



**Town of Milton, NH  
BOARD OF SELECTMAN MEETING  
October 26, 2020**



**ATTENDANCE:**

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

**Staff:** Ernest Creveling, Town Administrator, Brian Boyers

**Public:** Police Chief Richard Krauss, Kim Libby

Andrew Rawson, Chair, opened the public session at 4:40PM.

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

**2.) Public Comments:** There were no public comments.

**3.) Budget Workshop:**

**I. Outside Agency Budget Appropriation Recommendations:**

Following agency presentations at the October 19<sup>th</sup> BOS meeting, services and budget information were revised. Chair Rawson expressed continued support for outside agencies and recognized the impact to local residents. The following recommendations to the budget to replace the \$1.00 budget placeholder:

**American Red Cross – \$200.00**

**Strafford CAP - \$5000.00**

**Homeless Center for Strafford County: \$500.00**

**Haven: \$250.00**

**Cornerstone VNA: \$4000.00**

**CASA: \$750.00**

**AIDS Response Seacoast: \$200.00**

Ms. Burnham emphasized the importance of continued support to the agencies and all recognized if no support is given, town residents will suffer and there will be an increased reliance on welfare. It is also important for residents to understand that even with the decreased funding, services are going to continue.

Ms. Burnham made a motion to accept the proposed changes to outside appropriations. Mr. Rawson seconded the motion. The vote was unanimous in favor; the motion passed.

- II. Consideration of Cemetery Trustees Budget Appropriation Recommendations:** Mr. Bruce Woodruff was present on behalf of the cemetery trustees to request an additional \$5,000 be added to the budget for purposes of ongoing cemetery maintenance. This request was due to monies previously supplied through the Public Works, will not be available. It was noted that with the \$5,000 the budget will still come under default.

Ms. Burnham questioned how the \$5,000 was determined. Mr. Woodruff explained this was based on historical data. Ms. Burnham also questioned how many cemeteries are they





**Town of Milton, NH  
BOARD OF SELECTMAN MEETING  
October 26, 2020**



responsible for? The town owns 19 cemeteries, with approximately 33 acres.

Mr. Rawson made a motion to add an additional \$5,000 into the trustee budget for ongoing cemetery maintenance. Ms. Burnham seconded the motion. The vote was unanimous in favor; the motion passed.

- III. **Discussion and Possible Action Regarding Use of Tax Cap Defined CPI for 2021 Budget:** In previous years, the timetable to determine a tax cap has been based on January to January consumer price index. Mr. Rawson explained this is not the best way to determine the tax cap for Milton since it does not fit the town's budgeting process. Using 2019-2020 data would not provide accurate information and it's important to ensure residents understand the data and what they will be voting for or against. In the future, it will be recommended to use a July to July timeline. This will allow for thorough budgeting discussions and any amending to future warrant articles. For this year's current budget, the town attorney recommends using data from October 2019 to October 2020.

Mr. Rawson made the following motion for the Select Board for Use of October CPI to determine Tax Cap Amount for 2021 Budget:

Due to the fact that it is not possible as a practical matter to utilize the January to January Northeast Region CPI to establish the tax cap percentage as required by the tap cap petition warrant article passed by the Milton Town Meeting in 2020, I make a motion to utilize the October 2019 to October 2020 Northeast Region CPI as the tax cap measure for this year.

Ms. Burnham seconded the motion. The vote was unanimous in favor; the motion passed.

- IV. **Draft Warrant Article Discussion:** Mr. Rawson recommended these discussions to a future committee meeting to allow for further review.

V. **Tax Rate and Consideration of Adoption of Fund Balance Policy:**

Ernest Creveling, Town Administrator, explained that the fund balance policy had been planned for development earlier this year. He also explained that the MS535 (Unassigned Fund Balance), anticipated to be \$2.7M is considered very high. The fund should be closer to \$1.5M. This affects the town operating budget and consideration of future bonds. Mr. Creveling said that there is always the unexpected appropriation (if monies are not spent from a specific department budget's line item, those monies automatically go into the fund).

