

Town of Milton
Board of Selectman Meeting
Monday, December 7th, 2015
Milton Town Hall
Meeting Minutes

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

Excused: Michael Beaulieu

Public in Attendance: Bruce Huntress, Pat Smith, Pam Smith, Bruce Bellegarde, John Tucker, , Keith Larmie, Noreen Nason, Aimee Krauss, Michelle Beauchamp, Betsy Baker, Naomi Bloser, Michelle, Ackerson, Roger Hebert, James Bloser, David Bloser, Rebekka Bloser, Richard Krauss, Thomas Hebert, Larry Brown

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

The Pledge of Allegiance was recited.

Chairman Gray stated that contractual matters, as well as legal and personnel matters, were discussed in Nonpublic Session and motions were made to seal certain items.

Chairman Gray asked that a moment of silence be observed for those involved in the recent tragedies in CA, AZ, CO.

Acknowledgements

Birthdays

Karen Brown – Recreation Department

Chief Krauss – Police Department

Dave Silbernagel – Fire Department

Thomas Hebert – Police Department

Clarence ‘Butch’ Nason – Highway Department

Christopher Stevens – Fire Department

Nick Blach – Fire Department

Dakota Castner – Fire Department

Justin Bellen – Fire Department

Claudine Burnham – Recreation Department

Tom Magoon – Fire Department

Robert 'Bob' Gay – Highway Department

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

David Bloser Re: Eagle Scout Project at the Milton Mills Library – D. Bloser was present at the meeting to obtain approval from the BOS for a project he would like to undertake at the Milton Mills Library. He met with P. Smith and J. Katwick on Tuesday to discuss details around the sanding and refinishing of the floors at the library. A. Rawson thanked J. Katwick and P. Smith for helping D. Bloser move forward with the project. A. Rawson made a motion to grant approval to sand and refinish the floors at the Milton Mills Library. Chairman Gray seconded. Motion carried.

Police Chief Krauss Re: Formal Swearing in Ceremony for Officer Hebert - Chairman Gray conducted the swearing in of Thomas Hebert as Police Officer for Milton. Following the swearing in, Officer Hebert was pinned with a town badge.

Police Chief Krauss Re: Motion to Accept DWI Grant – Chief Krauss stated that the Highway Safety grant (applied for each year) has been awarded in the amount of \$6,842.00. As a result of a receiving a slightly lower amount (it was previously closer to \$8,000.00), they would lose a few patrols, but would center the patrols around holidays and shifts where it would be needed the most. Chief Krauss is requesting permission from the BOS to accept the grant. A. Rawson made a motion to accept the DWI grant and authorized Chairman Gray to sign the document. Chairman Gray seconded. Motion carried.

Police Chief Krauss and PWD Pat Smith Re: Police Station Insulation – There has been trouble with ice dams resulting in leakage in the roof at the Milton Police Station. In addition, the ventilation in attic is incorrect. The temperature in the attic space must be equal to the outdoor temperature in order to avoid ice dams. P. Smith attempted to obtain 3 quotes for repair, but was unable to obtain that many. The amount for repair is more than \$24,000.00. Chairman Gray inquired as to where the money would be found to make the repair. P. Smith stated that he could find money in his budget, but not for the entire repair. E. Dionne stated that there may be some money in the administration budget. Chief Krauss stated that \$14,000.00 could be taken from the miscellaneous line for the Police Department, and he will ensure that the budget doesn't go over the bottom line for the year. P. Smith that DPW could contribute \$5,000.00 to the cost. E. Dionne stated that she would be able to contribute \$5,000.00 from "unanticipated funds." A. Rawson made a motion to move forward with repairing the Milton Police Station in the amount of \$24, 437.00 with \$14,437.00 coming from the Police Department budget, \$5,000 coming from

the DPW maintenance line and \$5,0000 coming from the town unanticipated funds. Chairman Gray seconded. Motion carried.

Public Works Director Pat Smith Re: Temp Agency (Labor Ready) Discussion – P. Smith introduced Bruce Bellegarde, Account Manager for Centerline Drivers, a temp agency for CDL drivers. P. Smith stated that the DPW is short 3 truck drivers. B. Bellegarde stated that it is extremely difficult to find CDL drivers that meet qualifications. Many towns are having the same challenge due in part to a lack of new people going into the field. For an hourly fee, the temp agency provides a fully qualified, vetted truck driver drawn from their network of potential candidates. The agency conducts background checks and drug screens. Temp agency fees depend on the pay rate for the truck driver. The truck driver would be considered an employee of the temp agency. The agency adds a 1.76% increase over and above the pay for the driver for their fee. The agency offers holiday pay and insurance, as well as Workers' Compensation. The town provides the insurance for the vehicle. P. Smith indicated that to start, he would use the driver for plowing for snow storms only. The BOS will take the matter under consideration.

