explained that the Energy Project started a few years back when the City was replacing all the lights in town with LED lights. This saved the City a significant amount of money. The City encouraged the school to go through the same process. Approximately six months later, the school board met with EEI and discussed an approach and plan to replace the lighting in all three schools, replace the boilers in all three schools, and some air units on the roofs were replaced or fixed. Superintendent LeGallo shared a story of a below zero day and not one heating issue in any of the three school buildings were reported. He also stated that in 17 years, they will have reached their buyback. In other words, all the money put in will have come back by this point. There is a guaranteed savings of \$76K per year.

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

Agenda Item IV.

Lean Roadmap Presentation by Richard Ellert.

City Manager provided some background stating that during last year's budget season, there were discussions on doing a City-wide Efficiency Study. By luck, LEAN Expert and new resident, Richard Ellert contacted the City and offered to help the City working Pro Bono. Over the past several months, the City Council worked for many hours with Mr. Ellert to create the LEAN Roadmap. Tonight's presentation will include the Vision Statement, the Mission Statement, and the Roadmap showing how we are going to get there.

LEAN Expert, Richard Ellert introduced himself and quickly pointed out how much he felt at home as a new resident in Franklin. By show of hands, Mr. Ellert asked how many in attendance

this evening has heard his preview of LEAN before. There were many who raised their hands. He explained that LEAN is a tool designed by an American named Edward Deming and was implemented during WWII. This was largely the impetus that allowed the army to arm itself within a couple of years. The Founder of Toyota began utilizing this process 70 years ago; they are the world leader in the LEAN process and the only major industrial conglomerate that has never lost money since the Second World War. Today, a large majority of major industrial conglomerates are LEAN or at least to some degree. He continued to explain that even Hospitals, Insurance Companies, Banks, and Armed Forces are LEAN or implementing parts of LEAN as well.

LEAN is an integrated set of Principles that adapts to the situation in a business agnostic way. It focuses on the customer and is a relentless pursuit of value creation.

The focus is to try to identify waste and do something about it. If we call something waste then we should look at it as an opportunity to either do something about it or get rid of it. If we can't measure it, we shouldn't do it. Any process either creates Value or Waste. The more waste is eliminated, the LEAN'er we get. He continued to explain that by doing this, it is the most effective way to create efficiency.

The following slides were presented by Richard Ellert:

City of Franklin, New Hampshire

Lean Map Update Presented by City Council, City Manager with the
Assistance of Richard Ellert (LeanMap Consultant, Resident of Franklin)

Lean – Definition

Lean is . . .

- An integrated set of Principles
- Responsive to the Customer Needs
- Relentless pursuit of Value-Creation

Lean is not . . .

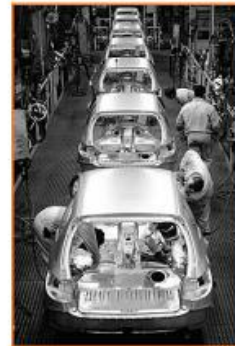
- Just for factories
- Limited to repetitive assembly
- An improvement program
- A set of tools and techniques

Lean is a customer-focused approach which eradicates operational business problems.

It ensures that customers receive their required level of quality, price and delivery whilst maximising an organisation's competitive advantage and stakeholder value.

Lean – Concept

- Any process adds either value or waste
- 97%-99.99% Waste in traditional operations
- Eliminating waste makes an organization *lean*
- Most effective way to increase efficiency
- Applies to manufacturing AND service
- Creates a competitive advantage



Taiichi Ono



How much Bureaucracy?

Bureaucracies – based on Tylor's Scientific Management Theory

- Top-down control, many layers, tall hierarchy, red tape
- Static, rigid, unresponsive to changes in the market/environment
- Internally focused on local efficiency and controlling people
- Poor communications, slow decision-making and resistance to change
- Only effective when (a) environment is stable + (b) technology changes very little

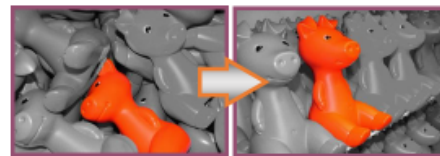
Effectiveness	Coercive <	Social Structure	> Enabling
Foundation:	Policing employees		Empowering employees
Rules:	Enforced	0	Enabling tools
Hierarchy:	Controls		Supports
Standards:	Control people		Best practices to be improved
Focus:	Catch rule-breakers		Help people control their own work
Display:	Poor performance		Opportunities
Purpose:	Control time and cost		Learn to excel and be best possible
Procedures:	Follow, do NOT challenge		Templates to be improved
Style:	Autocratic		Organic
Control:	Top-down		Empowering
Rules:	Minimum, "Boss decides"	—	Minimum, "You decide"
Hierarchy:	Boss + servant		Flat structure, "We are one group"

Discipline + Order = 5S



Summary

- "You must clean up so you can see problems"
Fujio Ohno, President, Toyota Motor Corp.



