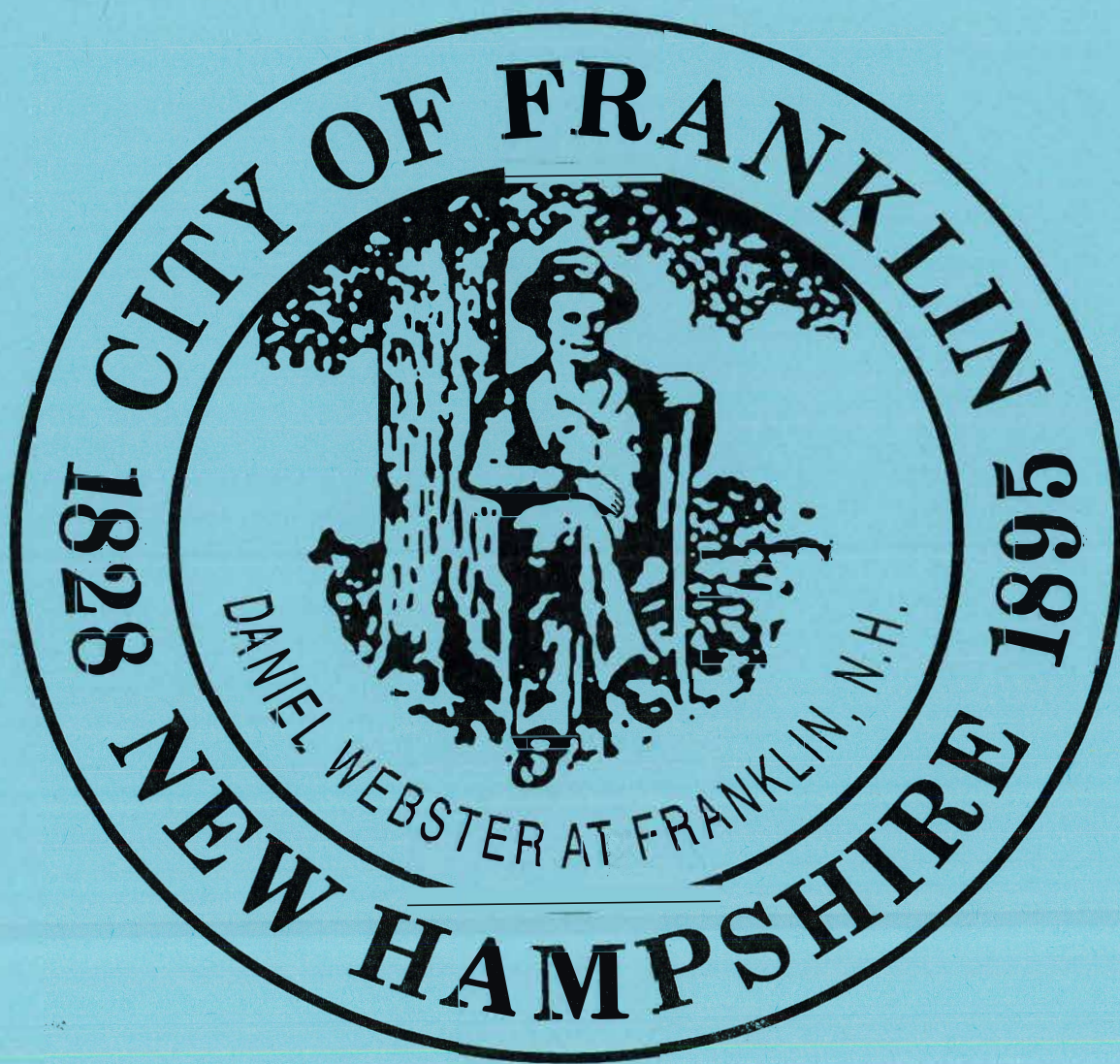
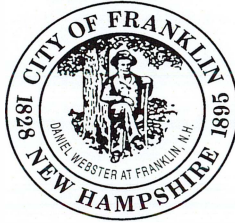


CITY OF FRANKLIN
CITY COUNCIL MEETING
June 1, 2020
6:00 P.M.





CITY COUNCIL MEETING AGENDA

Monday, June 1, 2020 – 6:00 p.m.

Webmeeting by computer: <https://us02web.zoom.us/j/87271792697>

or by phone: 1-312-626-6799, Meeting ID# 872 7179 2697

Compliant Statement

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

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

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

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

We are utilizing **Zoom Webmeeting via the Internet** for this electronic meeting.¹ All members of the **Franklin City Council** have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # **1-312-626-6799** and password **Meeting ID # 872 7179 2697**, or by clicking on the following website address: <https://us02web.zoom.us/j/87271792697>, Meeting ID # 872 7179 2697

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

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

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

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

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

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

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

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

SALUTE TO THE FLAG



PUBLIC HEARINGS

Resolution #17-20 – a resolution authorizing the City Manager to file two grants totaling \$105,000 from the New Hampshire Department of Environmental Services to be used towards the City’s Water and Sewer Infrastructure Improvement Project.

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.

CITY COUNCIL ACKNOWLEDGEMENT

The Mayor will recognize any Councilor who wishes to express their appreciation on behalf of the City.

MAYOR’S UPDATE

Agenda Item I.

Council to consider the minutes of the January 16th City Council Special Meeting Fire Department SWOT Analysis.

Agenda Item II.

Council to consider Resolution #17-20, a resolution authorizing the City Manager to file two grants totaling \$105,000 from the New Hampshire Department of Environmental Services, Clean Water State Revolving Fund (CWSRF) to be used towards the City’s Water and Sewer Infrastructure Improvement Project.

Agenda Item III.

Council to consider the option of outsourcing the City of Franklin’s solid waste collection services.

Agenda Item IV.

Council to consider the renewal of the Amateur Radio Lease for FY2021

Agenda Item V.

Other Business

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

Adjournment

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

This location is accessible to the disable. 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 June 1, 2020

Subject: Approval of Minutes

Motion: “I move that the Franklin City Council approve the minutes of the January 16, 2020 City Council Special Meeting – Fire Department SWOT Analysis.

Mayor calls for a second, discussion and the vote.



**City Council Special Meeting
Fire Department – SWOT Analysis
January 16, 2020
Bessie Rowell Community Center**

Council In attendance: Councilor Jo Brown, Councilor Olivia Zink, Councilor George Dzujna, Councilor Bob Desrochers, Councilor Paul Trudel, Councilor Ted Starkweather.

Others in attendance: Fire Chief Mike Foss, City Manager Judie Milner, Fire Department Secretary Amanda Morang

Absent: Councilor Testerman, Councilor Clarenbach, Councilor Bunker

Chief Foss began the meeting at 6:07 p.m. He shared a slide show as he reviewed the Fire Department's Strengths, Weaknesses, Opportunities & Threats.

