

Town of Franconia
Capital Improvement Planning Advisory Board
25 September 2023 • Time: 1530 • Town Hall

Present: Dan Walker, Larry Plate, Jan Cole, Steve Plant, Peter Grote, Danielle Dawson

Others: Ernie Hansberger (Heritage), Melinda “Dinny” Richmond (Library), Don Metz (Frost)

Regrets: Monica LaFlamme

Absent: Trevor Presby

I. Call to Order / Opening Remarks

- A. The meeting was called to order at 1531.

II. Approval of the Minutes from 11 September 2023.

Motion: To approve the minutes of 11 September 2023 as circulated

Motion By: L. Plate

Seconded By: J. Cole

Carried

III. Approval of the Agenda - Accepted

IV. Heritage Museum - Ernie Hansberger

- A. Ernie joined to discuss near term needs to paint the Heritage Museum at an estimated \$22.8k. The roof and windows are in need of repair.
- B. No motions made during this session
- C. No follow-up required

V. Library - Dinny Richmond

- A. Dinny joined to discuss the Library’s primary need of water leaking into the basement. There are no current quotes and the report by D. Wiley has not been provided yet. There is a path to getting the write-up in time for the CIP recommendations.

Two eyebrow windows and the main door in the library were completed in 2023. There is an upcoming estimate for the windows and a need for the front stairs and drainage.

- B. Follow Up:
1. Confirm if addition windows are included in the main building window estimate - *Dinny Richmond*
- C. Task:
1. Request prioritization of the Library inspection report w/ D. Wiley - J. Cole, L. Staples

VI. Frost Museum - Don Metz

- A. Don joined the CIP to discuss the Frost Museum needs. There is a mold concern in the building which has been addressed but may require remediation. Porch posts and minor painting projects have occurred to maintain the building as well. The roof is in good condition. The cistern sees normal wear and tear. Future needs of the museum include windows and gutters on the house.

The barn will need to be resided on the North wall (12' x 30') and the building will need to be painted. The floor, joists, sills, and plates were recently redone with a grant.

- B. Tasks:
 - 1. Confirm if the Frost Museum's bylaws were approved - *S. Plant*

VII. Additions to the Agenda

- A. Repairs on the Grader
 - 1. Cost to repair ended up being \$8.8k and there is a new issue with the starter. S. Plant proposed adding an expendable Heavy Equipment Repair Fund in the future to cover equipment repairs like this.
- B. Grant Application Process
 - 1. The CIP is seeking to better understand the terms of grant processes in the town. Many town departments seek grant funding for certain projects.

VIII. Adjournment

- A. The meeting was called to adjourn at 1711.

IX. Next Meeting - 16 October 2023

Danielle Dawson - 25 September 2023