



## **CITY COUNCIL MEETING**

**Monday, November 6<sup>th</sup>, 2023 - 6:00 p.m.**

**Franklin Lodge of Elks**

or view only via Zoom: <https://us02web.zoom.us/j/83386900983>

or by phone: 1-312-626-6799, Meeting ID# 833 8690 0983

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### **SALUTE TO THE FLAG**

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### **MOMENT OF SILENCE FOR OUR VETERANS**

### **PUBLIC HEARINGS**

**Resolution 09-24 appropriating \$374,129 to the Franklin School District fiscal year 2024 budget and appropriating \$150,000 to the Franklin School District for the Portrait of a Graduate grant from the Barr.**

**Resolution 10-24 accepting and appropriating a federal grant in the amount of \$1,923,850 for the environmental clean-up of the Stanley Mill site.**

**Authorizing the City to apply for a Community Centers Program grant through the Community Development Finance Authority for up to \$1m for the expansion of the Bessie Rowell Community Center.**

### **LEGISLATIVE UPDATE**

### **COMMENTS FROM RESIDENT STEVE RAYNO REGARDING AIR QUALITY IN FRANKLIN**

### **COMMENTS FROM THE PUBLIC**

*Persons wishing to address the Council may speak for a maximum of three minutes. No more than thirty minutes will be devoted to public commentary. Reminder that public comment is welcome and will be taken under advisement by the Manager & Council. Ongoing requests for status should be addressed to the city manager or her designee during regular business hours. The council is a public body required to conduct the business before it on the agenda that has been vetted through the City's professional staff.*

## **CITY COUNCIL ACKNOWLEDGEMENT**

### **MAYOR'S UPDATE**

#### **Agenda Item I.**

Council to consider the minutes of the October 10<sup>th</sup>, 2023 City Council meeting.

#### **Agenda Item II.**

City Manager's Update

#### **Agenda Item III.**

School Board Update

#### **Agenda Item IV.**

Council to consider the 2024-2026 Franklin Education Association Collective Bargaining Agreement as approved by the Franklin School Board and Franklin Education Association.

#### **Agenda Item V.**

Council to consider Resolution 09-24 appropriating \$374,129 to the Franklin School District fiscal year 2024 budget and appropriating \$150,000 to the Franklin School District for the Portrait of a Graduate grant from the Barr.

#### **Agenda Item VI.**

Council to consider Resolution 10-24 accepting and appropriating a federal grant in the amount of \$1,923,850 for the environmental clean-up of the Stanley Mill site.

#### **Agenda Item VII.**

Council to consider authorizing the City to apply for a Community Centers Program grant through the Community Development Finance Authority.

#### **Agenda Item VIII.**

Council to consider amending the Welfare Guidelines.

#### **Agenda Item IX.**

Council to consider appointments to the Lakes Region Planning Commission.

**Agenda Item X.**

Council to consider date of 2024 Inaugural meeting.

**Agenda Item XI.**

**Other Business**

1. Mayor & Council Appointments
2. Committee Reports
3. Late Items
4. Non Publics

Adjournment

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

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

**CITY COUNCIL MEETING**  
**AGENDA ITEM I**





**CITY OF FRANKLIN  
COUNCIL AGENDA REPORT**

*City Council Meeting of November 6, 2023*

**Subject: Approval of Minutes**

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**Motion:** "I move that the Franklin City Council approve the minutes of the October 10<sup>th</sup>, 2023 City Council meeting."

Mayor calls for a second, discussion and the vote.



**City Council Meeting Minutes  
Tuesday, October 10, 2023 - 6:00 p.m.  
Franklin High School Cafeteria**

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

**Absent:** None

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

Mayor Brown called the meeting to order in Council Chambers at 6:01 p.m.

Salute to the Flag was led by Councilor Webb, followed by a moment of silence in remembrance of veteran Robert Britt, US Airforce, led by Councilor Desrochers.

**Public Hearings:**

**Resolution 07-24 accepting and appropriating a federal Department of Transportation grant for a Central Street Action Plan.**

The public hearing opened at 6:02 p.m.  
There was no discussion on this hearing.  
The public hearing on Resolution 07-24 closed at 6:03 p.m.

**Resolution 08-24 accepting and appropriating a federal Department of Safety grant for Franklin PD Highway Safety.**

The public hearing opened at 6:03 p.m.  
There was no discussion on this hearing.  
The public hearing on Resolution 08-24 closed at 6:03 p.m.

Before going onto the next public hearing, Milner stated that Councilor Dzujna was on the phone for this meeting and all votes will be via roll call.

**Public Hearing on the Trestle Bridge Options.**

The public hearing opened at 6:05 p.m.

P&Z Director Creighton did start off by explaining that the deed and plan were attached to the city council packet and it was also provided at the meeting for the public to view. This was to clear up rumors that have been going around that the bridge is not owned by the city. Trestle

Bridge is, in fact, owned by the city of Franklin, as the state passed ownership over to the city in the 1970's.

There were many comments from the public on this subject. The majority of the public was in favor of option 2, which was to replace the Trestle Bridge in kind.

There were letters from constituents that were unable to attend the meeting read by Councilor Dzujna, Councilor Zink, and Councilor Blake. These letters are attached to the end of the minutes.

The public hearing on trestle Bridge options closed at 7:31 p.m.

**Legislative Update:**

There was no update at this time.

**Comments from the Public:**

Mayor Brown reminded everyone that persons wishing to address the council may speak for a maximum of three minutes and no more than thirty minutes will be devoted to public commentary.

Public comments opened at 7:31 p.m.

Many residents approached the council with comments and they are outlined below:

- Resident Steve Rayno asked the council to look into hydroelectric power and focus on clean air in Franklin.
- There were a few residents that spoke about the customer service for KRT Appraisals when they called about their home assessments. The company was very rude when answering phone calls and not helpful to the residents that had questions for them.
- A question came up about the downtown lights that were still out. Mayor Brown let everyone know that the company is still waiting on a part to be available. It's not a common part that needs to be replaced and is on backorder.
- A concern for residents having no parking that live on Elkins Street was voiced. There was a suggestion made about having the city reserve some spaces for residents on this street so that they weren't being fined constantly.
- Ward II Moderator, Tammy Feener, stated that she would prefer to see the primary election location be at the Bessie Rowell gymnasium.

Public comments closed at 8:12 p.m.

Mayor Brown called a recess at 8:12 p.m.

The meeting reconvened at 8:24 p.m.

Coalition Coordinator, Stephanie Wolff, had some updates for Franklin Partners in Prevention:

- On September 16-21, she attended the final week of CADCA's National Coalition Academy. During the course of this training, she authored six documents using data from this community that will be used to guide the coalition's efforts moving forward. Those six

documents include: A Community Needs Assessment, A Logic Model, a Communication Plan, an Evaluation Plan, a Strategic and Action Plan and a Sustainability Plan. These products will be submitted to CADCA for review before she attends the formal graduation in Washington D.C. on January 30<sup>th</sup>. She stated that if any of these documents are of interest, to please let her know and she will be happy to share them.

- October 21<sup>st</sup> is the Franklin Fall Festival! There are 5 Soup Teams registered so far and she is looking forward to a successful event. She is looking for volunteers for the Annual Soup Fest, so if anyone is interested, please reach out to her.
- Red Ribbon Week will be celebrated from October 22<sup>nd</sup> - 31<sup>st</sup> to promote drug-free living. Franklin High School and Middle School will be celebrated with Door Decorating competitions, spirit weeks and lunch room trivia. You can show your support of this Nationwide Campaign by wearing a red Ribbons during this week!
- Drug Take Back Day will be occurring on Saturday, October 28<sup>th</sup> from 10am-2pm at the Franklin CVS. Please bring any unneeded or expired prescription medications to be properly disposed of. Please note that they will not be accepting needles during this take back day. If you are unable to make the event, please know there is a 24 hour drop box located at the Franklin Police Department.
- As mentioned at the last city council meeting, Franklin Partners in Prevention has begun the process of exploring Fiscal agencies with neighboring organizations. They have approached three agencies who have all expressed interest. The coalition will be meeting in the next coming weeks to choose two agencies to have more in depth conversations with before choosing which agencies will provide the best fit.

**City Council Acknowledgement:**

Councilor Dzujna thanked City Clerk Stanyan and everyone in her office and all volunteers that helped out during the election.

Councilor Desrochers thanked Municipal Services for doing such a great job in the city with filling potholes.

Councilor Ribas thanked the 20 citizens who participated in a strategic plan process on a Saturday morning

Councilor Blake thanked Fire Chief Foss for the invitation to attend the memorial service on Sunday. It was a great opportunity to thank those who take care of us, the firefighters, their families and the auxiliary.

**Mayor's Update:**

- On September 20<sup>th</sup> there were 300 of us at the groundbreaking for the Veterans Center Campus at Webster Place. There were a lot of speakers and Governor Sununu was there.
- On September 24<sup>th</sup> her and Councilor Blake participated in the Bridge Walk for Recovery, which had an excellent turnout.
- On September 28<sup>th</sup> she had the chance to participate in a civics class in Mr. DeLange's class. She stated that she had incredible questions from the young students. It was a very fun opportunity and she gave kudos to the teacher and his approach.
- On September 29<sup>th</sup> the police department held an award ceremony. A lot of it tied to the horrible homicide earlier in the year. Franklin's men and women in blue and the dispatchers did a first class, number one job. It was phenomenal.
- Maaz's Chicken opened on September 30<sup>th</sup>. The chicken is fantastic and they have a wonderful menu. The opening was a great event. Please check them out.

**Agenda Item I.**

Canvass of the Votes from the October 3, 2023 City Election.

**Motion – Councilor Ribas moved that the Franklin City Council accept the return of votes and declare the following elected:**

**CITY OF FRANKLIN – WARD 1  
CITY ELECTION RESULTS  
OCTOBER 3, 2023**

Total Voters on the Checklist- 1675  
Ballots Cast- 412  
Voter Turnout- 25%

<b>Mayor- Two Years</b>	
Jo Brown	157
Desiree McLaughlin	236
Samuel Peter McLaughlin	14
Over Votes	0
Under Votes	4
Write-In's	1
<b>Council- Three Years</b>	
James Chandler	148
Timothy Johnston	237
Over Votes	0
Under Votes	21
Write-In's	6
<b>School Board- Three Years</b>	
Myla Marie Danforth	326
Over Votes	0
Under Votes	52
Write-In's	C. Martin 29 Scatter 5
<b>Supervisor of Checklist-Six Years</b>	
Christine Dzujna	336
Over Vote	0
Under Votes	66
Write-In's	Scatter 10

A TRUE COPY ATTEST:

  
Signature of City Clerk

**CITY OF FRANKLIN – WARD II**  
CITY ELECTION RESULTS  
OCTOBER 3, 2023

Total Voters on the Checklist- 1301

Ballots Cast- 347

Voter Turnout- 27%

**Mayor- Two Years**

Jo Brown	102
Desiree McLaughlin	229
Samuel Peter McLaughlin	6
Over Votes	0
Under Votes	1
Write-In's	Scatter 9

**Council- Three Years**

Susan Hallett Cook	187
Over Votes	0
Under Votes	44
Write-In's	Tom Boyce 110
Write-In's	Scatter 6

**School Board-Three Years**

Elizabeth Cote	264
Over Votes	0
Under Votes	62
Write-In's	Scatter 21

**Supervisor of Checklist-Six Years**

Laurie Cass	269
Over Vote	0
Under Votes	71
Write-In's	7

A TRUE COPY ATTEST:

*Michelle Stamps*  
Signature of City Clerk

**CITY OF FRANKLIN – WARD III**  
CITY ELECTION RESULTS  
OCTOBER 3, 2023

Total Voters on the Checklist-1675

Ballots Cast- 449

Voter Turnout- 27%

**Mayor- Two Years**

Jo Brown	165
Desiree McLaughlin	265
Samuel Peter McLaughlin	12
Over Votes	7
Under Votes	0
Write-In's	0

**Council- Three Years**

Gerald Bennett	34
Bradley J. Camley	29
Michael Lombardo	166
Edward R. Prive	200
Over Votes	1
Under Votes	14
Write-In's	Scatter 5

**School Board-Three Years**

Jane H. Cote	362
Over Votes	0
Under Votes	75
Write-In's	Scatter 12

**Supervisor of Checklist-Four Years**

Gerard Desrochers	372
Over Vote	0
Under Votes	75
Write-In's	Scatter 2

**Supervisor of Checklist-Six Years**

Daniel Darling	374
Over Vote	1
Under Votes	72
Write-In's	Scatter 2

**Ward Clerk-One Year**

Debbie Gibbs	373
Over Vote	0
Under Votes	74
Write-In's	Scatter 2

A TRUE COPY ATTEST:

*Michelle Stamps*  
Signature of City Clerk



**Seconded by Councilor Desrochers.**

**By a roll call vote.**

**Roll Call:**

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

**All in favor. Motion PASSED**

**Agenda Item II.**

Presentation from KRT with updates on statistical appraisals.

Tax Assessor, Mark Stetson, stated that KRT Appraisals was not able to attend this meeting to give a presentation. He went over some key points about this company and how property assessments are done:

- The state requires ALL municipalities to be assessed every 5 years. The last one was done in 2018.
- KRT Appraisals was hired for this year.
- Sales on Webster Lake alone indicated that property values increased by 150%.
- Values are still going up and continuing to appreciate everywhere.
- KRT was the ONLY RFP response that the city received. This company was also approved by the state (DOR).
- Typically, the effect on property taxes on a revaluation are as follows: 1/3 will go up, 1/3 will stay the same, and 1/3 will go down.

Milner also reminded the public that the taxes will still all be under the tax cap.

**Agenda Item III.**

Approval of Minutes.

Council to consider the minutes of the September 5<sup>th</sup>, 2023 City Council meeting and the nonpublic minutes from the September 5<sup>th</sup>, 2023 City Council meeting.

**Motion – Councilor Ribas moved that the Franklin City Council approve the minutes of September 5<sup>th</sup>, 2023 City Council meeting and the nonpublic minutes from the September 5<sup>th</sup>, 2023 City Council meeting. Seconded by Councilor Blake.**

Mayor Brown asked if there was any discussion.

No discussion ensued.

By a roll call vote.