Foss started with the first segment, Strengths. He described the members of our current fire department as; 3 admin personnel including himself, 2 prevention firemen, 14 operation level career firefighters, who are full time members of the staff, 5 call suppression people, who can be called if needed to fight a blaze, and stated that we have several others who work on call as support staff in several different ways. He displayed a photo taken after a training fire and stated that anytime they can have a successful training exercise is a time to smile.

Foss continued explaining what makes our men and women here special saying we have incredibly dedicated employees and who have a strong knowledge base. He also stressed that he sets high standards for them because we have less staff then other surrounding communities.

Councilor Jo Brown referenced a Laconia Firefighter who was able to find employment with another city and start there making the same amount of money as he had made in his previous job. Brown asked if Chief Foss was aware of this and if we also have this practice here. Foss replied that we can pay our men a higher rate at their start if they bring certain paramedic skills to the table. Foss also shared that it is his goal as Fire Chief to represent his men very well so they do not feel that they have bargain over wages.

Foss further discussed the higher skill levels that our City obtains from our firefighters. He stated that several fire units around the state just fight fires but our crew must be able to fight fires, provide EMS services and perform rescues. Foss credits his high hiring standards as a way of helping them achieve this as our firefighters must go train through the New Hampshire Fire Academy and achieve a minimum of 2 levels before being considered for employment here.

Foss then explained their training routine saying they train for hose advancement, ladder use, self-extrication, and mayday. He explained a situation where one of the men had to use their mayday training to escape safely after becoming trapped in a fire. Foss explained that his staff must be firefighters, pumps operators, CDL truck drivers, and must also be proficient at it. They also have to participate in hazmat training within a classroom and also outside a classroom.

Foss continued to explain that their rescue training includes proficiency in rope, water, confined spaces, trench, and heavy equipment rescues. They are ready for all of these to provide the highest customer service to all our citizens.

Next, Foss explained the levels of EMS service they provide. They include airway constriction, wound care, and splinting. In addition, this includes advanced care with lifesaving medications, clearing airways, and starting IV's. Foss stated that all our Full-time EMTs are at this advanced level minimally when hired. Lastly, Franklin has 4 paramedics that are professional level paramedics. He added that in 2019, our firefighters documented about 2000 hours of training and he stated that our paramedics are top notch and that he would put them up against any other paramedics in the state

Foss stated that buying dependable fire equipment is another Fire Department strength. When the City buys equipment, good quality is a priority and that pays off in the long run. Foss provided examples of this with the 2012 International ambulance, Engine One, which was purchased in 2016 and the 2003 purchase of a Mac Rescue Truck. These vehicles have all been very reliable and have had little to no problems since they were purchased.

Councilor Zink asked if Franklin is working with Tilton, Sanbornton, and Northfield to share of equipment and resources and Chief Foss explained that yes, we can call them to borrow personnel or equipment if needed. Zink asked if it was true that we do not buy equipment if its available to borrow from another surrounding area and Foss replied that technically we all have mostly the same equipment but we have a staff ladder truck that the surrounding communities do not have. Foss added that the problem we face is that Tilton has a firetruck that we use to help fight fires, but it can take time for them to get here. Other stations are even further away, and fires can be out of control by the time other communities can get here to assist us therefore, Franklin is required to have a staff ladder truck. Other communities may call us because of our ladder truck.

Foss stated that Franklin provides an exceptional level of customer service and shared a few slides with photos of the many activities the Fire Department provides. In addition to Firefighting, the department provides 911 mapping, medical care, fire prevention, fire rescue, code enforcement, maintenance cleanup, pre-planning, fire alarm box maintenance and fire investigations. Foss stated that last year they performed about 1,400 inspections throughout the City. Fire inspections have shown to be making a positive impact and therefore another strength due to the number of calls to perform them have increased at a rapid rate. In 2018 they answered 1,949 emergency calls and in 2019, there were about 100 less calls even with providing Andover with EMS service. Foss credited the fire prevention inspections as the reason for less calls. He further explained that educating Franklin's citizens on how to handle certain situations that do not necessarily require an emergency call is key. He then cautioned that if they do not stay proactive, the higher number of calls will creep back up.

Next, Foss discussed the Fire Department's weaknesses. Foss emphasized that the real weaknesses is an aging fleet of vehicles. The City does not have the necessary funding in place to buy new equipment. The Fire Department also has a dwindling certified call force. Also, the Fire Station needs several repairs and could use an expansion to give them more room. Foss further added that there is an increase of simultaneous calls and not enough staff to cover them all.

Foss explained the aging fleet in detail. Engine 4 is a 2009 American LaFrance truck, and while it still runs well, the company that made it has gone bankrupt and we are unable to obtain any new parts to fix

it. He added that our mechanic must shop on eBay just to find parts for it. Foss anticipates that by 2025, we will need to replace it and the cost will be roughly \$700,000 to do so. Several people have asked Foss if the 1998 American LaFrance Ladder Truck needs to be replaced. But Foss stated that since its only used for calls where there is an actual fire, we should not need to replace it until 2030. He cautioned though, if we do not replace Engine 4 and Tilton does not make room for one that we would have to wait for either Concord, Laconia, or Bristol to come with theirs in case of an emergency. He added this could cause the City insurance to go up to an unknown amount. The 2006 Chevy Tahoe staff vehicle is used every day. Foss would like to ask the Council to replace it this year because of rust and corrosion, it is 14 years old, and time to retire it. A Toyota Tacoma would be nice and less expensive. Fully loaded, Foss is thinking the cost to be around \$42,000.

City manager Milner asked Foss if he considered a Ford Ranger and he replied yes, and that a GMC and Chevy are being considered as well.

Foss then discussed the staffing shortage and the dwindling certified call force. People have asked Foss to simply hire more on call Staff but he replied that the department has tried that already but it does not work anymore. Our society has changed. Workers today have more obligations at home plus multiple jobs where they can't just jump up and run out to volunteer if there's a fire. Foss added that in 2015 they experimented by adding 5 new members to their call staff but 4 of the 5 only lasted less than a year. They could not keep up with the commitments, the training, and the calls. The member that could keep up is now a full-time member of the Franklin Fire Department. In 2017 they tried the experiment again which ended in the same result. Foss stated that the average of on call firefighter calls has been 14 calls a year, but this past year, it was 22. He added that while it may seem less expensive to hire on call people instead of full time, it can cost about \$4,100 just to get them started and they will only answer about 1% of all calls for the entire year. This has become a problem because several of our older on call staff have retired and a couple others work with another fire department.

Councilor Starkweather asked if we consider paying for the schooling of firefighters in exchange for a contract after completion. Chief Foss replied that we sometimes do this for EMS services but we don't do this for fire because guys either don't do the training or don't show up on calls so it's better to use that money to hire career firemen instead.

