

Town of Milton
Board of Selectman Meeting
Monday, April 6th, 2015
Milton Town Hall
Meeting Minutes

Members in Attendance: Chairman Tom Gray, Mike Beaulieu, Andrew Rawson, Elizabeth Dionne, Town Administrator **Also in Attendance:** Toni McLellan, Recording Clerk

Public in Attendance: Michelle Beauchamp, Pat Smith, Pam Smith, Betsy Baker, Eric Knapp, John Katwick, Richard Lover, Larry Brown, Dennis Wing, Eric Oblebasch, Nick Marique, Brian Boyers, Steve Panish, Janice Long, Timothy Long, Richard Krauss, Thomas McDougall

Chairman Gray called the meeting to order at 6:01pm and welcomed everyone.

The Pledge of Allegiance was recited.

Acknowledgements

Passing's -

Dorothy "Virginia" Hobbs
Leslie Leary

A moment of silence was observed to honor the deceased and their families.

Birthdays -

Tyler Smith - Highway Dept.
Jacob Bourdeau- Fire Dept.
Brian Boyers – Code Officer
Kathy Wallingford – Assessing Dept.
Rick Dunton – Fire Dept.
Gary Pageau – Transfer Station
Lisa Delimont – Fire Dept.
Devon Pageau – Fire Dept.
Jason Shearn – Fire Dept.

Chairman Gray thanked the employees for their service to the Town, and the people of Milton, and wished them a very happy birthday.

New Business

Richard Lover Re: Sign Ordinance – Mr. Lover attended a BOS meeting on October 20th, 2014. He had filed 3 written complaints on October 7th, 2014 for violation of the sign control ordinance. Mr. Lover was assured that he would be contacted by letter about the sign ordinance. It has been 6 months and he has not heard back from anyone. M. Beaulieu stated that it would be under the jurisdiction of the Police Dept. to remove signs. Mr. Lover also asked about signs posted on town and state right of way roads. E. Dionne stated that the sign control ordinance states (purpose section) that for the town, control applies only to town roads not state roads. B. Boyers and P. Smith stated that the ordinance states that approval to remove a sign from town roads must first go through the BOS after which the Highway Dept. can remove them. Signs on utility poles fall under an RSA. Mr. Lover stated that he contacted NH DOT to remove signs to no avail. Chairman Gray stated that the BOS should write a letter to NH DOT to let them know that the town is in need of removal of the signs. E. Dionne stated that the process to have a sign removed from a town road is to file a complaint first. The complaint is forwarded to the Code Officer who determines which department will handle the complaint. It depends on the nature of the complaint as to whom it will be forwarded to. Certain departments handle certain complaints. For example, the highway department would handle a complaint about a smashed mailbox, not the Town Hall. It doesn't necessarily have to always go through the complaint process though. At times, the Police Department, or the Highway Department, may remove signs. The complaint process is a formal method for a citizen to ask for action on an issue.

Appointment of Town Forest Committee Member – M. Beaulieu made a motion to appoint Les Elder to the Town Forest Committee. L. Elder will be sworn in at the next Town Forest Committee meeting. A. Rawson seconded. Motion carried.

Appointment of Conservation Commissioner – M. Beaulieu made a motion to appoint Steve Panish to the Conservation Commission. A. Rawson seconded. Motion carried. Chairman Gray conducted the swearing in of S. Panish.