Roll Call:

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

8 in favor; 1 abstention. Motion PASSED

#### Agenda Item IV.

##### School Board Update

Superintendent LeGallo's updates are as follows:

- **Hiring Update:** They have hired 2 more teachers since his last report. A 5<sup>th</sup> grade math teacher and an 8<sup>th</sup> grade science teacher. They are also anticipating hiring a high school math teacher to start in November, so they are making good progress.
- **Teacher's Contract:** The FEA and School Board negotiations team have a tentative agreement on a contract. The School Board will be voting on the contract at their meeting next Monday. He expects that upon approval it would be sent to the council for their November City Council meeting.
- **Sportsmanship Award:** LeGallo was pleased to let everyone know that Franklin High school won the Division 4 Sportsmanship Banner for the second straight year. Kudos to their Athletic Director, Danny Sylvester, and his coaches, players and parents for their excellent sportsmanship and behavior during their athletic events.

#### Agenda Item V.

Council to consider Resolution 07-24 accepting and appropriating a federal Department of Transportation grant for a Central Street Action Plan.

**Motion - Councilor Ribas moved that the Franklin City Council adopt Resolution #07-24 accepting and appropriating a federal grant from Dept of Transportation Safe Streets for All program in the amount of \$80,000 for the purpose of creating an Action Plan for Central Street and authorizing the City Manager to execute all documents relating to the grant. Seconded by Councilor Blake.**

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

Milner gave a refresher about this grant requiring a charette from the city. The first step for this



grant is to hire a contractor to walk the city through the plan.

**RESOLUTION #07-24**

**A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2024.**

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

**WHEREAS**, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2024 which began July 1, 2023, **and**;

**WHEREAS**, the City Council of the City of Franklin, New Hampshire understands the City received federal grant funds through the Department of Transportation Safe Streets for All program in the amount of \$80,000 for the development of an action plan for Central Street, **and**;

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes the need to improve safety of the Central Street corridor for all users, **and**;

**WHEREAS**, the City Council of the City of Franklin, New Hampshire wishes to accept and appropriate the Safe Street for All grant for the action plan, **Now**,

**THEREFORE, BE IT RESOLVED** that at the scheduled meeting of the City Council on Tuesday, October 10, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #07-24 accepting the Safe Streets for All grant through the federal Department of Transportation in the amount of \$80,000, authorizing the City Manager to execute all grant related documents and authorizing a non-lapsing appropriation through an increase in FY2024 revenues:

Federal Grant Acct. No. 01-0-000-33110-000 – Eighty Thousand dollars (\$80,000)

And an increase in FY2024 expenditure accounts,

Economic Development Other Professional Services Acct No. 01-6-511-40390-000 – Eighty Thousand dollars (\$80,000).

**By a roll call vote.**

**Roll Call:**

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

**All in favor. Motion PASSED**

**Agenda Item VI.**

Council to consider Resolution 08-24 accepting and appropriating a federal Department of Safety grant for Franklin PD Highway Safety.

**Motion - Councilor Zink moved that the Franklin City Council adopt Resolution #08-24, to accept and appropriate grant funds in the amount of \$6,600 from the Office of Highway Safety for the Franklin Police Department. Seconded by Councilor Ribas.**

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

**RESOLUTION #08-24**

**A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2024.**

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

**WHEREAS**, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2024 which began July 1, 2023, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire understands the City received federal grant funds through the New Hampshire Department of Safety, Office of Highway Safety in the amount of \$6,600 for highway safety directed patrols, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire wishes to conduct these directed patrols which included speed, DUI, seatbelt and distracted driving enforcement for the safety of Franklin residents, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes the required match of \$1,650 is appropriated in the FY2024 police department budget, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire wishes to accept and appropriate the Highway Safety grant for directed patrols, **Now,**

**THEREFORE, BE IT RESOLVED** that at the scheduled meeting of the City Council on Tuesday, October 10, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #08-24 accepting the Office of Highway Safety grant through the New Hampshire Department of Safety in the amount of \$6,600, authorizing the City Manager to execute all grant related documents and authorizing a non-lapsing appropriation through an increase in FY2024 revenues:

Federal Grant - Police Acct. No. 01-2-103-33111-000 – Six Thousand Six Hundred dollars (\$6,600)

And an increase in FY2024 expenditure account,

Patrol Overtime Acct No. 01-2-103-40140-000 – Six Thousand Six Hundred dollars (\$6,600)

By a roll call vote.

Roll Call:

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

All in favor. Motion PASSED

**Agenda Item VII.**

Council to consider Trestle Bridge options.

Milner stated that they are a year out from breaking ground on this. They would then see how far out from funding the state would be. The city is allowed to back out, if needed.

There was a long discussion by the council on this decision and recognized that the majority of constituents were in favor of option 2.

**Motion - Councilor Zink moved that the Franklin City Council adopt option 2, to replace the Trestle Bridge in kind. Seconded by Councilor Chandler.**

By a roll call vote.

Roll Call:

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

8 in favor; 1 opposed. Motion PASSED

**Agenda Item VIII.**

Council to consider setting a public hearing on Resolution 09-24 appropriating \$374,129 to the Franklin School District fiscal year 2024 budget and appropriating \$150,000 to the Franklin School District for the Portrait of a Graduate grant from the Barr.

**Motion - Councilor Trudel moved that the Franklin City Council set a public hearing at 6pm on November 6, 2023 for Resolution 09-24 appropriating \$374,129 to the Franklin School District**

**fiscal year 2024 budget and appropriating \$150,000 to the Franklin School District for the Portrait of a Graduate grant from the Barr Foundation. Seconded by Councilor Webb.**

Mayor Brown read the resolution to the public:

**RESOLUTION # 09-24**

**A Resolution Granting Authority to Accept and Appropriate \$374,129 of Additional Adequacy Aid and Fund Balance Funding and \$150,000 in Grant Funding for the Franklin School District for Fiscal Year 2024.**

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

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive additional adequacy aid of \$201,809 from the final updated calculation of ADM; and,

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes that the school district has identified additional year end fund balance of \$172,320; and,

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive a grant award of \$150,000 entitled Portrait of a Graduate from the Barr Foundation; and,

**WHEREAS**, the City Council of the City of Franklin would like to appropriate an additional \$374,129 to preserve potential fund balance from the 2024 year to be carried over to the 2025 fiscal year. Due to the challenges and uncertainties regarding the adequacy funding formula and the expiration of the Elementary and Secondary Schools Emergency Relief (ESSER) grants, these funds could help support the next budget cycle. And City Council of the City of Franklin would like to appropriate \$150,000 of the Portrait of a Graduate grant funding from the Barr Foundation;  
**Now,**

**THEREFORE, BE IT RESOLVED**, *that at a regularly scheduled meeting of the City Council on November 6, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #09-24 to formally accept and appropriate \$524,129 of additional revenues for the Franklin School District as follows:*

**An Increase in Revenues:**

Adequacy Education Aid – Two Hundred One Thousand, Eight Hundred Nine Dollars (\$201,809)

Use of Fund Balance – One Hundred Seventy-Two Thousand, Three Hundred Twenty Dollars (\$172,320)

Grant Revenue – Portrait of a Graduate – One Hundred Fifty Thousand Dollars (\$150,000),



**An Increase in Expenditures:**

School District Expenditures – Three Hundred Seventy-Four Thousand, One Hundred Twenty-Nine Dollars (\$374,129)

Grant Expenditure – Portrait of a Graduate - One Hundred Fifty Thousand Dollars (\$150,000)

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

**By a roll call vote.**

**Roll Call:**

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

**All in favor. Motion PASSED**

**Agenda Item IX.**

Council to consider setting a public hearing on Resolution 10-24 accepting and appropriating a federal grant in the amount of \$1,923,850 for the environmental clean-up of the Stanley Mill site.

**Motion - Councilor Ribas moved that the Franklin City Council set a public hearing date for 6:00 p.m. on Monday, November 6, 2023, regarding Resolution #10-24, accepting and appropriating the U.S. Environmental Protection Agency Brownfield Cleanup Grant for the Stanley Mill site in the amount of \$1,923,850 and authorizing the City Manager to execute all documents relating to the grant. Seconded by Councilor Blake.**

Mayor Brown read the resolution to the public:

**RESOLUTION #10-24**

**A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2024.**

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

**WHEREAS**, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2024 which began July 1, 2023, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire understands the Stanley Mill property (Map/Lot 117-142) is an extensive environmental clean-up project, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire understands the City received federal grant funds through the Environmental Protection Agency Brownfield Program in the amount of \$1,923,850 for the purposes of hazard mitigation and environmental clean-up of the Stanley Mill Property, **and;**

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

**THEREFORE, BE IT RESOLVED** that at the scheduled meeting of the City Council on Monday, November 6, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #10-24 accepting the Brownfield Program grant through the federal Environmental Protection Agency in the amount of \$1,923,850 grant, authorizing the City Manager to execute all grant related documents and authorizing a non-lapsing appropriation through an increase in FY2024 revenues:

Federal Grant Brownfield Acct. No. 01-0-000-33110-413 – One Million Nine Hundred Twenty-Three Thousand Eight Hundred Fifty dollars (\$1,923,850)

And an increase in FY2024 expenditure accounts,

Nuisance Abatement Brownfield Acct No. 01-1-302-40491-413 – One Million Nine Hundred Twenty-Three Thousand Eight Hundred Fifty dollars (\$1,923,850)

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

**By a roll call vote.**

**Roll Call:**

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

**All in favor. Motion PASSED**

**Agenda Item X.**

Council to consider changing polling location for Ward II.

Milner stated that as the council is aware, Soldier's Memorial Hall (City Hall) currently does not have an assembly permit and should not be used for elections going forward until such permit is obtained. While not likely to occur for city elections, state and federal elections will likely exceed 99 persons (requiring an assembly permit) in the building at one time, especially, during busy

times during the voting day. Therefore, the elections starting in 2024 will need to be relocated to a new location until City Hall is running at full capacity. Due to all the schools in Franklin being closed on election days and Ward 3 currently voting at the Franklin Middle School, the High School Cafeteria, located in Ward 2, will have availability with no students present for security reasons. Superintendent LeGallo is onboard with this solution.

The Proulx Center has several code issues and was also issued a notice of hazard prior to City Hall. Also, Bessie Rowell is not a great option because of the childcare that will be needed there.

**Motion - Councilor Ribas moved that the Franklin City Council change the Ward 2 polling location to the Franklin High School Cafeteria. Seconded by Councilor Blake.**

**By a roll call vote.**

**Roll Call:**

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

**7 in favor; 2 opposed. Motion PASSED**

**Agenda Item XI.**

Council to consider the lease agreement for parking at the Lofts at Shepards Block.

**Motion - Councilor Ribas moved that the Franklin City Council rescinds the parking easement dated May 21, 2020 with PermaCityLife for 361 Central Street parking in the municipally owned Franklin Street parking lot and approves the parking lease with the Lofts at Shepard Block Condominium 12 municipal parking spaces in the Franklin Street Parking Lot located at tax map 117-161-00, and to authorize City Manager Milner to duly execute the lease on behalf of the city. Seconded by Councilor Dzujna.**

Milner stated that there is a handout of a hand drawn plan at each councilors seat, which is exhibit A. This was missing in the packets. This has also been attached to the end of the minutes.

This lease is consistent with two other leases done for parking spaces. This will incur no extra charges for the city.

**By a roll call vote.**

**Roll Call:**

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

7 in favor; 1 opposed; 1 abstention. Motion PASSED

**Agenda Item XII.**

Council to consider deeding back property taken by tax deed.

**Motion - Councilor Ribas moved that the Franklin City Council deed 9 Trail Street Map/Lot #078-006-009 back to John C. Jones Jr. Seconded by Councilor Blake.**

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

**By a roll call vote.**

**Roll Call:**

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

**All in favor. Motion PASSED**

**Agenda Item XIII.**

Council to consider specific land to be put into conservation, led by Councilor Desrochers.

Councilor Desrochers stated that he would like to put the following parcels into conservation so that it is not buildable:

**Map-Lot = Acres**

121-402 = 39 acres – Riverfront property

121-404 = 22 acres – Riverfront property

103-010 = 3.4 acres – Land for Targeteers

123-403.1 = 16.64 acres – Currently leased by Mr. Fife for growing corn

123-403 = 52.38 acres - Currently leased by Mr. Fife for growing corn



Milner stated that she would like to look into the next steps for this process. It will need a public hearing and may need to go through the Conservation Commission first. She would also like to have the Planning Board review this as well.

#### **Agenda Item XIV.**

##### **Other Business:**

##### **1. Mayor & Council Appointments**

**Motion – Councilor Ribas moved that the Franklin City Council reappoint Kathy Fuller to the Capital Improvements Plan Committee, seat CI8, term of service to October, accept the resignation of Marsha Palazzolo from the Library Board of Trustees, seat LT3, effective immediately, and appoint Pam Desrochers to the Library Board of Trustees, seat LT3, to fulfill the remaining term of service to January 2025. Seconded by Councilor Zink.**

**By a roll call vote.**

**Roll Call:**

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

**All in favor. Motion PASSED**

##### **2. Committee Reports**

Mayor Brown mentioned that there will be a business fair and provided a flyer for information and registration to the councilors and public. This flyer is attached to the end of the minutes. This will be held on October 18<sup>th</sup> at the Lodge of elks at 6 p.m. She also mentioned that she will be bringing back the City Spirit Program on October 16<sup>th</sup> at Peabody Place at 5:30 p.m.

Councilor Blake stated the Parks & Rec Committee met on September 21<sup>st</sup> and they reviewed the programs for fall and winter. All of the programs are full. The building has finally been updated with sensor lights throughout as well, which will be a huge cost savings. Recreation is also working with St. Mary's Church to use their gymnasium going forward.

Councilor Chandler stated that the Police Committee met on September 21<sup>st</sup>. Chief Goldstein is using a head hunter to find officers. There will also be an e-bike used around

the city. The PD is still waiting for funds from Senator Shaheen on the body cams.

Councilor Dzujna let the council know that there will be an MSD Committee meeting on October 16<sup>th</sup> at 10 a.m. at the library.

Councilor Ribas stated that at the Finance Committee meeting they discussed audits coming through and they found a new software to make the process easier.

Councilor Webb let everyone know that the Legislative Committee meeting will be on October 11<sup>th</sup> at 4 p.m. at the library. They will be discussing welfare guidelines, short-term rentals in the city, solar exemptions, follow-up on the charter review and a follow-up on 91A changes.