5S-Program

- Sort (Seiri)
Sort through items and keep only what is needed while disposing of what is not. Clear-out rarely used items by red-tagging.
- Straighten/Orderliness (Seiton)
"A place for everything and everything in its place". Organize and label a place for all tools, items, inventory.
- Shine/Cleanliness (Seiso)
Clean and inspect to expose abnormal and pre-failure conditions that could lead to poor quality and breakdowns.
- Standardize/create rules (Seiketsu)
Develop systems and procedures to maintain and monitor the first three S's.
- Sustain/Self-discipline (Shitsuke)
Maintain a stabilized workplace is an ongoing process of continuous improvement. Use regular management audits to stay disciplined.

Vision

- *Franklin for a Lifetime*

Mayor Giunta Read the Mission Statement:

Mission Statement

- We will work as a team to ensure Franklin's future by strengthening education, promoting recreation, supporting businesses and providing a safe community through the efficient use of resources and talent. We will eliminate waste at all levels to maximize value to our taxpayers.

FRANKLIN's RoadMap

- The roadmap is a tool to systematically deploy strategy
- A roadmap represents the MASTER PLAN, translating strategic goals into initiatives; "must win battles"
- Initiatives are broken down into monthly activities and deliverables, and linked to key measurable metrics

Each member of the Council and City Manager has taken on specific initiatives that they are responsible for. Those initiatives are managed by City Department Managers, by the City Manager, and her team. The City Council is responsible and accountable for the Roadmap by making sure the deliverables are actually being worked on. If the deliverables are not making progress, decisions are made as a Council Team to take appropriate actions to get it back on track.

#	ID	Impact	Metric	Unit	Base	Goal	Initiative	Sponsor/Manager	Council Champion	January	February	March
EDUCATION	10	Integrate operational services	Number of departments merged	opt	4	3	101. Merge IT, Finance and administrative services into City and Schools	Judie Milner & Dan Leggett	Scott Crawford	Finance heads review current Finance data package, present to Judicials and CAC	Identify data points for maintenance and repairs	Refining Finance data package (evaluations of "what if")
	11	Collaboration with schools					102. Promote increased collaboration between City & Schools	Judie Milner & Dan Leggett	Scott Crawford	Initial meeting between Council Champion and school board representatives discuss working together	Initial meeting to develop a concept with Jefferson, Morris, Blair, Judie	Scott, Judie and Dan to develop communication package
	1000	benchmark what works					103. Prepare a report on "what works" in other communities					
RECREATION	11	Promote - Calendar of events	Consolidate list of calendars / newsletters / Date of sale	Org	6	1	11. Publish calendar of events	Kristal Adams & Andrea Lando	George Osajima	Another date from all current calendar sources, city, non-profit, Open House, contact with water IT	Test Date for calendar	Analyze Date, Prepare summary, Present to Board
	12	Promote & maximize support - Resource attendance	Increased attendance at all events	%	7	7	12. Maximize attendance at all recreation events	Kristal Adams & Andrea Lando	George Osajima	Find ways to consolidate schedule of events, advertising, and building costs, etc.	Consolidate data, communicate all presentations on City vision	Develop a plan to maximize support of recreation venue
	13	Develop innovative rec venue					13. Explore for creative recreational opportunities	Kristal Adams	Tony Glantz	Identify how many venues and events taking place, find out how they measure attendance (if at all)	Present potential options to the council	
BUSINESS	14	Facilitate establishment of new businesses	Time required to open a new business	hr	0	30	14. Streamline the application process	Dick Lewis & Steve Kasse	Jo Brown	Meet with CAC, meet with judicials, conduct and understand starting point for new business inquiries and the process for opening a new business or updating a current business	Understand role of heritage commission re signage, facade, etc.	Begin to put together comprehensive checklist with sample copies of forms, rules and code requirements, etc.
										Identify all required documents and activities for opening a new business (business at City right)	Understand zoning requirements for certain businesses and what must be presented for waivers	Share draft for appropriate officials for feedback
	1000	hold business fair					101. Develop a plan to launch a business fair	Judie Milner & Dan Leggett	Jo Brown	Develop different formats electronic vs hard copy and physical of each	Meet with Franklin Chamber to understand building & other requirements for this City & State	Begin update process on City website
SAFETY	15	increase police visibility	Level of understanding of police activities	7	7	7	15. Stopped on patrol throughout the city to see on the street (community members go) enable better real-time observation	Chief Goodwin	Karen Hecker	Get an understanding of current police activity in the city		
	16	SAFE, VISUAL & READY community	code enforcement (including compliance)	resolved	7	7	16. Create a plan for more effective code enforcement (i.e. existing, proper value disposal, property)	Kris Chaff / Dick Lewis	Karen Hecker	gather code enforcement data	Develop enforcement strategy	
	151	Promote Franklin for All Urban	increase ability to share promotional items in social media and print	items	0	1	151. Develop a sales and marketing campaign strategy for expansion	Audrey	Heather Morgan	gather current funding for marketing promotion of city	Identify low cost social media options	Identify areas for collaboration with other action items
ECONOMIC			designation of funds for marketing/promotion of city	business	0	180				Research best practice in other communities	Identify low cost social media options	Develop a group to work on a marketing plan, promoting recreation & commercial/industrial business
	152	Economic growth	See Base	5	7	246	152. Define a plan for economic development	Judie Milner	Tony Glantz	Research state of low-income for promotion	Identify a staff person to manage social media accounts	Identify a group to work on a marketing plan, promoting recreation & commercial/industrial business
										Develop strategy to implement & design Franklin's Opportunity Zone investment fund, identify potential projects to potential investors, possibly hold a workshop for investors	Identify low cost social media options	Connect funding sources with projects and develop a strategy to fill in gaps
TRAINING	17	Promote Franklin Trade	Opportunities (per month)	#	0	4	17. Share stories of why people have pride in Franklin	Judie Milner	Vince Ribas	Explore IT capabilities	Launch and pilot action	
	172	Training for City employees					172. Develop a plan to provide enhanced training for City employees	Frank Lessner	Vince Ribas	Train department heads on the development of a skills matrix	Identify heads develop strategy for employees, employee PFT over a period of 12 weeks	Identify heads develop strategy for employees, employee PFT over a period of 12 weeks
	161	Eliminate waste	SS level	SS level	0	3	161. All departments implement SS	Judie Milner & Frank Lessner	Paul Thrall	It will take 2 hours to train department heads, it will take 4 hours to train each department. They will track the training and changes through call, mail & follow	City clerk, policy & legal services to undergo SS	Identify heads develop strategy for employees, employee PFT over a period of 12 weeks
VALUE	160	Budget reduction	Voluntary budget reduction city wide, additional savings will be realized through SS (loss of personnel)	%	0	1	162. All departments to reduce their operational budget by 1%	Judie Milner & Frank Lessner	Paul Thrall	Communicate to staff needs, then train on training and resources	Develop Roadmap and Standards, start tracking, eliminate problems and root cause	Identify heads develop strategy for employees, employee PFT over a period of 12 weeks

