

Town of Milton

Remote Board of Selectmen Meeting

May 18th, 2020

Meeting Minutes

Here is a link to the audio recording of the meeting: <https://fccdl.in/0mMRSK8n3d>

➤ **4:00 PM - PUBLIC SESSION**

Chair Hutchings convened the meeting at 4pm and asked everyone to stand for the Pledge of Allegiance.

➤ **PUBLIC COMMENT**

Chair Hutchings read the following: *Please note that because this is a business meeting, and given the limitations of remote access, and in accordance with the Governor's Emergency Orders regarding public meetings and the Stay-at-home order, the Board will not be opening up public comment or discussion for business meetings.*

➤ **NEW BUSINESS— DISCUSSIONS AND/OR POSSIBLE ACTIONS**

1. **Update Regarding Covid-19 (Novel Coronavirus) Operational Activities/Plans**

Town Administrator Ernest Cartier Creveling talked about the protocols he is working on for the eventual re-opening of Town Hall. He described the document he was in the process of developing, which would include the Stay at Home 2.0 Universal Guidelines for all New Hampshire Employers and Employees published by the Governor's Economic Reopening Task Force. After discussion on the logistics of reopening Town Hall to the public, it was decided that any visits would be by appointment only and that reopening would only occur once the protocols are completed and the PPE that staff needs is on hand.

2. **Accept a Donation of up to 58 chairs from Target in Somersworth (rec'd 30, possible that we could get an additional 28 chairs)**

- *Recreation Director Karen Brown explained that Target had offered these chairs to the Town and asked that the Select Board to accept the donation. She also stated that Target had informed her that there may be more equipment to be donated and that they would keep Karen posted.*
- **Erin Hutchings made a motion to accept the donation of up the 58 chairs. The motion was seconded by Andrew Rawson. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

3. **Town Beach:** *Karen discussed her plans to open the beach for Memorial Day Weekend. She received permission to hire five beach attendants. Director Brown explained that they would be posting signage informing people of the need to social distance and that the bathrooms would be made available on a family by family basis, so that they could be cleaned regularly to prevent spread of Covid-19.*

- **Andrew Rawson made a motion to approve opening the beach on Friday, May 22nd to residents of Milton who have purchased beach passes from the Town Clerk/Tax Collector's office. The motion was seconded by Matthew Morrill. The roll call vote was as follows:**

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Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

- **Andrew Rawson** made a motion to approve hiring five seasonal employees as beach personnel at a rate of \$9.00 per hour. The motion was seconded by Matthew Morrill. The roll call vote was as follows:

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

4. **Firearms Business:** Police Chief Richard Krauss brought forward a document that needed to be signed by the Board to allow a small Milton business to sell firearms. He stated to the Select Board that the business has gone through necessary review and approval by the Planning Board and has received his federal approvals to sell firearms, as well. The Select Board members signed the document. He also gave an update on how they have been handling inquiries about Governor's Orders and that most people have been reasonable. The PD will begin do VIN checks for motor vehicles and boats.
5. **Nute High School Graduation:** Police Chief Krauss explained a plan developed by Jan Radowicz of Nute High School to hold graduation at the Town Beach on June 27th at 1PM. The graduation will be held with attendees arriving in their cars, which will be kept at least 6 feet apart, with students called up to the pavilion to receive their diplomas. The graduation will be held using the Covid-19 protocols in place at the time. The Milton PD will have officers on hand to assist with parking, traffic control and to help ensure that Covid-19 protocols are being followed. Ms. Radowicz is asking the Select Board for permission to use the Town Beach on that date and time to hold graduation. The beach will be closed until after graduation ceremonies are completed.
 - **Andrew Rawson** made a motion to approve use of the Town Beach facilities for graduation on June 27th, 2020, with the beach being closed during the day until graduation ceremonies are completed. The motion was seconded by Erin Hutchings. The roll call vote was as follows:

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

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➤ **OLD BUSINESS**

1. Final Review and Possible Adoption of Select Board By-laws.

- **Andrew Rawson made a motion to approve the Selectmen's By-laws, as amended. The motion was seconded by Matthew Morrill. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

2. Review of Letters of Interest Received for the **Local Government Efficiency Task Force** and possible appointments.

The Board discussed eight applicants' letters of interest to be included on the Task Force. They decided to discuss utilizing the numbers of the applications instead of using applicants' names at the beginning of the meeting. The consensus was to appoint applicants 3,4,6,7 and 8 which included John Giunco, Tammy Smith, Karen Golab, David Pratt and Michael Beaulieu.

