

Town of Milton
Board of Selectman Meeting
Wednesday, May 20th, 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: Pat Smith, Richard Krauss, Les Elder, Larry Brown, Bob Carrier, John Katwick, Eric Knapp

Chairman Gray called the meeting to order at 6:05pm and welcomed everyone.

Troop 198 led the Pledge of Allegiance.

New Business

Eagle Scout Attainment – Joseph Allan Boulanger – Chairman Gray read a letter of Eagle Scout attainment for Joseph Allan Boulanger. Chairman Gray presented J. Boulanger with a badge to serve as an honorary selectman for the town of Milton.

Roger Libby Re: Junkyard License Renewal- Brian Boyer has inspected the junkyard and all fees have been paid. M. Beaulieu made a motion to award Roger Libby another year of a Junkyard license. A. Rawson seconded. Motion carried. The BOS signed the document.

Andrew Kellar, NH Solar Garden Re: Updated Solar Rebate Agreement Approval – This agenda item will be rescheduled for a BOS meeting in June, 2015.

Chris Jacobs, Moderator Re: 2016 Elections – This agenda item will be rescheduled for a BOS meeting in June, 2015.

John Katwick Re: Update on Transfer of Milton Mills Cemetery Ownership to the Town of Milton – J. Katwick provided a handout, which he read to the BOS. RSA 289:2 states that every town shall provide one or two suitable cemeteries for the interment of people within the town boundaries. Milton does not own a public cemetery for this purpose. Milton has a lease agreement with Milton Mills for this purpose. In 2010, a Warrant Article (number 29) for \$5,000.00 was put on the ballot and passed through 2015 that has a current balance of \$25,286.99 designated for the planning and establishment of a new public cemetery. Milton Mills cemetery is approximately 20 acres. J. Katwick presented numbers for total income for the Milton Mills cemetery, operating costs, etc. The numbers show that the Milton Mills cemetery is

self-sufficient. The income goes to the maintenance of the cemetery. From 5/1/2014 to 4/30/2015, the cost to run the cemetery was \$6,305.31. The Milton Mills cemetery association recently voted to transfer ownership to the town of Milton. The Milton Cemetery Trustees recently voted to accept Milton Mills Cemetery as the Milton Cemetery of choice. J. Katwick is requesting a vote for approval to move forward with the transfer of ownership. If approved, surveys would be conducted at the cemetery for which he will need approval in the amount of \$7,500.00 (CRP). He will also need to obtain approval from the office of Attorney General. M. Beaulieu made a motion for J. Katwick to move forward with the change in ownership from Milton Mills to Milton. M. Beaulieu made a motion to approve the payment of \$7,500.00 (from CRF) to Norway Plains for survey costs. They BOS signed the document.

Fire Chief Nick Marique Re: Clarifying Motions for Extrication Equipment. Nick Marique was not present at the meeting tonight. A. Rawson made a motion to authorize the expenditure of \$50,400.00 from the General Fund for the purchase of extrication equipment for the Fire Department. M. Beaulieu seconded. Motion carried. A. Rawson made a motion to authorize the reimbursement the General Fund in the amount of \$50,400.00. Said funds shall be taken from the Fire Departments Equipment Apparatus Capitol Reserve Fund.

Approval of Minutes

May 4, 2015 – Regular Meeting Minutes – M. Beaulieu made a motion to approve the minutes as written. A. Rawson seconded. Motion carried.

May 4, 2015 – Nonpublic Meeting Minutes (Sessions 1, 2 &3). M. Beaulieu made a motion to approve the nonpublic minutes as written (and to release or reseal the minutes, or items contained therein, as noted in the minutes). A. Rawson seconded. Motion carried.

May 6, 2015 – Workshop Meeting Minutes – M. Beaulieu made a motion to approve the minutes as written. A. Rawson seconded. Motion carried.

Expenditure Reports

Nothing new to report

Administrator Comments

E. Dionne - The School Board is not able to meet with the BOS on June 9th or 10th, 2015 as discussed previously. E. Dionne requested additional dates from the BOS for a meeting. The BOS will discuss dates at the BOS meeting on June 1st, 2015.

Re: Grant for a school resource officer. Chief Krauss stated that the new COPS (Community Oriented Policing) grants are supporting the SRO positions. The officer would be in the school 36 weeks of the year (which amounts to 70% of the year). The benefit is that the officer would have a presence at the school and this would foster a better relationship with police and, interaction with students every day. The federal government would cover 75% of the cost up to

\$125,000 for the total of the 36 months. There is no caveat that the officer must be kept on after the 36 months has expired. The school budget would cover 70% of the cost; the Police Department budget would cover the remaining 30%. The portion the town would pay would be \$11,398.00 for the first year, \$11,781.00 for the 2nd year and \$12,334 for the 3rd year. He is requesting approval this evening to apply for the grant. The application must be submitted by June 19th. M. Beaulieu made a motion to approve Chief Krauss moving forward with the application for the COPS grant funding. A. Rawson seconded. Motion carried.

Re: an amendment to the April 6th Minutes – Chairman Gray made a motion to re-open the approval of the minutes of April 6th, 2015 for a correction (misspelling of a name). Page 6 9th paragraph, “Dixon” should be spelled “Dickson”. M. Beaulieu seconded. Motion carried.

Selectman Comments

A. Rawson – asked L. Elder to provide an update on the library.

L. Elder stated that work on library renovations are progressing well. The egress in the back has been removed. The Trustees have voted to release funds from the CRF to pay a vendor. An application for the LCHIP grant will be submitted.

Re: The Playground. He reported that he is looking at different packages from vendors for the playground. Hopefully within the next month, things will be progressing well.

M. Beaulieu – He requested an update from E. Dionne for the new town vehicle. E. Dionne reported that the vehicle is almost ready and that placards for the doors (Fire Department) have been completed. One last thing that requires some drive time needs to be done and that has to do with Emissions testing. This is in progress. The only outstanding item is the NH DOT gas-up 101 class/training for the drivers.

Re: Economic Development Committee meeting. He was not able to attend the last meeting as he was in Concord to provide testimony in support of funding for Community Partners. Neither Representative nor lobbyist was present.

There was a discussion about buying replacement windows for E. Dionne’s office. Currently, they are not safe. He will obtain a cost from Brocks and will submit a check request.

Re: Budget Committee meeting. He missed the meeting last night as he was with Community Partners. The meeting ran longer than intended. He was attending for his son, but will also be participating as a mentor for kids that do not have one. He apologized to the Budget Committee.

Re: Town Forest Committee member. He stated that another Committee member is needed. He can be the Selectman’s Rep, but cannot vote until there is another member.

Re: Pay Structure for the DPW. Pat Smith is working on this. He is collecting information from other towns.

Re: The Conservation Commission. The Commission does not have the presence of a BOS representative. Chairman Gray stated that they are an advisory committee. The BOS should be receiving minutes and recommendations. E. Dionne will send a note to the Commission asking them to send correspondence to the BOS (minutes, recommendations, etc.).

Re: Recording Equip Update – E. Dionne stated that the company was awaiting the arrival of a couple remaining pieces of equipment, but that was a couple weeks ago. Nothing has been paid to the company to date.

Re: Ride-A-Long policy. E. Dionne has received information from Primex who had some great suggestions. Chief Krauss inquired as to whether there were any changes/recommendations the BOS would like to put in the document. Suggested changes will be inserted (by Chief Krauss). He doesn't think they need to include all the suggestions from Primex. The document will be reviewed by the BOS at the next meeting.

Chairman Gray – reported that the Planning Board is continuing to work on the Master Plan and the CIP with all Department Heads. A Site walk is planned for June 11th, 2015 at Jones Brook. At the last Planning Board meeting, he was asked about the modular home production business proposed for Exit 17. The Planner and members of the Planning Board asked that the BOS take another look at the property. Ownership remains an outstanding issue and is still unknown to date although there is an interested party for the purchase of the land.

E. Knapp commented that the interested party understands that the town may have to wait the full 3 years before selling the land. However, if he had a commitment from the town that they would be willing to sell it after 3 years, he could move forward with his plans.

M. Beaulieu and Chairman Gray stated that it would have to be put out to bid. It could not be promised to one person. In addition, research must be done first to determine ownership.

E. Knapp stated that there was a motion made by the Economic Development Committee that whatever outstanding issues remain be resolved so that the land can be put to good use.

L. Brown inquired as to whether the process could be open-bid or closed-bid and whether the purchaser could have the first right of refusal at any given price. This way the town could get the highest price and the purchaser would have to pay the highest price.