The next weakness discussed was regarding the actual Fire Station. Chief Foss stated that they have already outgrown the firehouse, more office space, bunk rooms, interview rooms and training space is needed. The building was built in 1970 and no major renovations have been done since. He added that energy cost has been rising and the apparatus where they park the trucks is beginning to sink in the ground under the weight of the trucks. The Station Door is in need of a major renovation. The bunk rooms are not separate for males and females. Foss continued to explain that the Fire Department staff isn't able to interact with the public utilizing a separate interview room. He described a scenario that occurred a couple of months ago when a juvenile had set fire to his bedroom and they needed to interview him, include the Fire Marshal, and DCYF at the Fire Station in the training room/living quarters to have enough room for everyone. During this interviewing process, the young man had soiled himself and was jumping on the furniture the staff uses, soiling that as well.

The good news about the station is that the building is still structurally sound and Chief Foss has no desire to ask that it be torn down. The location is also perfect for answering calls with their average response time being just 6 minutes.

The next weakness is that current staffing is set up to handle maybe 1 to 2 simple medical calls at a time. Currently, they receive another call while completing a call 29% of the time. This means there is a delay in their response to calls so citizens may have longer waiting times. This percentage is increasing due to calls that previously went to Franklin Regional hospital now (11% of people) need to be transported to Concord Hospital or New London.

Councilor Trudel asked Chief Foss what the main reason was for the increase in calls? Trudel asked if it were drug overdose related. Chief Foss replied that it was not mainly due to drug overdoses because Franklin hospital can treat the drug overdoses. The three things that the Franklin Hospital doesn't handle anymore are OBGYN care, a high level of trauma care (OR), and heart attacks because Franklin Hospital doesn't have a CATH Lab to monitor or treat them.

Councilor Starkweather commented that this must be that the whole shift is out of the city when this happens, and Chief Foss replied that Starkweather was spot on, they need to take three staff to Concord. Foss added that there is only three on staff at night. At least, during the day, they can leave someone behind to run things and call in back up when needed.

Foss next discussed the opportunities for the Fire Department. Foss began saying we have the opportunity for a study on the Station expansion but he doesn't want a complete tear down. In addition, Foss stated that we could add staff by obtaining a SAFER Grant (Staffing for Adequate Fire and Emergency Response). We also have the opportunity to fund the Capital Investment Plan that the City already has. He expanded on the expansion of the Fire Station stating that the original architects, Bonnet, Page & Stone, are still operating. They can do a complete expansion study and proposal for \$15,000. Foss shared a slide with a list of everything that would be upgraded starting from the electrical system, being code compliant, to training rooms.

Councilor Brown asked if there is enough land there to build an extension and Chief Foss replied that he will recommend to build upward on the original footprint structure. He will request that the Council agree to provide funding for this study by the end of this year.

Foss discussed applying for the SAFER Grant for additional staffing in greater detail. The government allocated \$355M to help small communities fund Firefighter and EMT positions. NFPA recommends having 6 firefighters respond to fires but Foss said he only has 4 if they are not already on another call. After 7 p.m. the staff number goes down to 3. Foss stated that he is not asking to bring the staff number up to 6 however he recommends bringing the number for each shift up to 4 which means hiring 2 additional firefighters. It costs roughly \$90,000 per firefighter per year. The SAFER Grant would pay 75% of this expense.

Foss played a video of First Responders answering an accident call. He described what was being shown and explained that actual pictures of victims could not be shown so he would also further describe what was happening behind what could be seen on the video recording. Foss also described the conditions of what it looks like when his staff enters a residence. There are many times where plumbing or bathroom facilities are not utilized and this is something his staff is familiar with and not fazed by at all. The Fire

Department staff is faced with situations like this on a daily basis. When trying to save a life, they sometimes kneel in bodily fluids to do so. Foss continued to describe some deplorable conditions unimaginable when trying to do a rescue.

Foss said that they take this stress home to their families at the end of the day. Foss shared another video of a fire on Franklin Street. The stress however does not go away and takes its toll on the firefighters.

The hiring pool for new firefighters is dwindling. When Foss started down this career path, he competed against 20 applicants, today you have 2 applicants. Other communities are paying more than Franklin. There is also local business such as McDonalds and Walmart who start people from \$16-\$18 an hour (no training required) with benefits and without the emotional strain that his firefighters have. They also have less risk of getting cancer, injury, PTSD and other illnesses that firefighters face. The important thing to keeping quality staff is to continue to fund the pay scale steps.

Foss explained how other communities can pay more overtime hours and with less stress or required certification. Other communities are paying extra for college degrees with end of year bonuses, and we are simply requiring this without the bonuses. Foss cautioned that if they do not recognize the firefighters through step increases at least, they will not feel the appreciation and other cities will be there waiting to offer them what they deserve.

Foss shared the statistic that firefighters have a 9% higher risk of being diagnosed with cancer and a 14% higher risk of dying from cancer than average US citizens. He added that he and his teammates have gone to several funerals of firefighters that have died of cancer and his second lieutenant only has weeks to live after battling cancer. He also mentioned studies that show young men and women within the fire service getting cancer at alarmingly increased rates. Even with all protective gear on, the carcinogens still get on the skin and penetrate these dangerous chemicals from fires.

Foss said it costs about \$11,154 to replace one firefighter. This covers the uniform, physicals, and testing. It takes about 6 weeks to hire and train a new fireman so we must also pay for shift coverage as well as overtime during this period. When the City loses a good firefighter, it's like throwing away money. If the City isn't able to do anything else, as long as we treat our employees right, they will stay.

Foss stated that we need to reward loyal employees. We need to start planning the expansion and we need to deal with handling simultaneous calls by hiring 2 more firefighters with a SAFER grant. We need to start things now before it's too late and costs go significantly higher to do so.

He thanked Amanda for her work on the slideshow and the crowd applauded.

Chief Foss asked if anyone had any questions and Councilor Zink that if all the money cannot be raised would he prioritize the list. Foss replied yes, he would ask for the increase in pay followed by the hiring of the two extra firefighters.

Councilor Dzujna stated that with the City's Revitalization Plan, we will need this extra force with the Fire Department as well as Police Department. The process needs to start now.

Dzujna asked what would happen if we were regionalized and three calls came in at once. Foss explained that if this happened, all the firefighters would be cross trained so any of them could answer the calls.

There was further discussion on regionalizing and Foss commented that he wouldn't recommend this happening at this time but could possibly happen in the future. Zink stated that we are already operating this way in a sense. She stated that maybe this can be done more efficiently by being more cooperative between communities and not so much regionalizing it. If they have certain equipment, then possibly we wouldn't need to purchase it and vice versa.

