

**CITY COUNCIL MEETING
NOVEMBER 3, 2014**

Call to Order

Mayor Merrifield called the meeting to order at 6:00 p.m. in the Council Chambers, Franklin City Hall. Salute to the Flag was led by Councilor Boyd.

In Attendance

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

Absent

Councilor Cournoyer

Comments from the Public

Mrs. Sarah Stanley, Resident Ward III and Vice Chair of Choose Franklin invited everyone to the November 6th Choose Franklin Meeting wherein the Franklin Outing Club will provide an update on the improvements currently taking place to make the Club a year-round recreation facility including a function hall. Mrs. Stanley also provided applications for order forms for the 2015 Winter Carnival Book. The ads for the book must be submitted by November 30, 2014. She also provided an invoice to the Councilors for those that would like to sponsor Christmas Decorations for the downtown area. Kissing Balls will be the decoration and \$40.00 sponsors two.

Mr. Cody, a student from Colby Sawyer, addressed the Mayor and Council and thanked Manager Dragon, Mayor Merrifield and Councilor Dzujna for their help with a three year research project concerning preparation on the new Master Plan for the City of Franklin.

Councilor Elect James Wells advised he has put together a binder concerning all areas of wellness and can be viewed at the Franklin Public Library.

Approval of Minutes

Motion made by Councilor Feener that the Franklin City Council approves the minutes of the September 22, 2014 Joint City Council/School Board Meeting, the October 6, 2014 City Council Meeting and the October 8, 2014 City Council Meeting to Canvas the votes. Motion seconded by Councilor Desrochers. All in favor, motion passes.

School Board Report

Mrs. Tam Feener, Chair of the School Board gave the School Board report and it is attached to these minutes.

Resolution #03-15 – a resolution concerning the Workers' Compensation Assurance Program with Primex

Motion made by Councilor Feener that the City of Franklin City Council adopts Resolution #03-15 Workers' Compensation Contribution Assurance Program (CAP) with Primex, insurance carrier for the City's Worker's Compensation Program through June 30, 2017. Motion seconded by Councilor Dzujna.

Mayor Merrifield read Resolution #03-15 into the record:

RESOLUTION #03-15

**City of Franklin
Worker's Compensation Contribution Assurance Program (CAP)**

BE IT RESOLVED: The City of Franklin, City Council hereby accepts the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its Workers' Compensation Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all

the terms and conditions of Primex³ risk management pool membership during the term of the Workers' Compensation Contribution Assurance Program (CAP). The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

The City of Franklin agrees to the conditions of the Workers' Compensation Contribution Assurance Program as outlined above and was voted on by its City Council on the 3rd day of November, 2014.

All in favor, Resolution #03-15 is approved.

Proclamation

Mayor Merrifield read the following proclamation regarding Arbor Day:

PROCLAMATION

In the Year of our Lord, Two Thousand Fourteen

A Proclamation relating to Arbor Day in Franklin, New Hampshire and in our City's continuing efforts to recognize its importance.

WHEREAS, Trees have many benefits and there are numerous reasons to plant, protect and care fir trees such as:

- **Trees clean the air;**
- **Trees provide oxygen;**
- **Trees cool the streets and the City;**
- **Trees help to conserve energy;**
- **Trees save water;**
- **Trees absorb carbon dioxide;**
- **Trees help to prevent water pollution;**
- **Trees mark the seasons;**
- **Trees provide beauty and safety;**

- **Trees help prevent soil erosion;**
- **Trees help protect from ultra-violet rays;**
- **Trees provide food;**
- **Trees provide economic opportunities;**
- **Trees provide a canopy and habitat for wildlife;**
- **Trees help shield unsightly views and enhance authentic value of landscapes;**
- **Trees provide wood;**
- **Trees increase property values;**
- **Trees can add to the economic benefit of a downtown business district;**

WHEREAS, Trees are a source of joy during the holiday season and in observance of Arbor Day in November the Franklin Conservation Commission has donated and planted four trees, two of which were planted in front of the High School, one in front of the Police Station and one at the West Bow Street Parking area.

