

Town of Milton
Board of Selectman Meeting
Monday, December 21st, 2015
Milton Town Hall
Meeting Minutes

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

Public in Attendance: Richard Krauss, Betsy Baker, Karen Golab, Dennis Wing, Larry Brown, Nick Marique, Pat Smith, John Katwick, Luther Ellis, Steve Panish, Jerry Coogan

Chairman Gray called the meeting to order at 6:07pm 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.

New Business

Chris McVetty, WEX Representative Re: WEX Gasoline Card Program – Cancelled

Town Planning Consultant (Gerry Coogin) Annual Contract Renewal - G. Coogin was present to explain his role as Planning Consultant for Economic Development and Community Development for Milton. He works with the Milton Economic Development Committee (EDC) and is currently:

1. Following up with potential developers that may have an interest in Milton
2. Working on an outreach program with businesses
3. Meeting with commercial industrial brokers
4. Working on the website to update and make it more user-friendly
5. Working with partner organizations

For Planning, he is currently:

1. Maintaining regular contact with the Planning Board
2. Working on the Master Plan. He has completed an update of the Land Use/Vision chapters.
3. Working with the CIP Committee
4. Keeping the Planning Board updated on zoning changes

Chairman Gray reported that the benefit of the position to Milton includes cementing the plans for the new Dunkin Donuts and Dollar General in Milton as well as the construction of curb cuts. G. Coogin reported that he is currently working with developers interested in Milton.

J. Katwick inquired about the dollar amount for the contract.

Chairman Gray stated that the amounts for the contract were \$7,500.00 for Economic Development and \$7,500.00 for Planning for a total of \$15,000.00.

J. Katwick inquired if there would be a need for continued services. Chairman Gray stated that there is a need for these services.

Chairman Gray stated that there is a monthly report from G. Coogin on what he has been working on.

S. Panish inquired about the project with C. Therriault.

G. Coogin reported that C. Therriault is interested in purchasing a town owned property (which could free up his property to conduct development projects) that has back taxes. C. Therriault is currently conducting research to find the previous owner.

L. Brown suggested a “non-flipping” clause in the use of the property by C. Therriault. Granite Ridge is being developed on Route 11. There are massive empty and for sale properties along the industrial/commercial corridor on Route 11 in Farmington. With these and other efforts, he felt that there was an “arrow” pointed away from development in Milton.

E. Dionne reported that the current contract expires at the end of December.

M. Beaulieu stated that the town needs the link that G. Coogin provides. He would like to hold a special meeting to discuss the matter. E. Dionne stated that there is a special meeting occurring on Monday, December 28, 2015. The BOS will review the contract then.

Police Chief Krauss Re: Acceptance of a Grant and Check – Chief Krauss reported that a grant was received (to increase mobile data interface in cruisers which allows the Police Department to conduct checks that they were not previously able to do). He requested approval to accept the grant in the amount of \$2,360.00. M. Beaulieu made a motion to allow Chief Krauss to accept the grant in the amount of \$2,360.00. A. Rawson seconded. Motion carried.

Public Works Director Pat Smith Re: Gold Street and the Town of Middleton - P. Smith received a letter from the Board of Selectman of the Town of Middleton requesting permission to install a street sign in Milton in the area of 17 Gold Street to warn vehicles of a plow truck turn

around that will be located at the entrance to the Middleton Town Forest at the town line. The Town was also requesting permission to remove brush on the corner for better visibility. M. Beaulieu made a motion to allow E. Dionne to draft a letter to send to the Middleton BOS granting permission of their request. A. Rawson seconded. Motion carried.

Conservation Commission and Casey Road Town Forest Committee Re: Discussion on Use of the Casey Road Property and the Functions of the Casey Road Town Forest Committee -

Chairman Gray stated that a Town Forest Committee was created with the purpose of formulating ideas as to what to do with the Casey Road property. He stated that there hasn't been any reporting on what has been found by the Committee, but there is a request for a Warrant for the ballot to put the land in easement. Karen Golab stated that the major decision by the Town Forest Committee was that they do not want to pursue a "Town Forest" due to RSA restrictions. A conservation easement is desired by the Town Forest Committee and they would like to commence with the process. The purpose of the Warrant Article would be to make certain the people of Milton want an easement. Chairman Gray stated that he is not opposed to an easement, but he has concerns that the Town Forest Committee did not come to the BOS first and present how they wanted to proceed.