The next Town Forest Committee meeting is Tuesday April 28th, 2015

Appointment of Economic Development Committee Member – M. Beaulieu made a motion to appoint Bob Bordeaux to the Milton Economic Development Committee. B. Bordeaux will be sworn in at the meeting on May 5th, 2015. A. Rawson seconded. Motion carried

Fire Chief Nick Marique Re: Update on Extrication Equipment – Chief Marique is requesting approval from the BOS to purchase new extrication equipment using funds from the Fire Department/Apparatus Capital Reserve Fund established in 1997. The Chief provided a copy of a proposal for the purchase to the BOS. He stated that their current extrication tools are not what they should be. Cars have been upgraded in the past 10 years with such improvements

as rebar reinforcements whereas the age of their existing equipment ranges from 12-30+ years old. The Fire Department could not make a cut into a car that was needed recently. Chief Marique showed a piece of metal from a Subaru where an attempt to cut through the metal with Milton extrication equipment was made. Next to the Milton cut was a cut made with new extrication equipment. The new equipment cut through the metal whereas the Milton equipment could not cut through it. They will make do with only a partial replacement of equipment instead of a full replacement as planned. The existing primary set will become the backup set and the existing backup set will be placed out of service. No significant trade-in value exists for the current equipment. This new approach will be much closer to the initial budget of \$50,000.00. A. Rawson moved to grant Chief Nick Marique permission to proceed with the purchase of extrication equipment as noted (from Marshfield Rescue Supply) in the price list provided for a total of \$53,883.00. The check for prepayment will be cut this week. M. Beaulieu seconded. Motion carried. Chief Marique thanked Jake for a job well done in researching this issue and getting the best price.

John Katwick Re: Town House Grant Application Approval – John Katwick asked the BOS to sign the Moose Plate Grant Application for the Town House. M. Beaulieu made a motion for Chairman Gray to sign the Moose Plate Grant Application. A. Rawson seconded. Motion carried.

Police Chief Krauss Re: Sale of Equipment to Wakefield NH PD – Wakefield no longer wishes to purchase the equipment from Milton. Chief Krauss is requesting permission from the BOS to dispose of Taser cartridges. He would like to offer them to the Strafford county SWAT or Strafford County Drug Task Force Team. The ones that are not expired could be used on their units. The ones that have expired could only be used for training purposes. M. Beaulieu made a motion to give Chief Krauss permission to gift 19 Taser cartridges to Strafford County for training purposes. A. Rawson seconded. Motion carried.

Town Hall Vehicle Usage Policy Re: Approval – Tabled for the next BOS meeting.

Dale Sprague, Sewer Superintendent Re: Contract Renewal – Dale Sprague was paid \$29,684.09 last year. There will be a 1.7% COLA which will be a \$504.63 increase to \$30,188.72. M. Beaulieu moved to grant a 1.7% COLA increase in the amount of \$504.63 for a total salary of \$30,188.72, and to authorize Chairman Gray to sign the increase. A. Rawson seconded. Motion carried.

Approval of Minutes

March 16, 2015 – Regular Meeting Minutes - M. Beaulieu made a motion to approve the minutes as written. A. Rawson seconded. Motion carried.

March 16, 2015 – Nonpublic Meeting Minutes – M. Beaulieu made a motion to approve Sessions 1 & 2 as written and to seal them both for one year. A. Rawson seconded. Motion carried.

Expenditure Reports

Nothing new to report

Administrator Comments

E. Dionne will be asking the BOS for permission to transfer funds out of the general fund to the Trustee of Trust Funds for certain items that will come due soon such as engineering for the new Fire Station. These are items that were approved at election.

Re: Gifts to the town –E. Dionne reported that a representative of the Federal Savings Bank stopped by the Town Hall today (Mary Henderson, Assistant Vice President) and dropped off a gift card to China Pond Restaurant in Milton in the amount of \$100.00. Whenever a gift is given to the town, the BOS must vote to accept it. M. Beaulieu made a motion to accept the \$100.00 gift card to China Pond Restaurant. A. Rawson seconded. Motion carried.

Chairman Gray read a letter that E. Dionne received from the Strafford Regional Planning Commission regarding the Branch River Scenic Byway Corridor Advisory Committee (CAC). The purpose of the letter was to provide updates and to serve as a formal request for recommendations for potential Corridor Advisory Committee Members. Chairman Gray asked for volunteers. J. Katwick stated that a committee comprised of Suzanne Brown, Bonnie Dunton, Loretta Banks and John Katwick already exists to review such things as Historical sites in the town of Milton. Chairman Gray asked J. Katwick if he would like a copy of the letter in order to contact Sarah McGraw, Planning Technician for the Commission.