NOW THEREFORE BE IT RESOLVED, I Kenneth Merrifield, Mayor of the City of Franklin proclaim November 14, 2014 as:

ARBOR DAY IN NOVEMBER

And, we urge all citizens to support efforts to care for trees and woodlands and to support our City's Community Forestry Programs throughout each and every year.

Replacement of Handicap Stair Lift at City Hall

Motion made by Councilor Feener that the Franklin City Council authorizes the City Manager to prepare a USDA Rural Development Community Facilities Grant application for the replacement of the chair lift in City Hall. Motion seconded by Councilor Starkweather.

Manager Dragon advised that there was a problem concerning the lift at the City Election in October. A gentleman in a wheelchair had come to vote and he and his chair were over the maximum weight capacity. She stated there could be a couple of options to consider one being installing an evaluator, which would reach all 3 floors in City Hall. This would be costly, approximately \$100,000. Another option would be to upgrade to a higher maximum weight lift which in addition would have a larger platform that could accommodate some of the larger wheelchairs. The current lift due to age, parts are difficult to get. Also the chain on the lift has been stretched. A new lift which would accommodate 660 pounds (current lift is 450 pounds) would cost approximately \$35,000. It is possible the City could qualify for a USDA grant which would give the City 35% of the \$35,000. The deadline for applying for the grant is January 1, 2015. The City does meet the minimum ADA requirements; however, some wheelchairs are too large to fit properly on the platform. Manager Dragon stated if the City is approved for the grant, the balance owned could be taken from Capital Reserve.

All in favor; motion to apply for grant is approved.

Discussion of Polling Places in Franklin for Ward I and Ward II

Ward I votes at Thompson Hall. There have not been any complaints concerning access to the facility; however, comment was made that the doors to the building could be improved as they are small. It was suggested that a conversation be held with Thompson Hall concerning the doors.

Ward II votes at City Hall. The Library was discussed as there would be no safety issues. Although one person commented what if they came to the front of the building rather than the side entrance where the elevator is located as they would face climbing stairs to the building and then winding stairs to get to the upper level where the voting would take place.

The Proulx Center was also discussed but it was stated the ramp could be difficult to people in wheelchairs.

City Council Meeting

November 3, 2014

Page 6

Councilor Boyd commented there should not be voting in the schools. However, there was a suggestion that a Teachers Meeting or something like that could be held on Election Day so it would not interfere with the students or classes in any way. There was mixed feelings about relocating the voting locations and concerning Ward II some felt that once the handicap lift is improved there shouldn't be a problem.

Policy for Voting by Absentee Ballot in Emergency Circumstances on Polling Day

Motion made by Councilor Desrochers that the Franklin City Council support the City Clerk's new policy for emergency situations requiring voting on election day with an Absentee Ballot. This policy was created to create consistency throughout the wards. Motion seconded by Councilor Dzujna.

During the discussion Councilor Feener handed out copies of RSAs concerning Procedure for Absence, Religious Observance, and Disability and Citizens Temporarily Residing Overseas Voting. He called attention to RSA 657:15 Sending Absentee Ballots wherein it states "The clerk shall send absentee ballots in response to verified absentee ballot requests until 5:00 p.m. on the day before the election." Also "Said clerks shall keep lists of the names and addresses, arranged by voting places, of all applicants to whom official absentee ballots have been sent, and shall identify those official absentee ballots which have been returned to the clerk and shall record the absentee voter application information in the statewide centralized voter registration database." Councilor Feener stated the proposed policy of bringing a ballot to the guard rail for someone who cannot get into the polling place or perhaps just got out of a facility from an illness is not legal according to the Attorney General's Office and the RSAs.

It was decided that a written request for their statement would be initiated to the Secretary of State's Office and the Attorney General's Office.