Chief Foss described how fighting fire tactics have changed over the years and how two trucks to one fire rarely happens anymore. Foss added that 75% are EMS calls and the other 25% is fire and rescue calls. Another strength of our Fire Department is that our firefighters are cross trained. They are EMS certified so they can handle both types of calls with the same crew. Councilor Starkweather explained how the whole EMS service started when many years ago, injured firefighters needed medical attention on site so staff was trained to assist their injured. This service then became desired by the residents. Starkweather also stated that Franklin is the first City in the state to have all their firefighters be certified in addition to being certified EMTs. Starkweather was also one of the teachers who taught a portion of Chief Foss's classes in Fire & EMS service.

Councilor Zink asked Foss what the fatigue level is like, what morale is like at the station, and if there is a lot of overtime required which results in exhausted firefighters. Foss said that morale is very good this year. When the staff feels they are taken care of by mean of COLAs, they feel valued and want to stay. Fatigue levels are up because of the dwindling call back force. He admitted to sleeping next to his pager and being woke up in the middle of the night 2-3 times per week. He added that every other firefighter is doing the same thing. He admitted that his firefighters are exhausted sometimes when they come in and some of them are even working 2 jobs just to make ends meet. Foss stated that mental health has already hit his staff. Several members see professionals and one member was sent away for a couple months to get the help he needed.

Councilor Dzujna stated how great it was to recognize the firefighter needed help in the first place. Dzujna then asked if the Safer grant goes through, how many regular staffers are needed and how would that effect the overtime rate at the station. Foss explained that unfortunately he needs the staff and the overtime. He has reduced the overtime hours though to combat costs. He did say that the County Home provides 4-5 weeks paid vacation and it takes five years here to only earn a third week therefore he requested giving the firefighter team a minimum of three weeks right from the start.

Foss added that a little overtime is good for the City and the employees. A lot of overtime is bad for the City and the employees, it is a balancing act. The overtime is what keeps some workers from leaving to make more money elsewhere.

Councilor Desrochers stated that he used to work 60-65 hours a week until he got sick of it. Foss stated that they have mandatory overtime and at times its necessary to call a firefighter back in after they have gone home thinking they have the night off. This is a balancing act as well and happens only if its unavoidable. Foss stressed that It is important to treat the firefighters well so they will do it.

Dzujna stated that the Council really does appreciate all they do. Brown added that they were wonderful when they went to her house for medical assistance. Dzujna asked if the urgent care facilities were any good for cardiac arrest preventing them from having to go to Concord. Foss replied that they do not right now but the NH EMS service is looking into this for the future. It will depend if they bring one to Franklin.

Councilor Desrochers stated when the ambulance services started charging a fee for medical EMS service, 90% of the calls for an ambulance went away. Councilor Zink asked if the Medicare reimbursement had gone up or if we continue to lose money on it. Foss replied that Medicare is doing an audit to all stations & hospitals and that Franklin will be audited. If we do not do the audit, we will take a 10% reduction to Medicare payments as a penalty. Some wealthier communities are taking the penalty just to not have to deal with the paperwork. He says that if Franklin charges \$1200 for a ride in an ambulance, we are only reimbursed about \$250. This goes for Medicare and Medicaid.

Councilor Zink suggested that we inform congress about the problems caused by their Medicare reimbursement cuts. Foss said its true because the local people are the ones who will end up paying through tax increases. Dzujna suggested looking at LRGH and Franklin Hospital and how Medicaid and Medicare reimbursements killed them. Foss said there are talks about Franklin going back to offering more services for our residents because of the reimbursement rates.

Councilor Brown asked if there were any further questions for Chief Foss. Brown also stated that these sessions are highly informative. Dzujna reminded everyone that our main job is to keep people safe and we must use tax dollars to do this.

City Manager Milner thanked Chief Foss. Everyone applauded.

Milner stated that there was a problem with the vote on Councilor Starkweather's appointment to the Planning Board and they need to do a new vote.

Motion – Councilor Dzujna moved to appoint Councilor Ted Starkweather as an alternate member of the Franklin Planning Board. He will fill seat PB12. The term of service is 3 years to January 2023.

Seconded by Councilor Trudel.

There was no further discussion. All in favor. Motion Passed.

Motion – Councilor Dzujna moved that the Franklin City Council reappoint Glenn Feener to the Zoning Board of Adjustments. Seat ZBA3. Term of service is 3 years to January 2023.

Seconded by Councilor Trudel.

There was no further discussion. All in favor. Motion Passed.

Motion – Councilor Dzujna moved that the Franklin City Council reappoint Jeffrey Dickenson to the Zoning Board of Adjustments. Seat ZBA5. Term of service is 3 years to January 2023.

Seconded by Councilor Desrochers.

There was no further discussion. All in favor. Motion Passed.

Motion to adjourn was made by Councilor Zink. Seconded by Councilor Brown.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Audrey Lanzillo

CITY COUNCIL MEETING
AGENDA ITEM II



CITY OF FRANKLIN COUNCIL AGENDA REPORT

June 1, 2020

From: Brian J. Sullivan, Municipal Services Director

Subject: Franklin City Council to consider setting a public hearing on Resolution #17-20. A Resolution authorizing the City Manager to file final applications for two NHDES, Clean Water State Revolving Fund (CWSRF) and designating Judie Milner, City Manager as the City's authorized representative.

Recommended Motion's:

May 4, 2020:

Councilor moves: "I move that the Franklin City Council schedule a public hearing at 6:00 P.M on Monday, June 1, 2020 in the City Council Chambers to consider two ,100% reimbursable loans totaling \$105,000, from the State of New Hampshire Clean Water State Revolving Fund (CWSRF) program.

Mayor calls for a second, discussion, and vote.

June 1, 2020:

Councilor moves: "I move that the Franklin City Council approve Resolution #17-20, a Resolution authorizing the City Manager to file two grant applications under the State of New Hampshire Clean Water State Revolving Fund (CWSRF) Program and designate the City Manager as our authorized representative to sign and execute the grant/loan binding documents.

Mayor calls for a second, discussion, and vote.

Discussion:

City Council passage of Resolution and #17-20 is the first step required in order to secure funding and move forward with filing two final grant applications for the Franklin Sewer Department. This, along with the preparation of documents allows the Governor and Council to proceed towards authorization of project funding. These two NHDES, Clean Water State Revolving Fund (CWSRF) grants are in the amount of \$30,000 and the second for \$75,000 with no match required! The Sewer Department will also be expending another \$60,000 towards this project which is already included in the Fiscal Year 2021 budget.

Both grants focus on the further development of an Asset Management Plan and the City's Inflow and Infiltration Reduction Program in the Sewer Department. We will be using Closed Circuit Tele Vision (CCTV) technology. This technology involves televising subsurface sanitary sewer lines and associated infrastructure to fully document existing conditions. It will be the basis for identifying current and future repairs and system reconstruction projects to **problematic** areas within the City's Waste Water Collection System. Findings will be the basis for short and long-term planning and are helpful towards projecting and budgeting essential/critical projects aimed at reducing inflow and infiltration of non-waste water entering into the City sewer system. By identifying critical projects well in advance of failure, it enables us to rotate projects thus, having less of an impact on sewer utility rates. Excessive inflow and infiltration also effects City sewer disposal rates assessed to us by the Winnepesaukee River Basin Program. Spiking of rates occurs when there are numerous infrastructure failures in a short period of time. Asset Management Plans and I and I Reduction Programs enable the City to secure future funding for necessary construction projects under various Federal and State CWSRF grant and loan programs and to satisfy the City's NPDES Waste Water Permit issued by the USEPA.