### **3. City Manager's Update**

- Contingent Grant Line Activity – Received \$377.40 sex offender compliance grant, \$100 in donations from Genevieve Smith to the fire station, and \$4,326 in donations from the Pemmi Youth Center to the Parks & Rec department.
- Trust fund for school funding – \$272.55
- Shout Out: McCaffrey family for donating a metal bench and two picnic tables at the Lagasse Beach in memory of Mike McCaffrey.
- Welcome: Eric Tucker, the newest firefighter AEMT, who is coming from Loudon.
- Youth Government: Shout out to Mr. DeLange for youth government and the civics class program that is now a quarter long class in the school district. There is a good group of students for this and it is now required to do the mock city council meeting in order to get their credit for that class. She reminded the council that the mock council meeting is scheduled at the Franklin Lodge of Elks on November 2<sup>nd</sup> at 6:00 PM. Lisa will be looking for an RSVP to see how many people will be attending.
- Budget Reports for this month are for FY24 and will be available online tomorrow.
- Myth Buster/Social Media Busters: Someone did us a favor of putting up the Holiday Stroll online, which is appreciated. However, the Festival of Trees will not be in City Hall this year. It will be at the UU. Also, yes, our cruisers were delivered for BOTH 2023's budget and 2024's budget last Friday.
- Congratulations: Sean Breen from the fire department for receiving his AEMT license.
- Shout out: For the police awards ceremony that she attended. She thanked the Lodge of Elks for hosting that ceremony. The Meritorious Service Medal was given to Sergeant Daniel Ball, Detective Sergeant Kent Matthews, Officer Brendan Merchant, Officer Spencer Marvin, Officer Ainsley Bruno, and Alexander PD Chief David Suckling. The Medal of Valor

was given to Sergeant Joseph Guerrero, Sergeant Forrest Walker, Sergeant John Francis and Bristol PD Officer Nick Kelly. The Franklin Police Accommodation Medal was given to Aubrianna Kelly.

- Committee Meetings – October:
  - MSD – 10/16 @ 10am in the library
  - Joint Finance – 10/12 @ 5:30pm at the SAU
  - Legislative – 10/11 @ 4pm in the library
- Media contacts – Every media outlet has been in contact about the Veterans Campus opening.
- City letter to Representatives and Senator regarding the State mandated voting machines was sent out last week.
- Stanley Mill update – We have received and appropriated two of the three grants thus far. (\$200,000 from DES and \$418,000 from InvestNH) Tonight a public hearing was set for the big grant from EPA in the amount of \$1,923,850. We are waiting for some work that EPA required and then we are going to ask if we can start the procurement process for the demo.
- City Hall Update – Continue to have contractors in doing their piece of the scope for the work. Last week the structural engineers were in.
- Cumberland Farms – They are fully permitted by the city of Franklin. They are permitted as a go from the Department of Environmental Services. They have not broken ground and we have not heard from them on why they have not. The city will continue to try and get that answer and move that along to the public as well.
- Solar at Mojalaki Update – This case was heard at the Supreme Court level in February of 2023, but Milner has not been given a decision as of yet.
- Workshop – Monday, 10/23 @ 6pm at the Lodge of Elks. Moving forward, all of the city council meetings will be held at the Lodge of Elks location.
- Grant Submissions – The city did submit through the NH Department of Info Technology for a cybersecurity grant for MFA tokens, which is a multifactor authentication. It would move us to a .gov domain and provide two security courses for the city of Franklin.
- Broadband Study Update – The city did not receive any RFP's; however, she did receive some notification from their consultant that Comcast is interested in coming to the city of Franklin. This will provide a bit of needed competition.
- Soup/Fall Fest is October 21<sup>st</sup>. The soup fest is from 2pm – 5pm.
- Drug Take Back Day – October 28<sup>th</sup> from 10am – 2pm at CVS.

- First Responders Day is also on October 28<sup>th</sup>. Please say thank you to our first responders on that day.
- City Spirit program – This will kickoff on 10/16 @ 5:30pm at Peabody Place.
- Business Fair – is 10/18 from 6pm – 8pm at the Lodge of Elks.
- Halloween – Scheduled for 10/31 from 4pm – 7pm.

Councilor Blake stated that she finds the City Manager’s update to be very informative and would like to know if it could be added as an earlier agenda item regularly so that the majority of people can hear it. This was agreed upon.

**ADJOURNMENT:**

**Motion to adjourn was made by Councilor Starkweather and seconded by Councilor Ribas.**

**By a roll call vote.**

**Roll Call:**

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

**All in favor. Motion PASSED**

The meeting adjourned at 10:35 p.m.

Respectfully submitted,

Lisa A. Jones  
Executive Secretary

## George Dzujna

---

**From:** linda holstein <lhstronge@gmail.com>  
**Sent:** Saturday, October 7, 2023 8:12 PM  
**To:** George Dzujna  
**Subject:** Trestle

Hi George,

Just wanted to weigh in about the bridge. I don't believe it should be taken down which may not even be on the table now. I'm in favor of whichever option will last/hold up the longest. The financial difference doesn't seem to be significant, so let's fix it so the city can move on to the next thing that needs to be fixed/done.

Please let other ward one reps know my opinion. Thank you,

Linda Holstein Stronge

## **George Dzujna**

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**From:** Wanda Bourgeois <wgb5322@gmail.com>  
**Sent:** Saturday, September 30, 2023 10:08 PM  
**To:** George Dzujna  
**Subject:** Trestle

As a citizen of Franklin & registered voter I am letting you know I would like it known. I would like the Trestle restored or at least reinforced. Please do not destroy any part of this historic piece of history.

Wanda Bourgeois

## George Dzujna

---

**From:** Zarne Whiting <wzarne@yahoo.com>  
**Sent:** Sunday, October 1, 2023 7:21 PM  
**To:** George Dzujna  
**Subject:** Re: No build and stabilize. This is the option I support

The subject line is my message!

Sent from my iPad

> On Oct 1, 2023, at 6:35 PM, George Dzujna <Gdzujna@franklinnh.org> wrote:

>

> Hello Zarne, I was away for a wedding in CT and just got back. Your email is empty. Can you resend?

>

> Thanks, George

>

> -----Original Message-----

> From: Zarne Whiting <wzarne@yahoo.com>

> Sent: Saturday, September 30, 2023 9:59 AM

> To: George Dzujna <Gdzujna@franklinnh.org>

> Subject: No build and stabilize

>

>

>

> Sent from my iPad

## George Dzujna

---

**From:** Raymond Turgeon <rayturgeon@metrocast.net>  
**Sent:** Friday, September 29, 2023 1:04 PM  
**To:** George Dzujna  
**Subject:** Trestle Bridge

Hi George,

I know that there will be a public meeting at the High School to discuss the Trestle Bridge on October tenth. I do not like to attend these types of meetings. I do want to share my opinion regarding the Trestle Bridge. I believe that the primary reason the city is in this situation is because the bridge was not maintained. Why would the city want to refurbish this bridge and add a pedestrian walkway across the Winnepesaukee River? I may be wrong but I do not see it as a longstanding "tourist attraction." Funds would have to be available to maintain the bridge so that the same situation does not repeat itself in ten, fifteen, twenty years after the restoration is completed. There will always be something more important than to maintain the bridge. Funds have not been available to even maintain the roads. I say take it down and provide a clear view of the river and not have to worry about maintaining it. Let's not burden future generations with the same issue.

Thanks George.

Raymond



**George Dzujna**

---

**From:** Donna Tully <donna@tullyre.com>  
**Sent:** Monday, October 2, 2023 9:53 AM  
**To:** cmsmailer@civicplus.com; Ted Starkweather; George Dzujna; Jay Chandler  
**Subject:** Re: Trestle Bridge Options

I am in support of preserving the Trestle Bridge with the Rehabilitate Trestle option at a cost of \$1,073,663.71.

Thank you,

Donna M. Tully  
Resident, Ward 1

On Mon, Oct 2, 2023 at 9:33 AM Franklin NH <[cmsmailer@civicplus.com](mailto:cmsmailer@civicplus.com)> wrote:

## **Trestle Bridge Options**

There will be a public hearing on Tuesday, October 10, 2023 at 6pm in the High School to make a decision on the Trestle Bridge.

Please take a look at the options/numbers below ([or click here](#)) and let the council know your thoughts/questions/comments on this topic at the meeting.

Thank you!



[Read more](#)

This is an automatic message from Franklin NH. Please do not reply to this message.  
[You can unsubscribe here.](#)

Honorable Mayor & Councilors,

As we will not be able to attend tonight's meeting regarding the final disposition of the Trestle Bridge, we would like to offer our opinion. While preservation of historic structures is a commendable endeavor, the Council now finds itself needing to make decisions to better the quality of life in this great City. Despite the lure of grant funding, the project costs to rebuild or rehabilitate are staggering figures for this community to absorb. As such, we request that you vote to allocate funding to remove the bridge. We feel that the limited funds available for Capital Projects will be better spent on the roadway infrastructure and the restoration of the Opera House ensuring a better Franklin for the next generation.

Respectfully,  
Greg & Erin Meagher  
91 Elkins St, Franklin, NH 03235

\*\*\*

I have a question which maybe you can get an answer at meeting about Trestle. How long is stabilization expected to last and how long is restoration expected to last.

My selection for Trestle would be restoration but reality is stabilization  
I would still like an answer to my question if possible.  
Thanks  
Wanda Jackson

\*\*\*

Hi Oliva, Vince & Bob,

I will not be able to attend the meeting next week on the Trestle bridge and want to give you my opinion on this. I would like to see the council move forward with making this a new pedestrian bridge and stabilize trestle. Accept the grant and create something beautiful for the city.

After getting a very informative email from Bob, I realize I misunderstood the chart that was sent out. Is the Rehabilitate Trestle making it into a pedestrian bridge? This is what I would like. To see the Trestle Bridge stay and utilize it as a pedestrian bridge. I know this is probably the most expensive option but I feel in the long run it will pay for itself.

Thanks again and sorry for the confusion. Thanks Bob for making my this a little clearer to me.

Thank you,  
LeAnne Fifield

\*\*\*

Hi Olivia,  
I'm emailing you today to voice my concerns about the Trestle by Trestle View Park. It is my view that this trestle isn't vital to the interests of our residents. It serves no practical purpose and provides no value to our town or the residents.

It seems to me that the only practical reason a trestle would need to be built or restored is if we intended on having trains cross it. And if in that case, it should be a railroad company paying for it. In my opinion, this is not a role our city government should be filling.

For those reasons I think it would be a huge mistake to spend any taxpayer money on this. This money would be better spent on our roads, school, municipal services, or just saved in order to lower our taxes.

I understand much of the costs could be covered by state grants. This is still taxpayer money though, and I wouldn't feel good about our city spending this money, even if it was coming (mostly) out of someone else's pocket.

Thank you for your time and consideration,  
Brent Sandstrom, Ward 2

\*\*\*

Read by George

As a citizen of Franklin & registered voter I am letting you know I would like it known. I would like the Trestle restored or at least reinforced. Please do not destroy any part of this historic piece of history.

Wanda Bourgeois

\*\*\*

Emails but they spoke at the public hearing

Hello councilor Zink,

My wife and I live in ward 2 on Evans Ct, we are both leaning towards the 2nd option but we do have a few question.

1. How would the city be funding our respsible portion of the project?
2. Does our responsible portion for the project have to be payed upfront all at once, or can it be made in payments over time durring the life span of the project?
3. If option #2 is chosen for the project will any of the existing stone work be incorporated into the final design of the project?

Thank for your time.

Scott and Samantha Godbois.

\*\*\*\*

Good evening,

I wanted to make my thoughts known regarding the decision on how to proceed with the Trestle. Hopefully, many others will avail themselves of this opportunity.

The council packet from September had a chart on page 45 (attached) that showed five options. I believe that each of the first three options makes sense and could be funded over the period of

time that the work is in progress from a combination of rainy day funds, general funds and potential grants if you can ensure clear title (free from potential claims).

Thank you,

Regards,  
Al

---

Al Warner  
Franklin, NH  
Ward 3

\*\*\*

To me it only makes sense to maximize the grant money available by choosing the 5.3 million option and bonding the 1.07 million.  
Jim Jones

Hello, my name is Stu Smith, first time writing a council member. I live in ward 3 on mark rd. I'm hoping that ownership of the trestle can be cleared up prior to a vote. I support fixing the bridge.

Thank you.

REAR

Trash Bin Area

Existing Location

Grease  
bin

Dumpster

Garage

Exhibit A

Proposed

LASB  
U2

Proposed

LASB  
U1

LASB  
U4

Existing

LASB  
U4

Existing



Franklin Street

Auerback Building

Shepard Building

LASB  
U3  
Existing

LASB  
U3  
Existing

LASB  
U5  
Existing

LASB  
U5  
Existing

LASB  
U6  
Existing

LASB  
U6  
Existing



# CITY OF FRANKLIN BUSINESS FAIR

Wednesday October 18

Franklin Lodge of Elks

6:00pm --8:30pm.



The City of Franklin and Franklin Falls Business

Group are hosting a Business Fair. We are inviting all businesses to complete this form providing information that can be shared with other businesses and our attendees. We hope that this will be providing the opportunity for all business owners to network with each other in a way that can build an engaged business community. *The Lakes Region Community College* and staff

will be presenting information about their programs. Joseph Doiron, the State Director of Workforce Development, will be on hand to provide information about assistance programs helping students move forward with careers as well as information for local citizens looking to return to the workforce, especially those who may be facing barriers to employment.

Please complete the form. Return it **no later than October 10th.**

If you have questions, please feel free to contact me:

mayor@franklinnh.org or (210) 872-1925

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Telephone/Mobile Phone: \_\_\_\_\_

Please give a brief description of your business: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you plan on attending the Business Fair (*Please circle one*): Yes      No  
(*If no, please complete the form so your information is available to attendees*)

Are you able to offer an internship?      Yes      No

Are you able to offer a job shadow?      Yes      No

Logistics: Do you need a table?      Yes      No

Electricity?      Yes      No

PLEASE RETURN (OR SCAN TO EMAIL ) TO:

Jo Brown, Mayor

316 Central St, Franklin NH. 03235

mayor@franklinnh.org

**CITY COUNCIL MEETING**  
**AGENDA ITEM II**





**CITY OF FRANKLIN  
COUNCIL AGENDA REPORT**

*City Council Meeting of November 6<sup>th</sup>, 2023*

**Subject: City Manager's Update**

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City Manager, Judie Milner, will provide a monthly update to the Mayor and City Council.

**CITY COUNCIL MEETING**  
**AGENDA ITEM III**



**CITY OF FRANKLIN  
COUNCIL AGENDA REPORT**

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*City Council Meeting of November 6<sup>th</sup>, 2023*

**Subject: Monthly School Board Update**

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

**CITY COUNCIL MEETING**  
**AGENDA ITEM IV**



**From:** Dan LeGallo, Superintendent

**Subject:** 2024-2026 Franklin Education Association Agreement

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**Recommendation:**

To ask the Franklin City Council to approve the 2024-2026 Franklin Education Association Collective Bargaining Agreement as approved by the Franklin School Board and Franklin Education Association.

