

Town of Milton  
Board of Selectmen Regular Meeting  
Wednesday, January 22, 2014  
Milton Town Hall  
Meeting Minutes

In Attendance: Chairman Tom F. Gray, Selectman Robert L. Bridges, Selectman James Michael Beaulieu, Town Administrator Elizabeth Dionne.

Chairman Gray called the meeting to order at 5:30pm.

Chairman Gray moved at 5:30pm to enter into nonpublic session under RSA 91-A:3,II,a,c,e. Motion seconded by Selectman Bridges. Motion carried.

Chairman Gray moved at 5:56pm to exit nonpublic. Motion seconded by Selectman Bridges. Motion carried.

Selectman Bridges moved to not divulge the minutes for one year. Motion seconded by Selectman Beaulieu. Motion carried.

Chairman Gray called the open session to order at 6:00pm and the Pledge of Allegiance was recited.

**New Business**

Library Trustee Vacancy: Laurie Palmeira was present and expressed an interest in filling the vacant Library Trustee position until first session Town Meeting. She's interested in community involvement and currently visits the Library regularly. The Selectmen explained it would be a fill-in position until March.

Selectman Beaulieu moved to appoint Laurie Palmeira as a Library Trustee to fill-in until the March elections. Motion seconded by Selectman Bridges. Motion carried.

Chairman Gray conducted the oath of office to Laurie Palmeira.

Townhouse Bridge reimbursement: Selectman Bridges moved to authorize \$3,675.00 be reimbursed to the general fund from the Milton/Maine Bridges Capital Reserve Fund. Motion seconded by Selectman Beaulieu. Motion carried.

Sebastian Septic contract: Town Administrator explained this was the contract previously requested by the Selectmen for a one year period for the Transfer Station vs. paying for a 12 month period without a contract.

Selectman Bridges moved to approve the Sebastian Septic contract for one year for the Transfer Station. Motion seconded by Selectman Beaulieu. Motion carried.

Town Report Cover: Discussion ensued on various possibilities. The Selectmen decided upon four photos of the Town House building, one of each side, to be placed in four corners of the cover, with the proper verbiage in the center of the cover. John Katwick will gather photos for Kathy Wallingford who prepares the Town Report.

Town Report Dedication: Discussion ensued on Emery Booska or the Old Man of the Mountain's little brother in Milton Mills. Consensus was Emery Booska. Kathy Wallingford will make arrangements with someone for the verbiage. John Katwick will assist with a photo.

Town Report Selectmen's Report: Discussion ensued. Town Administrator will assist the Board with a draft and the Board will review amend.

Town Report Photos: Photos will be taken on Monday January 27<sup>th</sup> at the Selectmen's Special Meeting for the Selectmen. Kathy Wallingford will work on other photos.

**Minutes:**

04/30/13. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

12/30/13 Nonpublic Session 1. Selectman Bridges moved to approve and seal for one year. Motion seconded by Selectman Beaulieu. Motion carried.

12/30/13 Nonpublic Session 2. Selectman Bridges moved to approve and not seal. Motion seconded by Selectman Beaulieu. Motion carried.

12/30/13. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

01/06/14. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

01/06/14. Due to confusion of the order of minutes being approved, Selectman Bridges moved to rescind prior approval of 01/06/14. Motion seconded by Selectman Beaulieu. Motion carried.

01/06/14 Nonpublic. Selectman Bridges moved to approve and seal for one year. Motion seconded by Selectman Beaulieu. Motion carried.

01/06/14. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

01/07/14. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

01/10/14. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

01/14/14. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

**Expenditure Reports:** Town Administrator advised as of last week, the full budget was 91% expended. The books will be closing tomorrow. Expect additional expenditures out of the 2013 budget.

**Town Administrator's Report:** Town Administrator E. Dionne reported on the following:

2013 Audit: Request to sign contract for the 2013 Audit by Vachon & Clukay. Total cost not to

exceed \$16,728. 2.5% increase from 2012 audit. Selectman Bridges moved to approve. Motion seconded by Selectman Beaulieu. Motion carried.

Fire Department Grant transfer: Request to approve transfer of money from Fire Department grant line into the general fund grant account for their portion of the new radios which is \$4,997.79. The grant money has already been paid to the state and this is a reimbursement to the general fund.

Selectman Bridges moved to approve the transfer. Motion seconded by Selectman Beaulieu. Motion carried.