Copyright © Franklin Township, 2009. All rights reserved.

Mayor Giunta explained the colors next to the monthly tasks. Green=achieving the goals, Yellow=Needs some attention or at risk, and Red=not achieved or have hit a snag and work stopped.

Mayor Giunta expressed how great it was to sit down and work through this process with the City Council as there is hardly ever time to work together like they have over the past few months. He also stated that the Vision and Mission Statements were based on a unanimous decision by the City Council.

Mr. Ellert explained how a certain area of focus on the Roadmap would be worked. He used the area of "Business" as an example. The Metric is the "Time required to open a new business". The initiative is to "Streamline the application process". The Roadmap is a living document so there is constant focus to work on the initiatives. The Manager and Sponsor oversee and update on the tasks for each of the three rolling months on the Roadmap. At the end of each month, the tasks are given a color flag to understand the state it is in. Each future month will have a set of tasks so that eventually; the task is marked complete and moved to "Sustained" status. The idea is not waiting till the end of the month to take corrective action so the month can end in "Green".

City Manager stated that within the next couple of days, the Roadmap will be posted outside the City Clerk Window at City Hall for the public to view. Every 4th Monday of each month, the City Council will provide a LEAN workshop session where the Roadmap will be reviewed and adjusted or realigned. The set of tasks will also be captured for the following 3rd month. The next LEAN workshop will be on February 25th and the City Council will review both January and February at the same time. New tasks will be added for April and May. Milner continued that these LEAN Workshops will be public meetings so all are welcome to attend.

Mayor Giunta thanked Richard Ellert for his presentation. Applause was provided from all in attendance.

Agenda Item V.

Council is to consider the approval of Work Camp New England to reside and utilize the Franklin Middle School for two weeks.

Motion – Councilor Dzujna moved that the Franklin City Council approve Work Camp New England to come to Franklin this July and to stay at the Middle School for 2 weeks.

Seconded by Councilor Clarenbach.

Mayor Giunta asked if there was any further discussion.

Mayor Giunta asked if there was any discussion.

Marcia Therrien Explained to the Council that they spoke with Superintendent LeGallo approximately one year ago and was directed to come to speak to City Council. They are a non-profit organization in New Hampshire and build homes for the elderly, disabled, and under resourced individuals at no charge.

This organization has been doing this for approximately 20 years and was suggested to come to Franklin by the Superintendent of Hopkinton. They are fully insured with a \$2M policy. All adult volunteers have had background screenings completed. Also, all adults and student volunteers must have their own health insurance. The teams of volunteers are from all over the United States. Most are in the North East but a few are exchange students.

Marcia stated that last year, they worked on approximately 60 homes. They normally locate a school system where 200-300 volunteers can be housed. Their work day is typically 8-4pm. They use the gym to burn off steam, utilize the gym showers, and sleep in the classrooms on blow-up mattresses. The group brings in trucks with all their supplies and medical staff. The ideal timeline is typically two weeks. They are a religious organization but do not push that on anyone at all.