**Suggested Motions:**

**November 6, 2023**

Councilor moves, "I move that the Franklin City Council ratifies the Franklin Education Association Agreement from 9/1/2024 – 6/30/2026 as presented by the school board."

Mayor calls for a second, discussion and roll call vote

**Discussion:**

The Franklin School Board and the Franklin Education Association collectively bargained in good faith a new teacher's agreement for the 2024-2026 school years. The intent of the agreement is to provide the ability to retain teachers so as to also retain the experience of those teachers, the relationships they have developed with the students and their families and to maintain consistency in the staffing. This will allow the district to avoid having to train and mentor as many new teachers to the educational goals of the district and the need to redevelop those relationships. The cost of the agreement is anticipated to be funded by meticulous fiscal management and budgeting.

**Fiscal Impact:**

The cost of the agreement will be \$411,980 for the 2024-2025 fiscal year and \$377,573 for the 2025-2026 fiscal year to the general fund and \$695,350 for the 2024-2025 fiscal year and \$417,549 for the 2025-2026 fiscal year when including grant funding.

**Alternatives:**

Do not approve the agreement as written and require new negotiations to proceed.

**Attachments/Exhibits:**

Summary Costs of new collective bargaining agreement; tentative agreement items and the FEA collective bargaining agreement.

## TENTATIVE AGREEMENT

Between the  
Franklin Education Association  
and  
the Franklin Board of Education

September 13, 2023

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This proposal calls for no changes to the parties' 2022-2024 collective bargaining agreement, except as expressly referenced herein.

**Items in bold and *italicized* are to be added and items ~~struck through~~ are to be deleted.**

### ARTICLE VII

#### TEACHER EMPLOYMENT

- 7.10 The Board will reimburse teachers 100% of the actual cost of a course offered at University System of New Hampshire (USNH) or 80% of the actual cost of a course from another approved college when the course is not offered within USNH. This will be approved by the Superintendent or his/her designee, subject to the following criteria: ~~applicant's minimum of 2<sup>nd</sup> year of employment with the Franklin School District~~, course content; availability of funds; and ~~the timeliness of request~~ ***prior approval to the start date of the course.*** The Superintendent, or his/her designee, shall have the sole and exclusive judgment under the provisions of this Section 7.10. This Section 7.10 shall require documentation of a grade of B- or better upon completion of the course in order to receive reimbursement as set forth herein. Teacher reimbursement will be limited to one course per year, but can reapply after the first semester if funds remain available. There shall be a minimum of \$15,000 available for this provision.

- 
- 7.13 ~~The Board will reduce staff in accordance with Board policy #GCQA. and the Board agrees not to change said policy for the duration of this Agreement.~~

***The following reduction-in-force provisions will be implemented when the Board finds it necessary to reduce the number of certified positions. These provisions will apply to both full-time and part-time certified positions.***



*The board may reduce-in-force certified positions for reasons of: declining enrollment; budget reductions; changes in or consolidation of Board-authorized programs; or any other reason determined by the Board to be necessary or desirable.*

*Notice: As soon as the Board determines that a reduction in force is necessary, the Superintendent shall notify the President of the Teachers' Association of the Board's determination. The decision to implement the reduction-in-force shall be made at the sole discretion of the School Board.*

*~~Classifications of Certified Staff For the purposes of this policy, classifications are defined as follows:~~*

- ~~1. Kindergarten through fifth grade.~~*
- ~~2. Sixth grade through eighth grade.~~*
- ~~3. Ninth grade through twelfth grade.~~*

#### *Factors for Determining Reduction in Force*

- 1. If reductions in staff are necessary or desirable, the District will first accomplish any reductions through attrition, such as resignations, retirements, or probationary status. ~~retain those teachers who, at the Board's sole discretion, will be the best teachers for the District and students.~~*
- ~~2. The best teachers will be retained regardless of a teacher's seniority or years of service in the District. A teacher with more than five years of employment in the District will not have an automatic right to displace another teacher with fewer than five years of service in the School District.~~*
- 32. If further reductions are necessary, the Administration shall ~~be~~ identifying which teacher(s) to release, ~~the administration and the Board will consider~~ based on the following factors: certification, academic preparation, professional growth, job performance, and experience in certified area and/or job classification, ability, and overall effectiveness. If all of the factors are equal, then seniority may be considered in making a final determination. However, no reduction in force will be based solely on seniority. Seniority is defined as the total number of years continuously employed in the District.*
- 43. There will be ~~no~~ a recall rights for one year for terminated employees. ~~However,~~ After one year, the administration may consider the applications of terminated employees for such positions which may become available in subsequent years, provided the terminated employee(s) submit a seasonable and timely application at the time the position becomes vacant. A previously employed teacher who returns to a teaching position ~~within a three-year period shall resume employment at no less than the~~ shall be placed on step in accordance with the collective bargaining agreement ~~occupied when the teaching position previously held was terminated.~~*

54. Any transfer, assignments, or re-assignments resulting from or involved with a reduction in staff, will be made at the sole discretion of the Superintendent. However, every effort will be made to keep staff movement within the building where the reduction in force occurs. In the event of a change of assignment or transfer as a result of the reduction-in-force, the teacher involved shall be notified of such change and shall have the option to resign without prejudice should they not accept the transfer or re-assignment.

~~6. This reduction-in-force procedure is the only procedure that may be used in a reduction-in-force. No other personnel action, other than a reduction in force, may be considered under this policy.~~

~~7. A reduction-in-force will not be grievable under the collective bargaining agreement grievance procedures unless specifically allowed under the terms of the agreement.~~

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7.17 When a suitable substitute cannot be obtained, a Teacher may at his/her discretion cover a class during his/her preparation time. The Teacher will be compensated as detailed below *at a rate of .65/per minute (\$39/hour)*.

Elementary School	45 minute block	\$24.00
Middle School	58 minute block	\$30.00
High School	68 minute block	\$35.00

Such substitution is purely voluntary and refusal of substitution will not be used for evaluation purposes. No teacher will be expected to cover for their co-teacher in lieu of a substitute. When a substitute cannot be obtained, and non-study hall classes are combined by the building administrator or designee, additional compensation that equates to the pro rata daily substitute rate (hourly basis) shall be paid to the teacher covering the combined class.

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## ARTICLE X

### LEAVES OF ABSENCE

10.3A Teachers shall accumulate annual sick leave of fifteen (15) days at the rate of 1.5 days per month from September through June; for part-time employees, the number of days

shall be prorated. Teachers shall be entitled to accumulation of sick leave up to a maximum of one hundred twenty (120) days plus the days earned in the current school year. (By way of example, staff members who end the school year with at least the maximum number of days will carryover 120 days and may accumulate fifteen (15) days during the course of the year, at the rate listed above, for a maximum of 135 days available to the teacher during the school year). The immediate supervisor and/or Superintendent may request medical evidence from the Board's physician whenever he/she feels it necessary or appropriate. The Board shall pay the cost of any such examination. Medical records developed under this Section 10.3 shall not become a part of a teacher's personnel files. ~~Absence for the teacher's own illness or disability, or disability caused or contributed to by pregnancy, childbirth and recovery therefrom, shall be charged against sick leave.~~

- 10.3 E** Absence for the teacher's own illness or disability, or disability caused or contributed to by pregnancy, childbirth and recovery therefrom, shall be charged against sick leave.<sup>1</sup> *Furthermore, employees who give birth shall be eligible to use any available sick leave concurrently with approved FMLA leave, beyond the period of illness or disability. Employees are not eligible for the sick leave bank for any days requested beyond the period of illness or disability.*

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## ARTICLE XVI DURATION OF AGREEMENT

- 16.1 This Agreement shall continue in full force and effect from July 1, ~~2022~~, **2024** until twelve o'clock midnight June 30, ~~2024~~ **2026**, and from year to year thereafter, unless written notice of desire to terminate or modify this Agreement is given by either party to the other by registered or certified mail on or before October fifteenth (15th) of any year.

## APPENDIX A

### FRANKLIN TEACHER COMPENSATION 2024-2026

4. Teachers shall receive annually an additional ***\$500 upon completion of ten (10) years of service to the District through the fourteenth (14<sup>th</sup>) year. Unit members shall receive annually an additional \$1000 upon completion of the fifteenth (15th) year through the nineteenth (19th) year. Unit members shall receive \$750 \$1500 upon completion of twenty years (20) of service to the District through the twenty-fifth fourth (25<sup>th</sup>) (24<sup>th</sup>)*** year. Unit members shall receive annually an additional ~~\$1,000~~ ***\$2000*** upon completion of ~~twenty-five (25)~~ ***twenty-five (25)*** years of service to the District, which will continue for each additional year of service thereafter.

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<sup>1</sup> This sentence is not new. It is moved from the above section (stricken) to a new article number.

**APPENDIX A-1**  
**FRANKLIN TEACHER COMPENSATION**  
**2024-2025**

**Salary:**

2024-2025 - YEAR 1				
Increase	5.00%			
Step	BA	BA +15	MA	MA+15
1	38,267	39,973	41,592	43,042
2	39,939	41,560	43,014	44,380
3	41,527	42,982	44,351	45,716
4	42,948	44,320	45,688	47,054
5	44,286	45,656	47,026	48,392
6	45,623	46,994	48,363	49,729
7	46,960	48,332	49,701	51,067
8	48,298	49,669	51,039	52,405
9	49,636	51,007	52,376	53,741
10	50,974	52,345	53,713	55,079
11	52,311	53,681	55,051	56,417
12	53,648	55,019	56,388	57,755
13	54,986	56,357	57,726	59,092
14	56,323	57,694	59,064	60,430
15	57,661	59,032	60,402	61,766
16	58,999	60,370	61,737	63,104
17	60,336	61,705	63,076	64,442
17+	5.00%			

- 1. All eligible employees shall advance one step on the 2024-2025 salary schedule. Teachers who have been on step 17 for one or more years shall receive a 5.0% pay increase to their base wages for the 2024-2025 school year.*
- 2. All on step employees who received \$1000 or \$2000 as part of the 2020-2022 CBA shall continue to carry those additional payments in addition to their base pay until they move off step, at which point the payments become part of the base pay.*
- 3. Additionally, all on-step employees who received an additional \$1,000 for the 2022-2024 CBA shall carry those additional payments in addition to the base pay until they move off step, at which point the payments become part of the base pay.*
- 4. All teachers that were employed for the 2023-2024 school year and return for the 2024-2025 school year will receive a \$2,000 retention stipend to be paid on the last payroll of September 2024. This is a one-time payment and will not be added to the base salary for subsequent years.*



**APPENDIX A-1**  
**FRANKLIN TEACHER COMPENSATION**  
**2025-2026**

**Salary:**

2025-2026 - Year 2				
Increase	4.50%			
Step	BA	BA +15	MA	MA+15
1	39,990	41,771	43,463	44,979
2	41,736	43,430	44,949	46,377
3	43,395	44,916	46,347	47,774
4	44,881	46,314	47,744	49,171
5	46,279	47,711	49,142	50,569
6	47,676	49,109	50,540	51,967
7	49,074	50,506	51,938	53,365
8	50,472	51,904	53,335	54,763
9	51,869	53,302	54,733	56,160
10	53,267	54,700	56,130	57,558
11	54,665	56,097	57,528	58,956
12	56,062	57,495	58,926	60,354
13	57,460	58,893	60,324	61,751
14	58,858	60,291	61,722	63,149
15	60,256	61,689	63,120	64,545
16	61,654	63,086	64,515	65,944
17	63,052	64,482	65,914	67,342
17+	4.50%			

- 1. All eligible employees shall advance one step on the 2025-2026 salary schedule. Teachers who have been on step 17 for one or more years shall receive a 4.5% pay increase to their base wages for the 2024-2025 school year.*
- 2. All on step employees who received \$1000 or \$2000 as part of the 2020-2022 CBA shall continue to carry those additional payments in addition to their base pay until they move off step, at which point the payments become part of the base pay.*
- 3. Additionally, all on-step employees who received an additional \$1,000 for the 2022-2024 CBA shall carry those additional payments in addition to the base pay until they move off step, at which point the payments become part of the base pay.*

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For the Franklin Education Association

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For the Franklin Board of Education

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Date

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Date



# Franklin Education Association Agreement Cost Analysis 2024-2026

	Year 1 Gen Fund	Year 1 Grant Fund	Year 1 Total	Year 2 Gen Fund	Year 2 Grant Fund	Year 2 Total
Wages	\$ 386,204	\$ 41,519	\$ 427,723	\$ 375,664	\$ 39,976	\$ 415,640
ESSER		\$ 241,851	\$ 241,851			
Longevity	\$ 25,776		\$ 25,776	\$ 1,909		\$ 1,909
<b>Total</b>	<b>\$ 411,980</b>	<b>\$ 283,370</b>	<b>\$ 695,350</b>	<b>\$ 377,573</b>	<b>\$ 39,976</b>	<b>\$ 417,549</b>

2-year total Gen Fund	\$ 789,553
2-year total with Grant Funding	\$ 1,112,899

# Salary Table District Comparison

2023-2024

District	BA Step 1	BA Top Step	Step #	MA Step 1	MA Top Step	Step #
FRANKLIN	\$36,445	\$57,463	17*	\$39,611	\$60,072	17*
Alton	\$41,992	\$64,468	13	\$47,035	\$72,951	13
Ashland	\$41,992	\$68,925	16	\$45,202	\$74,190	16
Barnstead	\$39,400	\$52,400	16	\$41,808	\$55,602	16
Belmont/Shaker Reg.	\$42,836	\$53,613	10**	\$44,915	\$55,272	10**
Bow	\$42,072	\$71,341	15	46,865	79,472	15
Gilford	\$44,270	\$65,275	16	\$47,586	\$77,306	20
Kearsarge	\$41,016	\$62,795	10	\$46,140	\$82,506	17
Laconia	\$43,973	\$70,910	23***	\$47,073	\$80,631	23***
Winnisquam	\$44,660	\$56,636	20	\$47,705	\$63,288	20