This resolution makes the City Manager our "Authorized Representative" enabling her to effectuate the grant application and sign subsequent paperwork to request grant reimbursements and execute grant/loan documents. Unlike the NHDES Drinking Water DWSRF loan/ grants, the City Sewer Fund borrows the money in advance from the CWSRF and then the City Sewer Fund is **reimbursed for the work at 100% completion**. Final grant applications are due by June 15, 2020.

Concurrences:

The State of New Hampshire, NHDES and the United States Department of Agriculture are promoting and will eventually require public utilities to have Asset Management Plans for drinking water, wastewater and stormwater systems. This is their way of guaranteeing that a long-term investment made by a specific utility related project is financially viable. Funding terms are typically dependent on the life cycle of the assets which the grant or loan are supporting. Over the past three years the City Sewer Department has completed an in-depth **Phase 1 and Phase 2 Citywide Sewer Assessment Study** on our entire subsurface waste water infrastructure. The reports have identified significant I and I into our wastewater system of up to 65%. CCTV work will enable us to identify the structural condition of subsurface sewer lines and ultimately take corrective action as necessary.

Fiscal Impact:

As our sewer utility infrastructure ages, there is the need to avoid failure which may impact delivery of critical/essential services. Proper long-term planning using asset management results in a lesser impact on the utility ratepayer and more important provides GIS mapping and documentation of all current subsurface wastewater system assets identifying problematic deficiencies in the subsurface wastewater system.

Alternatives:

Don't be proactive and run assets to failure. This is the wrong approach for any utility to operate under. Not approving Resolutions #17-20 will result in our inability to take advantage of NHDES Asset Management and Planning Grants from CWSRF funding while they are readily available and at no cost to the City. I feel it is important to move now. Current City Staff have the institutional knowledge that should be taken advantage of before it is lost. Passage of this Resolution by the City Council is strongly recommended.

Enclosures:

> Resolution #17-20



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

316 Central Street
Franklin, NH 03235

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

RESOLUTION # 17-20

A Resolution authorizing the City Manager to file two final grant application(s) under the State of New Hampshire Clean Water State Revolving Fund (CWSRF) Program and designating the City Manager as the authorized representative.

WHEREAS, the City of Franklin, New Hampshire after thorough consideration of the nature of its wastewater system needs, hereby determines that the undertaking of certain works, generally described as the Franklin Wastewater System, "Asset Management and Planning Grant(s) Project", is desirable and in the public's interest, and to that end, it is necessary to apply for assistance from the State of New Hampshire Clean Water State Revolving Fund (CWSRF); and

WHEREAS, the City of Franklin, New Hampshire has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund and deems it to be in the public's interest to file two loan applications and to authorize other actions in connection therewith;

NOW THEREFORE BE IT RESOLVED BY:

THE FRANKLIN CITY COUNCIL, FRANKLIN, NEW HAMPSHIRE, GOVERNING BODY OF SAID CITY AS FOLLOWS:

1. That Judie Milner, City Manager for the City of Franklin, New Hampshire is hereby designated as the Authorized Representative for the purpose of filing final applications for two loan's in accordance with New Hampshire Code of Administration Rules Chapter Env Wq 500, furnishing such information, data and documents pertaining to the applicant for loan's as may be required;
2. That if such loans be made, Judie Milner, Franklin City Manager is the Authorized Representative of the applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient and granting her the "Authority to Borrow."
3. That if such loans be made the applicant agrees to repay the loans as stipulated in the loan agreements.
4. That a certified of this resolution be included as part of the final application's to be submitted for each loan.
5. That Judie Milner, City Manager, at the time the loan is made, is authorized to sign the loan agreements binding the City to the terms and conditions of each loan.

Resolution #17-20

Page 2

6. That if such loans be made, the City agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

Roll Call:

Councilor Brown _____ Councilor Dzujna _____ Councilor Zink _____

Councilor Clarenbach _____ Councilor Bunker _____ Councilor Testerman _____

Councilor Desrochers _____ Councilor Starkweather _____ Councilor Trudel _____

Approved: _____

Mayor

Passed: _____

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

A true copy, attested: _____

City Clerk

Date: _____

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

In accordance with the provision of Chapter 31, Division 2 of the Franklin Municipal Code, notice is hereby given that the City of Franklin will hold a Public Hearing on Monday, June 1, 2020 at 6:00 p.m. regarding Resolution #17-20, Authorizing the City Manager to file for two separate Grants totaling \$105,000 from the New Hampshire Department of Environmental Services to be used towards the City's Water and Sewer Infrastructure Improvement Project, by remote Webmeeting either by calling 1-312-626-6799 or by computer at <https://us02web.zoom.us/j/87271792697>, meeting ID #872 7179 2697. Please note, due to our current health concerns, this meeting will be held remotely.

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 III



CITY OF FRANKLIN COUNCIL AGENDA REPORT

June 1, 2020

From: Brian J. Sullivan, Municipal Services Director

Subject: Franklin City Council to consider supporting City professional staff recommendation of outsourcing solid waste collection services.

Recommended Motion:

Councilor moves:

I move that the Franklin City Council support outsourcing of the City's solid waste collection services and authorize professional staff to move forward with implementation of the program for FY2021.

Mayor calls for a second, discussion and vote.

Discussion:

Subsequent to a City Council meeting conducted on November 19, 2019 it was voted and passed that the Municipal Service's Committee be charged to work with City Staff on the topic of future curbside municipal solid waste collection and disposal options. Subsequent to this on December 6 and December 27, 2019, the Committee met to evaluate various options relative to residential curbside collection services; future operational changes at the Franklin Transfer Station and revisions to the City Solid Waste Ordinance.

Since then City Staff has issued a "Request for Proposals" and received bids from three reputable companies for "Municipal Solid Waste, Containerized Curbside Collection Services". This decision was made as a result of the need to consider all options available for the Fiscal Year 2021 City Budget and beyond.

Due to the poor condition and age of our two eleven year old solid waste curbside collection trucks, the Municipal Services Department's ability to provide timely trash collection service due to their condition and downtime; ongoing and excessive repair and maintenance costs and the impact it has taken on our Vehicle Maintenance and Solid Waste Division's has been significant.