S. Panish apologized for not keeping the BOS apprised of what has transpired with the Town Forest Committee. Essentially, the Conservation Commission is trying to leave as much decision making as possible to the Town Forest Committee. He stated that there are a lot of restrictions to having a Town Forest, yet there is a lot of interest in preserving the property in a natural state for recreation and wildlife. The Town Forest Committee was not aware that they needed to come to the BOS for approval or to keep them informed. They did, however, keep the Conservation Commission apprised of what they were discussing. The Conservation Commission in turn informed the Town Forest Committee that they needed to submit for a Warrant Article to get an easement approved and that it should be done in relatively short order or there would be a wait time of one year (until the Warrant Articles for next year are voted on). The BOS stated that they felt a conservation easement would be a good use of the property.

Draft Town Warrant Articles – Chairman Gray stated that the purpose of the agenda item is to review the Town of Milton Warrant Articles and for the BOS to recommend, or decline to recommend, the Articles.

P. Smith stated that he would like to withdraw Article 6 (that he put forth) for \$20,000.00. He would further like to amend Article 7 by increasing it to \$24,000.00.

Chairman Gray read the articles and the BOS made their recommendations.

Article 1 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 2– M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 3 - Skipped

Article 4 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 5 – M. Beaulieu made a motion to recommend with a reduction to \$20,000.00 A. Rawson. Motion carried.

Article 6 – Removed

Article 7 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

L. Brown Re: Article 7 - He stated that on December 15, 2015, they received another grant from LCHIP. This will be matched up to \$16,020.00 by funds from LCHIP. J. Katwick, P. Smith and the Director of the Library have put in tremendous efforts to preserve the library as a historical building.

Article 8 – A. Rawson made a motion to recommend. M. Beaulieu seconded. Motion carried.

Article 9 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 10 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 11 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 12 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 13 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 14 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Article 15 – M. Beaulieu made a motion to recommend. A. Rawson seconded. Motion carried.

Loader Bid – Bid Openings – Chairman Gray read the 3 bids for the current loader:

1. Boston Hill Fence of N. Andover, MA - \$26,500.00

2. Unlimited Autoworks Co. of Lebanon, ME - \$26,959.99

3. Dicks Used Trucks and Equipment LLC of Chelsea, ME - \$21,630.00

E. Dionne will send the bids to the BOS for consideration and to decide on at the next meeting.

Sewer Department Abatement Approval Re: 24 Silver Street – The Land Use Clerk had informed E. Dionne that the property was a tax deeded property and that the tax bill was sent out in error. A. Rawson made a motion to approve the abatement in the amount of \$115. 50. M. Beaulieu seconded. Motion carried.

Chairman Gray called a recess (for 7 minutes) until the start of the 7:00pm public hearing.

Chairman Gray stated for clarification that the official CIP is the Planning Board. The Department Heads spend time working on the CIP.

7:00pm Public Hearing Re: Proposed Amendments to the Solid Waste and Mandatory Recycling Ordinance – Chairman Gray read the ordinance and stated the purpose of the public hearing. The purpose of the public hearing was to receive public input on the proposed amendments to the Solid Waste Facility and Mandatory Recycling Ordinance. The proposed amendments are housekeeping in nature. A copy of the proposal is available at the Public Works Director's office and the Town Administrator's office.

E. Dionne went through each change (all housekeeping changes) and stated that on the copies (available at the meeting) all proposed amendments are highlighted.

Chairman Gray opened the public hearing for comments.

J. Katwick requested that under "Fee Schedule" (Page 8) "Permit Sticker" states **\$5.00/vehicle**. E. Dionne will make the change.

S. Panish clarified that on page 8 that there were no washer/dryer fees. Chairman Gray confirmed this and that washer/dryers go into the metal pile. S. Panish added that a recent article in the Granite State News stated that the Milton Transfer Station was the best functioning Transfer Station that was reviewed.

L. Brown inquired whether when changes are discussed the next time around, the single section can be changed and presented rather than printing the entire document in order to save paper. E. Dionne stated that the BOS has the authority to change sections. The legislative body has the authority for everything else.