2024-2025

District	BA Step 1	BA Top Step	Step #	MA Step 1	MA Top Step	Step #
FRANKLIN	\$38,267	\$60,335	17*	\$41,592	\$64,442	17*
Alton	\$43,462	\$66,725	13	\$48,681	\$75,504	15
Ashland	\$43,462	\$71,337	16	\$46,784	\$76,787	16
Barnstead	\$40,000	\$53,000	16	\$42,444	\$56,239	16
Belmont/Shaker Reg.	\$44,486	\$53,789	10**	\$46,565	\$56,303	10**
Bow	\$42,913	\$72,687	15	47,802	80,972	15
Gilford	\$45,598	\$67,234	16	\$49,014	\$79,625	20
Kearsarge	\$41,181	\$62,989	10	\$46,325	\$83,662	17
Laconia	\$44,173	\$72,310	23***	\$47,273	\$79,998	23***
Winnisquam	\$45,330	\$57,486	20	\$48,421	\$64,638	20

\* Off step gets a COLA

\*\* \$1325 added after step 10

\*\*\* \$1400 off step

Difference Between Franklin and Other Districts					
District	BA Step 1	BA Top Step	Step #	MA Step 1	MA Top Step
FRANKLIN	\$0	\$0	17*	\$0	\$0
Alton	(\$5,547)	(\$7,005)	13	(\$7,424)	(\$12,879)
Ashland	(\$5,547)	(\$11,462)	16	(\$5,591)	(\$14,118)
Barnstead	(\$2,955)	\$5,063	16	(\$2,197)	
Belmont/Shaker Reg.	(\$6,391)	\$3,850	10**	(\$5,304)	\$4,800
Bow	(\$5,627)	(\$13,878)	15	(\$7,254)	(\$19,400)
Gilford	(\$7,825)	(\$7,812)	16	(\$7,975)	(\$17,234)
Kearsarge	(\$4,571)	(\$5,332)	10	(\$6,529)	(\$22,434)
Laconia	(\$7,528)	(\$13,447)	23***	(\$7,462)	(\$20,559)
Winnisquam	(\$8,215)	\$827	20	(\$8,094)	(\$3,216)

Difference Between Franklin and Other Districts					
District	BA Step 1	BA Top Step	Step #	MA Step 1	MA Top Step
FRANKLIN	\$0	\$0	17*	\$0	\$0
Alton	(\$5,195)	(\$6,390)	13	(\$7,089)	(\$11,062)
Ashland	(\$5,195)	(\$11,002)	16	(\$5,192)	(\$12,345)
Barnstead	(\$1,733)	\$7,335	16	(\$852)	\$8,203
Belmont/Shaker Reg.	(\$6,219)	\$6,546	10**		\$8,139
Bow	(\$4,646)	(\$12,352)	15	(\$6,210)	(\$16,530)
Gilford	(\$7,331)	(\$6,899)	16	(\$7,422)	(\$15,183)
Kearsarge	(\$2,914)	(\$2,654)	10	(\$4,733)	(\$19,220)
Laconia	(\$5,906)	(\$11,975)	23***	(\$5,681)	(\$15,556)
Winnisquam	(\$7,063)	\$2,849	20	(\$6,829)	(\$196)

**CITY COUNCIL MEETING**  
**AGENDA ITEM V**





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

**From:** Dan LeGallo, Superintendent

**Subject:** 2023-2024 Appropriations Fund Balance and New Revenue and  
Portrait of a Graduate Grant Funding

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**Recommendation:**

To allow the Franklin School District to appropriate additional funding from increased adequacy aid and additional fund balance. The total amount of additional funding is \$374,129. **Also,**

To allow the Franklin School District to appropriate a Portrait of a Graduate grant funding from the Barr Foundation. The total amount of grant funding is \$150,000.

**Suggested Motions:**

**October 10, 2023**

Councilor moves, "I move that the Franklin City Council set a public hearing at 6pm on November 6, 2023 for Resolution 09-24 appropriating \$374,129 to the Franklin School District fiscal year 2024 budget and appropriating \$150,000 to the Franklin School District for the Portrait of a Graduate grant from the Barr Foundation.

Mayor calls for a second, discussion and vote.

**November 6, 2023**

Councilor moves, "I move that the Franklin City Council adopts Resolution 09-24 appropriating \$374,129 to the Franklin School District fiscal year 2024 budget and appropriating \$150,000 to the Franklin School District for the Portrait of a Graduate grant from the Barr Foundation.

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

**Discussion:**

Due to the final calculation of the new adequacy aid formula based on final end of year ADM (Average Daily Membership) the amount increased to \$8,924,961. This caused a net increase of \$201,809 from original budget projection. Also, due to final year end calculations there was an additional \$172,320 of FY2023 fund balance. The total amount of additional funding

for the school district is \$374,129. The intent of this additional funding would be to carry it over to support the FY25 budget development.

Franklin School District also was awarded a continuing grant from the Barr Foundation to continue the work of the Portrait of a Graduate program started in FY21. Total new grant funding is \$150,000. This funding will continue the program involving teachers, students, parents and community members to work collaboratively to re-imagine the learning experience in Franklin.

**Fiscal Impact:**

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

**Alternatives:**

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

**Attachments/Exhibits:**

Resolution 09-24

Franklin School District Revenue Estimate Updated FY24.





# CITY OF FRANKLIN, NEW HAMPSHIRE

*"The Three Rivers City"*

316 Central Street  
Franklin, NH 03235

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

## RESOLUTION # 09-24

**A Resolution Granting Authority to Accept and Appropriate \$374,129 of Additional Adequacy Aid and Fund Balance Funding and \$150,000 in Grant Funding for the Franklin School District for Fiscal Year 2024.**

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

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive additional adequacy aid of \$201,809 from the final updated calculation of ADM; and,

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes that the school district has identified additional year end fund balance of \$172,320; and,

**WHEREAS**, the City Council of the City of Franklin, New Hampshire recognizes that the school district will receive a grant award of \$150,000 entitled Portrait of a Graduate from the Barr Foundation; and,

**WHEREAS**, the City Council of the City of Franklin would like to appropriate an additional \$374,129 to preserve potential fund balance from the 2024 year to be carried over to the 2025 fiscal year. Due to the challenges and uncertainties regarding the adequacy funding formula and the expiration of the Elementary and Secondary Schools Emergency Relief (ESSER) grants, these funds could help support the next budget cycle. And City Council of the City of Franklin would like to appropriate \$150,000 of the Portrait of a Graduate grant funding from the Barr Foundation; **Now**,

**THEREFORE, BE IT RESOLVED**, that at a regularly scheduled meeting of the City Council on November 6, 2023, the City Council of Franklin New Hampshire does hereby vote to adopt resolution #09-24 to formally accept and appropriate \$524,129 of additional revenues for the Franklin School District as follows:

### **An Increase in Revenues:**

Adequacy Education Aid – Two Hundred One Thousand, Eight Hundred Nine Dollars (\$201,809)

Use of Fund Balance – One Hundred Seventy-Two Thousand, Three Hundred Twenty Dollars (\$172,320)

Grant Revenue – Portrait of a Graduate – One Hundred Fifty Thousand Dollars (\$150,000),

### **An Increase in Expenditures:**

School District Expenditures – Three Hundred Seventy-Four Thousand, One Hundred Twenty-Nine Dollars (\$374,129)



Grant Expenditure – Portrait of a Graduate - One Hundred Fifty Thousand Dollars (\$150,000)

By a roll call vote.

Roll Call:

Councilor Blake      \_\_\_\_\_ Councilor Desrochers      \_\_\_\_\_ Councilor Starkweather      \_\_\_\_\_

Councilor Webb      \_\_\_\_\_ Councilor Dzujna      \_\_\_\_\_ Councilor Trudel      \_\_\_\_\_

Councilor Chandler      \_\_\_\_\_ Councilor Ribas      \_\_\_\_\_ Councilor Zink      \_\_\_\_\_

Approved: \_\_\_\_\_  
Mayor

Passed: \_\_\_\_\_

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

A true copy, attested: \_\_\_\_\_  
City Clerk

Date: \_\_\_\_\_

Franklin School District  
Revenue Projection  
Fiscal Year 2023/2024

Source	21-22 Actuals	22 23 Budgeted	23-24 Estimates	Difference
<b>General Fund:</b>				
Revenue from State Sources				
Special Education Aid	191,886	145,000	145,000	c 0
Charter School Aid	55,296	45,000	40,000	(5,000)
Vocational Transportation Aid	5,182	5,000	5,000	0
Adequate Education Grant	8,269,483	8,291,709	8,924,961	633,252
NHRS Refund	0	92,215	0	(92,215)
EFA Phaseout Grant	0	8,054	3,000	(5,054)
Extraordinary Grant	0	360,165	0	(360,165)
Building Aid	81,944	81,944	81,944	0
Indirect Costs	93,555	69,000	90,000	21,000
Revenue from Federal Sources				
Medicaid Reimbursement	149,348	160,000	160,000	0
E-Rate Funding	30,633	47,173	31,000	(16,173)
Local Revenue Other than Taxes				
Tuition	17,908	0	0	0
Earnings on Investments	2,053	2,500	16,000	13,500
Other Local Revenue	15,213	2,000	2,000	0
Insurance Premium Holidays	155,579	105,685	29,313	(76,372)
Athletic Receipts	2,678	3,500	3,000	(500)
NH Charitable Foundation (Aware)	0	0	0	0
Unreserved Fund Balance	1,211,997	1,281,870	1,066,276	(215,594)
<b>Total Revenues and Credits</b>	<b>10,282,753</b>	<b>10,700,814</b>	<b>10,597,494</b>	<b>(103,321)</b>
District Appropriation	4,595,004	4,943,755	5,384,379	440,624
Education Tax	1,190,971	1,224,669	1,217,843	(6,826)
Additional Voted By City Council	0	0	0	0
<b>Total General Fund</b>	<b>16,068,728</b>	<b>16,869,238</b>	<b>17,199,716</b>	<b>330,477</b>
Food Service Transfer	980,313	600,000	600,000	0
<b>Total General Fund and Food Service Revenues</b>	<b>17,049,041</b>	<b>17,469,238</b>	<b>17,799,716</b>	<b>330,477</b>
Grant Funds	1,789,053	1,969,593	1,690,052	(279,541)
ESSER/GOFERR Funding	1,628,316	1,300,000	5,000,000	3,700,000
<b>Grand Total Revenues</b>	<b>20,466,410</b>	<b>20,738,831</b>	<b>24,489,768</b>	<b>3,750,937</b>
		Updated Appropriations	<b>24,489,768</b>	
			HVAC Project Estimated \$3.7 million	

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

**In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, November 6<sup>th</sup>, 2023 at 6:00 p.m. at the Franklin Lodge of Elks regarding Resolution #09-24, to appropriating \$374,129 to the Franklin School District fiscal year 2024 budget and appropriating \$150,000 to the Franklin School District for the Portrait of a Graduate grant from the Barr.**

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

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

**CITY COUNCIL MEETING**  
**AGENDA ITEM VI**



## CITY OF FRANKLIN COUNCIL AGENDA REPORT

*City Council Meeting of November 6, 2023*

**From:** Seth Creighton, Director of Planning & Zoning

**Subject:** Permission needed to accept grant award and for the City Manager to represent the City on U.S. Environmental Protection Agency (EPA) Brownfield Cleanup Grant (for cleanup of Map-Lot 117-142, Stanley / Ferrari Mill on Memorial St)

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**Recommended Motions:**

**October 10, 2023**

Councilor moves, "I move that the Franklin City Council set a public hearing date for 6:00 p.m. on Monday, November 6, 2023, regarding Resolution #10-24, accepting and appropriating the U.S. Environmental Protection Agency Brownfield Cleanup Grant for the Stanley Mill site in the amount of \$1,923,850 and authorizing the City Manager to execute all documents relating to the grant."

**Mayor calls for a second, discussion, and vote.**

**November 6, 2023**

Councilor moves, "I move that the Franklin City Council adopt Resolution #10-24, accepting and appropriating the U.S. Environmental Protection Agency Brownfield Cleanup Grant for the Stanley Mill site in the amount of \$1,923,850 and authorizing the City Manager to execute all documents relating to the grant."

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

---

**Discussion:** Over the last several months, the City Council authorized Staff to apply for several grants that are intended to be used to demolish structure(s) and remediate contamination at the now City-owned parcel on Memorial St, Map-Lot 117-142 which is commonly referred to as the "Stanley/Ferrari Mill". One of the grants applied for, and since awarded, is the U.S. EPA Brownfield Cleanup Up Grant. A copy of a portion of the grant award is attached.

**Fiscal Impact:** There are no anticipated costs to the City related to this, the grant awards are 100%, with no match requirement.

**Alternatives:** The Council can choose to not continue with this grant, thereby drastically reducing the ability to cleanup this contaminated property.