Larry Brown stated that they are giving the Corridor a new name and that he will follow up with the request.

Selectman Comments

A. Rawson – Attended the Milton Matters meeting last week. They would like more communication between the BOS and the School Board. The next meeting is May 7th, 2015. Chief Marique stated that there have been 4 meetings to date. They need action on items discussed at the meetings. However, the BOS must be involved in order to move forward. As Chief Krauss understands, the biggest issue is communication – throughout the town. He stated that if someone wants information on a school, they must go to one of the school websites, or the SAU. If they would like information on the town, they must go to the town website. Many people did not hear about the last meeting because it was only on the school's website. He inquired as to whether the various websites can be linked. The other issue that Chief Krauss heard in the meeting is that there is a disconnect between what students read in the paper concerning government versus what actually happens in government. He brought up the idea of

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an essay contest where winners of the contest would act as Chief of Police, Fire Chief or a member of the BOS for a day. Another idea was holding a BOS meeting at the school so the students would be able to see first-hand how government works. Chief Marique mentioned the idea of having a student representative sit on the BOS, and/or each one of the Milton Committees. The focus with this effort would be to get youth involved in town affairs.

J. Long stated that student representatives are very important and they are very interested in getting involved.

T. Long stated that youth is leaving Milton in droves. Getting them more involved may entice them to stay.

Chairman Gray agreed that the ideas presented tonight are good ones and asked the people that attended the meeting what they felt the next step might be.

Chief Krauss stated that it would be great if all BOS members could be at the meetings, but short of this, a good start would be to get the town website linked with the school website. E. Dionne will see to it that this is done.

L. Brown stated that another idea that came up at the meeting was access to recreation and where it is as well as who is involved. Getting forward momentum from all the ideas coming up is important.

Chief Krauss stated that another idea that came up was to have a directory on the town website with contact information for all department heads. Also, it would be helpful to have a hand out of that contact information at the Town Hall for distribution. A. Rawson stated that the Recreation Dept. is working on something similar.

M. Beaulieu - has been working with funding agencies. Cuts of up to \$188 million in the state are under consideration. If this passes, the DOT and Developmental Funding will eliminate funding for Community Partners and Milton Matters. Important services will be eliminated. During the second week of May, he will be giving testimony before the House and Senate Committees in Concord, NH on behalf of the youth. He will keep the BOS apprised of progress on this issue.

A. Rawson inquired about the status of video equipment for the town. E. Dionne stated that it has been ordered. It will take a few weeks to arrive. When it arrives, a time will be scheduled to install the equipment.

Re: Security Cameras - they should be installed for the safety of employees. E. Dionne stated that there will be security cameras for the building.

Re: Recreation Dept. baseball net. He stated that the metal clasps on the bottom have come off. There are also 2 holes in the net. Karen Brown is checking into whether the net will be covered by warranty. If it is not covered by warranty, it will be fixed when the weather improves.

Re: Exit 17 Commons - He received a call that it looked like a junk yard.

B. Boyers stated that the person that called can file a complaint.

Re: Properties that can be sold in the town of Milton. He will start looking what can be sold in coordination with the BOS.

Re: The list of tax deeded properties that the town is proposing to sell. Those that are beyond the 3-year point are available to sell. Properties that are contaminated must come with a disclosure of contamination.

Mr. Wing stated that some properties are inaccessible and some are 3/100th of an acre. There is not much that can be done with properties such as these.

Chairman Gray stated that there are several properties that are landlocked.

J. Katwick inquired as to whether the old Dixon Homestead was on the list. He stated that he would like to be notified when it becomes available to check into this property as a possibility for the school house.

Chairman Gray stated that this property is on the list, but the house was in pretty rough shape and it may need to be demolished, but the possibility of using the land for the school house could certainly be looked at as an option.