Motion made to table was made by Councilor Clarenbach, seconded by Councilor Desrochers. All in favor; the issue is tabled.

Other Business

Committee Reports – Councilor Dzujna reported on the Liaison Committee Meeting held October 14th wherein a telephone interview was held concerning Junior Achievement for the school. There are things to work out before it can take place. ROTC was also discussed at the meeting and the cost to put that in place is about \$100,000 so they will look for other schools to share in the expense. November 10th is the Joint Meeting with the Council and School and it is hoped there will be input from both attorneys on the subject of finance consolidation.

Councilor Clarenbach advised at the last MSD Committee Meeting the Industrial Park Drive project was discussed and the cost has increased some. A Water/Sewer Workshop will be held with the Council after the first of the year. Water Tanks were discussed and the Cross Road tank needs to be upgraded and ways to do that will be looked into versus a new tank. It is hoped to get about 40 more years out of this tank.

City Manager's Update – Manager Dragon informed the Mayor and Council that this month \$94.94 was received from Highway Safety Grant for Operations Safe Commute; \$3,500 from 3M Foundation for Special Operations Shelter; \$1,000 from Franklin Savings Bank for Softball Park Improvement and \$530 LRGH NAP SACC Grant. Communication with the Boys and Girls Club continues and Manager Dragon advised that in December the Superintendent will make a recommendation regarding whether or not to continue with the program at Paul Smith School.

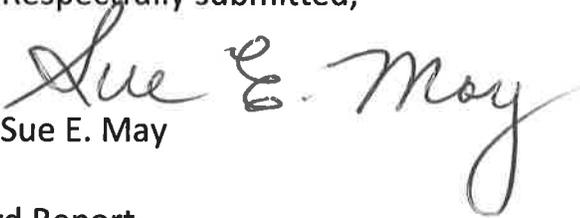
The Drug Task Force participated in a discussion in Laconia with Governor Hassan and Senator Hosmer regarding substances abuse. Manager Dragon invited everyone to the Drug Task Force Meeting on November 13th to be held at

City Council Meeting
November 3, 2014
Page 8

5:30 p.m. at City Hall to gather the community's thoughts on substances abuse.
More information is available on their website.

***Motion to adjourn made by Councilor Feener; seconded by Councilor Desrochers.
All in favor; meeting adjourned at 7:30 p.m.***

Respectfully submitted,


Sue E. May

Attachment: School Board Report

FRANKLIN CITY COUNCIL MEETING
NOVEMBER 3, 2014
FRANKLIN SCHOOL BOARD REPORT

- NEAS&C (New England Association of Schools and Colleges) ACCREDITATION / Announced by Franklin High School Principal, Mr. Towne, WE HAVE BEEN AN ACCREDITED HIGH SCHOOL SINCE 1951.
- AT OUR OCTOBER 20TH SCHOOL BOARD MEETING, WE HAD SPEAKER FRED BRAMANTE WHO PRESENTED 10,000 MENTORING AND COMPENTENCIES. THIS SPEAKER WAS REQUESTED BY PRINCIPAL RICHARD TOWNE. MR. BRAMANTE'S BIO IS ATTACHED
- OUR SPEAKER FOR NOVEMBER 17TH SCHOOL BOARD MEETING WILL BE DR. JOSEPH MILLER. HE WILL BE PRESENTING ON STRATEGIC PLANNING. THE SAU 18 BOARD HAS SHOWN AN INTEREST TO REVIEW AND POSSIBLY REVAMP OUR PRESENT PLAN. DR. MILLER'S BIO IS ATTACHED

OUR TWITTER ACCOUNT(S) ARE FLORISHING -

Follow us on Twitter for school news and important updates at:

twitter.com/fhs_sau18

twitter.com/fms_sau18

twitter.com/pss_sau18

- SAU18 BUDGET WORKSHOP IS NOVEMBER 6, 2014 @ FRANKLIN MIDDLE SCHOOL LIBRARY.
- JOINT MEETING BETWEEN SAU18 BOARD AND CITY COUNCIL HAS BEEN OFFICIALLY POSTED FOR NOVEMBER 10TH – 6:00PM IN CITY HALL CHAMBERS – SEE YOU THERE