Social Services provides the names of the people whose homes can potentially be worked on. The organization then will interview the homeowner and only if it's a good fit, will they agree to do the work. Homeowners who can't afford to or not physically able to do the work themselves can qualify. The type of work can be scraping and painting, building handicap ramps, roofing projects and anything that the team can do. The volunteers are made up of some junior High School, High School and a few College students. The students pay the organization to participate which pays for the supplies they need to work on the homes.

Ken Therrien stated that all the volunteers working on the homes meet with the homeowner to make sure it's a good fit. The work isn't guaranteed as it is on a volunteer basis. The group works with the City or Town first to make sure the work that is presented is done within code. There are actual carpenters who oversee the projects and are generally responsible for 4-5 different sites.

They are looking forward to coming to Franklin July of 2020 as this year they are booked in other Cities. They typically plan at least two years out.

Mayor Giunta thanked Superintendent LeGallo for bringing this organization forward. It is a spectacular organization.

Councilor Testerman asked where these groups of volunteers mainly come from. Marcia replied that they come from all over the U.S., some from the mid-west, Pennsylvania, Vermont, and Connecticut. Students from Spain also participate every year.

Mayor Giunta thanked Marcia and asked if she could work with the City on how we can interact with the students and possibly have the local government talk to them one evening.

Leigh Webb, ward 3 resident asked if there was a way this can be publicized locally so that someone who may not have gone through Social Services can apply to get on the list.

Ken stated that the organization has a Facebook page or they can visit their website @ WorkcampNE.com.

Mayor Giunta asked City Manager Milner to post something possibly at the TRIPP center.

Motion - Councilor Ribas moved to AMEND the Motion to strike “this July” and add “2020” after the word July.

Seconded by Councilor Clarenbach

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

All in Favor of the Amendment. Motion PASSED.

Mayor Giunta asked if there was any further discussion on the original motion as amended. There was none.

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

Agenda Item VI.

Council to consider ratifying the Teacher’s Union Contract.

Councilor Brown commended Ms. Weaver and the School Board for all the work they put into this contract. She asked however if this can be tabled for one month to allow the new members of the Council and entire Council to understand the numbers. Councilor Brown continued to mention that the past few years of not properly funding to pay the teachers for the entire school season then laying them off needs to be avoided.

Motion – Councilor Brown motioned to table ratification of the Teacher’s Union Contract.

Seconded by Councilor Rago

5 in Favor to table the discussion. 3 opposed. Motion PASSED.

Agenda Item VII.

Council to consider the approval of Resolution #11-19, authorizing to borrow for the replacement of ambulance No. 2 for the City of Franklin.

Councilor Testerman moved that the Franklin City Council adopt Resolution #11-19 authorizing the City Manager to enter into a 7-year note, not to exceed \$250K through the institution with the best quoted interest rate and terms and sign all the necessary paperwork thereof. Any grant funds awarded for this purchase will decrease the amount to be borrowed.

Seconded by Councilor Ribas.

Mayor Giunta asked for further discussion.

Councilor Clarenbach stated that he would not be voting in favor of this because it isn't coming through the budget process. In essence, this would be tying up a bond for the City for another ambulance. Previously, the recycle vehicles eventually got transferred over to a fire truck and we will end up with broken down plows that we won't have funding for. He stated that we need to look at the entire inventory so the City understands what needs to be replaced. The commitment of these bonds is becoming oriented to the Fire Department and would be better addressed through the budget process.

City Manager reviewed the thought process back when Ambulance No. 1 was purchased about seven years ago. Also keep in mind that the Ambulance Program generates more money than it expends. Ambulance No. 1 broke down and was left on the side of the road with a patient inside. Ambulance No. 2 is at a point where we shouldn't be risking it breaking down as it is getting old. Milner stated that we purchased Ambulance No. 1 with a seven-year note knowing that Ambulance No. 2 was going to be ready in seven years to be replaced. The last payment was just made on Ambulance No. 1 and when looking in the 2020 budget, we would like to replace that note payment from Ambulance No. 1 with Ambulance No. 2. Milner further explained that the reason we are talking to City Council about this now rather than waiting for the budget process is because we are expending a lot of money and would be over our budget for the entire year just on the Ambulance. It is also not good practice to be in broken down Ambulance with a patient inside. It takes 6-8 months to get the Ambulance into service and we would like to start working on this now rather than waiting.

Milner added that Mayor Giunta met with the Regional Director of Human Services who said to us that there are Grant programs that aren't advertised and specifically opened to the OPIOID Crisis. As long as we can tie it to the OPIOID Crisis, we would likely get funded. The City has applied for a Grant for all but \$100K, the most we could apply for. We haven't heard back just yet on the application and wanted to get the process in motion. There would be no payment in the Fiscal Year 2019 and we could likely get the new Ambulance in hand at the end of 2019.

Councilor Clarenbach stated that he isn't against getting the Ambulance only the way we are purchasing it because we only have a limited amount of money and what happens if a plow truck breaks down. The challenge is that we don't get paid to plow the roads and if we don't plow the roads then we will fail on our Mission Statement. We can't continue to Bond for everything and not have flexibility and he's concerned that we are building a system bigger than what we will be able to pay for.

