

Town of Milton
Board of Selectman Meeting
Monday August 17th, 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: Richard Krauss, Pat Smith, Pam Smith, Dennis Wing, Brian Boyer, Larry Brown, Thomas McDougall, George Knapp, Gerald Lurvey, Dale Sprague, Betsy Baker, Lori Hebert, Eric Knapp

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

The Pledge of Allegiance was recited.

Acknowledgements

Chairman Gray presented the Town Administrator with a birthday card.

New Business

Code Enforcement Officer Brian Boyers Re: L&L Garbage on Governors Road – The BOS has received complaints about the piles of garbage at L&L Residential on Governors Road. Piles of trash are stored onsite. Chairman Gray stated that the garbage smells and there are rodent issues. A. Rawson stated that the property is a mess and there must be consideration for neighbors. M. Beaulieu stated that the bottom line is that the owner needs to clean up his lot. The owner is looking into downgrading to a 1-ton truck and he agreed not to recycle at his location and to clean up the property. The state allows him to haul, but not to store garbage on site. B. Boyers issued a “Cease and Desist” order approximately one month ago. He is amenable to visiting the property in 2 weeks and stated that he will visit as often as necessary. P. Smith stated that the owner can bring the garbage to the dump as often as necessary as long as he can pay for it. A. Rawson inquired about how the owner will begin to deal with the trash starting tomorrow. The owner stated that he will be looking at the 1-ton truck tomorrow so he will begin to bring the trash down to Turnkey with a U-Haul starting Wednesday.

Robert Durfee, DuBois & King Engineering Re: NH DOT Municipal Bridge Red List – R. Durfee, Director of Transportation Division with DuBois & King was present to speak about the Municipal Bridge Program. The Bridge Program is a state program funded by the legislature (\$6.2 Million/year) and managed by NH DOT, Bureau of Planning and Municipal Services.

Chairman Gray stated that the town of Milton is in the queue for the bridge between Maine and NH (Townhouse Bridge). R. Durfee stated that the first step is to apply for an estimate by filling out a form and sending it to the NH DOT. He offered to fill out the form for the town of Milton pro bono. He also has a standard cover letter that can be used. The second step is to apply for construction funding. Then the town should plan for appropriation of funds for the cost. A total project estimate would be provided to the town by Nancy Mayville. The town would need 70-75% of the total project cost (approximately \$1.1 million) for cash flow, but a portion of this would be reimbursed. The federal program will reimburse the town monthly (80%) if the town qualifies and is granted federal funding. There are funds available for bridge removal with the same cost share of 80% (state)-20% (town). The Winding Hill Bridge is also on the Municipal Red Bridge list for Milton. Mr. Durfee will help the town with an estimate for the Winding Hill Road Bridge.

Duane Curry, Seacoast Business Machines Re: Proposed Color Photocopier – D. Curry from Seacoast Business Machine presented a proposal to install a color photocopier and remove an older copier. Currently, there are two copiers; one outside E. Dionne's office and one in the Planning Department. The copier in the Planning Department is the older copier, and the cost is \$89.00/month. D. Curry is proposing to take the older photocopier (450) out and move the newer unit (453) to its place. He will also put in a new unit. The new unit will be color, and black and white. He is offering the first 90 days free. The cost to the town will be \$175.00/month rather than the \$89.00/month for the older unit with 22 months left on the contract. The town will be charged for color only when color is used. The machine will be defaulted to black and white. D. Curry is reducing the service charge by \$10.00/month. The currently monthly payment is \$198.00 for one unit (will stay the same) and \$89.00 for the other unit (will no longer exist) plus \$70.00 for service (will become \$60.00). With all that he is proposing, the net effect is that the town will spend \$76.00 more/month than is currently spent. D. Curry will forgive the remaining 22 months on the contract for the copier that is removed. E. Dionne spends (and has budgeted) approximately \$5.00 extra/month on color copies. The paper and the staples are the responsibility of the town. The toner would be supplied to the town. E. Dionne stated that the agreement could start January 1st and the first payment would not be until April, 2016. The BOS will take the information presented under consideration.