A. Rawson stated that nothing will be sold now. This analysis is just in the beginning stages.

M. Beaulieu explained why the town must wait 3 years to sell a tax deeded property. Prior to 3 years, if the land is sold, the owner of the land has to be paid any monies beyond taxes owed. J. Katwick clarified that during the 3-year time period, the owner must pay for any repairs needed. After 3 years, the owner has no rights to the property and it can be sold at Fair Market Value. The money from the sale then goes to the general fund of the town. M. Beauchamp stated it is not a bad idea (depending on the circumstances) at times to sell the home prior to the end of the 3-year time period (if it has deteriorated or has been vandalized) resulting in the house being put

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back into the tax structure. It is not about the town making a profit from the sale of the house she stated, it is more about getting the house back into tax paying status.

L. Brown reaffirmed that the property owner has the right of retrieval for 3 years. After 3 years, the owner loses the right of ownership and a new title is established.

Re: Emergency meeting held about building repairs and grants for the Library- L. Brown reported that the emergency meetings do not require a posting. The purpose of the meeting was to review the progress of the work being done on the foundation, the siding and the roof (simultaneously). Dates for grants and money have been lined up and the Trustees are satisfied.

Re: Status of the Employee Handbook - E. Dionne stated that the draft has been finalized. She has met with department heads that had concerns. It has been sent for two legal reviews; one to Attorney Sessler and one to the town insurance company after which the BOS will review it.

Re: Status of the town vehicle – E. Dionne stated that the town is still waiting for registration plates, it has to be inspected, placards have to be put on and gas cards have to be issued.

Re: The status of the street light at Routes 125 and 75 – E. Dionne stated that she is still waiting to hear back from NH DOT after contacting them regarding this matter.

The Milton Economic Development Committee is not meeting until the May 5th, 2015 so he cannot provide an update of that committee at this time.

Re: The Forestry Committee – The plan of action is to conduct a site walk with Moose Mountain Greenways, and possibly the NH Coop to discuss possibilities for the Town Forest. He will keep the BOS posted about the next meeting.

Chairman Gray - Inquired about the status of the Town Facebook Page. E. Dionne stated that Kim Ladisheff has been working on this. She will provide an update at the next meeting.

Re: April 19th Eagle Scout Meeting at 4pm. Chairman Gray plans to attend. M. Beaulieu also plans to attend.

Re: The Pay Plan for Public Works Departments. P. Smith contacted the town of Farmington. They are paying significantly more than Milton. Chairman Gray suggested taking a hard look at what the Milton DPW pay scale is in order to be competitive. P. Smith stated that he is receiving no inquiries to fill the open position. Chairman Gray stated that Milton is not even close to where they need to be in compensation. He stated that the town has addressed Fire and Police Dept. pay but now other areas need to be addressed.

J. Katwick stated that he is a new member of the Budget Committee and he would be happy to help in addressing this matter.

The City of Rochester was brought up for a possible comparison. Chairman Gray stated that as a larger city, it would not make a good comparison but that the towns of New Durham and Wakefield might make a better comparison.

Chief Krauss stated that LGC used to put out a document on salaries. E. Dionne stated that they still do this including salary and benefits. It is online but they do not send out hard copies anymore.

A. Rawson stated that a boat safety class will be held in May at the Town Hall. It is posted in the Gazette.

Public Comments

P. Smith wanted to invite everyone April 18th, from 9am-noon, to the Milton Clean-up Day. He will provide the garbage bags and will pick them up after they are filled. Six people are signed up so far. There were 72 people last year and he would like to have more people this year. There will be a cookout at noon and he will provide the hot dogs and drinks. Chairman Gray asked P. Smith to put him on the list.

S. Panish stated that a problem is the appearance of downtown. The Ding-a-Ling is a prime example. He inquired as to whether problem properties could be given away (not without terms) to attract business to the town center.