**Attachments:**

Resolution 10-24 & Grant Award  
EPA Agreement



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

316 Central Street  
Franklin, NH 03235

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

**RESOLUTION #10-24**

**A Resolution Relating to a Supplemental Appropriation for Fiscal Year 2024.**

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

**WHEREAS**, the City Council of the City of Franklin, New Hampshire adopted a budget for Fiscal Year 2024 which began July 1, 2023, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire understands the Stanley Mill property (Map/Lot 117-142) is an extensive environmental clean-up project, **and;**

**WHEREAS**, the City Council of the City of Franklin, New Hampshire understands the City received federal grant funds through the Environmental Protection Agency Brownfield Program in the amount of \$1,923,850 for the purposes of hazard mitigation and environmental clean-up of the Stanley Mill Property, **and;**

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

**THEREFORE, BE IT RESOLVED** that at the scheduled meeting of the City Council on Monday, November 6, 2023 at 6pm the City Council of the City of Franklin, New Hampshire does hereby adopt resolution #10-24 accepting the Brownfield Program grant through the federal Environmental Protection Agency in the amount of \$1,923,850 grant, authorizing the City Manager to execute all grant related documents and authorizing a non-lapsing appropriation through an increase in FY2024 revenues:

Federal Grant Brownfield Acct. No. 01-0-000-33110-413 – One Million Nine Hundred Twenty-Three Thousand Eight Hundred Fifty dollars (\$1,923,850)

And an increase in FY2024 expenditure accounts,

Nuisance Abatement Brownfield Acct No. 01-1-302-40491-413 – One Million Nine Hundred Twenty-Three Thousand Eight Hundred Fifty dollars (\$1,923,850),

**By a roll call vote.**

**Roll Call:**



Councilor Chandler \_\_\_\_\_ Councilor Desrochers \_\_\_\_\_ Councilor Webb \_\_\_\_\_

Councilor Dzujna \_\_\_\_\_ Councilor Blake \_\_\_\_\_ Councilor Trudel \_\_\_\_\_

Councilor Ribas \_\_\_\_\_ Councilor Starkweather \_\_\_\_\_ Councilor Zink \_\_\_\_\_

Approved: \_\_\_\_\_

Mayor


Passed: \_\_\_\_\_

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

A true copy, attested: \_\_\_\_\_

City Clerk

Date: \_\_\_\_\_

	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>  <b>Cooperative Agreement</b>	GRANT NUMBER (FAIN): 00A01376	DATE OF AWARD
		MODIFICATION NUMBER: 0	08/17/2023
		PROGRAM CODE: 4B	MAILING DATE
		TYPE OF ACTION New	08/22/2023
PAYMENT METHOD: ASAP		ACH# 10531	
RECIPIENT TYPE: Municipal		Send Payment Request to: Contact EPA RTPFC at: rtpfc-grants@epa.gov	
RECIPIENT: City of Franklin New Hampshire 316 Central Street Franklin, NH 03235 EIN: 02-6000292		PAYEE: City of Franklin New Hampshire 316 Central Street Franklin, NH 03235	
PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST	
Seth Creighton 316 Central Street Franklin, NH 03235 Email: SCreighton@franklinnh.org Phone: 603-934-2341	Chris Lombard 5 Post Office Square, Suite 100 Boston, MA 02109 Email: Lombard.Chris@epa.gov Phone: 617-918-1305	Trevor Tavano Grants Management Branch 5 Post Office Square, Suite 100 Boston, MA 02109 Email: Tavano.Trevor@epa.gov Phone: 617-918-1235	
<b>PROJECT TITLE AND DESCRIPTION</b> City of Franklin New Hampshire Cleanup Grant Program  Brownfields are real property, the expansion, development or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. This agreement provides funding under the Infrastructure Investment and Jobs Act (IIJA) for the City of Franklin to conduct remediation activities as authorized by CERLCA 104(k)(3) in Franklin, New Hampshire. Specifically, this agreement will provide funding to the recipient to clean up a brownfield site. Additionally, the recipient will competitively procure (as needed) and direct a Qualified Environmental Professional to conduct environmental site activities, will create a community involvement plan and administrative record for the site, and will report on interim progress and final accomplishments by completing and submitting relevant portions of the Property Profile Form using EPA's Assessment, Cleanup and Redevelopment Exchange System (ACRES). Further, the recipient will remediate 1 brownfield site and anticipates holding at least 1 community meetings, finalizing 1 Analysis of Brownfield Cleanup Alternatives, and submitting 16 quarterly reports. Work conducted under this agreement will benefit the residents, business owners, and stakeholders in and near the Ferrari Mill Site in Franklin, New Hampshire. No subawards are included in this assistance agreement.			
BUDGET PERIOD 07/01/2023 - 09/30/2027	PROJECT PERIOD 07/01/2023 - 09/30/2027	TOTAL BUDGET PERIOD COST \$1,923,850.00	TOTAL PROJECT PERIOD COST \$1,923,850.00
<b>NOTICE OF AWARD</b>  Based on your Application dated 06/01/2023 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$1,923,850.00. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$1,923,850.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS		ORGANIZATION / ADDRESS	
U.S. EPA, Region 1, EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		U.S. EPA, Region 1, EPA New England R1 - Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official Arthur Johnson - Director, Mission Support Division			DATE 08/17/2023



## Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$0
2. Fringe Benefits	\$0
3. Travel	\$3,500
4. Equipment	\$0
5. Supplies	\$0
6. Contractual	\$70,000
7. Construction	\$1,850,350
8. Other	\$0
9. Total Direct Charges	\$1,923,850
10. Indirect Costs: 0.00 % Base -	\$0
11. Total (Share: Recipient <u>0.00</u> % Federal <u>100.00</u> %)	\$1,923,850
12. Total Approved Assistance Amount	\$1,923,850
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$1,923,850
15. Total EPA Amount Awarded To Date	\$1,923,850



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

**In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, November 6<sup>th</sup>, 2023 at 6:00 p.m. at the Franklin Lodge of Elks regarding Resolution #10-24, accepting and appropriating a federal grant in the amount of \$1,923,850 for the environmental clean-up of the Stanley Mill site.**

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

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

**CITY COUNCIL MEETING**  
**AGENDA ITEM VII**



## CITY OF FRANKLIN COUNCIL AGENDA REPORT

November 6, 2023

**From:** Krystal Alpers, Parks & Recreation Director

**Subject:** Council to consider grant opportunity for Bessie Rowell Community Center.

---

### **Recommended Motion:**

Councilor moves, "I move the Franklin City Council authorize city staff to apply for a grant under the Community Centers Program administered by the Community Development Finance Authority for up to \$1m for a gym at the Bessie Rowell Community Center and authorize the City Manager to execute all grant application paperwork."

Mayor calls for a second, discussion and vote.

### **Discussion:**

The Parks and Recreation Department seeks to apply for the Community Center Investment Grant through CDFA. The New Hampshire Community Development Finance Authority (CDFA) is launching the final round of funding from the Community Center Investment Program to provide American Rescue Plan Act resources to nonprofits and municipalities to improve community spaces across the state. CDFA is coordinating with the Governor's Office for Emergency Relief and Recovery (GOFERR) to administer the competitive program to rehabilitate, expand, or build community centers in New Hampshire.

The Community Center Investment Program is an opportunity to make deeper impacts within New Hampshire communities through one-time, strategic investments in community-based infrastructure. Eligible applicants for the competitive program include New Hampshire nonprofits and municipalities. This grant is for up to \$1 million with a 15% match from the organization.

Currently, the Parks and Recreation Department utilizes the Proulx Center for our basketball program. However, we are no longer allowed to use that due to the code issues in the building. Therefore, we cannot proceed with a basketball program until a gym is secured as the gym at the Bessie Rowell Community Center is too small for basketball for 3<sup>rd</sup> grade through high school.

The proposed new building would be placed on the same land as the current community center adjacent to the parking lot. Currently, we are not able to use the Proulx Center during the daytime for programming due to other city offices in the building. However, with the Parks and Recreation Department, having exclusive use of this new facility, the building will likely be utilized all day



every day. Not only will basketball be offered, but we can increase our pickleball offerings baseball and softball use during the off-season as well as additional space for our before, afterschool, and summer programs. Additional space is desperately needed, as we have already outgrown our current area in the community center. As it is now, the few organizations within the building fight for gym time, in addition to outside organizations, requesting to use our gym for various playgroups and other uses during the day.

The Parks and Recreation Department will be applying for additional grants and sponsorships as well as use of the Revolving Fund and Capital Reserve (currently balance approximately \$170,000) for the required match.

A new or renovated gym for the City is long overdue for our community and will be utilized by many organizations, programs, and individuals.

**Attachment:**

Program Overview from CDFA Website

CDFA's Community Center Investment Program will provide resources to nonprofits and municipalities to support infrastructure improvements to community spaces across New Hampshire. This investment of approximately \$20 million in federal American Rescue Plan Act (ARPA) State Fiscal Recovery Funds (SFRF), administered in coordination with the Governor's Office for Emergency Relief & Recovery (GOFERR), will deploy significant resources into our communities.

The Community Center Investment Program is an opportunity to make deeper impacts within New Hampshire communities through one-time, strategic investments in community-based infrastructure. Community centers are incredibly important for the health and vibrancy of New Hampshire's communities. They provide opportunities for residents to be active, receive essential services, and engage with fellow residents in civic activities. Community centers are inclusive, open to the public, and foster a culture of health and wellbeing in the communities they serve.

The program will focus on supporting facilities owned and/or managed by municipalities and nonprofits with limited resources and a demonstrated need to invest in their physical infrastructure to be viable for decades to come. The program is a competitive, community economic development investment program and seeks to advance community projects that show a high degree of community support, build partnerships, and leverage other resources.

Awards will be to:

- Develop a new center \*;
- Rehabilitate the community center including outdoor space;
- Expand the center;
- Improve heating and cooling, air quality and/or ventilation;
- Improve energy efficiency of the building or space; and/or
- Improve the health, safety, and comfort of the center.

\*All applicants proposing a new facility must complete and submit a New Facility Analysis with the application as justification for the project. The requirements of that analysis, which is needed to support eligibility, can be found within the application and will be part of the program FAQ's.

CDFA developed this program guidance with input from partners, in adherence with Federal and State regulations and policy and based on our 35-year history of investment in public infrastructure. The Community Center Investment Program anticipates accepting a second round of applications in the late fall, the program guidance will evolve with the benefit of additional experience and input.

## Program Objectives

In order to support ARPA SFRF eligibility, CDFA will prioritize applications for the following activities:

- Projects that serve target populations, show the greatest need and are likely to have significant impact on the community.
- Projects that reinvest in the public physical infrastructure and revitalize target areas.
- Projects that encourage the development of effective and durable collaborations among multiple organizations to fundamentally impact communities and strengthen the community.
- Projects that advance significant energy efficiency, renewable energy and sustainability elements, and,
- Projects are ready and proposed by applicants that have the capacity to carry out the proposed project.

Applications for the following activities may be given a lower priority:

- Organizations possessing the financial capacity to complete a proposed project without an investment.

**CITY COUNCIL MEETING**  
**AGENDA ITEM VIII**



**CITY OF FRANKLIN  
COUNCIL AGENDA REPORT**

November 6, 2023

**From:** Sherry Ryea, Welfare Director/Community Liaison  
**Subject:** Council to consider changes to the Welfare Guidelines

---

**Suggested Motion:**

Councilor moves, "I move the Franklin City Council approve changes to the Welfare Guidelines, Housing 1B Rental Rates and Utilities 2C Restoration of Service."

Mayor calls for a second, discussion and vote.

**Discussion:**

These changes were discussed at the October 11, 2023 Legislative Committee and approved to bring forward to the entire Council. As discussed in legislative, these changes are necessary to remain compliant with welfare statutes, utility regulations and rising costs in housing since the guidelines were last amended in 2012 (August 6, 2012 City Council Meeting). These updates are an ongoing project of the Welfare Association and NH Legal Aid. Several communities are reviewing and updating guidelines.

**Attachments/Exhibits:**

Current Sections of the Guideline  
Proposed Changes

- b. **Rental Rates:** Depending on family and unit size, shall be paid at the rate of  $\frac{1}{2}$  of the rent up to a cap of \$500.00 maximum per month. The tenant will participate in their housing expenses along with the city. Consideration will be given to fair market rental rates when it is necessary to maintain housing and no other less expensive alternatives are available, in accordance with RSA 165.1.
- i. Assistance with rent will not be paid on housing that does not meet the criteria set forth by the Code Enforcement Office and the Fire Department. Assistance with rent will only be paid on housing that has passed an inspection by the Franklin Code Enforcement Officer within the past 12 months and has no outstanding complaints with the Code Enforcement Office.
- ii. When a family/person is receiving rent subsidy through a program regulated by the Department of HUD, the city will enforce the responsibility of the \$25.00 deduction being made by HUD as a responsibility of the recipient and his/her family.
- c. **Arrearages:** Will not be paid except in an emergency situation where negotiations fail and eviction or repossession is imminent and no other affordable housing or shelter vacancy exists. Emergency means a situation not arising from any action or lack of action by the client. The City of Franklin assumes no deposits. It is not the responsibility of the Welfare Department to locate housing for applicants.
- d. **Relative Landlords:** Whenever a relative of an applicant is also the landlord for the applicant, the landlord will be presumed able to assist his/her relative pursuant to RSA 165:19, and must prove an inability to assist before any aid payments for shelter are made. Rent will not be paid to non-landlords such as friends and relatives.



- e. Client's name must be on the lease in order for rental assistance to be rendered.
- f. If eligible, the City of Franklin will pay condominium fees to prevent evictions.

## 2. Utilities

When utility costs are not included in the shelter expense, the most recent outstanding monthly utility bill will be included as part of "need" by the Welfare Director. Arrearages will not normally be included in "need" except as set forth below: utilities must be in the client's name in order to render assistance.

- a. **Arrearages:** Arrearages will not be included except when necessary to ensure the health and safety of the applicant household or to prevent termination of utility service.
- b. *Electric Arrearages: Arrearages for electric service need not be paid if the Welfare Director notifies the electric company that the municipality guarantees payment of current and future electric bill as long as the recipient remain eligible for general assistance, in accordance with the rules of the New Hampshire Public Utilities Commission relating to electric utilities.*
- c. **Restoration of Service:** When utility service has been terminated and the Welfare Director has determined that alternative utility service is not available and alternative shelter is not feasible, arrearages will be included in "need" when restoration of service is necessary to ensure the health and safety of the applicant household. The Welfare Director may negotiate with the utility for payment of less than the full amount of the arrears and/or may attempt to arrange a repayment plan to obtain restoration of service.

## 3. Food

PROPOSED

## AMENDMENT TO 2012 WELFARE GUIDELINES

Page 22:

### 1. Housing

- b. **Rental Rates:** Rental rates and assistance will be determined following current median gross rent for the Franklin area as well as an individual(s) ability to sustain current living situation. Tenant(s) will also participate in their housing expenses.

Page 23

### 2. Utilities

- c. **Restoration of Service:** When utility service has been terminated and the Welfare Director has determined that alternative utility service is not available and alternative shelter is not feasible, arrearages will be included in "need" when restoration of service is necessary to ensure the health and safety of the applicant household. The Welfare Director will assist with one month's average utility charges. The utility company may ask assisted individual to agree to a monthly payment plan arrangement for the remainder of utility bill



**CITY COUNCIL MEETING**  
**AGENDA ITEM IX**



**CITY OF FRANKLIN**  
**COUNCIL AGENDA REPORT**

for November 06, 2023

**Date:** For November 06, City Council Meeting  
**From:** Seth Creighton, Director of Planning & Zoning  
**Subject:** Nominating Residents to Serve as Commissioners to Lakes Region Planning Commission

---

**Recommended Motions:**

**Motion #1:**

Councilor moves, "I appoint Chip Ach to serve a 4-year term as Commissioner to the Lakes Region Planning Commission".

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

**Motion #2:** "I appoint Jo Brown to serve a 2-year term as Commissioner to the Lakes Region Planning Commission".

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

**Motion #3:** "I appoint David Liberatore to serve a 3-year term as Alternate Commissioner to the Lakes Region Planning Commission".

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

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**Discussion:**

The City of Franklin is a paying member of the Lakes Region Planning Commission (LRPC), which is our region's regional planning commission. LRPC covers 31 communities. The role of LRPC is to assist its member communities while working towards broader regional planning goals.