Dale Sprague Re: Dispatch Contract for All Alarms at the Sewer Plant – Since the plant was built in 1987; Strafford Dispatch has taken the alarm calls. The letter received from Burns Security stated that Strafford Dispatch will no longer be taking the alarm calls and that a third party would be needed for alarm calls. However, Tim Burns of Burns security, informed D. Sprague that a new system needs to be installed. D. Sprague stated that \$1,200.00 will cover the installation of all fire alarms, general alarms, and alarms at the Charles Street Pump Station. D. Sprague needs to get an alarm service in place as soon as possible. He inquired as to whether the BOS approves of the cost. There is enough money in the budget to cover the cost and not go over

budget. It may mean forgoing something already in the budget. Chairman Gray inquired about quarterly cost. Chief Krauss inquired as to why Strafford County Dispatch Center will no longer be taking alarm calls. Chairman Gray read the letter from Strafford County Dispatch Center. The letter does not contain the reason why the alarm calls will no longer be taken. E. Dionne will contact Chief Deputy Robert Williams. D. Sprague will contact Burns Security for a quarterly cost. The BOS will discuss the matter again at the Special BOS Meeting on August 26th, 2015.

Public Works Director P. Smith Re: Proposed Amendment to Transfer Station Fees in Solid Waste Ordinance

– P. Smith reported that some residents that come in to dump at the Transfer Station are reporting the weight of their load upon arrival to the Transfer Station (weighing it before coming to the Transfer Station). By doing this, they consistently come in under the weight limit for paying. P. Smith stated that if this continues, money will have to be put back in the budget to pay tipping fees, or the method of assessing fees at the Transfer Station would have to change. P. Smith suggested eliminating free dumping and rather, assign fees based on 8 cents/pound, no matter how many items are brought to the Transfer Station or how much the load weighs. Under this protocol, every vehicle that comes in would have to go on the scale (for bulky and construction waste). E. Dionne pointed out that RSA 41-9A states that the governing body can change the fee schedule, but a public hearing must be held. P. Smith stated that he is open to any way the BOS would like to handle the matter. Trying to provide some services for free is not working. Some are taking advantage of this. P. Smith reported that Milton does a terrific job of recycling and state inspectors that visit give positive feedback that the Milton Transfer Station is in excellent shape. He also reported that Milton has done a great job with consistency at the Transfer Station. After a detailed discussion, the BOS decided that everyone with bulky or construction waste must use the scale and pay 8 cents/pound. The BOS will hold a public hearing on the matter at the next BOS meeting on September 8, 2015.

Vehicle and Equipment Usage Policy Amendment Approval - On June 8th, the SOP for the Ride-A-Long policy was approved. E. Dionne provided an update. M. Beaulieu made a motion to accept the new vehicle equipment usage policy amendment. A. Rawson seconded. Motion carried.

Signing of NH DOT Municipal Work Zone Agreement for the Branch River Bridge on Applebee Road

–A. Rawson made a motion to approve the Municipal Work Zone Agreement as written. M. Beaulieu seconded. Motion carried. The BOS signed 3 copies of the NH Municipal Work Zone Agreement for the Branch River Bridge on Applebee Road.

Amended Motion to Reimburse General Fund from 2004 CIP for Recreation Equipment

– A. Rawson made an amended motion to expend the balance of the 2004 CIP fund in the amount of \$4,797.92 for the Recreation Department Capital Improvement Project at the Town Beach. Said funds are to be taken out of the General Fund. M. Beaulieu seconded. Motion carried. A.

Rawson made a motion to reimburse the General Fund in the amount of \$4,797.92. Said funds shall be paid from the 2004 CIP Fund with all funds expended from the 2004 CIP Fund. The 2004 CIP Fund shall be officially closed. M. Beaulieu seconded. Motion carried.

Town Clerk Re: Motor Vehicle Refund - M. Beaulieu made a motion to refund said person \$70.00 for the E-Reg motor vehicle registration. A. Rawson seconded. Motion carried.

Approval of Minutes

July 30, 2015 – Special Meeting Minutes – Chairman Gray made a motion to accept the minutes as written. A. Rawson seconded. Motion carried. M. Beaulieu abstained (he was not present for the meeting).

August 3, 2015– Regular Meeting Minutes – M. Beaulieu made a motion to approve the minutes as written. A. Rawson seconded. Motion carried.

August 3, 2015 –Nonpublic Meeting Minutes – 1st Session - M. Beaulieu made a motion to seal the first and second items and release the 3rd and 4th items to the public. A. Rawson seconded. Motion carried. 2nd Session - M Beaulieu made a motion to release the minutes as written to the public. A. Rawson seconded. Motion carried.

August 8, 2015 – Special Meeting Minutes – M. Beaulieu made a motion to approve the minutes as written with the amendment of listing each parcel and the final winning bid amount for each parcel as well as the final total for all parcels. A. Rawson seconded. Motion carried.

