

Town of Milton
BOARD OF SELECTMAN MEETING MINUTES (draft)
June 21, 2021

ATTENDANCE:

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

Staff: Chris Jacobs -Town Administrator, Julius Peel

Public: Chief Richard Krauss, Chief Nick Marique, Kathy Wallingford, Pat Smith, Kim Libby

Claudine Burnham, Chair, opened the public session at 6:00PM.

1.) Pledge of Allegiance: Claudine Burnham, Chair, led the meeting in the Pledge of Allegiance.

2.) Public Comment:

There were none.

3.) Announcements and Community Calendar:

a.) South Shore Outboard Association Letter: Ms. Karen Brown of the Recreation Department received a letter from the South Shore Outboard Association. The group expressed their thanks for being part of the summer kick-off weekend, and although the weather was less than ideal (hot), they really enjoyed their time. The NH Boat Museum received interest in their program and they are hopeful this will increase interest in the Wolfeboro Museum. They enclosed a check for \$310.00 and when added to the gate receipts for the weekend, the total was for \$600.00 to help with the summer recreation programs.

4.) NEW Business – Discussion and Possible Actions:

a.) **Department Head Updates:**

Police Department: Chief Richard Krauss.

May 24 and May 31, participated in the NH Click Seatbelt enforcement patrols as part of the NH Highway Safety grant. There were no seatbelt violations.

May 31, helped with the Memorial Day Parade. Both signs were used to help inform the residents and public about the parade and to help direct traffic around the parade route.

Speed trailer: Continue to use the speed trailer on various roads. Data collected find that the average motorist is traveling at the posted speed limit or less than 10 miles over the speed limit. Less than 5% travel higher than 10MPH and less than 1% are traveling at extreme speeds (greater than 25MPH above the posted speed).

June 3, the Police and Fire Departments installed the dock that had been donated to the Milton Town Beach

June 5 & 6, assisted with Marine Patrol and the summer kick-off event. The PD boat will be left in the water tied to the new dock for easier emergency response. June 12th, the Police and Fire Departments used the police boat for emergency response to medical emergency near the railroad trestle. They are hoping to increase the water patrols, however regular land patrols and shifts will take priority.

June 19, as part of the hiring process, conducted the physical fitness portion with the oral interviews scheduled for later this month.

Fire Department: Chief Nick Marique.

May statistics: Responded to 79 service calls. YTD response of 427 calls (66% medically related). This is 12% increase over this time period last year.

Congratulations to Firefighters Walden and Catalfamo who both recently completed their Firefighter I & II in North Berwick and are now department's newest certified Firefighters. Firefighter Chappel completed his Firefighter I class and will be testing next week.

Firefighter Green completed his EMT class, passed the National Registry EMT test, now awaiting his state license and will be a practicing EMT on the ambulance crew in a few weeks.

Lt Stevens completed a class to obtain his Fire Inspector II certification.

Lt Behrens recently completed CPR recertification class for employees at Lakes Region Jelly Stone. With COVID restrictions lifted, the department will begin to slowly open the fire station doors for tours and community education. If anyone is interested to schedule a CPR class for their community group or organization, they should contact Lt Behrens (Monday and Thursday at the fire station) or via email jbehrens@miltonfirerescue.com

Town of Middleton created an EMS committee to determine options to help serve their EMS needs without placing burdens on surrounding communities. They have reached out to Milton and other towns to provide prices to potentially contract their EMS service to a nearby department.

Public Works: Pat Smith.

They have completed the road reconstruction on Tenerife Road. This included cutting trees and removing stumps, replacing culverts where needed and reshaped ditches. The complete hot top section has been paved and gravel driveways have been matched to pavement. Shoulder gravel will also occur in the near future.

Roadside mowing will continue throughout the summer.

Transfer Station operations continue.

Ground crew has worked on the Fire Station lawn and the Veteran's Park lawn.

Highway Trucks: Approaching the end of the extended warranty period. The cost to maintain the trucks is really starting to increase which will have an impact on the overall budget.

Recreation: Ms. Burnham read the report submitted by Karen Brown.

Town Beach – very busy during June. June 5th and 6th was the summer kick-off which included the South Shore Outboard Speedboat races. This was a very busy time and very well attended. She expressed thanks to both the Police and Fire Departments for their event help. Because of this event they were able to raise money to host the 2021 Milton Arts in the Park Festival.