M. Beaulieu stated that this would be the last resort, but could be a consideration. The Economic Revitalization program has ideas for programs to attract business to Milton that they will be exploring.

E. Knapp Re: A policy on operating the video equipment. The school might have a senior or someone interested in running the equipment. It would be a great learning opportunity. Chairman Gray stated that the person installing the equipment has agreed to show someone how to run the equipment.

J. Katwick stated that Milton needs to do a better job on follow-through. In the last 2 ½ years, he feels that Milton has been remiss in this responsibility. He stated that we need to take a hard look at following up on things and make certain that it happens. He suggested looking at the meeting minutes prior to the meeting to review what should be followed up on and then addressing it. He has found a number of examples in the past couple of years for things that have

yet to be followed up on. The street light is one example. He inquired as to whether E. Dionne would be developing a team on this.

E. Dionne has contacted PSNH but is still waiting to hear from them on the street light.

M. Beaulieu stated that this meeting has been a good meeting to discuss follow-up actions and taking responsibility for decisions being made. However, there are times that things can go on for months due to circumstances beyond their control.

J. Katwick stated that he felt that we all could do a better job in addressing things. Chairman Gray agreed with this.

E. Dionne stated that things take time and many times they are awaiting an answer at the other end.

A. Rawson stated that he understands where J. Katwick is coming from and feels we could do better.

Chief Krauss Re: The Ding-A-Ling in downtown. He felt that no business would want to go in that space without parking available. There are only 6-10 parking spaces and 2 businesses as well as apartments use them. The other issue for the Ding-A-Ling property is that the building will need to be torn down.

Chief Krauss reported that the cruiser that was struck by a drunk driver went in to be fixed today. Hopefully, it will be done this week and the insurance held by the owner of the vehicle will pay. The estimate is approximately \$2,400.00 in damages to the cruiser. The quote for the water damage to the building (from the ice dams) is approximately \$6,600.00. Chief Krauss and P. Smith are looking for a company to fix the damage and will report back when things are confirmed. He also informed the BOS and meeting attendees that a Rabies Clinic will be held Saturday, April 11th, 2015 from 10am-12pm at the highway garage. The cost is \$16/animal. However, there is no water (frozen since February). The Town Clerk will also be present at the Clinic to offer dog registrations.

J. Long inquired about the square footage of the Ding-A-Ling restaurant. She was inquiring because it may be a location for kids for a safe place for recreation.

S. Panish stated that it is 1/10 of an acre.

Chairman Gray stated that it would not be a very safe location for kids. Parking would be a big issue, but that it could be considered.

L. Brown - Following up on what J. Katwick stated regarding follow up on issues, he can list several things for which there has been no follow-through. Exit 17 Storage is one example. He added that a good way to keep track of what has been followed up on is to have a notebook with a list. The first checkmark can be that the issue has been noted and read. The second checkmark is filled in only when the issue has been addressed and resolved.

L. Brown thanked Steve Panish for joining the Conservation Commission in 1998 or 1999 when L. Brown was Chair and the Commission needed help. He has been a steady informed advocated for the protection and use of the land in the community.

L. Brown stated that a contact list could be attached to every dog license, every tax bill, etc. When putting up a town website, visit the websites of the wealthiest communities and borrow what they have done.

J. Katwick Re: The CIP - There is a plan in place for the town to take ownership of the Milton Mills Cemetery sometime in the next couple of years. It is a 5-acre site and there is a plan to have recreation (baseball/basketball field) for the kids of town at the site.

Chairman Gray stated that this may work well for the kids of Milton Mills. To have something in Milton would be ideal for the kids of Milton.

L. Brown stated that he still has the original community economic development plan for the reconfiguration of the 125 triangle.

Adjournment

Chairman Gray made a motion to go back into nonpublic session at 8:45pm under RSA 91: 3II (c) following a 5-minute recess. M. Beaulieu seconded. Motion carried.

Respectfully Submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

James Michael Beaulieu

Andrew Rawson