

**CITY COUNCIL BUDGET WORKSHOP MEETING
MONDAY, JUNE 23, 2014**

Call to Order

Mayor Merrifield called the meeting to order at 6:00 p.m. in the Council Chambers, Franklin City Hall.

In Attendance

Councilor Dzujna, Councilor Giunta, Councilor Cournoyer, Councilor Desrochers, Councilor Feener, Councilor Starkweather, Councilor Boyd, Councilor Barton, Mayor Merrifield and City Manager Dragon.

Absent

Councilor Clarenbach

Franklin School District Teachers Contract

The Mayor announced the School District requested approval of a one-year Teachers Contract and the Mayor asked Finance Director Mike O'Neill to come forth and address the Council concerning this contract.

Director O'Neill advised this is a contract for one year and the reason for that is it is felt by both the Union and the School feels that some additional studying should be done on the areas surrounding Franklin to make some suggestions on how we can adjust these salaries/benefits to keep the costs down but to also continue to attract the people. The amount of turnover is usually because the salaries are too low. The contract states that everyone receives a one-step increase which is a cost of approximately \$1,210, everyone else gets a half of a percent. Also a step 17 will be added for people that are at the top. The bottom step will be deleted and the reason for that is to bring the lower-end of the salary scale up a little bit. There are some who receive a \$1,000 above top step stipend and they will continue to receive that. All salaries will be increased by a .5% COLA. Currently the District pays only 68% on the Health insurance for a Family

Plan; that will be increased to 70%. The buy-out will be increased from \$1,750 to \$2,000. There will be a decrease concerning in-service days from 7 to 6.
Teacher Wage and Statutory Benefit Costs: Wages \$139,019; FICA \$10,635; Retirement \$19,032 for a total Teacher Wage Costs of \$168,687.00.
Health Changes: Increase Contribution for Family Plan to 70% \$6,048; Insurance Buyout increase to \$2,000 \$6,500; FICA \$497 for a total cost for Health of \$13,045. Total Cost for Wages and Health Changes of \$181,732.00.

Motion made by Councilor Feener that the Franklin City Council approves the Teachers Contract for the Franklin School District effective July 1, 2014 to June 30, 2015. Motion seconded by Councilor Boyd. All in favor, motion passes.

Resolution #12-14/FY15 Continuing Resolution

Motion made by Councilor Feener that the Franklin City Council approves Resolution #12-14 to allow the City to expend like appropriations until the FY15 Budget is adopted. Motion seconded by Councilor Desrochers.

Roll Call:

***Councilor Boyd – Yes
Councilor Cournoyer – Yes
Councilor Desrochers – Yes
Councilor Dzujna – Yes***

***Councilor Feener – Yes
Councilor Giunta – Yes
Councilor Starkweather – Yes
Councilor Barton - Yes***

All in favor, Resolution #12-14 passes.

Motion made by Councilor Feener that the Franklin City Council set a public hearing for Monday, July 7, 2014 at 6:06 p.m. on Resolution #01-15 relating to appropriating the FY15 Budget. Motion seconded by Councilor Desrochers.

Mayor Merrifield read Resolution #01-15 into the record:

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RESOLUTION #01-15

A resolution relating to Appropriations and Estimated Revenues for Fiscal Year 2015.

In the Year of our Lord, Two Thousand and Fourteen.

Be it Resolved by the City Council of the City of Franklin that the following appropriations and revenues be made for Fiscal Year 2014-2015:

MUNICIPAL DEPARTMENTS

APPROPRIATIONS

General Operations (MS-2):

General Government	\$1,561,366
Public Safety	4,932,335
Highways & Streets	1,361,062
Sanitation	909,930
Health	192,418
Welfare	161,581
Culture & Recreation	586,189
Debt Service	185,441
Capital Outlay	0
Interfund Operating Transfers Out	387,583
Total General Operations Appropriations	\$10,277,905

Other Funds:

Parks & Recreation Appropriations	\$14,000
Outside Police Detail Appropriations	9,960
Water Appropriations	1,394,041

Sewer Appropriations	1,543,911
Fuel Depot Appropriations	53,000
Capital Projects Appropriations	0
CDBG Grant Appropriations	413,779
Total City Appropriations	\$13,706,596

ESTIMATED REVENUES:

General Operations (MS-4):	
City Revenues General Fund	\$3,708,450

Interfund Operating Transfers In	4,127
Local Taxation	6,565,328
Total General Operations Estimated Revenues	\$10,277,905

Other Funds:

Parks & Recreation Estimated Revenues	\$14,000
Outside Police Detail Estimated Revenues	9,960
Water Estimated Revenues	1,394,041
Sewer Estimated Revenues	1,543,911
Fuel Depot Estimated Revenues	53,000
Capital Projects Estimated Revenues	0
CDBG Grant Estimated Revenues	413,779
Total City Estimated Revenues	\$13,706,596

SCHOOL DEPARTMENT

APPROPRIATION

General Operations	\$14,142,333
Food Service	791,077
Total School Department Appropriations	\$14,933,410

ESTIMATED REVENUES:

General Operations	\$9,552,364
Food Service	791,077
Local & State Taxation	4,589,969
Total School Estimated Revenues	\$14,933,410

MERRIMACK COUNTY

Estimated Tax to be Raised \$1,533,087

INDUSTRIAL PARK TAX INCREMENT FINANCING DISTRICT

Estimated Tax to be Raised \$4,500

All in favor, motion passes to schedule public hearing

Motion made by Councilor Feener that the Franklin City Council set a public hearing for Monday, July 7, 2014 at 6:07 p.m. on Ordinance #01-15 relating to City Council Budget Workshop Meeting

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Chapter 16 fee change effective July 2014; motion seconded by Councilor Desrochers.

Mayor Merrifield read the ordinance into the record:

ORDINANCE #02-15

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Fourteen;

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 160, Fees, 160-1 Fees charged for service by the City of Franklin be changed as follows:

	<u>Current Fee</u>	<u>Change To</u>
Duplicate Bill Fee	\$0	\$5

Fee to be effective July 1, 2014 by a roll call vote.

All in favor; motion passes to schedule public hearing.

Motion made by Councilor Feener that the Franklin City Council set a public hearing for Monday, July 7, 2014 at 6:08 p.m. on Ordinance #02-15 relating to a change in the municipal sewer rate. Motion seconded by Councilor Desrochers.

Mayor Merrifield read the ordinance into the record:

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Fourteen;

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 160, Fees, 160-1 Fees charged for service by the City of Franklin Water/Sewer Department be changed as follows:

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	<u>Current Fee</u>	<u>Change To</u>
Sewer Disposal Charge Per 100 cubic feet	\$6.13	\$6.27

Fee to be effective July 1, 2014 by a roll call vote.

All in favor; motion passes to schedule public hearing.

Motion made by Councilor Desrochers that the Franklin City Council set a public hearing for Monday, July 7, 2014 at 6:09 p.m. on Ordinance #03-15 relating to a change in the municipal water rate. Motion seconded by Councilor Dzujna.

Mayor Merrifield read the ordinance into the record:

ORDINANCE #03-15

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Fourteen;

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 160, Fees, 160-1 Fees charged for service by the City of Franklin Water/Sewer Department be changed as follows:

	<u>Current Fee</u>	<u>Change To</u>
Water Commodity Charge Per 100 cubic feet	\$4.51	\$5.26

Fee to be effective July 1, 2014 by a roll call vote.

All in favor; motion passes to schedule public hearing.

Motion made by Councilor Desrochers that the Franklin City Council set a public hearing for Monday, July 7, 2014 at 6:10 p.m. on Ordinance #04-15 relating to Chapter 289 late payment charge change effective July 2014. Motion seconded by Councilor Dzujna.

ORDINANCE #04-15

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Fourteen;

**Chapter 289. WATER
Article III. Rules and Regulations
§ 289-21. Charges.**

E. Delinquent bills. If any charges are not paid within 30 days after the billing date, such unpaid charges shall be subject to a service charge of 1 1/4% per month, 15% per annum. If the charges are not paid within 30 days after the billing date thereof, all services furnished by the system may be discontinued, after proper notice. Upon the discretion of the tax collector, overdue accounts will be notified. A late payment fee of \$5 \$10 will be assessed to all accounts to which a disconnect notice is forwarded. Service discontinued shall not be restored until all charges owed and interest, penalties and costs incurred have been paid in full.

Effective July 1, 2014.

All in favor; motion passes to schedule public hearing.

Motion made by Councilor Desrochers that the Franklin City Council set a public hearing for Monday July 7, 2014 at 6:11 p.m. on Ordinance #05-15 relating to

Chapter 272 Optional Veteran's Tax Credit change effective July 2014. Motion seconded by Councilor Feener.

Mayor Merrifield read the ordinance into the record:

ORDINANCE #05-15

AN AMENDMENT TO THE FRANKLIN MUNICIPAL CODE:

In the Year of our Lord, Two Thousand Fourteen;

Be it ordained by the City Council of the City of Franklin that the Franklin Municipal Code, Chapter 272, Optional Veteran's Tax Credit, 272-4 expanding war service credit as follows (changes bold and italicized):

§ 272-4. Adoption of provisions; designated amount.