Camp 3 Ponds – began June 21st with a full camp. Erika Robichaud is returning as Camp Director. Erika has over 30 years of childcare experience. Many camp counselors are returning as well.

Spring Soccer – It was a great program. Special thanks to Steve Coyne and Steve Gero for volunteering their time and their extensive soccer skills.

Grant – They are anticipating a site review in the next few weeks. If all goes well with the site visit they would receive approval to begin planning of the new playground in Milton Mills. The grant program has a 50/50 match so if approved, would request involvement with planning and fundraising.

Land Use and Planning: Julius Peel -

June has been very busy month. Office has received 120 phone calls and responded to 429 emails, most concerned with Zoning regulations, building permits or homeowners asking about their properties. He also pointed out currently the Land Use clerk is also assisting with potential welfare clients and acting as assistant to the town administrator when necessary.

Planning Board – with help of Bruce Woodruff, met and discussed the town’s zoning regulations. The planning board will continue to review the documents and propose a potential warrant article that addresses the age of the document. More information will be provided over the next few months as the board works to determine how to proceed.

Building and Codes: June has been very busy for the Code Enforcement Officer with a total of 38 different permits.

Assessing: Kathy Wallingford – June has been a very busy month. The tax bills were sent at the end of May which led to increase calls with questions. There was also increase for information from realtors, insurance companies, financial institutions and prospective real estate buyers. Jonathan Babon, who had been the inspector, recently left the company, who was the town’s contracted appraisal company. The new assessor from the appraisal company is Chad Roberge.

Town Clerk / Tax Collector: Julius Peel presented the report submitted by Michelle Beauchamp. The office continues to see increase motor vehicle registrations and titles over the previous two years; this has led to increase in revenue for 2021.

Dog licenses were due April 30th. A list of outstanding 2021 dog warrants was supplied to the BOS and Police Department.

First installment of Property and Sewer Taxes are due by July 2nd.

The 2020 Tax Lien was executed on May 24th. All lien holders will be notified over the next two weeks through certified mail.

Impending Tax Deed notices for unpaid 2018 taxes will be mailed to the property owner and lien holders will be notified within next 30 days through certified mail.

b.) Request to have a planning and goals meeting for the BOS:

From a previous conversation, there is interest in holding a Goals / Planning meeting for the BOS and department heads / managers. Ideally this should be prior to CIP and budgeting process. This would be a separate meeting, open to the public, perhaps a workshop format. A tentative date of July 26th was set.

c.) Project Extension for 565 White Mountain Highway: This discussion item was moved to the next scheduled BOS meeting.

d.) Dog Warrant: A current list of 541 unlicensed dogs was provided to the BOS. Reminders had been posted on website and FB pages. According to Chief Krause, once the list is turned over to the police department, all owners who have not licensed their dogs will be issued tickets. Ms. Burnham read the first paragraph from provided document: “Pursuant to NH RSA 466:14 entitled Warrant Proceedings, you are hereby directed to proceed either to collect fees due to Town of Milton to be turned over to the Town Clerk or seize any unlicensed dog for holding in an appropriate holding facility. Pursuant to NH RSA 466:16 entitled Returns, you have until 8/31/2021 to return this warrant with statement as to

whether all the unlicensed dogs in the Town of Milton have been seized and held under provisions of this chapter and whether complaints have been entered against all persons who have failed to comply with these provisions.”

e.) **Assessing – Kathy Wallingford regarding tax abatements:** This item was moved to next scheduled BOS meeting.

f.) **Estoppel Agreement between the Town and Milton Town Solar, LLC.** – Mr. Jacobs explained he was recently contacted by tenant at the landfill site, Town Solar, LLC, requesting Mr. Jacobs sign an Estoppel Agreement which basically says the Town of Milton has no issue with Town Solar refinancing this project. Mr. Jacobs sent the document to be reviewed by the Town’s legal counsel. He did inform Town Solar he did not have authority to sign, nor did he feel comfortable until legal counsel reviewed the document. Upon further review, legal counsel determined that the annual fee, “Pilot fee” had not yet been received, nor had the town received any cost-sharing check and determined that ~\$19,300 was due to the town from the cost-sharing portion. That check, along with the Pilot fee, check should be forthcoming. Mr. Jacobs believes that all processes are now in order. Mr. Rawson recommends upon check receipt, it’s OK for Mr. Jacobs to sign the agreement. Mr. Jacobs will only send the agreement upon approval from legal counsel. The BOS agreed to this approach.