Clarenbach continued that another part of this is the wear and tear of the Ambulance is due to the Andover Contract.

City Manager wanted to make it clear that we are replacing the Ambulance not adding a third one. Also, very important, is that this community needs two Ambulances. We see enough calls even without Andover and it is not being requested in order to supply them the services. Recall that we paid off a bond last year and put in a placeholder in the current year's budget because we didn't have anything for it but take note, MSD is coming up next.

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

RESOLUTION #11-19

A Resolution Relating to the Authorization to Borrow to Replace Ambulance No. 2.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin recognizes the need for two ambulances to provide Emergency Medical Services to the community members of Franklin, **and**;

WHEREAS, the Franklin City Council recognizes ambulance 2 has been out of services often this fiscal year with repair costs of \$10,400, from July to November, **and**;

WHEREAS, the Franklin City Council recognizes the appropriation for the expiring debt service payment for ambulance 1 will fund the debt service for ambulance 2 in the FY2020 budget, **and**;

WHEREAS, the Franklin City Council wishes to finance the purchase not to exceed \$250,000 over a

7-year term, **and**;

WHEREAS, the Franklin City Council recognizes that a grant application has been filed with USDA to help offset cost of this purchase and that any grant funds awarded for this purchase will decrease the amount to be borrowed, **Now**;

THEREFORE, BE IT RESOLVED, that at their regularly scheduled meeting of the City Council on Monday, February 4, 2019, the City Council of Franklin, New Hampshire does hereby adopt resolution No. 11-19 authorizing the City Manager to enter into a 7-year note, not to exceed \$250,000, through the entity with the most favorable interest and terms quoted for the City and sign all the necessary paperwork thereof.

THEREFORE, BE IT FURTHER RESOLVED, any grant funds awarded for this purchase will decrease the amount to be borrowed.

By a roll call vote.

Roll Call:

Councilor Brown	<u>Yes</u>	Councilor Desrochers	<u>Absent</u>	Councilor Ribas	<u>Yes</u>
Councilor Clarenbach	<u>No</u>	Councilor Dzujna	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Lauer-Rago	<u>Yes</u>	Councilor Moquin	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

7 in Favor. 1 Opposed. Motion PASSED.

Agenda Item VIII.

Council to consider approval of Resolution #12-19, granting authority to file a loan/grant application with the USDA Rural Development Agency for Water Main Projects and to grant authority to accept the loan/grant.

**Motion – Councilor Ribas moved that the Franklin City Council adopt Resolution #12-19, herby authorizing Judie Milner, City Manager, to file a loan/grant application with USDA Rural Development for \$4,655,095, to continue water improvement projects on Hampton Road, West Bow Street and East Bow Street, and Judie Milner is hereby authorized to enter into a loan agreement with USDA for an amount not to exceed \$4,655,095, and that any grant funds awarded for this project will decrease the amount to be borrowed and to sign all the necessary paperwork thereof.
Seconded by Councilor Brown.**

Councilor Clarenbach stated that he did not see any cost within the resolution on how this will be billed out. It is not a full grant rather a loan and a grant.

City Manager Milner responded to Councilor Clarenbach providing some background and mentioning that this was discussed at a Municipal Services Committee Meeting approximately two years ago. She stated that we originally went out for grant funding under the MBTE Fund that came in from a settlement and went for 100% grant funding through the Department of Environmental Services. There were approximately 700 other projects that went out for the same funding however, although we scored #18, we were two projects under the funded line.

The City Engineer for the Water Department, TATA & Howard recommended moving on to USDA. She continued stating that we have some infrastructure likely as far back as the 1800's. This project needs to be completed. We don't know what type of funding we will qualify for. Milner offered a suggestion to the Council and added that she is a little uncomfortable entering into this type of loan so she asked that Council only allow her to apply for the grant. If we knew it would be 100% grant funded, she would be fine with signing but what if the City only gets 15% grant funding? She suggested we apply and then look at what the ratio of grant/possible loan will be then come back to the Council to discuss again. The timing will fall into the budget process.

Milner proposed that we drop the portion of the Resolution; THEREFORE, BE IT FURTHER RESOLVED and just leave it intact up to the THEREFORE, BE IT RESOLVED and only allow her to apply for the grant, not necessarily accepting it or signing paperwork until it comes back to the Council. This will make our application stronger so it's not just a futile application and won't bind us to anything at this point.

Motion – Councilor Ribas moved to amend his original motion to strike the words after East Bow Street. Therefore, the Franklin City Council adopt Resolution #12-19, herby authorizing Judie Milner, City Manager, to file a loan/grant application with USDA Rural Development for \$4,655,095, to continue water improvement projects on Hampton Road, West Bow Street and East Bow Street, and to sign all the necessary paperwork thereof.

Seconded by Councilor Clarenbach.

Councilor Ribas further clarified that this motion will strike the last paragraph of the Resolution.

All in Favor. Motion PASSED.

Mayor Giunta asked if there was any further discussion to the original motion with regards to the motion as amended.