Expenditure Reports

E. Dionne reported that the town is on target.

Administrator Comments

E. Dionne –Re: Hiring Salary Structure (approved by the BOS in 2013). Discussions were held that if a COLA is to be added every year, the Salary Structure should be amended. She has not added COLA. She inquired as to whether she should be adding whatever the COLA is to the minimum and maximum hiring range (to keep up with the cost of living). E. Dionne will send an email with the hiring salary structure attached for BOS review.

Re: Bids for Town Properties – E. Dionne requested a motion to move forward with advertising and accepting sealed bids for town owned properties. M. Beaulieu made a motion to authorize E. Dionne to move forward with advertising and seeking sealed bids for town owned property (restaurant) equipment A. Rawson seconded. Motion carried.

Re: Request from Town Resident – E. Dionne has received a request from a resident to have each department post an expenditure report on their Facebook page; if not on the Facebook page, on the website. She did some research and looked at 8 different communities in the region. Half of the towns she researched posted expenditure reports, half did not. If an expenditure report was

posted, it was in the form of the annual financial statement. After some discussion about the matter, the BOS decided it would be a good idea to post reports or statements.

Selectman Comments

A. Rawson – He inquired about finding volunteers to operate the video equipment. M. Beaulieu inquired about student volunteers. E. Dionne stated that she has yet to hear from the schools. M. Beaulieu stated that schools are not in session for the summer. Chairman Gray stated that a lot of money has been spent on the equipment and he would like to see it up and running for the first meeting in September. E. Knapp asked about reaching out reaching to the town committees. Dana Smith has created a town YouTube account (for those that do not have Metrocast). T. McDougall and L. Brown volunteered to operate the recording equipment. E. Dionne will work with both volunteers to learn how to operate the equipment.

Re: Town Beach Sign - There is a new sign at the Town Beach. Events can be posted on the sign.

Re: Basketball Hoops – The town has the hoops. He would like to install them. P. Smith stated that they do not have the proper operational equipment to install them, but he can see to it that the holes are dug.

Re: The Library – B. Baker reported that the NH Astronomy Society has given the library a telescope and that the summer reading program is winding down. P. Smith reported that the elevator and lift have been installed and that they will be inspected by the state next week. Painting will be finished by the end of next week. First floor windows should be done by the end of the month. The ground work will take a while to complete. A. Rawson thanked him for all the hard work.

M. Beaulieu – He reported that work is in progress for the Casey Road Town Forest Committee. They will come up with a list for NH Fish and Game Department.

Re: Route 75 Right-of-Way – There is a special meeting with legal counsel regarding the matter. G. Coogin and MEDC have been asked to attend the meeting.

Re: Posting Property for Sale on the Town Website - He reported that the town is trying to help the community out by posting property for sale on the website.

Re: Budget Season – He reminded everyone that budget season is around the corner. Tomorrow evening is the first Budget Committee meeting following a break.

Chairman Gray – Planning Board Budget – He reported that the budget is the same this year.

Re: Groundwater protection – The Conservation Commission came to the Planning Board meeting and brought in a Senior Regional Planner from Strafford Regional Planning Commission to talk about groundwater protection districts. Some minor changes for the Planning Board to consider were discussed.

Re: Solar Garden Start Date: E. Dionne stated that the goal is a September construction date.

Re: Letter from the NH Liquor Commission for Issuance of Liquor License/Dollar Store – He stated that letters of concern or support can be written. Otherwise, it is handled by the state.

Re: Parcels 1-11 on Pickett Hill – He reported that the parcels sold for \$109,000. The remaining 5 parcels sold for \$99,000 for a total of \$208,000.

Public Comments

G. Knapp - He stated that taxes are being paid on the Lakeside Market. He wondered whether anything else can go in there. He stated that it is a nice property and a nice area for something to go in that could benefit the town. Chairman Gray stated that taxes are being paid, but the Milton Economic Development Committee may want to approach the owner.

L. Brown – He stated that at the Planning Board meeting, a portion of the materials presented by Kyle had to do with preemptive standards of the state for solid waste disposal. Also, regarding the new copier; who is the audience, what it will be used for and for what purpose are questions that should be answered in order to determine the need for a new copier.

Chairman Gray closed public comment at 8:00pm.

Adjournment

Chairman Gray made a motion to go back into nonpublic session at 8:01pm under RSA 91-A: 3, II (a) following a 5-minute recess. M. Beaulieu seconded. Motion carried.

Respectfully Submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

James Michael Beaulieu

Andrew O. Rawson