Given the need to replace these two vehicles versus the alternative of outsourcing deserves very strong consideration. Currently, it is cost prohibitive to keep dumping money into both our existing curbside collection vehicles. Truck #67 has been off the road since January due numerous repair issues. Truck #68 is not roadworthy nor dependable although we continue to

attempt keep it operational. This has resulted in the need to rent a side loader from Premier Trucking at a cost of \$52,000 for the period January 1, 2020 to June 30, 2020. The cost to lease / purchase two replacement trucks is pushing an approximate \$640,000 or an annual lease payment of \$102,000 assuming 3% interest over 7 years. The typical life cycle cost to keep two side loaders in service and dependable diminishes with age and after six to seven years they need replacement. The City is currently not in the financial position to purchase replacement trucks.

Fiscal Impact:

Given the current uncertainty of the City's ability to fund a lease purchase program and staff to continue to support in house repairs including the short and long-term maintenance, the concept of outsourcing becomes more attractive and cost effective. **We must look at the potential cost savings and residential curbside collection service delivery for the City over a five-year period.** With the assistance of the City Manager, Finance Director and the Municipal Services Committee, believe that outsourcing is an extremely worthwhile alternative to cons

In conjunction with moving forward with a five-year contract award to Pinard Waste Systems, I recommend the following **incremental steps** over the next couple of months, aimed at fine tuning both the operation of the residential curbside collection program as well as, the City Transfer Station. The following "ACTION ITEM'S should be considered:

- Simultaneous to outsourcing, begin the process of evaluating **current and future** base level service to include small commercial residential curbside collection and the Transfer Station operation. This could include limiting residential curbside collection service to commercial housing unit's three units and under and small commercial business. Pinard has included this option and resulting revenue in their proposal.
- Amend the current City Solid Waste Ordinance based on recommendations from the MSD Committee; Staff, City; Council and the Public Hearing(s) process. This would include all sections of the City Code of Ordinances including Transfer Station operations. The last update was in 2008. It is time to update this and other sections of the City Code relative to Solid Waste. This would include revising the fee structure for commercial businesses and multi family dwellings with over three units utilizing the Transfer Station.

Concurrences:

The Municipal Services Committee met on May 20, 2020 and, after reviewing options and hearing discussion, voted to support City professional staff recommendation of outsourcing solid waste collection services.

Alternatives:

Taking no action is not an alternative.

As was done 10 years ago when the City transitioned from a manual to an automated curbside collection program, there is now the need to again re-evaluate the way City service delivery with respect to the way residential curbside collection base level service is provided. This also includes evaluating future operation of the City's Solid Waste Disposal needs to include the Transfer Station. The driving force behind any proposed changes will require a thorough

evaluation of the current Solid Waste Ordinance in order to meet our current and long-term needs, goals and objectives. Given the situation the Municipal Services Department has been struggling with over the last few years, our options are limited and the concept of outsourcing curbside collection is highly recommended. It is important to point out that in 2023 the City will be retiring debt service that could potentially be utilized to bring our curbside collection back in house rather than to continue outsourcing.

Enclosures / Attachments:

- **City of Franklin, New Hampshire “Solid Waste / Curbside Collection Summary 5/15/2020**
- **Revised City of Franklin, New Hampshire, Solid Waste Review Worksheet (options 1-3)**

TO: Municipal Services Committee Meeting /Mayor and City Council

FROM: City Staff

RE: City of Franklin, New Hampshire. Solid Waste / Curbside Collection Summary: This summary is meant to provide City Staff, the Municipal Services Committee and City Council with an understanding of the rationale behind the concept of outsourcing “**Municipal Solid Waste Containerized Curbside Collection Services**” for a five-year period.

DATE: May 20, 2020: Opening Remarks: The following are topics for discussion. My hope is that by addressing as many questions pertaining to each of these item’s below, we can then present an organized presentation for the City Council

1. Benefits of Outsourcing Curbside Collection for the next five years:

- Condition of two 2009 City Side loaders are beyond the end of their useful life.
- City Mechanical Garage has spent inordinate amount of time and money since 2017 keeping both side loader’s operational. During this period **down time has been significant** which has greatly impacted the Municipal Services Department’s ability to deliver timely trash pickup. This issue is of great concern to residents and City Staff alike!
- Outsourcing of curbside collection will free up a significant amount of time and dollars spent on maintaining rubbish trucks, allowing mechanics the time to spend on other City vehicles. Due to an aging City fleet of over the road equipment, the focus of the mechanics will revert back to a more organized service schedule while dealing with other necessary major repairs.
- At the present time neither of the two side loaders are roadworthy and vehicle safety is of great concern.
- Current replacement cost for two new side loaders for a seven-year lease purchase payment will be upwards of \$640,000. More important there is a long waiting period of up to nine months for delivery time of two new trucks.
- A five-year deferral on the replacement of two rubbish trucks will enable the City to build up its C.I.P. fund for vehicle replacement due to expiring debt service. The replacement cost for large pieces of City equipment is very expensive. One example is the need to replace the City’s vintage 1996 road sweeper at a cost of \$180,000.
- Outsourcing of City operated curbside collection will save City motor vehicle insurance costs, worker’s compensation costs, fuel costs etc.
- With respect to City Staff and job loss. By cutting one of the four positions currently assigned to the Solid Waste Division of the Municipal Services Department, there would be one full time position eliminated, **HOWEVER**, we are currently holding off on filling a position in the Water/Sewer Department in anticipation of a change in operation of trash collection.
- Also, with respect to personnel loss of one position, if we move forward with a contract with Pinard Waste Systems, they would be offering a position to one of our best trash truck drivers.

- 2. Transfer Station Operational Changes:** To effectively operate the Transfer Station and associated tasks, a three-person crew is essential towards meeting our facility permit issued by the State of New Hampshire as well as, other tasks associated with Franklin's solid waste needs.
- Assist Pinard during the "Transition/ Start Up Period" to outsourcing.
 - There is the need to cover staff time assigned to the Transfer Station when vacation and sick time is used. A three-person crew will enable the facility to operate in accordance our State permit which requires the minimum of two persons to operate.
 - Update City owned trash can inventory and necessary ongoing repairs.
 - Assist with implementation and enforcement of the amended "Solid Waste Ordinance" and associated changes in "Base Level Service"
 - Once implemented assist with the desperately needed enforcement of the "Solid Waste Ordinance" Citywide. This will assist code enforcement issues with property maintenance issues throughout the City.
 - Work with the Mechanical Garage Division on upkeep, maintenance and repairs of City equipment. When available one of the three-person Transfer Station Crew will assist the Mechanical Garage with maintenance and repair.
 - Outside of the Pinard Contract is the ongoing need to pick up decorative trash cans in business areas, beaches, School Department dumpsters twice per week Wednesday's and Friday's.
 - Improve on our current Transfer Station operation with respect to stickers, access, and making other operational improvements.
 - It gives management the ability to evaluate the hours of operation at the transfer station to accommodate citizen's needs. (i.e. which could be an evening opening.)
- 3. "Pinard Waste Systems" Contract Summary for "Municipal Solid Waste Containerized Curbside Collection Services".**
- Meets the requirements as set forth in the City's "Request for Proposals".
 - Has met reference checks on the company's performance standards.
 - Pricing over a five-year period of the contract is lower than industry standards resulting in a very good deal for the City.
 - Pinard is anxious to work with City Staff to improve our current operation. This is important as we develop an amended "Solid Waste Ordinance" and proceed with the long overdue transition necessary to maintain and reduce our solid waste collection and disposal costs.
 - With over twenty years of experience in the "Solid Waste Collection and Disposal Services Industry", Pinard offers staff expertise and the company infrastructure necessary to evaluate Franklin's short- and long-term collection and disposal needs.
 - Pinard is a New Hampshire based company with its corporate office in Manchester, New Hampshire and delivers quality service to municipalities and private customers throughout the State.
 - In order to stay on a schedule, it will take approximately one month from the date of contract award to prepare and initiate service.

