

CITY COUNCIL MEETING

AGENDA ITEM VI



Subject: Other Business

- A. Committee Updates**
- B. City Manager's Update**
- C. Council Appointment to the Library Board of Trustees**
- D. Late Items**



CITY OF FRANKLIN
COUNCIL AGENDA REPORT
City Council Meeting October 2014

Date: October 1, 2014
From: Elizabeth Dragon, City Manager
Subject: **Manager's Update**

Contingency Grant Line Activity: The City received the following in the contingent grant line this month:

\$100 from Metrocast for Odell After Dark
\$94.94 Operation Safe Commute grant
\$279.28 DWI/DUI grant

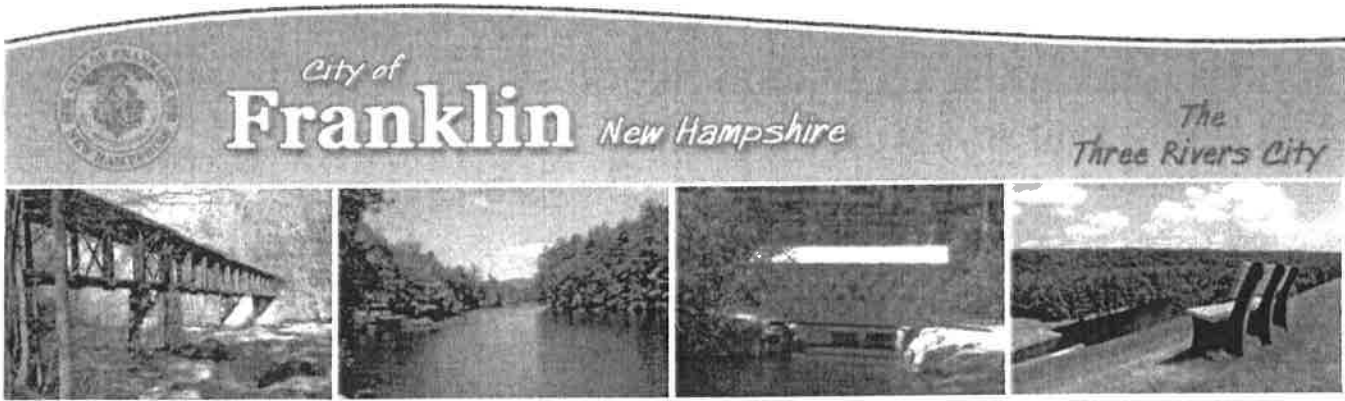
Code enforcement activity update- City Staff participated in our third webinar September 30th at the Fire Dept. Last month, we previewed the web based program called Govqa that could assist us with enhanced code enforcement efforts. This month the webinar focused on Govqa's building permit activity and licensing. Staff is currently in the process of gathering information for the vendor in regards to the number and types of permits, fees, and licenses in the various departments so that they can provide us with an accurate estimate for set-up cost. We are also waiting to see if we can integrate with our GIS mapping program (vs using the default google maps) and integrate with our address data base through Avitar. Govqa is already used in other communities with our website vendor (virtual town hall) and comes highly recommend.

Boys & Girls Club update: On Sept 23, 2014, I participated in the first of our monthly meetings between Superintendent McKenney, the City & the Boys & Girls Club. Chris Emond (represented the Boys & Girls club) and Krystal Alpers (Recreation director) also participated. Currently at the Paul Smith school-the Boys & Girls club has 32 students attending their after school program. Of the 32 students approximately 19 of them are new students. At St. Paul's they have 8 older students participating (of which 6 are new to the Boys & Girls club). Krystal Alpers reported 61 students at the Bessie Rowell after school program (with an avg daily attendance of 50 students). While the Boys & Girls Club attendance falls short of the agreed upon goal (documented in the MOU) of 50 new students at the Paul Smith school it is still early in the year. We will continue to monitor over the upcoming months.

Downtown Redevelopment-

Attached are recent announcements that went out over the city news & announcements list serve. If anyone is interested in receiving these news and announcements directly via email please go to the city's website www.franklinnh.org on the left hand side of the page under "quick links" click on "subscribe to E-alerts".

In addition, I have been working with Director Lewis & Jim Aberg (FBIDC) to draft a MOU with Todd Workman regarding his downtown redevelopment initiatives. I have attached a copy.



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- [Minutes & Agendas](#)
- [Current Projects](#)
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Cooperative Efforts with Colby-Sawyer on Downtown Revitalization Opportunities

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On Thursday, September 11th, City Manager Elizabeth Dragon, City Planner Dick Lewis, and Jim Aberg, Executive Director of the Franklin Business and Industrial Development Corporation, met with Harvey Pine, Environmental Studies Professor at Colby-Sawyer College, and Todd Workman, a downtown property owner who is actively pursuing revitalization opportunities for the downtown and mill district area. The meeting focused on the Community Based Research Project, which has been part of the Colby-Sawyer curriculum for 10 years. The overall goal of this Community Based Research Project is to help the students become more familiar with the real-life issues that confront a City such as Franklin and to help frame options and goals for the revitalization of the downtown and mill district area in an innovative and sustainable manner.

