

**CITY COUNCIL MEETING**

**AGENDA ITEM XI**



**CITY OF FRANKLIN**  
**COUNCIL AGENDA REPORT**  
*City Council Meeting, May 4, 2015*

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**From:** Kevin LaChapelle, Fire Chief

**Subject:** Final closure of the City of Franklin Fuel Island and related Internal Service Fund.

**Recommending motion:**

1. Councilor moves: *“I move the Franklin City Council authorize the final steps in the closure of the City of Franklin Fuel Island and the related Internal Service Fund.”*
  2. Mayor asks a second, discussion, and calls the vote.
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**Background:**

The City of Franklin has owned and operated this Fuel Island since December 1992. The Fire Department received notice in 2000 that per Env-Or 408.05 our single wall piping and vent systems would no longer be compliant after December 22, 2015. After consultation with Chief Smith, Chief LaChapelle started dialog with Local and State partners to pursue the most advantageous path to its resolve for the future of Diesel and Gasoline acquisition. After full assessment of software programs, hardware and the fuel system, it was determined by City Department Heads and City Manager Dragon that this aging and soon to be non-compliant system should be removed after securing a solid partnership with the State of NH Fuel Distribution Bureau. After our procedure with NH Fuel Distribution was solidified in March 2015, the City Fuel Depot was removed as per NH Department of Environmental Services standards. Thus, all future fuel procurement for City vehicles is being obtained at the Salisbury Road site or any one of the 98 State Fuel Sites statewide.

With approval from the Franklin City Council the scope of finalizing this project will include;

1. Removal of deteriorated asphalt behind the Fire Station (work to be done by MSD)
2. Re-grading and asphalt preparation of rear driveway and side parking lot (work to be done by MSD)
3. Pave rear driveway and side parking lot (Paving contractor)
4. Close the Internal Service Fund that relates to the Fuel Island account
  - The residual funds, estimated (\$500), will be deposited into the City’s General Fund Account

**Fiscal Impact:**

All grading and prep work will be completed with MSD labor and machinery. The paving will not exceed the remaining balance in the Internal Service Fund (\$31,604.93)

**Alternatives:**

Not completing this project will leave the Fuel Island area and back driveway in deplorable condition. The side parking lot is currently a dirt parking lot that causes many seasonal issues.