Police Department Grant transfer: Request to approve transfer of money from the Police Department grant line into the general fund grant account for their portion of the new radios which is \$2,933.48. The grant money has already been paid to the state and this is a reimbursement to the general fund.

Selectman Bridges moved to approve the transfer. Motion seconded by Selectman Beaulieu. Motion carried.

Encumbrances: Request to approve a \$1,000 encumbrance from the Police Department which is to cover the insurance deductible of \$1,000 on a property claim of damage done to cruiser 2 by a defendant on December 17, 2013.

Selectman Bridges moved to approve this encumbrance. Motion seconded by Selectman Beaulieu. Motion carried.

Request to approve up to \$11,000.00 for computer upgrades to five Town Hall computers and the server in order to protect the entire system from the change with Microsoft XP in April/May.

Selectman Bridges moved to approve this encumbrance. Motion seconded by Selectman Beaulieu. Motion carried.

Warrant Articles for first session Town Meeting: The Selectmen decided who would make the motion on each monetary warrant article. The Budget Committee would do the second's and Chairman Gray will speak to the Chairman of the Budget Committee. The Selectmen would generally handle the discussion part unless it pertained to a warrant article in which a particular committee should speak and in that case that committee would speak.

Article 5, New Fire Station – Selectman Bridges  
Article 6, Three 6-wheel dump trucks – Chairman Gray  
Article 7, Town Budget – Selectman Beaulieu  
Article 8, One 6-wheel dump truck – Chairman Gray  
Article 9, Highway CRF – Chairman Gray  
Article 10, Roadway construction CRF – Chairman Gray  
Article 11, Highway equipment CRF – Chairman Gray  
Article 12, Ambulance vehicles and Fire Equipment CRF – Selectman Bridges  
Article 13, Fire equipment and Apparatus CRF – Selectman Bridges  
Article 14, Fire vehicle repairs and improvements – Selectman Bridges  
Article 15, Library CRF – Selectman Beaulieu  
Article 16, Recreation CRF – Selectman Bridges  
Article 17, Cemetery CRF – Chairman Gray

Article 18, Milton/Maine Bridges CRF – Selectman Beaulieu  
Article 19, Highway grader – Chairman Gray  
Article 20, Highway building construction and renovations - Chairman Gray  
Article 21, Police computers and radios – Selectman Beaulieu  
Article 22, Police wage retention – Selectman Bridges  
Article 23, non-monetary warrant article – to allow the Library Trustees to accept gifts  
Article 24, non-monetary warrant article – to change agent on Sewer Commission CRF  
Article 25, Library repairs and maintenance – Selectman Beaulieu  
Article 26, non-monetary warrant article – conservation expenditures on land interests

**Selectmen's Comments:**

Recreation Deposits: Selectmen Bridges commented on the latest Treasurer's report in which all accounts were reconciled except Recreation due to lateness of deposit slips being turned in to Treasurer. Consensus was the Recreation Commission to handle this at their next meeting and a directive will be issued to the Recreation Director from the Recreation Commission instructing her to immediately turn over deposit slips to the Treasurer once the deposits have been deposited.

Town Planner contract: Selectmen Bridges asked how to handle the bulk of the Town Planner's contract being cut from the budget by the Budget Committee. Consensus was to wait until after the First Session Town Meeting.

Library Bids: Selectman Beaulieu advised he had received four contacts in regards to the RFP placed late Fall on the repairs to the exterior of the Library building. No need to re-bid. This won't be a rebuild. It will be a demo, repair, paint, etc. Town will provide a dumpster. Waiting for quote on metal fire escape from Milton Fabrication. Selectman Gray mentioned Plante in Alton and Budell in Milton. Selectman Beaulieu advised when the time comes for a decision by the Board, he will recuse himself from the discussion.

Public Comments: Mention was made from two residents in the audience regarding the computer updates to make sure the software will be compatible with the other software the Town uses such as Avitar, etc. Suggestion was made to keep old computer with old software as a backup or for conversion purposes.

Town House LCHIP: John Katwick requested a copy of the LCHIP document on the Town House LCHIP award once the Town receives them.

Town House checking account: John Katwick asked the status of the request to change the account into a checking account. Consensus to have the Treasurer at the next meeting to discuss the possibility.

Selectman Bridges moved at 7:12pm to adjourn. Motion seconded by Selectman Beaulieu. Motion carried.

Respectfully submitted,  
E. Dionne, Town Administrator

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Chairman Tom F. Gray

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Robert L. Bridges

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James Michael Beaulieu