4. Solutions for Potential Drawbacks with Outsourcing:

- Contract with vendor will have a nonperformance clause so that the City can terminate the relationship at any time.
- City Long term debt will be expiring in FY23 that could assist the City in funding the purchase of new vehicles to bring the operations back in house.
- Customer & contractor learning curve – vendor will assist with education promotion items and a hotline to answer questions.

(3)

City of Franklin, New Hampshire			
Solid Waste Review			
MSD Committee 5/20/20			
Budget Lines	Option 1 - Status Quo FY21 proposed budget (this is the "do nothing" scenario)	Option 2-Outsource all	Option 3- Inhouse/New Trucks
Total Solid Waste Budget	888,811	760,584 220,000	888,811
Costs Outside of the Solid Waste Budget (YTD):			
Vehicle parts/outside repairs (vehicles 67 & 68)	150,000		20,000
Rental of trash truck	50,700		
Debt Service			102,000
Total Costs	1,089,511	980,584	1,010,811
	FY21 proposed budget includes 4 employees as well as steps & cost of living adjustment which could change for managers proposal	Reduces staffing by one FT employee (outside contractor will pick up employee or City leaving water/sewer position open for inhouse employee transfer)	Based on experience, the trucks will need constant maintenance, therefore, mechanical garage services will require at least a half time position to assist (that cost is not reflected here)
	In house labor of 1,664 hours have been spent this year on vehicles 67 & 68 (2019)	reduces solid waste overtime by \$13,302; 0 maintenance hours, fuel costs, etc.	truck 67 & 68 not available due to condition; may receive some revenue for sale of trucks at White Farm
	1700 hours (July - Dec)of overtime and other employees in the mechanics division (FY20)	opens up staff time to assist with code enforcement issues relating to solid waste ordinance	change in operations could lead to some minimal reduction in overtime at transfer station
	Estimate received to get both trucks reconditioned and road worthy (67 is out of service, 68 is barely road worthy)	Outside Vendor cost	
	Needed to collect trash while 2 trucks (67 & 68) are being reconditioned	expiring debt service in the next couple of years could be utilized to start the program inhouse again, if desired	

CITY COUNCIL MEETING
AGENDA ITEM IV



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
City Council Meeting June 1, 2020

From: Judie Milner, City Manager

Subject: City Council to consider renewal of the Central New Hampshire Amateur Radio Club lease

Recommended motion:

1. Councilor moves:

"I move that the Franklin City Council approves the Non-Exclusive Radio Repeater Site Lease for a one-year period beginning July 1, 2020 and ending June 30, 2021 with Central New Hampshire Amateur Radio Club and authorize the City Manager to execute said lease".

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

Discussion:

The Central New Hampshire Amateur Radio Club has a little hut located at the ski area on Flaghill Road which is utilized as a repeater site for radio operators throughout the region. The Club is responsible for all upkeep (mowing, painting, etc) and costs of maintaining (heat, electricity, etc) the hut and the area around the hut. This lease has been in existence and renewed annually since 1987.

Concurrences:

Brian Sullivan has had no issues with the Club or with the upkeep and maintenance of the property. Paul Fitzgerald has reviewed the lease in the past. There are no language changes over last year's lease.

Attachments:

Lease
Certificate of Liability

**CITY OF FRANKLIN, NEW HAMPSHIRE
AND
CENTRAL NEW HAMPSHIRE AMATEUR RADIO CLUB**

NON-EXCLUSIVE LEASE

AGREEMENT made the ___ day of _____ 2020, by and between the CITY OF FRANKLIN, a New Hampshire municipal corporation located in the Merrimack County (hereinafter called the Lessor), and CENTRAL NEW HAMPSHIRE AMATEUR RADIO CLUB, c/o Jim White, President, P.O. Box 1112, Laconia, New Hampshire, 03247 (hereinafter called the Lessee).

WITNESSETH:

- 1. The Lessor does hereby let unto the Lessee the right to erect and/or maintain at the Lessee's sole expense, in accordance with the Lessor's specifications, a support structure for a radio repeater antennae, to be located and erected on the Lessor's property at Flag Hole Road in New Hampshire, together with the right of access to, use and possession of equipment building adjacent to the site for the purpose of storing transmitter and other associated transmission equipment, to have and to hold the demised premises for the term of one (1) year, commencing July 1, 2020 through June 30, 2021.**
- 2. The consideration for this lease shall be the payment by the Lessee to the Lessor of the sum of one (\$1.00) per year and other valuable consideration as recited herein. As further consideration for this Lease, Lessee shall maintain the site. Such maintenance shall include routine cutting of grass and brush and building maintenance to the satisfaction of the Lessor, who shall be reasonable in maintenance requests and requirements.**
- 3. The Lessee shall have the option to extend the term of the Lease annually after consideration and possible renegotiation of rent and Non-Exclusive Lease terms.**
- 4. It is understood and agreed the leased premises are to used by the Lessee solely for furnishing electronic communication services. No other uses shall be permitted without approval by the Lessor. All such uses shall be in conformance with the city, state, and federal laws and regulations.**
- 5. The Lessee agrees to indemnify and defend the Lessor against, and to save it harmless from, any and all claims of whatever nature, for injury or damage to persons or property in or about the leased premises, and from and against all costs, counsel fees, expenses and liabilities in or about and such claim or action brought thereon; and in case any action or proceeding be brought against the Lessor by reason of any such claim, the Lessee, upon notice from the Lessor, covenants to resist and defend, at Lessee's expense, such action or proceeding.**