Mr. Rawson made a motion to allow Mr. Jacobs, Town Administrator, to sign the agreement between the Town of Milton and Town Solar, LLC. Ms. Burnham seconded the motion. All were in favor; the motion passed.

5.) **OLD Business:**

a.) **79 Charles Street sale** – update. Mr. Jacobs explained a deed had been prepared and submitted from Attorney Steven Whitley. Mr. Jacobs requested authorization to sign and return deed.

Mr. Rawson made a motion authorizing Mr. Jacobs to sign and return deed to Attorney Whitley who will then handle the closing. Ms. Burnham seconded the motion. All were in favor; the motion passed.

b.) **Junkyard permit renewal for the Libby Junkyard postponed until after June 28th.** Mr. Jacobs explained upon Mr. Libby’s return from vacation, an inspection will then take place. Mr. Jacobs further explained it’s important the public understand that Mr. Jacobs and other town representatives continue to address and work through situations.

c.) **Update on 39 Ripley Lane** – prior complaint and cease & desist issuance (from June 7th meeting): As discussed in previous BOS meeting, this property currently is housing more than three travel trailers which are being rented. A cease & desist letter had been sent through registered mail; however, this letter has yet to be picked up by property owner. An abutter to this property has reached out to Mr. Jacobs to express their unhappiness with the length of time it is taking to property address this situation. As explained, there are specific legal policies and procedures that the town must follow.

185
186 **6.) Other Business that May Come Before the Board:**

187 Urban Tree Service: Mr. Jacobs provided background – Recently Mr. Jacobs discovered many of
188 the trees behind the Town Hall are either dead or are infected with Ash borer. An arborist was
189 on site who has recommended for many of the trees that cannot be saved for their removal.
190 While this procedure will add to expenses, the trees could pose a hazard to properties near
191 them, or cause danger or harm to individuals. In addition, now knowing these trees pose a
192 hazard, by not addressing this situation, the legal exposure would be very costly if a tree would
193 topple over. Mr. Patrick Smith contacted Urban Tree Service who provided a quote at \$2,300
194 per day anticipating four days to remove all dead/infected trees. The total cost would be
195 \$9,200. Because this expense exceeds \$5,000 it would require BOS approval to proceed. The
196 work, if quote is accepted, would be completed in late July due to the company's present
197 workload.

198
199 Mr. Rawson questioned why has this situation with the dead/infected trees not discovered prior
200 to now? He also expressed while he is okay with moving forward and using Urban Tree Service
201 for this project, for future situations, it's important the bid process be followed getting the
202 necessary bids as it's always best to have multiple bids and options. Mr. Jacobs explained they
203 could ask for additional bids; however, the time involved to receive those bids and then to
204 schedule the project would increase the amount of time and probably save \$500 at the most.
205 The threat posed from the trees is immediate due to their proximity to residents and needs to
206 be resolved as quickly as possible.
207

208 Ms. Burnham made a motion to award tree removal from the Milton Town Hall property to
209 Urban Tree Service of Rochester, NH in the amount of \$9,200. Funding shall come from the
210 Highway Department Contracted Services line in the amount of \$9,200. This request does
211 comply with the town's purchasing policy under Section 4.1; this request requires BOS approval
212 under the purchasing policy 3.4; Mr. Rawson seconded the motion. All were in favor; the
213 motion passed.
214

215 **7.) Approval of Minutes:**

216 Non-Public Minutes:

217 **There were none.**

218 Public Minutes:

219 **June 7, 2021** –Ms. Burnham made a motion to **approve the 5/17/2021 Public meeting minutes**
220 **with changes.** Mr. Rawson seconded the motion. The motion passed.
221

222 **8.) Public Comments Relative to Current Meeting Topics:**

223 Ms. Kim Libby expressed her concern that BOS meeting minutes and other board meetings are
224 not being updated to the website as quickly as they should. Ms. Libby understands while there
225 has been upheaval over the past several months which has impacted operations at the Town
226 Hall, she stressed how important it is for public information and education, meeting minutes be
227 published as soon as possible. Mr. Rawson has received some complaints about the website
228 not currently kept up-to-date. Mr. Jacobs explained this situation is definitely on his radar to
229 ensure the site be updated and post meeting minutes on a timely basis.

