

**Town of Milton**  
**BOARD OF SELECTMEN MEETING**  
**October 5, 2020**

**ATTENDANCE:**

**Members::** Andrew Rawson (Chair), Matt Morrill, Claudine Burnham

**Staff:** Ernest Creveling, Town Administrator

**Public:** Police Chief Richard Krauss, Stan Nadeau, Larry Brown, Betsey Andrews Parker, Ryan Thibedeau

Andrew Rawson, Chair, opened the public session at 6:10PM.

**1.) Pledge of Allegiance:** Andrew Rawson, Chair, led the meeting in the Pledge of Allegiance.

**2.) Public Comments:**

Larry Brown commented regarding the Strafford Community Action Partnership touching on welfare administration and past efforts in the Town of Milton.

**3.) New Business:**

- a. **Halloween:** Police Chief Richard Krauss emphasized he does not recommend Halloween be cancelled. They have been receiving calls at the police department and reiterated that the police are not in charge of deciding if Halloween occurs. He suggested that Halloween occur with specific guidelines for trick-or-treaters and residents (Chief Krauss will provide guidelines based on information received from NH state government). Chair Rawson also agrees that Halloween can go forward with those guidelines in place. Halloween will be October 31<sup>st</sup> from 5-7:00PM. Also mentioned was Trunk-or-Treat event, scheduled for October 24<sup>th</sup> from 4-6:00PM. Procedures have been changed for this year's event with additional safety precautions added.
- b. **Transfer Station:** Stan Nadeau requested that weeds/grass clippings be accepted at the Transfer Station. Currently these are all taken to Barron Bros in Farmington. Mr. Nadeau indicated that this could be used to create usable compost and since the residents expressed their interest this would be a good decision for all. While they are looking to do this as soon as possible, it was expressed by all three committee members that discussions with Pat should occur prior to any final decision.
- c. **Cemetery Land Donation:** Unfortunately, Bruce Woodruff was unable to be in attendance. This topic will be rescheduled to another meeting.
- d. **Outside Agency Presentations:**
  - 1.) **Community Action Partnership:** Betsey Andrews Parker, CEO of CAP, presented on overall usage of CAP, the positive benefits to residents of the town and recent request for funding. (Refer to documents submitted) Mr. Rawson thanked CAP for their great work and expressed appreciation on behalf of the town and residents. Ms. Burnham questioned if there has been an increase in overall services due to COVID related issues. Ms. Parker said yes, more residents have requested services.
  - 2.) **55 Industrial Way Building:** Ms. Parker discussed future of CAP ownership of this building. Due to many issues including diminished class sizes, location, schedules, not being able to provide wrap-around care, CAP had moved their Head Start program to Farmington location.

They plan to continue responsibility for the 55 Industrial Way location until June, 2021. Future discussion of building options will need to occur. Ms. Parker believes there many possibilities for the building including food pantry, daycare, recovery center, community senior housing, etc. Mr. Rawson responded that in most basic terms, CAP is looking to unload this building? Ms. Parker responded again they will care for building until June, 2021.

3.) **HAVEN** – Devin Oot was not in attendance. Ernest Creveling indicated the organization did not respond to Mr. Creveling's outreach to confirm. This has been tabled to a future meeting.

- e. **Conservation Commission Donation Acceptance Request:** Mr. Creveling presented request from Virginia Long, Conservation Commission to allow acceptance of in-kind and cash donations for the Casey Road Conservation Land. Motion: "To accept in-kind donations or cash donations up to \$100 to the Conservation Commission for signs, educational materials, or other items to enhance the trails, public access and educational purpose of the Casey Road Conservation Land. There will be accounting provided to the Select Board on a quarterly basis and any cash donations exceeding \$100 must come to the Board for formal acceptance." Question from Ms. Burnham: How are they receiving donations? Cash or in-kind may come from the public or organizations. In-kind donations can include volunteer labor, signs, etc. The board members would like to know about the Conservation Commission's overall marketing endeavors.

Mr. Rawson made a motion to accept in-kind donations or cash donations up to \$100 to the Conservation Commission for signs, educational materials, or other items to enhance the trails, public access and educational purpose of the Casey Road Conservation Land. There will be accounting provided to the Select Board on a quarterly basis and any cash donations exceeding \$100 must come to the Board for formal acceptance. Ms. Burnham seconded the motion. The vote was unanimous in favor; the motion passed.

#### 4.) Old Business:

a.) **Employee Wage Plan:** Police Chief Krauss gave history of the various wage plans looking back to the 2014 warrant article. Since 2016, there have been 2 budgets, the last in 2018. In 2019 an employee retention plan, including salary plan, was established. Town departments, including police department, have experienced difficulties in hiring and retaining skilled and already-certified applicants. This plan would help make Milton departments more competitive with surrounding communities. Employees would also have increased awareness of future salary and long-term plans. This will also decrease uncertainty of future budget planning around wages. Mr. Rawson believes this is a great plan and quite similar to already existing wage plan being used at DOT. It will be very important to educate Milton town residents on the benefits and importance of this plan. Ms. Burnham questioned what is duration of each step? Each year will represent one step. She agreed that this would help to resolve many issues and eliminate/decrease uncertainty while increasing transparency. Mr. Rawson questioned if all departments were aware of this plan? Yes, all departments participated in the planning meetings. This wage plan will be re-evaluated every 5 years.

