



# CITY OF FRANKLIN, NEW HAMPSHIRE

## Municipal Services Department

*"The Three Rivers City"*

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### MUNICIPAL SERVICES COMMITTEE MEETING MINUTES

April 28, 2010

Present: Councilor Bowers (Chairman), Councilor Clarenbach, Councilor Starkweather, Delaney Carrier (Recycling Committee), City Manager Corrow, Finance Officer Milner, Sean Johnson (resident), MSD Director Sullivan, MSD Assistant Director Turcotte

Jay called the meeting to order at 8:09 a.m.

NOTE: The agenda was adjusted to let Sean Johnson address the Committee.

1. Resident addressing of the Committee on condition of City roads: Sean addressed concerns about condition of Flaghole Road and City roads in general. Brian explained the history of proposed 12-mile program in FY07 Identifying Road Program. Ted pointed out gas tax has been absorbed into budget. Elizabeth pointed out gas tax and tax cap have been absorbed into operating. Elizabeth also explained overall condition of FY11 budget and CIP is not funded. Scott pointed out City has not put local tax dollars into local roads and this will continue. Sean just again wants to reiterate his concern. Brian pointed out that he has again included an \$800,000 request this year. Sean pointed out safety hazard is of a concern. Flaghole Road has been included in original list but remains unfunded. Scott pointed out Smith Hill Road was paved four years ago. Money was transferred from fund balance to pave Smith Hill Road. Scott is very concerned about operating vs. capital budget. Sean and Scott had a discussion on tax cap and Scott explained how it affects Capital Budget. Jay pointed out Capital Improvement Accounts have also been depleted and Total Fund Balance has been depleted. Scott stressed that his responsibility as City Councilor is to identify and convince other City Council members as to Capital Item line items that were unfunded. Jay pointed out the will of the City Council and to exempt \$450,000 which if done would have resulted in a \$975,000 shortfall. Brian pointed out the numerous projects within the City that have been unfunded due to the budget and are identified in a CIP program. Identifying various CIP projects is the key to long-term maintenance and upkeep. All three Councilors on the Committee invited Sean to the next City Council meeting. Elizabeth pointed out Sean had sent previous letters to City Council. Brian discussed limitations of department if a major appropriation were made and if in fact we could meet the challenge of rebuilding 12 miles at once.

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2. Budget: Elizabeth is looking for recommendations from Committees to prioritize needs so she can reach a budget which is under the tax cap. Brian gave an overview about how over the course of the year we have to adjust cost centers to meet the bottom line. Elizabeth explained how we meet towards the end of the year on a regular basis to adjust expenditures. Scott explained priorities of each department and what levels of service the City wants. City Council needs to identify what overall level of service the City needs. Elizabeth and Scott had a discussion on what this budget should include and agreed they should then have a discussion on a City Council level on Funding Capital Items. Scott explained his perception of how the budget should be prepared and what priorities need to be addressed. Brian pointed out his overall operating budget was down 4%, which is mainly due to reduction in Solid Waste Disposal costs. Water and sewer will budget will be discussed at a later meeting. No changes were recommended by the Committee, with respect to MSD Budget.
3. Discussion on Resolution # 20-10: There was a brief discussion regarding Resolution # 20-10 relative to City Hall Roof Replacement. Councilor Bowers made a motion to send positive recommendation to City Council about Resolution # 20-10. Ted seconded. Motion passed 3-0.
4. Discussion on Resolution # 21-10: There was a brief discussion regarding Resolution #21-10 relative to additional equipment for two new trash trucks. Councilor Bowers made a motion to send a positive recommendation to City Council about Resolution # 21-10. Scott seconded. Motion passed 3-0.
5. Other Business:
  - a) Elizabeth read an email from Mayor Merrifield relative to a request for assistance with respect to handicap residents and providing service to them in moving their new trash/recycling barrels to and from curbside on trash/recycling pick-up day. The Mayor received a response from Councilor LeBlanc with an offer to assist his neighbors with this task and it was decided to accept Councilor LeBlanc's offer in this instance. Jay agreed to email Ken.
  - b) Delaney updated the Committee on the status of the Ad-Hoc Committee and the possibility of a broader scope of their duties.

Scott made a motion to adjourn at 10:55 a.m. Ted seconded. Motion carried. Meeting adjourned.

Minutes taken by Judie Milner and Brian Sullivan

Minutes typed by:

  
Marie G. Creasey

BJS:mgc