LRPC is a non-profit agency governed by "Commissioners". The Commissioners are nominated by the Planning Boards of member communities and appointed by their governing bodies (select boards and city councils). A 12-member Executive Board, elected from the full Commission, provides overall policy direction and guidance and oversees the LRPC's financial affairs. Additional information about the role of "Commissioners" accompanies this memo.

Franklin currently has no Commissioner representation. The City is allowed to appoint 3 people (two regular and one alternate) as Commissioners.

Term lengths:

1st commissioner will be for 4 years.

2nd commissioner will be for 2 years.

Alternate will be for 1 or 3 years (City Council can choose either a 1 or 3 year appointment; 3 years is recommended).

Included with this memo are three statements of interest from residents seeking to serve as Commissioners. I have spoken with each, and recommended that they are fit for this role.

The Planning Board also vetted these candidates at their October meeting and voted unanimously to support each while nominating them for the City Council (not the Mayor) to appoint.

**Fiscal Impact:** There are no expenditures associated with these roles. It is advantageous to give Franklin a voice on this board of Commissioners.

**Alternatives:** The Council could choose to not appoint, and thus have no Franklin representation at the Lakes Region Planning Commission Commissioners. This alternative is not advised.

**Attachments/Exhibits:**

Prospective Appointee Profiles; General information about LRPC Commissioners duties and current list of Commissioners; and, A small sample of recent Commissioner Meeting Agendas



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

316 Central Street  
Franklin NH 03235

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

**PROSPECTIVE APPOINTEE PROFILE**

Name: Chip Ach

Address: 400 Central St. #302 (Mailing address: PO Box 246) Franklin NH 03235  
Street Address City State Zip Code

Telephone: 617-594-1000 chipach@gmail.com  
(Home Phone) (Work Phone) (Cell Phone) (email)

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

Franklin Resident: ☒ Yes For how long? 1 year

Employer: Dorsata

Address: 3100 Clarendon Blvd. Suite 200 Arlington VA 22201  
Street Address City State Zip Code

Interested in appointment to: Lakes Region Planning Commission

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

I have a long-standing personal (though not professional) interest in city planning and transportation. I have served on the board of a startup and on the board of the Franklin Opera House, so I'm experienced with the fundamentals of how boards and commissions operate. In addition, I have an MBA which is helpful when looking at budget items.

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

Franklin is entitled to two seats on the Lakes Region Planning Commission and currently none are taken. Franklin should have representation on a Commission that can help bring resources to bear to improve Franklin. I have chosen to make Franklin my home because I strongly believe in our ability to grow as a city. I believe my representation of Franklin's interests on this commission will help our city prosper.

Chip W. Ach

Signature

9/21/2023

Date

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

# Chip Ach

Franklin, NH and Orlando, FL  
(617) 594-1000  
chipach@gmail.com

*Technical, product-focused leader with experience growing, managing, and actively participating in technical teams based on the changing needs of organizations. Inquisitive technical generalist with experience ranging from full-stack software development to devops to data science. Significant healthcare domain experience and passion. Dog Dad.*

## PROFESSIONAL EXPERIENCE

### Dorsata

VP of Engineering

Remote

March 2019-Present

- Lead a team of software developers creating new features for and maintaining an obstetrics and gynecology specific, cloud-based electronic medical record.
- Actively contribute as needed to ongoing full-stack software development, from architecture to features development to bug triage and fixing.
- Participate and supervise all activities related to devops (software deployment and operations), testing, data engineering (ETL, business intelligence tooling, and analytics), and internal information technology.
- Work with partners (e.g. other EMRs, related startups) and manage vendors and budgets.
- Serve as the HIPAA Security Officer and Privacy Officer.

### Beacinsight

VP of Engineering/CTO

Boston, MA

March 2017-March 2019

- Responsible for all technical aspects of a nascent healthcare startup working to improve ambulatory practice operations and patient flow using Bluetooth beacons.
- Contributed to full-stack software development (backend, frontend, iOS, machine learning) and supervised outsourced development effort

### Athenahealth

Senior Architect, More Disruption Please (API and partner program)  
Architect, athenaCommunicator (Patient portal and communications)  
Director, Systems (Devops)

Watertown, MA

February 2003-March 2017

- Multiple roles at a leading cloud-based electronic medical record while the company grew from approximately 200 to 5000 people and an IPO.
- Architected, actively developed, and supervised teams of developers working on APIs for external companies to use (developer.athenahealth.com). Worked with teams, both technical and non-technical, around athenahealth and many external companies to create a marketplace of services to extend athenahealth's own offerings while cultivating a robust external developer community for athenahealth with partners and customers.
- Founding architect for athenahealth's patient-facing portal and other related products, doing significant hands-on initial development and later supervising teams of internal and external developers.
- Initial role at athena was responsibility for 24/7, mission-critical operations (now often called "devops"), including production and development systems, data-center operations, database and application support, and tooling. Operated with minimal staff in a cash-conscious, high-growth startup.

**GlobalNAPS**  
Director of Network Engineering

**Quincy, MA**  
*November 2000-January 2003*

- Engineered and operated multiple DWDM, SONET, ATM and IP networks for East Coast competitive local exchange carrier (CLEC). Managed teams and participated, hands-on, in field installation, turn up and 24x7 monitoring and maintenance of long-haul networks.
- Automated many processes to reduce staffing requirements.

**HarvardNet**  
CTO and VP Engineering

**Boston, MA**  
*June, 1996-April, 2000*

- Third employee of fast-growing, venture-funded Internet Service and DSL provider.
- Led all aspects of technical growth, including installing the first commercial DSL line in New England, equipment selection, network expansion, and data center buildout.
- Frequently called on to assist in customer-facing and investor-facing activities, successfully raising venture capital and acquiring multiple companies.

**IClubCentral**  
Co-Founder and Board Member

- Co-founder and board member of the leading provider of investment club software through acquisition

## **Education**

**University of Chicago**  
Bachelor of Arts  
Honors: Maroon Key Society

**Chicago, IL**  
June, 1996

**Northeastern University**  
MBA (High-Tech Program)

**Boston, MA**  
June, 2009

## **Selected Technical Skills**

- Full-stack Development, with significant Ruby/Rails, Javascript (including AngularJS and Vue frameworks), perl, PHP, and limited experience in several other languages and mobile development.
- Data transformation processes and pipelines (dbt, FiveTran, Snowflake, and multiple SQL variants) and business intelligence tooling.
- Strong healthcare API and interoperability knowledge (e.g. athenahealth, NextGen, FHIR, HL7).
- System administration skills, from bare metal to AWS (and some GCP and Azure familiarity), and skills ranging from OS level to application management.



## CITY OF FRANKLIN, NEW HAMPSHIRE

*"The Three Rivers City"*

316 Central Street  
Franklin NH 03235

Tel: (603) 934-3900

Fax: (603) 934-7413

### PROSPECTIVE APPOINTEE PROFILE

Name: Jo Brown

Address: 115 Sterling Drive Franklin NH 03235  
Street City State Zip Code  
Address

Telephone: 603-671-7842 210-872-1925 tambrown5@aol.com  
(Home Phone) (Work Phone) (Cell Phone) (Email)

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

Franklin Resident: ☒ Yes For how long? 12 years

Employer: Retired

Address: \_\_\_\_\_  
Street Address City State Zip Code

Interested in appointment to: Commissioner to the Lakes Region Planning Commission

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

Current Mayor City of Franklin, 5 year member of the Planning Board; Small business owner in Franklin for over 7 years; Retired  
Program Support team member at USAA for 12 years; Retired AF Officer w/ 22 years of service. Member of State Workforce

Innovation Board.

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

I am a native of Franklin and have seen its good and bad times. We are now going through a strong revitalization  
in the city that is impacting not only our city but towns around us and the greater Lakes Region. We have seen  
several new retail and industrial businesses and I want to see that continue. I believe I have the knowledge and  
experience to contribute to that new growth.

Jo Brown

Signature

October 18, 2023

Date

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



# JOHANNAH BROWN

115 Sterling Drive, Franklin NH 03235

210-872-1925

Fambrown5@aol.com

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## EXPERIENCE

**OCTOBER 2021 - PRESENT**

**MAYOR, CITY OF FRANKLIN NH**

**JANUARY 2018 – OCTOBER 2021**

**CITY COUNCILOR, CITY OF FRANKLIN NH**

Elected representative of Ward 1, Franklin to nine-member City Council.

**JANUARY 2016 - PRESENT**

**PLANNING BOARD, CITY OF FRANKLIN NH**

Appointed by Mayor to city Planning Board overseeing development of the city of Franklin.

**JUNE 2015 – NOVEMBER 2022**

**OWNER, THE FRANKLIN CAFÉ, FRANKLIN NH**

Opened new coffee/sandwich/Gift shop in downtown Franklin as part of the city revitalization.

## EDUCATION

**JULY 1982**

**MASTERS IN PUBLIC ADMINISTRATION, UNIVERSITY OF OKLAHOMA**

**MAY 1976**

**BACHELOR OF ARTS IN ENGLISH, UNIVERSITY OF NEW HAMPSHIRE**

**MAY 1976**

**COMMISSIONED A 2LT USAF, UNIVERSITY OF NEW HAMPSHIRE ROTC PROGRAM**

## SKILLS

- Strategic Planner
  - Leadership
  - Team Player
- Able to look at big picture and to move forward  
Award winning USAF Squadron Commander  
Able to listen to/learn from different perspectives

## ACTIVITIES

After a 22-year career as a Military Personnel Officer in the US Air Force, with assignments in Germany, Illinois, South Carolina, Mississippi, Alabama, the Pentagon, Wyoming, and Texas, I retired as a Lt Colonel to Texas and worked for nearly 13 years at the headquarters of the military focused financial company, USAA, in San Antonio, TX as a Program and Project Support team member. My family and I moved back to my hometown, Franklin NH in 2011.

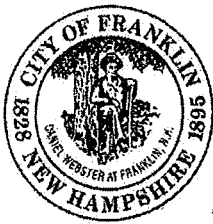
Upon returning to Franklin, I volunteered for several organizations:

1. Member, Franklin Business and Professional Women
2. Peabody Home Corporate Member
3. Volunteer, NH State Veterans Home
4. Merrimack County Nursing Home Volunteer
5. Organist for St Gabriel's Parish masses
6. Former Secretary then Co-Chair of Choose Franklin
7. Former Secretary, Franklin Regional Hospital (FRH) Auxiliary
8. Former Member, Franklin Animal Shelter Board of Directors
9. Served as Co-Manager of the FRH Gift Shop

I have been very involved in the revitalization of the City of Franklin. In 2015 I was a member of the Franklin for a Lifetime 3-Day event that looked at opportunities for the city and developed solid ideas on how we could move forward. That same year I opened The Franklin Studio, now Café, as one of the first new businesses in the city. With volunteers we revitalized a portion of an old building in the center of the city to provide a coffee and sandwich shop and a Made in NH Gift Shop. We upgraded our coffee shop in 2020 to full barista service with new equipment, training, and staff. I sold the business in 2022.

I have partnered with the Franklin SAU/Lakes Regions Community College and interested community leaders to enhance course offerings to assist students and local manufacturers in helping to grow future manufacturing employees. The work of our team has already produced tangible results as manufacturing math courses are now part of the High School curriculum.

In 2022 I was elected as Mayor of the City of Franklin and have worked to continue the revitalization of our community while respecting the budgetary limits of our tax cap city. I was nominated by Governor Sununu to serve on the State Workforce Innovation Board and have worked with its leaders to bring valuable information on employment to the citizens of Franklin. I have also worked very closely with Easter Seals in the development of the first Veterans Campus at Webster Place in Franklin that will serve as a model for future Veteran Support facilities.



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

316 Central Street  
Franklin NH 03235

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

**PROSPECTIVE APPOINTEE PROFILE**

Name:

DAVID LIBERATORE

Address:

29 MOUNTAIN VIEW DRIVE

Franklin

NH

03235

Street Address

City

State

Zip Code

Telephone:

603-934-4300

(Home Phone)

(Work Phone)

603-848-1081

(Cell Phone)

davelib352@gmail.com

(email)

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

Franklin Resident:

☒ Yes

For how long?

34 YEARS

Employer:

WHITE WARM REALTY GROUP LLC

Address:

258 MAIN ST

TILTON

NH

03276

Street Address

City

State

Zip Code

Interested in appointment to: ALTERNATE LRP PLANNING COMMISSION

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

30 YEARS IN THE REAL ESTATE PROFESSION

6 YEARS AS CHAIRMAN OF FRANKLIN PLANNING BOARD

24 YEARS ON LAKE REGION BOARD OF REALTOR BOARD OF DIRECTORS

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

WOULD LOVE TO BE A PART OF THE GROWTH THAT WE  
HAVE SEEN IN THE LAKE REGION

David Liberatore

Signature

10-25-2023

Date

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

Good Morning Mr. Creighton:

I write to provide you with information regarding the appointment of a Commissioner (or Commissioners) to LRPC.

You are entitled to 2 representatives plus 1 alternate. The alternate may act and vote as a Commissioner in the absence of same.

As Jeff stated below, the Planning Board makes the nomination(s) to the City Council who in turn makes the appointment(s). Once the appointments have been made, LRPC should be so notified by a letter to include the name, address, phone number, and email address of the appointee as well as the date of the appointment.

The term of office for a Commissioner is 4 years (e.g., September 1, 2023 to September 1, 2027). Given that Franklin has not had representatives for some time, there are no outstanding terms to be assumed so appointees will begin new terms from the date of appointment. If two appointments are made during the same timeframe, then these initial appointments will need to be staggered such that one appointee will have a 4 year term and the second appointee will have a 2 year term. Thereafter, future appointments or reappointments will be 4 year terms for both positions.

With regard to the appointment of an alternate, that appointment can be for 1 year or 3 years (if appointed in the same timeframe as the 2 Commissioner positions) in order to stagger that position with the other appointees; thereafter this position would take on a 4 year term as well.

In summary:

- 1 Commissioner = 4 yr appointment
- 2 Commissioners or 1 Commissioner + 1 Alternate = 4 yr appointment and 2 year appointment (if appointed within the same timeframe)
- 2 Commissioners + 1 Alternate = 4 yr appointment for first Commissioner, 2 yr appointment for second Commissioner, and either a 1 or 3 yr appointment for alternate.
- Upon expiration of these initial terms, appointments or reappointments = 4 year terms for all

All Commissioners are required to sign Commitment to Serve and Conflict of Interest documents. Each will be provided with a welcome letter, the aforementioned documents, a copy of the Commissioner Handbook, and other

informational materials. Commissioners are expected to attend and participate in all scheduled Commissioner meetings. **For your information, our next scheduled Commissioner meeting is September 25<sup>th</sup>.**

I hope you find this information helpful. We look forward to once again having representation from Franklin and are eager to welcome anyone you appoint aboard.