The Project involves a group of 11 students who are spending one day a week in the City researching and analyzing a variety of community issues. They are initially looking at the City's Master Plans, past Planning Charrettes, and other related documents. The students will meet with city officials, community groups, and key organizations such as the Hospital and the local Banks, to get different perspectives on planning for the future of the City. It is hoped that the students can play a role in the development of the 2015 update to the Planning Board's Master Plan. This is an excellent learning experience for the students and the City; the Project might help create a long-term relationship between the City and Colby-Sawyer College. Thanks to Todd Workman for helping to get this program in motion. The City looks forward to working with the students and we are excited about the perspective they can bring to important discussion of the redevelopment of the downtown.

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- [Contact Information](#)
- [FAQ](#)
- [Forms & Documents](#)
- [City Charter/Codes](#)
- [Minutes & Agendas](#)
- [Current Projects](#)
- [Photo Gallery](#)

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Cooperative Efforts with LRPC on Brownfields Area Wide Planning Program

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Attachments:

[AreaWidePlanningLetterofSupportVersion2SignedcopySept182014.pdf](#)

Size: 113K Last Updated: 2014/9/18

Cooperative Efforts with LRPC on Brownfields Area Wide Planning Program

City Manager Elizabeth Dragon and City Planner Dick Lewis are working cooperatively with the Lakes Region Planning Commission [LRPC] on the submission of a grant that will assist in the creation of plan and strategies for the reutilization of some downtown Brownfields sites, together with an overall downtown and mill district redevelopment effort.

A Brownfield site is a building or parcel of land that contains some level of contamination which can create hurdles for new economic uses of the property. Franklin, like all older mill towns, has some Brownfield sites in the core downtown area. Creating a comprehensive strategy on how to best reuse these parcels is an important component of the revitalization program. The grant application is being submitted to the US EPA for Brownfields Area Wide Planning funds. LRPC is taking the lead on the preparation of the application, which is due September 22nd. The national competition for these grant funds will be strong, but we feel that City can put forward a solid application. Additional cooperation and support is being provided by Todd Workman, who owns several downtown properties and has been actively pursuing development opportunities in the downtown area.

A copy of the Letter of Support from the City for this grant application is attached.

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Memorandum of Understanding

Between

The City of Franklin, Franklin Business and Industrial Development Corporation, and Todd Workman

Purpose:

The City of Franklin [“the City”], Franklin Business and Industrial Development Corporation [“FBIDC”], and Todd Workman [“Workman”] are in agreement that the revitalization and redevelopment of the City’s downtown and mill district is of critical importance to the economic well being of the City. The vibrancy of the downtown has suffered since the closing of the mills. It is a shared belief that a vibrant and welcoming downtown can again be part of the fabric of the community. In order to create an appropriate foundation upon which to rebuild the downtown this Memorandum of Understand between the City, FBIDC, and Workman is being established.

The undersigned agree to the following:

1. The City, in collaboration with FBIDC, will work to establish the appropriate development authority or agency that will foster and encourage positive economic growth, and will provide leadership and coordination necessary for the development of new economic opportunities in the downtown and, in the future, throughout the City. This authority or agency, in its final form, will function in such a manner so as to protect the interests of the City and FBIDC.
2. Workman will work to establish an appropriate organization that will also work to foster and encourage economic growth in the downtown and mill district area.
3. These two authorities will coordinate and work in a cooperative fashion in the areas such as general planning, formulating development plans and visions for specific properties, and searching out and applying to various local, state, or federal agencies that would be positioned to provide grants or loans that will assist in the overall goals of creating sustainable economic growth and rebuilding the downtown.
4. The City, through the efforts of its professional staff, will provide assistance to achieve the common goals. Staff time will be allotted in an appropriate fashion with the understanding that the primary City responsibilities of any staff person are not neglected.
5. The cooperation outlined above is contingent upon the ongoing maintenance of a collaborative partnership, where short and long term goals are discussed and established in an open, transparent, deliberative, and bilateral manner.

Elizabeth Dragon, City Manager

Date

Jim Aberg, Executive Director, FBIDC

Date

Todd Workman

Date



October 6, 2014 City Council Meeting

Subject: Appointment to the Library Board of Trustees

Motion: *"I move that the Franklin City Council appoints Angela C. Swett to the Library Board of Trustees. Term of Service to January, 2017."*

Mayor call for a second and the vote.



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

316 Central Street
Franklin New Hampshire 03235

Tel: (603) 934-2341
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PROSPECTIVE APPOINTEE PROFILE

Name: Angela C. Swett

Address: 240 Smith Hill Rd., Franklin, NH 03235

Phone: 603 934-7281 HOME 603 536-2910 WORK 603 393-5527 CELLULAR

Email: Swettfarm @metrocast.net

Are you a Franklin Resident? Yes No How Long? 45 1/2 yrs.

Employed By: Blaine Law Office, PLLC

Address: 68 main St., PO Box 946, Plymouth, NH 03264

Interested in appointment to: Trustee / Library

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

I have a Paralegal Studies Cert. / Assoc. Degree from NHTI; am a professional individual / organized / dependable; and, I would love to be a part of the library and have energy to contribute.

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

I enjoy reading, love the library, and hope to be a welcome addition to the Board of Trustees.

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