230
231
232 **9.) Expenditure Reports & Financial Reports:**

233 The Board of Selectmen reviewed the expenditure reports provided to them and indicated
234 that all looks good. Mr. Jacobs has discussed with Joanne to get the report summary to the
235 BOS to keep them informed of the fiscal pulse of the town.
236

237 **10.) Town Administrator:**

238 a.) **Update regarding the proposed park on Applebee Road, Milton Mills** –June 10th meeting
239 with Bill Gegas, NH State Parks & Recreation. As reported previously, monies are available.
240 Whatever is decided must match the state-wide recreation grant. In addition to qualify for this
241 grant, must have a specifically defined area planned and then recorded at the county seat
242 which then is the agreement between the town and the federal government. Once this land is
243 designated for a park, that is all that property can be used for in the future. While there is
244 competition for these grants, it's believed there is a good chance to receive this grant, due to
245 the lack of parks in that area, especially in the Milton Mills location. The group will provide an
246 overall park plan and solicit input from residents.

247 b.) **Release of 60% plans for the Dawson Street drainage project** – The plans are now
248 available for review ("60% Drawing" – a 95% drawing is one that has been put out to bid).
249 These plans have been submitted through the Wetlands Bureau. Met with the engineers who
250 are working through this project. The permitting and bid process will happen concurrently
251 later in the summer – probably late July – with bids due in August for project start in October.

252 c.) **Wetlands Bureau Application has been submitted to repair a shoreline at 328 Bolan Road**
253 **a/k/a/ Map 23 Lot 56. File is available for review.**
254

255 **11.) Selectmen Comments:**

256 Mr. Rawson recognize two towns people who recently passed away. Mr. David King and Ms.
257 Marilyn Pike. Both individuals were huge assets and contributors to the town who really
258 made an impact. He expressed his deepest sympathy to both of their families.
259 Ms. Burnham also expressed her condolences to both families.
260

261 Mr. Jacobs presented two deeds for BOS signature.

262 a.) **18 Allen Hastings Way, John Grimaldi.** Mr. Jacobs explained while the BOS previously
263 agreed to waive the additional interest portion of the property at 18 Allen Hastings Way, not
264 included in the original motion was to sign the property back to Mr. Grimaldi. The minutes
265 only reflect waiving the interest.
266

267 Mr. Rawson made a motion to sign the deed thus returning 18 Allen Hastings Way back to Mr.
268 Grimaldi. Ms. Burnham seconded the motion. All were in favor; the motion passed.
269

270 b.) **35 Pinewood Park Road, Edward Sprague.** Mr. Jacobs explained the owners had paid all
271 the back taxes owned on this property.
272

273 Mr. Rawson made a motion to sign the deed thus returning 35 Pinewood Park Road back to
274 Mr. Sprague. Ms. Burnham seconded the motion. All were in favor; the motion passed.
275

Mr. Jacobs is working through employee evaluations. Department heads are working on theirs and will submit to BOS for review by July 1st.

12.) Adjournment:

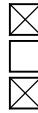
Ms. Burnham made a motion to adjourn the public meeting to enter the Non-Public Meeting. Mr. Rawson seconded the motion. All were in favor; the motion passed. The public meeting adjourned at 7:20PM.

DRAFT

Nonpublic Session Minutes Milton, NH Board of Selectmen

Date: June 21st, 2021

Members Present: Claudine Burnham, Chair
Matthew Morrill, Vice Chair
Andrew Rawson



Motion to enter Nonpublic Session made by _____ seconded by _____.

Specific Statutory Reason cited as foundation for the nonpublic session:

- ☒ **RSA 91-A:3, II (a)** *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request be granted.*
- ☐ **RSA 91-A:3, II(b)** *The hiring of any person as a public employee.*
- ☐ **RSA 91-A:3, II(c)** *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*
- ☐ **RSA 91-A:3 II(d)** *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- ☐ **RSA 91-A:3 II(e)** *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*
- ☐ **RSA 91-A:3 II(f)** *Consideration or negotiation applications by the adult parole board under RSA 651-A*
- ☐ **RSA 91-A:3 II(g)** *Consideration or negotiation of security related issues bearing on the immediate safety of security personnel*
- ☐ **RSA 91-A:3 II(h)** *Consideration or negotiation of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13*
- ☐ **RSA 91-A:3 II(i)** *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*
- ☐ **RSA 91-A:3,II (L)** *Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

Roll Call vote to enter nonpublic session:

Claudine Burnham, Chair _____X_____
Matthew Morrill, Vice Chair _____
Andrew Rawson _____X_____

Entered nonpublic session at 8:12PM.