*Note: See Item 4 on page 5 Under **Selectmen Comments**.*

- **Erin Hutchings made a motion to appoint John Giunco, Karen Golab, Michael Beaulieu, David Pratt, Larry Brown and Tammy Smith to the Local Government Efficiency Task Force. The motion was seconded by Andrew Rawson. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

- **Erin Hutchings made a motion to appoint Larry Brown to the Local Government Efficiency Task Force. The motion was seconded by Matthew Morrill. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

The Board directed the Town Administrator to contact everyone as to the results and to look at any vacancies that are remaining and to advertise on the website and on Town social media again, if needed.

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➤ **OTHER BUSINESS**

1. *Town Administrator E. Creveling brought up an involuntary lot merger application to restore a property located at 16 Kingsbury Drive to the three lots it formerly comprised (Tax Map 32, Lot 115-1, owned by Michael and Kathleen Bilancieri).*
 - **Andrew Rawson made a motion to approve and application for restoration of involuntarily merged lots now known as tax map 32, Lot 115-1, to be restored to the original lots effective as of April 1, 2020. The motion was seconded by Erin Hutchings. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

➤ **APPROVAL OF 05-04-2020 AND 05-07-2020 MINUTES**

1. **APPROVAL OF 05-04-2020 MINUTES**

- **Andrew Rawson made a motion to approve the minutes of May 4, 2020 as presented. The motion was seconded by Matthew Morrill. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

2. **APPROVAL OF 05-07-2020 MINUTES**

- **Andrew Rawson made a motion to approve the minutes of May 7, 2020 as presented. The motion was seconded by Erin Hutchings. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

➤ **EXPENDITURE REPORT**

1. *It was recognized that the postings to the part-time lines were still incorrect. Chair Erin Hutchings made the point that if the payroll company does not correct this, then the Town needs to demand a reduction in the cost, as this was part of the service that was included in the original pricing.*

➤ **ADMINISTRATOR COMMENTS**

N/A

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➤ **SELECTMEN COMMENTS**

1. *Selectman Rawson read a letter from John Katwick about the L-CHIP Stewardship Agreement for the Milton Townhouse into the record (attached). Selectman Rawson also asked if the Town could put out a call for Heritage Commission members, similar to what we did for the Local Government Efficiency Task Force. The consensus of the Board was that the Town Administrator should do that.*
 2. *Selectman Rawson next brought up the Jones Creek Conservation area. He would like to see it cleaned up and mentioned that there are many people in town willing to donate their time to get it cleaned up. Both of the other Selectmen agreed. Mr. Rawson went on to say that he would donate his time and go to the Conservation Commission about it. Chair Hutchings asked how it got into the condition it's in. There was no clear answer to this.*
 3. *Selectmen Rawson thanked Public Works for its efforts over the weekend conducting a food drive for the We Care Food Pantry. They collected \$800 in cash and 1000 pounds of food. Erin Hutchings and Matthew Morrill thanked the crew, as well.*
 4. *At this point, TA Ernest Creveling asked the Board if they had conducted a roll call vote on the appointments to the Task Force (he had gone out into the lobby to take a phone call from a citizen and to call in to test the conference call system to confirm that it was working, which it was). The Board made the motion to appoint all of those they had agreed on by consensus. See the votes above under **Old Business**.*
 5. *Chair Hutchings, at the request of the Town Administrator, asked the Board of Selectmen to vote to authorize him to be the signatory on the GOFERR Coronavirus Relief Fund Grant Agreement, which allows the Town to apply for up to \$109,005 in reimbursements for eligible Covid-19 related expenses. He relayed that he is working with staff to ensure that the Town gets the money for which it is eligible.*
- **Erin Hutchings made a motion authorize TA Ernest Cartier Creveling to sign the GOFERR Coronavirus Relief Fund Grant Agreement. The motion was seconded by Andrew Rawson. The roll call vote was as follows:**

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

➤ **WORKSHOP**

N/A

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➤ **Non-Public Session under RSA 91-A:3, II (c)**

3. Erin Hutchings made a motion to go into non-public session under RSA 91-A:3, II (c). The motion was seconded by Andrew Rawson. The roll call vote was as follows:

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

THE BOARD CAME OUT OF NON-PUBLIC SESSION AT 5:40PM.

4. **ADJOURNMENT**

- Erin Hutchings made a motion to adjourn. The motion was seconded by Andrew Rawson. The roll call vote was as follows:

Vote Results		
Select Board Members	Yes	No
Erin Hutchings	X	
Andrew Rawson	X	
Matthew Morrill	X	

Respectfully Submitted: Ernest M. Cartier Creveling

Approved:

Chairman, Erin Hutchings

Vice Chair, Andrew Rawson

Selectman, Matt Morrill

Date Signed: