

Town of Milton  
Board of Selectmen Meeting  
August 20<sup>th</sup>, 2018  
Milton Town Hall

**Board of Selectmen Attendance:** Chairman Ryan Thibeault, Vice Chair Erin Hutchings, Town Administrator; Heather Thibodeau, Recording Clerk; Danielle Marique

**Public Attendance:** Larry Brown, Pat Smith, Glenn Bailey, Bob Carrier, Richard Krauss, Andy Rawson, Virginia Long, Wayne Sylvester, Karen Golab, Erin Zajicek, Victoria Finlayson, Pam Smith, Gordon Maveis, John Katwick, Tom McDougall, Lynette McDougall.

**Meeting call to order**

R. Thibeault welcomed all in attendance and stated the board would conduct the first of several nonpublic meetings. Motioned to start nonpublic meeting with 91A: 3 II (c). E. Hutchings seconded 2-0

R. Thibeault motioned to reopen public meeting to continue in nonpublic item 2 under 91-A:3 II(j) E. Hutchings seconded. 2-0

R. Thibeault motioned to reopen public meeting to continue in nonpublic item 3 under 91-A:3 II(b) E. Hutchings seconded. 2-0

Recalled public meeting to order with pledge of allegiance.

**Sealing of Nonpublic Minutes**

R. Thibeault motioned to seal nonpublic meeting minutes under 91-A:3 II (j) for six months. E. Hutchings seconded 2-0

**Public Comment**

**V. Long:** Stated the Casey Road Protection Sub Committee is hosting a cleanup day Saturday August 25<sup>th</sup>, 2018 from 9:00 AM-12:00 PM. Thanked Town Administrator, Public Works Director along with both the past and present Board of Selectmen for their support with the project, the easement is in progress.

**G. Bailey:** Provided a sample letter from the Town of Goffstown discussing transparency and accountability with requests of the Board of Selectmen following and doing the same.

**L. Brown:** Stated the NH Farm Museum will be hosting the Annual Pie Eating Contest September 16<sup>th</sup>, 2018 starting at 12:00 PM, still in need of judges as well as contestants.

**New Business:**

- **Conservation Committee Appointment:**

H. Thibodeau presented the Board with both applicant's letters of interest. E. Hutchings directed to K. Golab, Conservation Committee Representative, on the committees appointment suggestion. K. Golab stated the committee has worked closely with A. Rawson in the past and has been a great asset to the committee. E. Hutchings motioned A. Rawson Conservation Committee Appointee. R. Thibeault seconded. 2-0

- **Recreation Commission Alternate Appointment:**

R. Thibeault stated the Recreation Commission recommends C. Jacobs and A. Rawson as Recreation Commission Alternates. R. Thibeault motioned to appoint both A. Rawson and C. Jacobs alternates for the Recreation Commission. E. Hutchings seconded. 2-0

- **Economic Development Committee Resignations:**

E. Hutchings motioned to accept the resignation of L. Brown, C. Lirette, and M. Brown from the Economic Development Committee. And accept R. Bourdeau, K. Russ, B. Walden and C. Penta as new Economic Development Members with P. Hurd as an alternate. R. Thibeault seconded. 2-0

- **Basketball Hoop Donation:**

H. Thibodeau stated a request came to her from former Town resident, S. Brochu, who would like to donate a basketball hoop for the Town Hall parking lot as to reflect when he was growing up in town. E. Hutchings questioned liability. R. Krauss suggested the location would need to be discussed with Public Works for winter maintenance for the parking lot. E. Hutchings motioned to accept the donation pending Primex approval. R. Thibeault seconded. 2-0

- **Impact Fees & Ordinance:**

H. Thibodeau shared concerns brought to the Board from L. Elder. E. Hutchings motioned to endorse impact fees. R. Thibeault stated the Planning Board discussed this topic during their last meeting and that constant updated with associated costs would be required, along with coordination within multiple departments and boards. Would like to see close concentration on zoning prior to impact fees but agreed this is an importance and seconded the motion. 2-0

- **Police Cruiser Discussion:**

R. Krauss stated three of the Police Department cruisers are up for lease; 2013 Inceptor has 101,000 miles , and two 2015 both with 85,000 and 75,000 miles. The program thru Ford has a deadline of September 22<sup>nd</sup>, 2018, noted pricing will change as time goes on due to new models and options. Proposed two options for replacements; Option 1 being purchasing all new emergency lights in the new vehicles for \$1300. Option 2 being remove all emergency lights out of current vehicles to be installed in new vehicles which are currently out of warrantee for approximately \$3,000 less than option 1. R. Thibeault motioned to keep all three vehicles and continue with new lease for the replacements and to have Chief Krauss the signor of lease documents. E. Hutchings seconded. 2-0

- **Emergency Management Trailer Grant:**

R. Thibeault motioned to accept the Emergency Management Trailer Grant. 'The Town of Milton's Board of Selectmen, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$10,000.00 for the purchase of an all-hazards Emergency Management response trailer. Furthermore, the Board acknowledges that the total cost of this project will be \$20,000.00 in which the town will be responsible for a 50% match (\$10,000.00).' E. Hutchings seconded. 2-0

- **Possible State Boat Ramp at Town Beach:**

R. Thibeault stated research he has found indicates the possibility of the State offering a 25-35 year lease which requires 24hour use, specific trailer parking locations documented with no user fees. Noted the State is willing to talk to the Board in further discussions if desired. E. Hutchings stated she feels it would be a shame to give it to the State and the Town would be losing quite a bit. Requested the Town make the repairs needed to the current ramp out of the revenue for the year. R. Thibeault stated there are multiple options available, none of which was stating the State take over the entire beach just the boat ramp, and the beach would continue to operate for fee as does today. Noted the State owned boat ramp would gain the Town more patrons and more advertisement at a State level.

- **Zoning Case Fee Waiver Request:**

H. Thibodeau stated an abutters group of a current zoning case has requested waiving the fees associated with Public Notices and other postage costs. R. Thibeault requested to table

discussion until the end of the meeting to review the proposed letter on the case prior to a decision due to meeting nonpublic requirements.

- **Staff Appreciation Day Cookout & September Selectmen Meeting Schedule:**

H. Thibodeau stated the Department Heads collectively agreed on hosting a Staff Appreciation Day Cookout on September 21<sup>st</sup>, 2018 and requests the Boards approval of closing appropriate offices for all staff to partake in the celebration. E. Hutchings motioned to approve and close Town Hall, Town Beach and all associated buildings for the staff appreciation day cookout September 21<sup>st</sup>, 2018 starting at 11:30 AM. R. Thibeault seconded. 2-0

H. Thibodeau stated the first scheduled Board of Selectmen meeting of September is on Labor Day and would need to be adjusted. E. Hutchings motioned to adjust September's meetings to the 10<sup>th</sup>, and 24<sup>th</sup>. R. Thibeault seconded. 2-0

- **Cemetery Mowing Discussion:**

E. Hutchings stated the smaller cemetery in Milton Mills is in need of mowing and additional maintenance. J. Katwick stated at the last Cemetery Trustees meeting on August 15<sup>th</sup>, 2018 it was motioned to hire a contractor to spray and mow for a total of \$785.00 requesting the moneys be expended from the Capital Reserve Fund and not the Cemetery Operating Budget. H. Thibodeau stated having monies expended out of the operating budget will show a direct reflection on what it costs to operate the cemetery. E. Hutchings motioned to spend \$200. on spraying, \$585. on mowing for a total of \$785.00 out of the cemetery operating budget. R. Thibeault seconded. 2-0

- **Townhouse Heating System Discussion:**

E. Hutchings suggested to table for the next meeting due to not having quotes available.

- **Seven to Save Nomination Plummers Ridge School House:**

R. Thibeault stated the Seven to Save program focusses attention and staff resources on significant historic properties that are threatened by neglect, deterioration, insufficient funds, inappropriate development, and/or insensitive public policy. There is no cost to apply and the deadline is September 10<sup>th</sup>, 2018, feels the plumber ridge school house would be a perfect nomination if the board agrees. J. Katwick thanked R. Thibeault for the efforts in this project and supports along with recommends the project. Stated that applying to be on the National Register it will be easier for future grant applications. R. Thibeault motioned Plummer Ridge School House a nomination for the 2018 Seven to Save project. E. Hutchings seconded. 2-0

## **Old Business:**

- **Town Website Discussion:**

H. Thibodeau stated there has recently been an extreme urgency to continue with the new and updated website due to past situations and events leaving the Town email and online access at possible security risks. Stated there has been issues with town wide email accounts and the current website and urges the public to take caution when receiving emails from town staff. R. Thibeault motioned to continue and go forward with Virtual Town and Schools web systems. E. Hutchings seconded. 2-0

## **Meeting Minutes**

E. Hutchings suggested to table approval of minutes for a full board to be present.

## **Expenditure Report**

E. Hutchings stated she had multiple questions noted, refused discussion of questioned expenditures and suggested to table the expenditure report until the next meeting.

### Administrator Comments

H. Thibodeau congratulated Firefighters Josh Biron, Justin Bellen, and Chris Stevens on their recent promotions. Also wished well and safe return to the Milton Firefighter who was recently deployed out west to assist in the wildfire situation.

Casey Road cleanup day is scheduled for Saturday August 25<sup>th</sup>, 2018.

Requested the board to sign the Moose Plate Grant. R. Thibeault motioned to give authority to the Town Administrator authority to sign the Moose Plate Grant. E. Hutchings seconded. 2-0

Currently in the process of surveying surrounding towns insurance buyout policy to prepare for the upcoming budget season.

Thanked J. Katwick for all his hard work and dedication to the Town.

Noted that former Selectmen Joan Tasker Ball passed away last week, she was an asset to the Town and will be missed.

Wished Selectmen A. Lucier well in his absence.

### Selectmen Comments

**R. Thibeault:** Stated the Milton Historical Society has gained a new president, vice president, secretary and many new members; great progress for the future of the Society. E. Hutchings questioned how she as a member could attend meetings without a Board of Selectmen quorum. R. Thibeault stated the meeting would need to be posted prior to the Historical Society meeting to follow 91-A requirements.

R. Thibeault closed the public meeting to continue in nonpublic 91-A:3 II (j). E. Hutchings seconded. 2-0

E. Hutchings motioned to reopen public meeting R. Thibeault seconded. 2-0

R. Thibeault motioned not to waive the postage and public notices costs associated with a Town zoning case. E. Hutchings seconded. 2-0

E. Hutchings motioned to adjourn R. Thibeault seconded. 2-0

Respectfully submitted;  
Recording Clerk,  
Danielle Marique

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Chairman Ryan Thibeault

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Erin Hutchings

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Andy Lucier