Ms. Burnham questioned if other towns have adopted this policy? The answer is Yes. As always, education of town residents will be vital and how this policy would benefit residents.

Mr. Creveling will run several scenarios to plot out the best ones and present at an upcoming





**Town of Milton, NH  
BOARD OF SELECTMAN MEETING  
October 26, 2020**



committee meeting.

**4.) Old Business:**

a.) Enterprize, LLC – Junkyard Permit Application Consideration: Ms. Kim Libby, co-owner, is asking the board to approve a contingency permit to continue operations of their salvage yard located in Milton Mills. On October 21st of this year, Brian Boyers, Code Enforcement, along with Julius Peel, Land Use Clerk, inspected the property in consideration. Mr. Rawson read the inspection report submitted by Mr. Boyers. There have been several past inspections with the latest on October 21<sup>st</sup>. In each of the inspection reports it is noted that there are similar and repeated violations including improper storage, inadequate maintenance procedures, and others. Ms. Libby expressed that she does not disagree with the report findings and know there are items that need to be corrected and they continue to strive toward Best Management Practices. She is asking the board to approve a conditional permit to July for them to implement BMP. They are currently not licensed and are in effect not operating. (Ms. Libby gave history of previous board presentations and requests).

Mr. Rawson indicated that there are serious infractions and has high concerns for the future. It is important to protect all interests and ensure the safety of all town residents. Ms. Libby again explained that they continue to work on addressing and correcting all issues.

Ms. Burnham questioned what would happen between now and July, what would be different during this time period? She also asked if Ms. Libby has a specific plan of action that they would use? Currently due to a house fire, the focus is on rebuilding their house; however, while their intention is to address all of the items on the list she explained that not everything will happen by the end of 6 months.

Mr. Rawson questioned if Mr. Boyers had any additional recommendations. There are no other recommendations other than what has been included in the inspection reports.

Mr. Rawson made the following motion: By April, Enterprize, LLC will take corrective action on items listed in inspection report. Mr. Boyers will provide an inspection again of the property at the end of that specific time period. The board will review the inspection report and determine whether to move forward and any follow-up steps. Ms. Burnham seconded the motion. The vote was unanimous in favor; the motion passed.

b.) Mr. Rawson provided a brief update regarding Transfer Station now accepting leaves from town residents. It was noted that at a prior committee meeting this motion had been approved and details just needed to be finalized. The committee will discuss details and further recommendations with Pat and bring to next meeting.



**Town of Milton, NH  
BOARD OF SELECTMAN MEETING  
October 26, 2020**



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

Ms. Libby had a question regarding the wage retention proposal and where in the process this is. Mr. Rawson explained Chief Krauss will be presenting to an upcoming budget committee meeting and there will be a Warrant Article developed.

**6.) Approval of Minutes:**

There were none to approve.

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

**8.) Expenditure Report:**

Ernest Creveling, Town Administrator, presented the expenditure report. According to Mr. Creveling, everything looks good.

**9.) Selectmen Comments:**

Ms. Burnham: None

Mr. Rawson: Thanks to all who volunteered and participated in the recent Trunk & Treat. It was great fun for all. Reminder Halloween is Saturday from 5-7:00PM. The police department received a resignation letter from Officer Cory R?? who will be returning to Coast Guard service. The town thanks Officer ?? for his service and accept his resignation with regrets and thanks.

**10.) Adjournment:**

Mr. Rawson motioned to adjourn the meeting. Ms. Burnham seconded the motion. The vote was unanimous in favor; the motion passed. The meeting was adjourned at 6:40PM.

BOARD MEMBER	PARTICIPATION			APPROVED ON <u>November 9, 2020</u>			
	Physically Present	Attending Remotely	Not Attending	YES	NO	ABSTAIN	DATE
Andrew Rawson	✓			✓			
Matthew Morrill			✓				
Claudine Burnham	✓			✓			<i>Claudine Burnham 12/28/20</i>