ADDED INFORMATION ATTACHED:

1. ROBERT MCKENNEY, SUPERINTENDENT'S CORNER FROM THREE RIVERS NEWS
2. FRANKLIN HIGH SCHOOL PRINCIPAL'S REPORT
3. FRANKLIN MIDDLE SCHOOL PRINCIPAL'S REPORT
4. FRANKLIN SCHOOL BOARD MEETING – 10.20.14 / PRESENTATION BY FRANKLIN HIGH SCHOOL SCIENCE DEPARTMENT: KRISTEN LOMBARD AND JEFF JAHN – ATTACHED HAND-OUTS ON THE ROLE OF THE SCHOOL'S CORE VALUES, BELIEFS AND LEARNING EXPECTATIONS IN GUIDING CURRICULUM, INSTRUCTION, AND ASSESSMENT OF AND FOR STUDENT LEARNING.
5. HATS OFF PICTURE - THIS WAS A HUGE SUCCESS AND THANK YOU TO EVERYONE WHO PARTICIPATED / WE WANTED TO SHOW OUR GRATITUDE AND THANKS THE STUDENTS, STAFF AND PARENTS FOR A GREAT START TO THE 2014-15 SCHOOL YEAR.

October 2014

Fred Bramante is the past chairman and longest-serving member of the State Board of Education in the history of New Hampshire. Currently, Fred is President of the National Center for Competency-Based Learning, a New Hampshire based 501(c)(3). He is a co-author of the book "Off the Clock, -Moving Education from Time to Competency"(Corwin Press-2012). Fred is one of the leading education redesign voices in America. Fred is a former gubernatorial candidate and possibly the only person in America to have been given the prestigious alumni achievement award from both colleges that he attended yet, both rejected his application upon graduation from high school.

**Franklin High School
Principal's Report
Richard Towne
October 10th, 2014**

1. **Student Led Conferences:** The annual student led conferences will take place on Thursday October 30th 2014 from 6:00pm to 8:00pm. During this event students will present the work they have collected in their portfolio and discuss their goals in a presentation for their parents. Students should be adding school work to their portfolios that demonstrate their effort to meet our school-wide expectations. Parents who are unable to attend this event are encouraged to schedule an alternate time with their child's advisor as presenting their portfolio is a requirement for successful participation in the advisory program.
2. **PBIS Activities:** When progress reports were issued on October 3rd advisory teachers placed a green sticker on the progress reports of students whose grades were all above 80. This allowed the 118 eligible students to take part in an extended lunch and activity period outside during one of the nicest fall days we have seen so far. The green sticker represents recognition from our Positive Behavior and Intervention Strategies or PBIS Committee, and their goal is to find ways to reward students for doing well in school and demonstrating respect for others.
- ★ 3. **School & Business Partnership Update:**
 - The planning for our annual FHS Career Day to be held on Monday November 24th 2014 is well under way with the help of WIA Director Pat Prescott and Guidance Counselor Mary Maloney. Local business leaders have been invited to participate by presenting information about their careers directly to groups of students at every grade level. Students will also be provided information about "job ready skills" such as properly filling out a job application and interview skills and this will be facilitated by a representative from NH Works. Parents or community members who wish to participate in this event or volunteer should contact the Principal Richard Towne at rtowne@sau18.org or 934-5441.
 - The process to re-establish the machine tool/pre-engineering program at FHS is underway. We recently purchased 10 laptop computers that are capable of running "state of the art" computer aided drafting or CAD software that students will use in the mechanical drafting courses this year. The CAD software was donated by Watts Water Technology and the purchase and installation was coordinated by Watts engineer and FHS Alumni Mike Mullavey. Future plans involve adding courses in manufacturing and pre-engineering with the addition of computer numerical control (CNC) machines and a lab area.
 - National Manufacturing Week was September 29th – October 1st and Mrs. Prescott, teacher for the Workforce Investment Act program (WIA) took students to tour Vitex in Franklin and Eptam in Tilton. The tours and presentations were informative as students explored manufacturing careers.
4. **Early Release Professional Development 9/26/14:** During the early release time our teachers worked in grade level teams to review student achievement and discipline data that occurred during the first few weeks of school. As a result of this analysis teachers were to develop "interventions" or various ways to provide assistance for students who are having difficulty in academics and/or behavioral issues. Team leaders then shared the strategies that their teams developed with the rest of the staff for their benefit. Plans for these interventions are currently underway and generally involve scheduling time and providing academic assistance for students who are falling behind academically. This was an excellent opportunity for our guidance, special education, and support staff to add their expertise in the development of these plans.