Councilor Ribas commented that a Roll Call is not needed because this motion is not binding.

All in Favor of the motion as amended. Motion PASSED.

Meeting break at 8:34PM

Reconvened at 8:43 PM

Motion – Councilor Clarenbach moved to reconsider the voting on the previous item Resolution #12-19.

Seconded by Councilor Ribas.

This motion equates to that if it were never voted on. Mayor Giunta asked if there was any discussion regarding the Reconsideration. There was none.

All in Favor of the Reconsideration. Motion PASSED.

Councilor Clarenbach further clarified that in the modified paragraph, the words Adopt Resolution #12-19 and did not modify Resolution #12-19 which was made public and a Roll Call vote was not taken either. If the words "Adopt Resolution #12-19" and the new Motion would be as follows:

**Motion – Councilor Clarenbach moved that the Franklin City Council hereby authorizes Judie Milner, City Manager to file a loan/grant application with the USDA Rural Development for \$4,655,095 to continue Water Improvement Projects on New Hampton Road, West Bow Street, and East Bow Street and Judie Milner is hereby granted to sign all necessary paperwork thereof.
Seconded by Councilor Ribas**

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

All in Favor of the Amendment. Motion PASSED.

Mayor Giunta asked if there was any further discussion on the Motion as Amended. There was none.

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

Agenda item IX.

Council to consider the disposition of City owned tax deeded properties.

**Motion - Councilor Trudel moved to authorize the City Manager to dispose of the following property, Map/Lot 090-001-00, Hill Road via direct sale of \$1,000 to the only abutter, David White, with the condition that Mr. White merge the property with his existing property Map/Lot 090-403-00 within 60 days of closing and to further execute all closing documents required for the conclusion of the referenced sale:
Seconded by Councilor Brown.**

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

City Manager Milner stated that the instructions for a roll call vote stated in the CAR is incorrect. A roll call is not required for this vote.

All in Favor. Motion PASSED.

Agenda Item X.

City Council to consider setting a public hearing on Franklin's Housing and Community Development Plan.

Motion – Councilor Trudel moved that the Franklin City Council schedule a Public Hearing on Monday, March 4th, 2019 at 6:00PM regarding re-adoption of the City's Housing and Community Development Plan in order to apply for a Community Development Block Grant (CDBG) Planning Grant up to \$12,000 on behalf of PermaCityLife for predevelopment technical assistance feasibility study of an art block in downtown Franklin.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion with regards to setting the Public Hearing. There was none.

All in Favor. Motion PASSED.

Agenda Item XI.

City Council to consider setting a Public Hearing on Resolution #14-19, authorizing the City Manager to apply for a CDFA Tax Credit Program up to \$750,000.

Motion – Councilor Trudel moved that the Franklin City Council set a Public Hearing date for 6:00PM on March 4th, 2019, for Resolution #14-19, granting the City Manager the authority to file an application with Community Development Finance Authority Tax Credit Program. Request to be read in Title only.

Seconded by Councilor Dzujna.

Mayor Giunta asked if there was any discussion with regards to setting the Public Hearing for Resolution #14-19. There was none.

All in Favor. Motion PASSED.

Mayor Read Resolution #14-19 in title only.

RESOLUTION #14-19

A Resolution Relating to an application to Community Development Finance Authority's Tax Credit Program.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin recognizes that a Memorandum of Agreement was signed between the City of Franklin and the nonprofit Mill City Park at Franklin Falls, **and**;

WHEREAS, the City Council of the City of Franklin recognizes the recent efforts to improve the economic and residential viability of the downtown and the need to continue with additional progress, **and**;

WHEREAS, the City wishes to utilize the Tax Credit Program administered by the Community Development Finance Authority as another economic tool to fund construction of Mill City Park, **now**;

THEREFORE, BE IT RESOLVED, *that at their regularly scheduled meeting of the City Council on Monday, March 4, 2019, the City Council of Franklin New Hampshire does hereby vote to adopt resolution 14-19, authorizing the City Manager to apply for up to \$750,000 in Tax Credits under the Tax Credit Program administered by the Community Development Finance Authority and sign and take action on all relevant documents pertaining to the application for tax credits.*

By a roll call vote.

Agenda Item XII.

Council to consider setting a Public Hearing on Resolution #15-19, Accepting a \$31,350 Grant from the Department of Environmental Services Brownfield Revolving Loan Fund for the final clean-up of the former Macosko Foundry Site.

**Motion – Councilor Testerman moved that the Franklin City Council set a Public Hearing for 6:05 PM at the March 4th, 2019 meeting of the City Council for Resolution #15-19 related to the appropriation and expenditures of DES Grant Funds for the completion of site cleanup work at the former Macosko Foundry site on Chance Pond Road. Resolution to be read in Title only.
Seconded by Councilor Ribas.**

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

All in Favor. Motion PASSED

Mayor Giunta read the Resolution in Title Only.