J. Katwick inquired about holiday pay. B. Bellegarde stated that the temp agency provides regular holiday pay.

John Tucker Re: Evergreen Valley Snowmobile Club – On behalf of the Evergreen Valley Snowmobile Club, J. Tucker requested permission to park trailers for the 2015/16 snow season at the future parking site of the Fire Department. A certificate of liability insurance would be supplied to the town. A. Rawson made a motion to approve the use of the future parking site for the Fire Department, by the Evergreen Valley Snowmobile Club for the 2015/16 snow season. Chairman Gray seconded. Motion carried.

Tax Collector Re: Motion to Transfer Funds from General Account to Ereg Account – A. Rawson made a motion to authorize a deposit in the amount of \$2,422.00 from the General Account to the Ereg Account. Chairman Gray seconded. Motion carried.

Primex's 2010 Internal Control and Financial Review – This item was tabled until all members of the BOS could be present.

Motion to Authorize Payment and Reimbursement of Sewer System CRF for Repairs – A. Rawson made a motion to authorize the Sewer Department Superintendent to proceed with the hiring of RTD Enterprises to conduct significant repair work to the Sewer System, specifically one of the sewer lagoons, as the scope of work is of a magnitude that it is unable to be done by the Superintendent or Town staff. Repair work includes mobilization/demobilization in the lagoon, 2 technicians, cleaning solvent, repair and hypalon adhesive at a cost of \$5,680.75, and to pay for this out of the General Fund. Chairman Gray seconded. Motion carried.

A. Rawson made a motion to authorize the reimbursement of \$5,680.75 to the General Fund out of the 1988 Sewer System Improvement Capital Reserve Fund.

Motion to Expend and Reimburse Out of 2005 Free Public Library CRF – A. Rawson made a motion to authorize the Public Works Director to proceed with the installation of a vertical lift platform (by Nationwide Lifts) at the Milton Free Public Library at a cost of \$4,575.00, and to pay for this out of the General Fund. Chairman Gray seconded. Motion carried.

A. Rawson made a motion to authorize the reimbursement of \$4,575.00 to the General Fund out of the 2005 Free Public Library Capital Reserve Fund. Chairman Gray seconded. Motion carried.

Sewer Department Abatement Approval Re: 79 Charles Street Map 42 Lot 193 - The cause of the Abatement was an error in the Avitar Utility Billing. The sewer was turned on in October, 2015 and a bill for three months should've been charged in the amount of \$57.75. Instead, \$115.50 plus the three month bill was charged. A. Rawson made a motion for a correction to be made in the amount of \$115.50. Chairman Gray seconded. Motion carried.

Approval of Minutes

October 29, 2015 – Special Meeting Minutes A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. Motion carried.

October 29, 2015 - Nonpublic Meeting Minutes – A. Rawson made a motion to approve the minutes as written and to seal them as previously stated in the meeting. Chairman Gray seconded. Motion carried.

November 2, 2015 – Regular Meeting Minutes - A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. Motion carried.

November 2, 2015 – Nonpublic Meeting Minutes – 1st Session – A. Rawson made a motion to approve the minutes as written and to seal them as previously stated in the meeting. Chairman Gray seconded. Motion carried.

November 2, 2015 – Nonpublic Meeting Minutes – 2nd Session – A. Rawson made a motion to approve the minutes as written and to seal them as previously stated in the meeting. Chairman Gray seconded. Motion carried.

November 5, 2015 – Special Meeting Minutes – A. Rawson made a motion to approve the minutes as written and to seal them as previously stated in the meeting. Chairman Gray seconded. Motion carried.

November 16, 2015 – Regular Meeting Minutes – A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. Motion carried.

November 16, 2015 – Nonpublic Meeting Minutes – A. Rawson made a motion to approve the minutes as written and to seal Items 1 and 2 as stated previously in the meeting and to release

Items 3 and 4 as previously stated in the meeting to the public. Chairman Gray seconded. Motion carried.