Other persons present during nonpublic session: Julius Peel and Chris Jacobs
Description of matters discussed, and final decisions made:

The Town Clerk has requested that they be paid for all of the unused leave. There is no specific end date but has explained that they will be leaving soon. There is a large number of hours on the book (Roughly 300), and the board reviewed this to determine how they would compensate the employee. The board discussed the current positions and the requirements that it would take to separate the positions.

Motion to pay Michelle all her paid time. By Andy Rawson, seconded by Claudine Burnham.

Note: Under RSA 91-A:3, III *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of the majority of members, the aforesaid circumstances no longer apply.*

Motion to leave nonpublic session and return to public session by Claudine Burnham seconded by Andrew Rawson.

Motion: Passed.

Public session reconvened 8:20 PM.

Motion made to seal these minutes: N/A

Roll Call Vote to seal minutes:

Claudine Burnham, Chair	_____X_____
Matthew Morrill, Vice Chair	_____
Andrew Rawson	_____X_____

Motion: Passed.

These minutes recorded by: Julius Peel, Land Use Clerk

BOARD MEMBER	PARTICIPATION			APPROVED ON:			
	Physically Present	Attending Remotely	Absent	YES	NO	ABSTAIN	Signatures
Claudine Burnham, Chair	X						
Matthew Morrill, Vice Chair							
Andrew Rawson	X						

Nonpublic Session Minutes Milton, NH Board of Selectmen

Date: June 21st, 2021

Members Present: Claudine Burnham, Chair
Matthew Morrill, Vice Chair
Andrew Rawson



Motion to enter Nonpublic Session made by _____ seconded by _____.

Specific Statutory Reason cited as foundation for the nonpublic session:

- ☒ **RSA 91-A:3, II (a)** *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request be granted.*
- ☐ **RSA 91-A:3, II(b)** *The hiring of any person as a public employee.*
- ☐ **RSA 91-A:3, II(c)** *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*
- ☐ **RSA 91-A:3 II(d)** *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- ☐ **RSA 91-A:3 II(e)** *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*
- ☐ **RSA 91-A:3 II(f)** *Consideration or negotiation applications by the adult parole board under RSA 651-A*
- ☐ **RSA 91-A:3 II(g)** *Consideration or negotiation of security related issues bearing on the immediate safety of security personnel*
- ☐ **RSA 91-A:3 II(h)** *Consideration or negotiation of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13*
- ☐ **RSA 91-A:3 II(i)** *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*
- ☐ **RSA 91-A:3,II (L)** *Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

Roll Call vote to enter nonpublic session:

Claudine Burnham, Chair _____X_____
Matthew Morrill, Vice Chair _____
Andrew Rawson _____X_____

Entered nonpublic session at 8:35PM.

Other persons present during nonpublic session: Julius Peel, Chris Jacobs

Description of matters discussed, and final decisions made:

The selectman discussed the bonuses that they are going to offer the police officers along with their annual reports. The selectman agreed that Chief Krauss needs a little extra reward for the work that he does within the community. They asked the Town Administrator to review this budget and let them know at the next meeting how much they have to work with. The Board also discussed the empty positions on the townhall and noted that they need to fill them. The town administrator expressed that he had some candidates in mind. The BOS agreed to allow him to begin this process of recruiting.

Note: Under RSA 91-A:3, III *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of the majority of members, the aforesaid circumstances no longer apply.*

Motion to leave nonpublic session and return to public session by Claudine Burnham seconded by Andrew Rawson.

Motion: Passed.

Public session reconvened 9:10 PM.

Motion made to seal these minutes: N/A

Roll Call Vote to seal minutes:

Claudine Burnham, Chair _____X_____
Matthew Morrill, Vice Chair _____
Andrew Rawson _____X_____

Motion: Passed.