5. **Teacher Workshop Day 10/10/14:** During this day long workshop teachers from each department began the process of developing “benchmark assessments” for their subject areas. These assessments will be used at the end of each quarter to gauge student progress throughout the school in that subject area. These assessments are intended to represent the achievement of competencies for all students taking the same course, and they will be administered on a yearly basis so we may track student progress leading up to the required state test in the spring of grade 11 each year. The main difference between these benchmark assessments and traditional final or mid term exams is that benchmarks focus on one or two competencies stressed in the course during that term and final exams focus on every competency or topic. The “final exam” type of assessment typically require students to merely recall information on a multiple choice test whereas our benchmarks will require students to apply what they have learned in some way. We are also aiming our benchmark assessments toward being a gauge for tracking our progress as a school toward meeting our “school-wide expectations” of reading, writing, speaking & listening, and problem solving.
6. **Deerfield Fair Agricultural Competition 9/26/14:** Each year, over 400 agricultural education students from around New Hampshire converge on the fairgrounds to compete in horticulture, dairy, forestry and tractor driving. Winnisquam fielded teams in both the dairy cattle judging and woodsmen’s events this year, and seven of which were FHS students who are enrolled in the Agricultural Sciences program at WRHS. The judging competition included multiple classes of dairy cows. Each class, consisting of four animals, was of a different breed and students were expected to rank each animal’s qualities. The woodsmen’s competition was made up of a series of challenges including the two-man cross-cut, log rolling, tree identification, and bow saw events. The results have been recently announced and the The Winnisquam Woodsmen's Team placed 6th overall, with FHS students Trever Cammett and Keagan Smith on the team. Individually, Trever placed 4th in the wood split event, and Keagan was 6th in tree identification. In Dairy Cattle Judging, the Winnisquam team placed 4th overall in the novice division. FHS students on the team included Mackinley Goldthwaite, Roy Wells, Anna Sylvestre, Cianna Carey and Ryan Brown.
7. **FHS Golf Team:** On Monday, October 2nd, the FHS Golf team finished their season at The Inter-lakes Classic. Senior Courtney Mazur, juniors Jacob Geddis and Nate Cartier, and sophomore Corey Nelson combined for 85 points. Competing against teams in both divisions 3 and 4, Franklin finished 14th out of 17 teams. For the season, Franklin finished 8th out of 14 teams in division 4.
8. **FHS on Twitter:** FHS recently created an account on this social media platform in order to provide timely communication to families and promote the achievements of our students. Search for FHS_SAU18 on twitter and follow us!
9. **Picture Re-Take Day:** Students who did not get a chance to sit for a school picture or would like to re-take their pictures will have a chance to do so on November 4th starting at 8am in the cafeteria. Each student is expected to have a picture taken for their student ID even if they do not purchase a picture package from Hockmeyer Studios. Information on the portrait studio can be found on their website at <http://www.ifotogallery.com/HockmeyerStudiosWeb/>