November 17, 2015 – Special Meeting Minutes with Trustees – A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. Motion carried.

November 17, 2015 – Special Meeting Minutes with the Budget Committee - A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. Motion carried.

November 20, 2015 – Special Meeting Minutes - A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. Motion carried.

November 23, 2015 – Special Meeting Minutes – A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. Motion carried.

Expenditure Report

Nothing new to report

Administrator Comments

E. Dionne –Re: Holiday Closing: The town offices will be closed on December 25th, 2015. She inquired as to whether the BOS would like the town to close at noon on December 24th, 2015. The BOS determined that, as was done in past years, the town offices would close at noon on December 24th, 2015.

Re: New Tax Rate: E. Dionne reported that in speaking with the Finance Director and the Superintendent at the SAU office, there were some concerns expressed by the School Board regarding the tax rate. They requested that E. Dionne bring the matter before the BOS and that additional information be included in the press release (information that E. Dionne did not have access to at the time). The two items of concern (from the School Board) included the amount of money turned in at the end of the year and federal grant revenues.

Chairman Gray stated that he was not in favor of amending the press release.

A. Rawson wanted to ensure transparency around tax rates.

P. Smith felt the press release was well done. It stated exactly where the money was going and what would be done with it. He thanked E. Dionne for pulling it together.

Re: Town Planner's Contract – The Town Planner forwarded an electronic copy of the contract to E. Dionne. The BOS was presented with a copy of the contract. She stated that the Town Planner was not requesting any rate increases. It is a one year contract that would expire in December, 2015. The subject was tabled for discussion at the next BOS meeting.

Re: Draft of Town Warrant: A draft list of the Warrant Articles was presented to the BOS for their review. They will discuss the matter at the next BOS meeting.

Chairman Gray suggested a word change in Article 13 from “commercial” seating to something that would be less confusing such as “spectator” seating.

Re: Mandatory Recycling Ordinance: E. Dionne requested approval to schedule a public hearing to review the proposed changes to the Solid Waste Ordinance for Mandatory Recycling. She read the changes in the document and stated that anything that was highlighted in the report was a change. Changes were comprised primarily of “housekeeping” type items.

Selectman Comments

A. Rawson – Re: He would like to start a senior well-check program in Milton. He would like to start the program prior to the onset of winter. High school students (grades 9-12) could place a call to seniors that wanted to participate to check on them. If there was no answer, then the Milton Police Department would be called. He will look further into the possibility of the town hosting the program.

Re: Holiday Gift Drive for the Welfare Dept. - Anyone interested in donating a gift, or anyone that would like more information, is asked to contact Rachel Cote at the Welfare Department.

Public Comments

P. Smith - Thanked the BOS for reducing the tax rate.

J. Katwick – Thanked the BOS for reducing the tax rate.

J. Katwick stated that Norway Plains is moving forward with the Milton Mills Cemetery. He thanked E. Dionne for helping him tremendously with the transaction.

E. Dionne stated that the process must wait until the Warrant Articles are approved.

J. Katwick stated that there is \$25,000 in the Capital Reserve Fund. He will be approaching the BOS in the next 6-8 months for withdrawing some additional monies from the Capital Reserve fund for the Milton Mills Cemetery.

L. Brown is still interested in a time and task assessment list for the things the Town Planner has done for the town.

L. Brown stated that more punch could be added to the press release by stating something to the effect that the Milton BOS pushed to lower the tax rate and by the end of 2016, the town expects to reduce tax load by a certain dollar amount.

L. Brown stated that the Conservation Commission has the agency structure and financial resources to be a conduit for land use assessment.

E. Dionne read a thank you letter addressed to the BOS from the Tax Collector, Michelle Beauchamp, dated December 3, 2015. It was a letter of appreciation expressing sincere gratitude to the following individuals that assisted in the success of getting the December tax bill out in record time: Brian Boyers, Rachel Cote, Norma Corrow, Elizabeth Dionne, Kim Ladisheff, Noreen Nason, Dana Smith, Josh Byron, Dennis Dube, Nick Marique, Michael Beaulieu, and Andrew Rawson.

B. Baker thanked the BOS for all their efforts.

Chairman Gray closed public comment at 7:42pm.

Adjournment

A. Rawson made a motion to adjourn at 7:43pm. Chairman Gray seconded. Motion carried.

Respectfully Submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

James Michael Beaulieu

Andrew O. Rawson