Re: Town Pound – last Thursday a gentlemen (that is a Stone Mason) asked Chairman Gray if the town owned the Town Pound (across from the Townhouse). J. Katwick and Chairman Gray visited the site. J. Katwick took pictures. He stated that the site is a key historical site in town. It was built in 1804 (the sign at the site says 1806, but is incorrect). There are only 3 circular town pounds in the state, but this one is in poor condition and is caving in at different places. He put a complete package together on the easement on the property but basically, it cannot be used for anything except for historical or farm use. He asked for permission (from the daughter of the owner in Texas) to visit the site. She was supportive. The estimate, Chairman Gray stated, to complete the repairs is \$10,000.00. J. Katwick would like to obtain a couple more quotes. He will have a conversation with Cynthia Wyatt who has had a lot of stonework done. There is one quote from Kevin Fife of Twin Elms Landscape, LLC.

Re: Complaint Forms. He stated that the town needs to do a better job of ensuring that appropriate forms are being filled out and submitted. Verbal complaints fall by the wayside and do not leave a paper trail.

Re: BOS Meeting Agenda Item Forms – There is a form for people to fill out to be on the public or non-public meeting agenda.

Re: Street Light – He was approached recently about the darkness at the Porter Road intersection. She stated that there was plenty of light when the gas station was open. The complainant is asking for a light to be installed, or the one that is there to be turned on or fixed. A. Rawson will check into whether there is an existing light at this location.

Public Comments

L. Elder – Requested that the BOS sign and notarize the LCHIP grant (which has already been approved). A. Rawson made a motion to authorize Chairman Gray to sign the project agreement. E. Dionne will notarize the document. M. Beaulieu seconded. Motion carried.

L. Elder stated that another application for an LCHIP grant in the amount of \$34,800. 00 will be submitted for the second floor restoration (removing asphalt shingles, installation of cedar shingles, windows and Bell Tower).

J. Katwick stated that the Townhouse Restoration Committee has decided not to submit another LCHIP grant in order to give the library more of a chance of being funded.

B. Carrier stated that there was a Budget Committee meeting last night. He provided handouts to the BOS with a draft proposal for a protocol for the budget process. In order to avoid what was a long budget process with many meetings last year, he presented the opportunity for a joint process between the Budget Committee and the BOS that he felt would be more efficient. He

would like to hold a joint meeting of the BOS and the Budget Committee for Department Head presentations (with a recording secretary for each). The BOS and the Budget Committee would get together in December to finalize the budget and the BOS would give the go ahead (or not) on items. There is some concern though on the part of Budget Committee members that the budget would not be their own. Chairman Gray stated that it would always be their budget. B. Carrier stated that he also needs to do a better job of presenting the opportunity to the Budget Committee. A. Rawson wondered if there would be enough time to do the presentations. Chief Krauss stated that if questions were asked of the Department Heads at the time of their presentation, it would be helpful. That way, they are getting an answer that evening instead of waiting until the next meeting. E. Dionne stated that there would be time to discuss everything if every line wasn't discussed. Only those things that have changed could be discussed. What B. Carrier is proposing would ultimately cut down on budget revisions, the number of meetings and streamline the process. Chairman Gray stated that the process used to follow this protocol. B. Carrier will find out at the next meeting if the Budget Committee approves his proposal. His stipulation is that all Budget Committee members approve of the proposal if they are to move forward. He doesn't want any Committee member to be uncomfortable with the proposal.

Chief Krauss asked that the Budget Committee and the BOS give the Department Heads an idea of where they want the Departments to be in terms of COLA, raises, etc. Sometimes the two Committees are divergent for where they want the departments to be in terms of numbers. If they know in advance where they are expected to be, they can put their budgets together to meet the standard rather than putting their own budgets together for where they need to be. E. Dionne sends out a letter ahead of time (around July 1st) in terms of what to look for. For his budget, Chief Krauss stated that most cost increases are fixed, such as retirement so they know these numbers ahead of time, but to have unfixed and potential cost increases ahead of time would help.

L. Brown stated that he doesn't know how long he will remain on the Budget Committee. He would like to see additional new energy on the Committee to replace him. He thanked Lou Snyder for volunteering.

E. Dionne will send an email to B. Carrier with the phone numbers of Chairman Gray and A. Rawson. He had trouble getting access to the building last night for the Budget Committee meeting.

J. Katwick was unable to make the Budget Committee meeting last night. He will be unable to be present at some meetings due to his schedule. He has confidence in all the Department Heads in the numbers they put forth to the Budget Committee.

J.Katwick inquired about the progress of the “Hilltop 2 Steakhouse.” M. Beaulieu stated that he is still working on it. He also asked for update on Dunkin Donuts. Chairman Gray stated that it is in progress. The is demolition is currently in progress.

Chairman Gray closed public comments at 7:41pm.

Adjournment

Chairman Gray made a motion to go back into nonpublic session at 7:42pm under RSA 91-A: 3 II (e) 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