[Amended 9-14-1998 by Ord. No. 98-4; 9-4-2007 by Ord. No. 06-08]

The City of Franklin does hereby adopt the provisions of RSA 72:28, V and VI for an optional veterans' tax credit and an expanded qualifying war service period for veterans seeking the tax credit. The optional veterans' tax credit is *\$300* rather than *\$250*.

Effective July 1, 2014.

All in favor; motion approved to set public hearing.

Motion made by Councilor Desrochers that the City Council allows Code Enforcement Officers to enforce code violations in the City of Franklin without having to have a written service request.

Councilor Desrochers commented that if a code violation is in plain sight, it should be enforced without someone filling out a written complaint.

Councilor Giunta seconded the motion for discussion.

Manager Dragon commented the Code Enforcement Officers already have the authority to act on a violation without a written form. The written request form is a policy that the City has in place to start the process with a form. If Code Enforcement stopped at every code violation they saw on their way to work, they would never make it to work. There is a need to have a way to prioritize and the form helps us in not only to prioritize but also in terms documentation for cases that sometimes wind up in court. Councilor Desrochers commented they might not make it to work for a year or so but eventually they wouldn't have to stop anywhere because it would all be cleaned up. If the violation is in plain sight it would be enforced whether someone complains or not. He commented the City has been ignoring some issues that need to be taken care of. People should not have to complain to get something done when it is in plain sight.

Councilor Dzujna commented that he is all for enforcing codes and we need to follow some kind of protocol and he stated he thinks the request for service forms will help if the case has to go to court. He stated maybe we need another Code Enforcement Officer or another part-time officer.

Councilor Starkweather stated he agrees with having a paper trail, it is good to always have something to come back on. If we are going to rely on complaints then maybe we could do way with one of the vehicles at the Fire Station for the Code Enforcement officers to patrol since they can't do anything without a paper trail. He further stated he would hope this could be stream-lined this so that when they do submit something to be processed that we don't have the prosecutor decide to send a detective out to check and make sure the Code Enforcement Officer is right.

City Manager Dragon responded a meeting took place a couple of weeks ago with the Police Department, the Fire Department, Code Enforcement, Attorney Fitzgerald, and the Prosecutor to talk about code enforcement and some stream-lining of the system creating a better communication trail. Some of the issues are

hearsay between one person saying something and then another not knowing that they did something so the communication between the two departments definitely needed to be improved. She advised they are looking at ways to track complaints and are looking into some Code Enforcement Software where the information could be entered into the system and then track it so people involved in the cases will know where they are at. Manager Dragon stated she does not want to give the impression that Code Enforcement can't handle a code violation without a form, they can.

Chief LaChapelle stated he understands the concern and he stated Code Enforcement Officers do drive around daily and pick up on things that are blatantly obvious that they can prioritize and sometimes make quick work of. Chief LaChapelle stated he feels having a paper trail and asking people to fill out a service request is a good thing and offers structure.

Councilor Cournoyer suggested you pick one house per street on several streets that is in violation and through word of mouth perhaps others on the same street will clean up their property.

Manager Dragon advised that one time we were challenged for selective enforcement and having the complaint form ended that.

Councilor Desrochers stated we can't just be complaint form driven; many people will not fill out a form against their neighbor. He stated don't throw the complaint form out but give Code Enforcement the authority that when they see a violation they can act on it without a form. And for a paper trail, they can take pictures, they can write it up and dated and have it witnessed by someone in the department.

Manager Dragon suggested that perhaps the Council should get some statistics every month on the Code Enforcement issues that are being addressed. Councilor Feener commented he is all in favor of enforcing the codes and he would like to

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see Administration come up with a policy and set of procedures to use so that if it goes to Court all the information is documented.

Councilor Giunta withdrew his second stating that there is no need for the motion as Code Enforcement already can react to code violations without a written form.

Councilor Feener moved this issue be postponed to the August Council Meeting to come up with a procedure and a way to document complaints. Motion seconded by Council Boyd.

Chief LaChapelle advised that the entire procedure is in place already and has been used in court cases.

Councilor Feener withdrew his motion and Councilor Boyd withdrew his second.

Councilor Desrochers withdrew his motion.

Motion to adjourn made by Councilor Feener; seconded by Councilor Dzujna. All in favor, meeting adjourned.

Respectfully submitted,


Sue E. May