RESOLUTION #15-19

A Resolution Granting Authority to accept a NHDES Brownfield Revolving Loan Fund grant, for completion of the site cleanup work at the former Macosko Foundry site on Chance Pond Road.

In the year of our Lord, Two Thousand Nineteen,

WHEREAS, the City Council of the City of Franklin, New Hampshire, recognizes the City of Franklin took the former Macosko foundry property through the tax deeding process in 2014, And;

WHEREAS, the initial cleanup of the property began in 2017 and needs to be completed, And;

WHEREAS, the City has been awarded a grant for \$31,350 from NHDS Brownfield Revolving Loan Fund for the final cleanup of the property, Now;

THEREFORE, BE IT RESOLVED, that at their regularly scheduled meeting of the City Council on Monday, March 4, 2019, the City Council of Franklin, New Hampshire does hereby authorize the acceptance of \$31,350, in grant funds, from NHDES Brownfield Revolving Loan Fund for the final site cleanup of the former Macosko Foundry site on Chance Pond Road, and;

THEREFORE, BE IT FURTHER RESOLVED, that the City Council does hereby adopt resolution 15-19 authorizing City Manager, Judie Milner, to sign all documents for acceptance of this grant award from NHDES and further authorizes an increase in fiscal year 2019 revenues and expenses:

Revenue: Federal Grant Acct. No. 01-9-014-33110-000, Thirty-One Thousand, Three Hundred and Fifty Dollars (\$31,350)

Expenses: Nuisance Abatement Acct. No. 01-1-302-40491-000, Thirty-One Thousand, Three Hundred and Fifty Dollars (\$31,350)

By a roll call vote.

Agenda Item XIII.

Other

1) Mayor Appointments

Capital Improvement Plan Committee:

Appointments:

Motion: "I reappoint City Council member Jo Brown as Chair to the CIP Committee (seat CI1), term of service is 1 year to January 2020."

Motion: "I reappoint City Council member Paul Trudel to the CIP Committee (seat CI2), term of service is 1 year to January 2020."

Motion: "I appoint City Council member Kathy Lauer-Rago to the CIP Committee (seat CI3), term of service is 1 year to January 2020."

Heritage Commission:

Appointments:

Motion: "I reappoint Mike Mullavey to the Heritage Commission (seat HC3), term of service is 3 years to January 2022."

Motion: "I reappoint Bob Lucas to the Heritage Commission (seat HC4), term of service is 3 years to January 2022."

Motion: "I reappoint Glen Feener to the Heritage Commission (seat HC6), term of service is 3 years to January 2022."

Motion: "I appoint Colby Morrill as an Alternate Member to the Heritage Commission (seat HC7), term of service is 3 years to January 2022."

Mayor's Drug and Alcohol Task Force Leadership Committee:

Appointments:

Motion: "I appoint Sharon Vitolo to the Mayor's Drug Task Force, term of service is 2 years to January 2021."

Motion: "I appoint Steve Jordan to the Mayor's Drug Task Force, term of service is 2 years to January 2021."

Motion: "I appoint Pat Tucker to the Mayor's Drug Task Force, term of service is 2 years to January 2021."

2) City Council Appointments

Library Board of Trustees:

Appointments:

Motion - Councilor Brown moved that the Franklin City Council reappoint Marsha Palazzolo to the Library Board of Trustees (Seat LT3), term of service is 3 years to January 2022.

Seconded by Councilor Dzujna.

Motion - Councilor Brown moved that the Franklin City Council appoint Robert Craig Sherwell to the Library Board of Trustees (seat LT4), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

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

All in Favor. Motions PASSED.

Planning Board:

Appointments:

Motion – Councilor Clarenbach moved that the Franklin City Council appoint Councilor Jo Brown as Council Representative (ex officio) to the Planning Board (seat PB3), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

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

All in Favor. Motion PASSED.

Motion – Councilor Clarenbach moved that the Franklin City Council appoint Kathy Lauer Rago as Council Representative (alternate ex officio) to the Planning Board (seat PB12), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

Mayor Giunta asked if there was any discussion. Councilor Rago asked how the term would be affected based on her currently fulfilling an empty Council Seat. Mayor Giunta replied that if she isn't re-elected in the next election, then it can be addressed at that time.

All in Favor. Motion PASSED.

Zoning Board of Adjustments:

Appointments:

Motion – Councilor Trudel moved that the Franklin City Council reappoint Kathlene Fleckenstein to the Zoning Board of Adjustments (seat ZBA4), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

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

All in Favor. Motion PASSED.

Motion – Councilor Trudel moved that the Franklin City Council reappoint Cecile Cormier as an Alternate Member to the Zoning Board of Adjustments (seat ZBA7), term of service is 3 years to January 2022.

Seconded by Councilor Ribas.

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

All in Favor. Motion PASSED.

Motion – Councilor Ribas moved that the Franklin City Council appoint Karen Testerman as an Alternate Member to the Zoning Board of Adjustments (seat ZBA6), term of service is 3 years to January 2022.

Seconded by Councilor Trudel.

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

All in Favor. Motion PASSED.