Feel free to contact me if you need additional information or clarification of the above.

Have an enjoyable weekend!

---

Linda Waldron, Administrative Assistant  
Lakes Region Planning Commission  
Humiston Building  
103 Main Street, Suite #3  
Meredith, NH 03253-9287  
(603) 279-8171 (main line)  
(603) 279-5334 (direct line)  
[www.lakesrpc.nh.gov](http://www.lakesrpc.nh.gov)

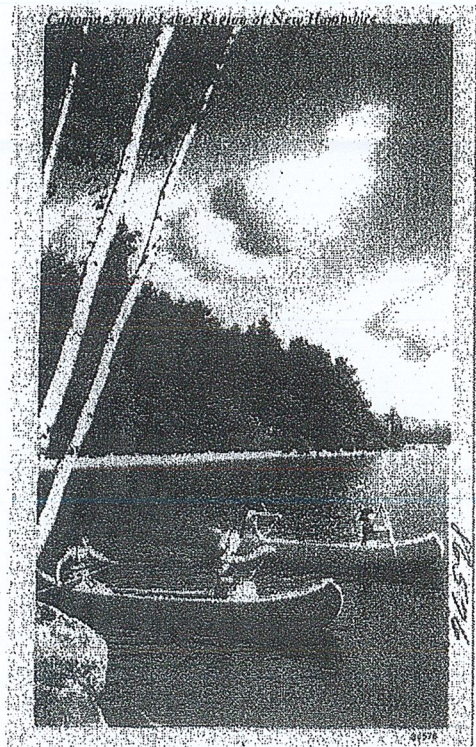
# Your Job as a Commissioner

Just what is your role as a regional planning commissioner?

- To promote cooperation among municipalities for regional projects.
- To govern the Commission through decision-making and policy setting, with the staff carrying out your decision.
- To represent the interests of the community that appointed you at Commission meetings and carry back to your community the news of Commission activities.
- To keep yourself informed on town matters, so the Commission will also keep you informed of its dealings with town officials.
- To explore new opportunities and best practices for your town to consider.

What kinds of decisions do Commissioners make?

- You decide what the Commission's policies will be in specific areas like natural resources, land use, historic preservation, water resources, housing, transportation, recreation, open space, and local technical assistance. The policies in turn govern the work effort.
- You decide on the nature and scope of the Commission's annual work program through the budget approval process.
- You decide whether the Commission participates in proposed new projects.
- You review staff-produced plans and reports on regional issues.
- You set policy for and determine Commission bylaws and related policies.
- You elect the Executive Board to oversee Commission activities on a monthly basis.
- You participate on subcommittees as appointed by the Chairman.



When do you participate?

At Commission meetings. Commission meetings are usually held on the fourth Monday of the month. There are usually six Commission Meetings per year. In addition, the Executive Board meets the second Wednesday of each month and is empowered to make decisions as outlined in the By-Laws (Appendix F).



# Organizational Structure

## Members

Voluntary, dues-paying municipalities



## Local Planning Boards

Nominate representatives + alternates to serve as commissioners



## Local Governing Bodies

Selectboards and City Councils appoint commissioners + alternates



## Commissioners

Each member entitled to 2 representatives (3 for populations over 10,000) – 1 alternate  
4-year terms (Staggered terms of 2 & 4 years upon initial appointment and  
2, 3 & 4 years for members with 3 representatives.)



## Executive Board

Elected every 2 years by Commissioners  
12 positions, including 4 officers  
(officers elected annually)



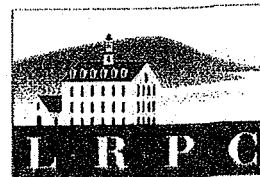
## Executive Director



## LRPC Staff

**Officers**

Chair John Ayer  
Vice Chair David Katz  
Secretary Lianne Prentice  
Treasurer David Kerr



## FY24 Commissioners

**ALEXANDRIA**

George Tuthill, *Alternate*

**FRANKLIN**

*Vacant*

**NEW HAMPTON**

David E. Katz  
Andrew Anderson

**ANDOVER**

Harold Tuttle

**FREEDOM**

Mark McConkey

**NORTHFIELD**

Wayne Crowley  
Douglas Read

**ASHLAND**

Mardean Badger

**GILFORD**

John Ayer

**OSSIPEE**

*Vacant*

**BARNSTEAD**

David Kerr

**GILMANTON**

Stephanie Verdile

**PLYMOUTH**

William Bolton  
John Christ  
Zachary Tirrell, *Alternate*

**BELMONT**

Roderick Cameron

**HEBRON**

Ivan Quinchia

**SANBORNTON**

Robert Lambert

**BRIDGEWATER**

Ken Weidman

**HILL**

*Vacant*

**SANDWICH**

Bonnie Osler

**BRISTOL**

William Dowey

**HOLDERNESS**

*Vacant*

**TAMWORTH**

Lianne Prentice  
Richard Doucette  
Wyatt Berrier, *Alternate*

**CENTER HARBOR**

Mark Hildebrand

**LACONIA**

Dean Anson, II  
Stacy Soucy  
Wesley Anderson

**TILTON**

Jane Alden  
Jeanie Forrester, *Alternate*

**DANBURY**

John Taylor  
Mark Zaccaria

**MEREDITH**

Stephanie Maltais

**TUFTONBORO**

Tim Galvin

**EFFINGHAM**

*Vacant*

**MOULTONBOROUGH**

Cristina Ashjian  
Celeste Burns

**WOLFEBORO**

Roger F. Murray, III  
Tavis Austin

See reverse for Executive Board

Total Commissioners including 4 alternates = 37

Total Member vacancies = 5

Member Communities = 30

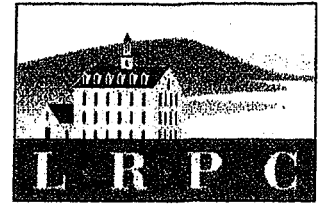
As of September 27, 2023

> 25 Communities Represented

> 13 Communities Required for Quorum

# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
www.lakesrpc.org



## LRPC COMMISSIONER'S MEETING

Monday, March 27, 2023

6:00 PM

**Hobbs Tavern & Brewing Company** (upstairs)  
2415 White Mountain Highway  
West Ossipee, NH

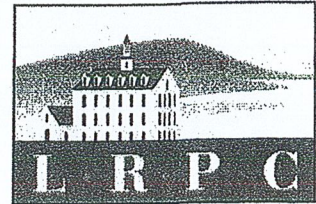
## AGENDA

1. **Call to Order, Establish Quorum, Acknowledge New Commissioners**
2. **Approve Draft Minutes** of October 24, 2022 & November 28, 2022 *Attachments*
3. **Old Business**  
Proposed By-Laws Change – Executive Board Term of Office *Attachment*  
(Requires Vote)
4. **New Business**
  - a. Commitment to Serve and Conflict of Interest Policies *Attachments*  
(Need to sign and return.)
  - b. Commissioner Biographies
  - c. *Reminder:* Wearing Name Tags to Meetings
5. **Presentations**
  - a. Regional Housing Needs Assessment Review  
(Dave Jeffers & Christine Marion)
  - b. BEA Presentation (remote)
    - i. Northern Border Regional Commission (Steve Fortier)
    - ii. InvestNH Housing (Andrew Dorsett)
6. **Regional Updates/Announcements**
7. **Commissioner Roundtable**  
Share noteworthy news and happenings from your communities.
8. **Adjourn**

**NEXT MEETING:** April 24, 2023

# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
www.lakesrpc.org



## LRPC COMMISSIONER'S MEETING

Monday, April 24, 2023

6:00 PM

Meredith Public Library  
91 Main Street, Meredith, NH

## AGENDA

1. **Call to Order, Establish Quorum, Acknowledge New Commissioners**
2. **Approve Draft Minutes** of March 27, 2023 *Attachment*
3. **Old Business**
  - a. Discuss Potential Adoption of RHNA Report *Attachment*
  - b. Commitment to Serve & Conflict of Interest Documents
4. **New Business**

None.
5. **Other Business**

NHARPC Legislative Bill Tracking *Attachment*
6. **Presentations – NH Broadband Planning Update**
  - a. Digital Equity Planning in NH (remote)

*Presenter:* Dr. Robert McLaughlin, Executive Director, National Collaborative for Digital Equity founded and based in Weare, NH.

*Focus:* Learn what federal funding can do to move digital equity from theory to reality.
  - b. NH Broadband Mapping Initiative (remote)

*Presenters:* David Justice, Project Director at NH GRANIT, and Consultants Dr. Scott Valcourt and Carol Miller, Director of Broadband Initiatives, NCDE.

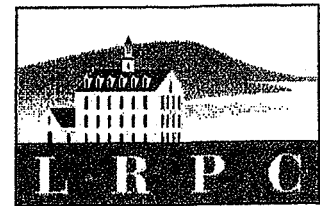
*Focus:* Learn about broadband mapping and how communities can help create an accurate database of locations unserved, underserved, and served.
7. **Regional Updates/Announcements**
8. **Commissioner Roundtable**

Share noteworthy news and happenings from your communities.
9. **Adjourn**

NEXT MEETING: May 22, 2023

# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
www.lakesrpc.org



## LRPC COMMISSIONER'S MEETING

Monday, May 22, 2023

6:00 PM

Lake Opechee Inn and Spa  
62 Doris Ray Court, Laconia, NH

## AGENDA

1. **Call to Order, Establish Quorum, Acknowledge New Commissioners**
2. **Approve Draft Minutes** of April 24, 2023 *Attachment*
3. **Old Business**
  - a. Proposed By-Law Amendments *Attachment*
  - b. Commitment to Serve & Conflict of Interest Documents
  - c. Annual Meeting Update
4. **New Business**

None.
5. **Other Business**

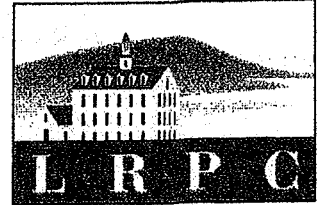
NHARPC Legislative Bill Tracking *Attachment*
6. **Presentations**
  - a. Transportation:  
Power up Your Town – EV Infrastructure and Asset Management (Sean)
  - b. Solid Waste:  
Solid Waste Research, Events, and Reuse Strategies (Matt)
7. **Regional Updates/Announcements**
8. **Commissioner Roundtable**

Share noteworthy news and happenings from your communities.
9. **Adjourn**

NEXT MEETING (ANNUAL MEETING): June 26, 2023

# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
www.lakesrpc.org



## LRPC COMMISSIONER'S MEETING

Monday, May 22, 2023

6:00 PM

Lake Opechee Inn and Spa  
62 Doris Ray Court, Laconia, NH

### AGENDA

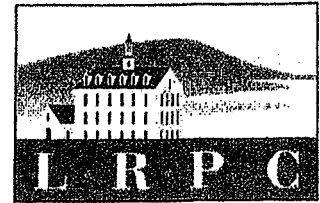
1. **Call to Order, Establish Quorum, Acknowledge New Commissioners**
2. **Approve Draft Minutes** of April 24, 2023 *Attachment*
3. **Old Business** *Attachment*
  - a. Proposed By-Law Amendments
  - b. Commitment to Serve & Conflict of Interest Documents
  - c. Annual Meeting Update
4. **New Business**  
None.
5. **Other Business** *Attachment*  
NHARPC Legislative Bill Tracking
6. **Presentations**
  - a. Transportation:  
Power up Your Town – EV Infrastructure and Asset Management (Sean)
  - b. Solid Waste:  
Solid Waste Research, Events, and Reuse Strategies (Matt)
7. **Regional Updates/Announcements**
8. **Commissioner Roundtable**  
Share noteworthy news and happenings from your communities.
9. **Adjourn**

NEXT MEETING (ANNUAL MEETING): June 26, 2023



# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
www.lakesrpc.org



## LRPC COMMISSIONER'S MEETING

Monday, September 25, 2023

6:00 PM

Tilton Police Department | Community Room  
45 Sanborn Road | Tilton, NH

## AGENDA

1. **Call to Order**
  - a. Establish Quorum
  - b. Commissioner Appointment/Changes Announcement
2. **Approve Draft Minutes** of June 26, 2023 *Attachment 1*
3. **Presentation**  
InvestNH Update – Andrew Dorsett, BEA
4. **Old Business**
  - a. RHNA Adoption Discussion *Attachment 2*
  - b. Proposed By-Law Revisions *Attachment 3*
5. **New Business**
  - a. FY24 Budget Proposal Approval *Attachment 4*
  - b. FY25 Municipal Membership & HHW Appropriations *Attachment 5*
  - c. FY24 Proposed Meeting Calendar *Attachment 6*
  - d. CEDS and EDA District Process *Attachment 7*
6. **Regional Updates**
7. **Commissioner Roundtable**  
Share noteworthy news and happenings from your communities.
8. **Adjourn**

**NEXT MEETING: October 23, 2023**

The Lakes Region Planning Commission reserves the right to hold a non-public session whether noted on the Agenda or not. Notice of a non-public session on an agenda is for planning purposes only. The citations to the Right-to-Know Law are provisional and may be revised as circumstances required. The LRPC complies with the ADA regulations. Please contact the LRPC office if you need special assistance in order to attend this meeting.

All meeting dates and times are subject to change.

**CITY COUNCIL MEETING**  
**AGENDA ITEM X**



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

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**Subject: Council to Consider Rescheduling January 2024 City Council Meeting Falling on the New Year's Day Holiday (1/1/24)**

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**Suggested Motion:**

Councilor moves, "I move the Franklin City Council move the January 1, 2024 City Council meeting to \_\_\_\_\_."

Mayor calls for a second, discussion and vote.

**Helpful Information:**

Note, if the council chooses a day of the week other than Monday, the meeting venue will need to be changed from the Elks (to not interfere with other scheduled events).

Tuesday following the holiday – January 2, 2024

Monday following the holiday – January 8, 2024

**CITY COUNCIL MEETING**  
**AGENDA ITEM XI**



**CITY OF FRANKLIN  
COUNCIL AGENDA REPORT**

*City Council Meeting of November 6<sup>th</sup>, 2023*

**Subject: Other Business**

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- 1. Mayor & Council Appointments**
- 2. Committee Reports**
- 3. Late Items**

**Adjournment**