These minutes recorded by: Julius Peel, Land Use Clerk

BOARD MEMBER	PARTICIPATION			APPROVED ON:			
	Physically Present	Attending Remotely	Absent	YES	NO	ABSTAIN	Signatures
Claudine Burnham, Chair	X						
Matthew Morrill, Vice Chair							
Andrew Rawson	X						

Nonpublic Session Minutes Milton, NH Board of Selectmen

Date: June 21st, 2021

Members Present: Claudine Burnham, Chair
Matthew Morrill, Vice Chair
Andrew Rawson



Motion to enter Nonpublic Session made by _____ seconded by _____.

Specific Statutory Reason cited as foundation for the nonpublic session:

- ☒ **RSA 91-A:3, II (a)** *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request be granted.*
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- ☐ **RSA 91-A:3,II (L)** *Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

Roll Call vote to enter nonpublic session:

Claudine Burnham, Chair X
Matthew Morrill, Vice Chair
Andrew Rawson X

Entered nonpublic session at 8:20PM.

Other persons present during nonpublic session: Julius Peel, Chris Jacobs

Description of matters discussed, and final decisions made:

The board reviewed the list of potential employees for the recreation department. The board reviewed the list and there was no issue.

Claudine Burnham motioned to hire the help for the recreation department. Seconded by Andrew Rawson.

Note: Under RSA 91-A:3, III *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of the majority of members, the aforesaid circumstances no longer apply.*

Motion to leave nonpublic session and return to public session by Claudine Burnham seconded by Andrew Rawson.

Motion: Passed.

Public session reconvened 8:27PM.

Motion made to seal these minutes: N/A

Roll Call Vote to seal minutes:

Claudine Burnham, Chair _____X_____
Matthew Morrill, Vice Chair _____
Andrew Rawson _____X_____

Motion: Passed.

These minutes recorded by: Julius Peel, Land Use Clerk

BOARD MEMBER	PARTICIPATION			APPROVED ON:			
	Physically Present	Attending Remotely	Absent	YES	NO	ABSTAIN	Signatures
Claudine Burnham, Chair	X						
Matthew Morrill, Vice Chair							
Andrew Rawson	X						

Nonpublic Session Minutes Milton, NH Board of Selectmen

Date: June 21st, 2021

Members Present: Claudine Burnham, Chair
Matthew Morrill, Vice Chair
Andrew Rawson



Motion to enter Nonpublic Session made by _____ seconded by _____.

Specific Statutory Reason cited as foundation for the nonpublic session:

- ☒ **RSA 91-A:3, II (a)** *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request be granted.*
- ☐ **RSA 91-A:3, II(b)** *The hiring of any person as a public employee.*
- ☐ **RSA 91-A:3, II(c)** *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*
- ☐ **RSA 91-A:3 II(d)** *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- ☐ **RSA 91-A:3 II(e)** *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*
- ☐ **RSA 91-A:3 II(f)** *Consideration or negotiation applications by the adult parole board under RSA 651-A*
- ☐ **RSA 91-A:3 II(g)** *Consideration or negotiation of security related issues bearing on the immediate safety of security personnel*
- ☐ **RSA 91-A:3 II(h)** *Consideration or negotiation of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13*
- ☐ **RSA 91-A:3 II(i)** *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*
- ☐ **RSA 91-A:3,II (L)** *Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

Roll Call vote to enter nonpublic session:

Claudine Burnham, Chair _____X_____
Matthew Morrill, Vice Chair _____
Andrew Rawson _____X_____

Entered nonpublic session at 8:27PM.

Other persons present during nonpublic session: Julius Peel, Chris Jacobs

Description of matters discussed, and final decisions made:

Some part-time employees in the townhall are interested in having the community pay for vision benefits. They importance of this benefit to the employees and that the Town Administrator will speak with the finance department about the overall costs.

Note: Under RSA 91-A:3, III *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of the majority of members, the aforesaid circumstances no longer apply.*

Motion to leave nonpublic session and return to public session by Claudine Burnham seconded by Andrew Rawson.

Motion: Passed.

Public session reconvened 8:35 PM.

Motion made to seal these minutes: N/A

Roll Call Vote to seal minutes:

Claudine Burnham, Chair _____X_____
Matthew Morrill, Vice Chair _____
Andrew Rawson _____X_____

Motion: Passed.

These minutes recorded by: Julius Peel, Land Use Clerk

BOARD MEMBER	PARTICIPATION			APPROVED ON:			
	Physically Present	Attending Remotely	Absent	YES	NO	ABSTAIN	Signatures
Claudine Burnham, Chair	X						
Matthew Morrill, Vice Chair							
Andrew Rawson	X						