Chief Krauss requested if all board members are okay with the plan, could this be presented to the Budget Committee, and added as Warrant Article for 2021, with start in 2022.

**Mr. Rawson made a motion to accept the wage plan to move forward to the Budget Committee. Ms. Burnham seconded the motion. The vote was unanimous in favor; the motion passed.**

**b.) 565 White Mountain Highway Proposals:** Two proposals were received by Ernest Creveling for this property located at 565 White Mountain Highway.

- Walter Cheney on behalf of Real Estate Advisors. Submitted bid of \$500 indicating present building might be salvageable with purpose of creating apartments.

- Ryan and John Thibeault on behalf of Thibeault Home Improvements LLC. Their submitted bid package of \$2500 indicating their interest in potentially renovating the building to historical appearance with ultimate purpose of 1-2 family dwelling building. Question from Mr. Morrill? How much was the bond on the property? \$50,000 bond set to protect town and to ensure project is completed to town's overall satisfaction. Mr. Morrill questioned Mr. Thibeault if the town waived the bond and set a specific completion date, would he be willing to pay fines if by-when date is not met. Mr. Thibeault expressed his overall desire to work with Board to help clean up the town.

**Mr. Rawson made a motion to accept the bid from Thibeault Home Improvements LLC for 565 White Mountain Highway property on contingency of Mr. Thibeault's ability to gain title insurance. Mr. Morrill seconded the motion. The vote was unanimous in favor; the motion passed.**

**5.) Other Business to Come Before the Board:**

Police Chief Krauss requested the following be added to the next meeting agenda – Warrant Articles from this year to discuss all ordinances.

**6.) Approval of Minutes:**

**-9/14/2020 Public:** Mr. Rawson made motion to accept meeting minutes. Mr. Morrill seconded the motion. The vote was unanimous to accept 9/14/2020 Public meeting minutes. The motion passed.

**-9/14/2020 Non-Public:** Mr. Rawson made motion to accept meeting minutes. Mr. Morrill seconded the motion. The vote was unanimous to accept 9/14/2020 Non-Public meeting minutes. The motion passed.

**-9/18/2020 Public:** Mr. Rawson made motion to accept meeting minutes as written. Ms. Burnham seconded the motion. Mr. Morrill abstained. The motion passed to accept 9/18/2020 public meeting minutes.

**-9/23/2020 Special Board Meeting:** Mr. Rawson made motion to accept meeting minutes. Ms. Burnham seconded the motion. The vote was unanimous to accept 9/23/2020 special board meeting minutes. The motion passed.

**7.) Public Comments Retaining to Above Topics:** There were no comments.

**8.) Expenditure Report:**

Ernest Creveling, Town Administrator, presented the expenditure report, giving brief overview and indicated that currently everything is looking fine.

9.) **Town Administrator:**

Ernest Creveling, Town Administrator, presented the expenditure report. He recommended providing laptops to specific board members that would include all meeting notes, presentations, etc. The cost would be ~\$800-~\$1,000 per laptop. Currently there is a lot of wasted monies expended on paper and copier costs. Ms. Burnham agreed that there is excessive wasted paper and this would be very helpful to committee members. Laptops would be assigned to committee members. Mr. Creveling will get specific prices and bring to next meeting for discussion.

Library Director Betsy Baker reminded the Board that a motion was required regarding wages.

Mr. Rawson made a motion to include 2% raises for all departments for which raises were not included in the 2021 proposed budget. Mr. Morrill seconded the motion. The vote was unanimous in favor; the motion passed.

10.) **Selectmen Comments:**

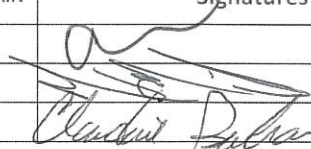
Recommendation from Mr. Morrill concerning 3 elected positions – town clerk, highway, and fire. Recommends that these 3 positions, which are currently elected, would instead be appointed. This would add consistency to the position and increase the hiring pool. It was also noted that most surrounding communities already have this in place. It will be important to educate the voters and all understand this may not pass.

Ding-a-Ling Restaurant Building: Mr. Morrill questioned if this building has been condemned? The Chief stated that it had been condemned in the past, however this did not carry over to its current owner. Mr. Morrill requested Bryan reach out to the new owners and determine their plans. A complaint letter was received regarding the state of this building.

A reminder that Trunk-or-Treat event will occur on October 24<sup>th</sup> from 4-6:00PM. Volunteers are needed. If interested, volunteers should contact Karen Brown.

11.) **Adjournment:**

Mr. Rawson motioned to adjourn the meeting. Mr. Morrill seconded the motion. The vote was unanimous in favor; the motion passed. The meeting was adjourned at 8:00PM.

BOARD MEMBER	PARTICIPATION			APPROVED ON <u>10/07/2020</u>				DATE
	Physically Present	Attending Remotely	Not Attending	YES	NO	ABSTAIN	Signatures	
Andrew Rawson	X			X				
Matthew Morrill	X			X				
Claudine Burnham	X			X				