- 6. The Lessee shall have the right to assign the benefits and burdens of the Lease.**
- 7. The Lessee agrees to procure and maintain public insurance for the benefit of the Lessor against any claims for personal injury or property damage, resulting from or pertaining to or in any way connected with its use of the leased premises during said term with limits of at least equivalent to one hundred thousand dollars (\$100,000.00) per individual and one hundred thousand (\$100,000.00) per accident for personal injuries, and one hundred thousand (\$100,000.00) per property damage. Within thirty (30) days after the date hereof, the Lessee shall deliver to the Lessor certificates of insurance, certifying that such insurance is in full force and effect, and containing a ten (10) day notice of termination of insurance clause.**
- 8. At the expiration of this Lease, or any extension thereof, the Lessee shall surrender the leased property and return it to its original condition or as close to the original condition as practical. The Lessee shall, at the termination of this Lease or any extension thereof, remove all fixtures and equipment installed in it.**
- 9. The Lessor may give the Lessee thirty (30) days notice of its intention to terminate the Lease in any of the following circumstances:**
 - A. If the Lessee shall default of the performance of any covenant of this Lease (other than covenant for the payment of basic rent) and if such default is not cured within thirty (30) days after written notice thereof given by the Lessor; or, if such default shall be of such nature that it cannot be cured completely within such thirty (30) day period; if the Lessee shall not have promptly commenced within such thirty (30) day period or shall not thereafter proceed with reasonable diligence and in good faith to remedy such default.**
 - B. If Lessee shall be in default with respect to its maintenance and service obligations, and such default is not cured within thirty (30) business days after the mailing of written notice thereof by the Lessor.**
 - C. If Lessor shall give the notice of termination provided above, then at the expiration of such period, this Lease shall terminate as completely as if that were the date herein definitely fixed for the expiration of the term of the Lease, and the Lessee shall surrender the leased property to the Lessor.**
- 10. The Lessee, during the course of the performance of all of the terms of the lease, shall, at all times during the lease term and during the extension or renewal term, peaceable and quietly enjoy the leased premises without any disturbance from the Lessor or from and other person claiming through the Lessor.**
- 11. All welding, construction or similar activity shall be provided by Franklin Municipal Services Director prior to commencement.**

12. The Lessee shall be responsible for the interference with any radio or television signals, or any other communication signals, this equipment or operation of such equipment may cause. The Lessee agrees to indemnify the Lessor from any claim, action or suit, which may be brought against the Lessor as a result of such interference. Further, Lessee agrees to immediately terminate the use of the location of any such interfering equipment upon request of the Lessor and further agrees to halt all activities at the request of the Lessor in the event that the Lessor has reasonable cause to believe that such interference is occurring as a result of the Lessee's operation.

13. The parties shall execute a Notice of Lease in compliance with RSA 477:7-a

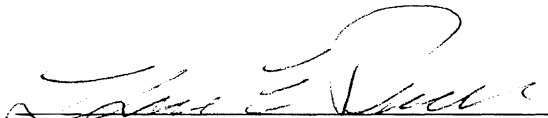
14. The Lessee shall be responsible for the payment of all utilities required to operate the antennae

15. The Lease is entered into in conformance with Franklin City Council approval dated December 7, 1987

16. The Lessee shall be responsible for repairing any damage resulting from its access to the radio tower and support structure. For the period of December 1 through May 1, the radio tower and support structure shall not be accessed with motor vehicles without permission of the Municipal Services Director.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and date first above written.

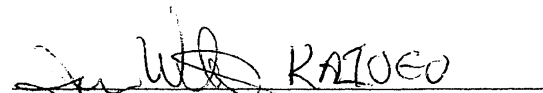
Witness



Witness

BY: _____

**Judie Milner
City Manager
Duly Authorized**



**Central New Hampshire Radio Club
Jim White
President**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/6/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Companies 333 W. Wacker Drive Suite 1200 Chicago, IL 60606	CONTACT NAME: Risk Strategies Companies PHONE (A/C, No. Ext: 866-819-0209)		FAX (A/C, No):
	E-MAIL ADDRESS: sbrelle@risk-strategies.com		
INSURED Central New Hampshire Amateur Radio Club P.O. Box 1112 Laconia, NH 03247		INSURER(S) AFFORDING COVERAGE	
		INSURER A: The Hanover Insurance Group	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSU	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			RSC13024	8/1/2019	8/1/2020	EACH OCCURENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Each Occurrence)	\$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							PERSONAL & ADV INJURY
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Each Accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
								\$
	UMBRELLA LIAB						EACH OCCURENCE	\$
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE	\$
	<input type="checkbox"/> DEDUCTIBLE							
	<input type="checkbox"/> RETENTION \$							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	
	If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
							Contents	\$
							Deductible	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate Holder is listed below as an Additional Insured with respects to the named Insured's action and/ or negligence with regards to the repeater site at VMA Ski Area on Flag Hole Road, Franklin, NH.

CERTIFICATE HOLDER

City of Franklin
 316 Central Street
 Franklin, NH 03235

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Scott Bredie

CITY COUNCIL MEETING

AGENDA ITEM V



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**

City Council Meeting of June 1, 2020

Subject: Other Business

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

Non-public needed:

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

CITY COUNCIL APPOINTMENTS

Resignations

Ward One Moderator

Motion: "I move that the Franklin City Council acknowledge the resignation of Steve Foley, Ward One Moderator. Resignation filed with the City Clerk's Office on March 1, 2020."

Ward One, Ward Clerk

Motion: "I move that the Franklin City Council acknowledge the resignation of Jeremy Denlea, Ward One, Ward Clerk. Resignation filed with the City Clerk's Office on February 12, 2020."

Appointments

Ward 2 Supervisor of the Checklist

Motion: "I move that the Franklin City Council appoint Glen Carter as Ward 2 Supervisor of the Checklist (seat SCW22). Term of service is to current seat expiration of October 31, 2020."



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: Glen Carter
Address: Le Tower St. Franklin NH 03235
Street Address City State Zip Code
Telephone: 603 455 9264 hopes-shepherd@metrocast.net
(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? 18+

Employer: Self Employed - Sr. Pastor of Hope Community Chapel
Address: 108 Hill Rd Franklin NH 03235
Street Address City State Zip Code

Interested in appointment to: Ward 2 Supervisor & check list

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

Leadership, Communication, Computer, patience,

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

My wife & I are really busy & she is part of the check list This will allow us to at least see each other 2-3 times a year. (Gorge + check)

Glen Carter
Signature

3/9/2020
Date

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



**CITY OF FRANKLIN
COUNCIL AGENDA REPORT**
City Council Meeting June 1, 2020

Date: May 22, 2020

From: Judie Milner, City Manager

Subject: City Manager's Update

- 1) Contingent Grant Line Activity – \$160 K-9 Falco Patch Fundraiser, \$129.87 NH Drive Sober Grant, \$380 K-9 Miller T-shirts
- 2) Trust fund for school funding - \$138.52
- 3) Shout out – volunteers who cleaned up Winni River Trail
- 4) Shout out – volunteers who weeded the garden at the PD
- 5) Partial Activation of EOC (COVID-19), reopening committee & Kudos to City employees
- 6) CADCA required training – all 3 weeks will be online
- 7) Elections preparedness update
- 8) FY2021 Budget update & possible meeting date discussion