3) Committee Reports – None

Mayor Giunta asked Councilor Clarenbach to schedule a meeting with MSD as soon as possible regarding the Banner Program.

4) City Manager's Update

- a. Mayor's Drug Task Force is currently in training in DC. Kandyce Tucker asked City Manager Milner to hand out the update. One highlight is the Annual Celebration which will be held on Wednesday, March 6th at City Hall from 5-7 PM.

- b. Photos of the City need to be taken for the Website. Milner stated that she has invited the photographer to an upcoming City Council meeting to take pictures of the new Councilors.
- c. City Manager Milner and Finance Director Lossani will be speaking at the next Choose Franklin Meeting to discuss Budget Process 101.
- d. Contingent Grant Line Activity- \$0 received for this month.
- e. Trust fund for School Funding- \$0 for this month as well.
- f. Congratulations to the PD for a Granite Hammer Sweep and for making the necessary arrests. The City can't provide more details at this time but are extremely appreciative that these arrests keep our streets all that much safer. Applause was provided by all.
- g. Grant Audits were already discussed earlier by Chief Goldstein.
- h. MSD Roads and Ice – This is a tough time of year and challenging with our Topography. The melting and freezing cycles have caused many issues and our MSD department is doing an awesome job keeping up with everything. We only have 4 people in charge of the roads and they are working very hard. Please report any issues.
- i. Fire Department Ice Rescue - There was a recent issue on Webster Lake where a snowmobiler went through the ice. Congratulations to the Fire Department for an excellent job with the rescue. No-one was hurt. Applause was provided by all.
- j. Education 101 at Belmont High School – Andru Volinski and John Tobin presented using some of Franklin's exhibits that we used when explaining why Stabilization is important and that the Tax Cap doesn't really change that. We are property poor regardless of whether we have a tax cap. The Fiscal Disparity Piece needs to be looked at.
- k. Richard Ellert will present the 5 "S" process with the City Clerks on February 12th starting at Noon. The Clerk's Office will be closed during this time.
- l. The Manager's Community Pride Contest – We received several submissions and will be reviewing them this Thursday, February 7th. City Manager Milner thanked Mr. Jason Reid who is a 5th grade teacher in Franklin. His class has a particular interest in this Community Pride Contest. Some of the ideas are very creative.
- m. FY202 Budget Process & CPIU is underway. Finance Director Lossani is working on Payroll projections. Even though the Federal Government is closed, we did receive a CPIU; 1.9% translates to \$283,199. This number is before adjustments are made.
- n. City Manager Milner is in need of an MSD Committee Meeting per the Mayor's request and for several additional needs including parking.
- o. Milner stated that she is also in need of a Legislative Committee Meeting regarding a parking ordinance. A telephone meeting with Councilor Desrochers is acceptable.
- p. The City of Franklin was successful in applying for the TAP Grant (Transportation Alternative Programing). We received \$512K and one of the few to receive this Grant. It will be used for the walking trails, bike paths, and/or other types of

connectivity other than roads. A dynamic team wrote our Grant for the Trestle View Bridge. The Trestle view bridge will connect the Winnepesaukee trail to the Mill City Park. We hope to get additional grants to address keeping the pedestrians off the street by creating a walkway under the existing Sanborn bridge. City Manager Congratulated the Downtown team, Marty Parichand, Neil Cannon, Jim Aberg, and Director Lewis for putting this Grant together. This is another win for the City of Franklin.

Mayor Giunta stated that he was contacted by someone who is doing a story for the Business and Finance Authority and they said they heard that there is so many positive things going on in the City. The writer came here and took several pictures along with Chris Kontoes who also assisted with taking some photos for the story. A 12-page publication is coming out with a one and a half page article focused only on the successes of Franklin. This publication will go out to every bank and every elected official in New Hampshire.

Motion – Councilor Ribas moved to enter into a non-public session according to RSA 91-A:3, II(e). Consideration of the acquisition, sale or lease of real or personal property which, if discussed in in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

Seconded by Councilor Trudel.

Roll Call to enter into non-public:

Councilor Brown	<u>Yes</u>	Councilor Desrochers	<u>Absent</u>	Councilor Ribas	<u>Yes</u>
Councilor Clarenbach	<u>Yes</u>	Councilor Dzujna	<u>Yes</u>	Councilor Testerman	<u>Yes</u>
Councilor Lauer-Rago	<u>Yes</u>	Councilor Moquin	<u>Yes</u>	Councilor Trudel	<u>Yes</u>

All in Favor. Motion PASSED.

Non-public session began at 9:16PM

Motion to leave no-public session and return to public session was made by Councilor Ribas. Seconded by Councilor Brown.

All in Favor. Motion PASSED.

Public Session reconvened at 9:25PM

Motion to seal the minutes was made by Councilor Dzujna. Seconded by Councilor Ribas.

All in Favor. Motion PASSED.

Motion to adjourn was made by Councilor Ribas.

Seconded by Councilor Brown.

All in Favor. Motion PASSED.

Meeting adjourned at 9:26PM.

Respectfully Submitted,

Audrey Lanzillo