Chief Krauss inquired (Section 9.1 "Enforcement") about how violations of the ordinance are enforced. P. Smith stated that the BOS has issued warnings. Chief Krauss inquired about how the warnings were issued stating that if it goes through criminal court, the warrant would have to be issued by a Police Officer. P. Smith stated that only a couple of warnings have been issued in his time with the Department. He stated that there have been instances of "Theft of Services", in which case, the help of the Police Department was enlisted. P. Smith stated that they try to handle everything they can at their level.

L. Brown inquired whether a person not having a vehicle can use the recycling center.

Chief Krauss wondered whether the town should have a format in place for issuing warnings and documentation thereof and stated that it should be done at the time of offense. Issuance of a warning can be done by a civilian employee at the Transfer Station, but a format for the warning should be decided on ahead of time. Chief Krauss will provide a template/format for use.

Chairman Gray closed the Public Hearing at 7:18pm.

Approval of Minutes

November 5, 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. M. Beaulieu abstained. Motion carried.

December 7, 2015 – Regular Meeting Minutes - A. Rawson made a motion to approve the minutes as written. Chairman Gray seconded. M. Beaulieu abstained. Motion carried.

December 7, 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. M. Beaulieu abstained. Motion carried.

Expenditure Report

Nothing new to report

Administrator Comments

E. Dionne –Re: Resignation of Firefighter Joshua Patrick Biron – E. Dionne reported that his last day of employment will be December 31, 2015. M. Beaulieu made a motion to accept the resignation of Joshua Patrick Biron with regret. A. Rawson seconded. Motion carried.

Re: BOS Report for the Town Report – E. Dionne mailed it to the BOS a week ago. The BOS reported that all was satisfactory.

Re: Money owed to the Conservation Commission - E. Dionne reported that the balance owed is \$25,000.00. She inquired if the BOS would like to pay this debt. The BOS agreed to pay off this debt. She reported that this would clear the remainder of the debt with the Conservation Commission.

Re: IRS/Payroll Taxes – The town received a letter from the IRS that it was in violation of paying the weekly payroll tax on a timely basis for the second and third quarter of 2015 and the penalty per quarter is in excess of \$3,000.00. E. Dionne reported that the town has documentation that taxes were paid on time. The bookkeeper contacted the auditors. She reported that a letter was sent by the auditors to the IRS disputing the claim. She will keep the BOS informed.

Re: Vacation Accruals Cap – E. Dionne reported that it is too cumbersome for the bookkeeper to have the accrual cap expire on the anniversary of employment for each employee rather than on December 31 (for all employees) of each year as is typically done. Everything else in the proposal is the same as it is currently, with the exception of the accrual date. M. Beaulieu made a motion to approve the change in date of vacation approval. A. Rawson seconded. Motion carried.

Selectman Comments

A. Rawson – Re: Last Budget Meeting with the School - He thanked the Department heads for doing a great job with the budget and the Budget Committee for all the hard work in the past three weeks.

Re: Grant - He thanked Laurie Palmiera (and P. Smith and J. Katwick) for the grant she was awarded for the library. The grant has been awarded twice.

Each member of the BOS wished everyone a very Merry Christmas and Happy New Year.

Public Comments

J. Katwick reported that grant writing is so complicated and that L. Palmiera has done a great job obtaining grants.

B. Baker stated that there is a possibility that the entire punch list (with the exception of the asphalt on the outside) can be accomplished by 2016.

L. Brown stated that L. Palmiera has successfully obtained 3 grants for the library. He mentioned that the NH Farm Museum has also gotten a grant for foundation work. A grant for roofing has also been obtained and work is being done on the chimney.

J. Katwick stated that they are awaiting a 3rd quote for the Town Pound.

D. Wing stated that the town has only 2 people for videotaping the meetings. He inquired about recruitment efforts.

E. Dionne stated that only one student came forward to volunteer for videotaping meetings and that there were scheduling conflicts. Eagle Scouts have been contacted, but there was no one interested. E. Dionne stated that the ask for help is also on the town website. Chairman Gray asked that if anyone watching, or attending the meeting, knows of anyone interested, to please step up and help out.

Chairman Gray closed public comment at 7:42pm.

Chairman Gray made a motion to go back into nonpublic session under RSA 91-A: 3, II (a) and (c).

12.21.15BOS

Respectfully Submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

James Michael Beaulieu

Andrew O. Rawson