

**Town of Milton  
Board of Selectmen Regular Meeting  
Monday, April 21, 2014  
Milton Town Hall**

In attendance: Chairman Tom Gray, Bob Bridges, Michael Beaulieu and Elizabeth Dionne Town Administrator. Also in attendance was Kimberly Ladisheff Recording Clerk.

Public in attendance: Pam Arnold, Steve Panish, Andrew Kellar, John Katwick, Bob Carrier, Gail Pennell, Larry Brown, Chief Richard Krauss and Esther Culverhouse.

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

**NEW BUSINESS**

**Town House Checking Account:** Town Treasurer Pam Arnold gave some background as to how the Town House bills were paid previously. She explained John Katwick would come in with invoices and accompanying minutes for her to pay out of the Town House checking account, which she would issue right away if everything was in order. In December of 2011 changes were made that were recommended by the town's auditors. The new procedure was for the bookkeeper to pay all bills from the general fund and then the general fund would be reimbursed from the individual accounts on a quarterly basis. John explained the Town House has a longer process because they do not meet all the time. He also stated they lost their interest when the new accounts were set up. Pam then explained the reason they took the money out of TD Bank was due to TD charging service fees and charges and stopped the interest. The town decided on going with Federal Savings who also wouldn't pay interest but there wouldn't be any other charges. Pam stated she feels John's frustration is getting the bills paid on time. To speed up the process Pam recommended to have a vote for up to a certain amount if they know a bill is coming in. John stated the BOS gave approval for bills to be paid up to \$5000 with proper backup and questioned if he had to come before the BOS again for approval. The answer was no. E. Dionne stated since the town hired a bookkeeper the payables have been going smoothly. It was explained to John that if he needs something to be paid sooner hold a short meeting in order to approve the minutes so the bills can be submitted.

**Milton Mills Cemetery re: renewal of annual rental agreement:** The Milton Mills Cemetery Assoc. agrees to provide burial sites for all Milton residents upon request at the then current rates in order to help the Town of Milton carry out its responsibility to maintain a public cemetery under RSA 289. MMCA agrees to provide the Town of Milton with an "option to bury" contract at the cost of \$1.00 annually to guarantee that right. B. Bridges motioned to accept the contract effective May 1, 2014 to April 30, 2015 and have the Chairman sign the contract. M. Beaulieu seconded the motion. Motion carried.

**Police Chief Richard Krauss re: Federal Vest Grant:** Chief Krauss asked permission to apply to the federal gov't to continue to be a part of the bullet proof vest grant program. He stated they have to purchase one concealable body armor which is \$850 and one tactical vest at \$2700. The federal gov't will pay up to 50% of the cost of the grant. The rest of the money will come out of the PD Grant line. B. Bridges motioned to allow the police department to go forward with the grant for vests. Motion seconded by M. Beaulieu. Motion carried.

**Police Chief Richard Krauss re: new wage scale based on warrant article:** Chief presented the new PD wage scale and explained the warrant that went before the people did not have any type of schedule for corporal and above. The Chief laid out the pay scale up to 9 years with a minimum and maximum incomes. E. Dionne questioned the steps and Chief Krauss explained it was based on a 2% increase. There was some confusion as to the steps and Chief Krauss explained they will start at step 1 which is what the people voted. The new officers will start at the beginning and the others will start at the year they are at. B. Bridges motioned to approve the new wage scale for the PD effective May 4, 2014. Motion seconded by M. Beaulieu. Motion carried.

**Andrew Kellar re: NH Solar Garden:** Andrew explained NH Solar Garden is a company that started only recently. He presented an early stage executive summary to develop a ground mounted solar garden and thought the capped landfill in town would be a good location for one of these. The town is not creating any value from the landfill so the best idea would be to lease the land for one of these solar gardens. Those that can't afford to put their own in or don't have the right roof pitch, etc. the option is to find a central location to build a community solar garden where businesses, schools and other residents can share a percentage of that with all the other entities. There would be no cost to the town to put one of these solar gardens in and his company takes care of all the maintenance. The benefit to the community would be 1.5 cents per kWh savings for joining and a solar rebate would be paid out every 6 months to group members, the only restriction is you would have to get your electricity from PSNH. There was discussion and questions from the Board and the public. T. Gray stated the next step would be to perform the utility "pre-application" interconnection process, see how the residents feel about it and put out to RFP. E. Dionne will have Pat Smith contact CMA engineers to see if the landfill would work for this project.

**Approval of Minutes**

B. Bridges motioned to approve the regular meeting minutes of April 7, 2014 as written. Motion seconded by M. Beaulieu. Motion carried.

B. Bridges motioned to approve the April 7, 2014 nonpublic 1<sup>st</sup> session minutes as written and seal for 1 year. Motion seconded by M. Beaulieu. Motion carried

B. Bridges motioned to accept the April 7, 2014 nonpublic 2<sup>nd</sup> session minutes with one change and seal indefinitely. Motion seconded by M. Beaulieu. Motion carried.

B. Bridges motioned to approve the April 17, 2014 workshop meeting minutes as written. Motion seconded by M. Beaulieu. Motion carried.

**Expenditure Report:** Nothing to report at this time.

**Administrator Comments:** E. Dionne stated she needs the board to make a motion to ratify a decision to hire ICI to repair the fire station at a cost of \$22,035.36. It was not the Town of Milton's fault this occurred and Primex has agreed to waive the \$1,000 deductible and will not hold out a percentage of the payment as they usually do. Motion by M. Beaulieu to ratify a decision to hire ICI to repair the Fire Station at a cost of \$22,035.36. Motion seconded by B. Bridges. Motion carried.

**Department head credit cards:** the proposal was to go with Federal Savings Bank for a Visa card they offer to municipalities. She is requesting approval for 5 cards, one for Police, Fire, Recreation, Public Works and the TA and recommends the standard card which doesn't earn any point but there is no fee. It has an Interest rate of 14.2% and each card has its own bill. This is only to be used on rare instances when a company doesn't deal with PO's. M. Beaulieu asked to table this discussion until the next meeting.

Volunteers & liability: brief discussion on the town trying to minimize the liability exposure when volunteers are involved. E. Dionne received an email from David Witham of Primex capturing some of the important elements such as all volunteers should be on a roster, sign a volunteer agreement, types of work allowed should be closely evaluated to ensure risks are minimized, safety and health standards must apply and appropriate protective equipment must be worn such as gloves, hard hats, work boots, etc. John Katwick recommended that when these liability waivers are signed there needs to be a place they can be kept at Town Hall where they are readily available.

Resignation letter: E. Dionne stated she received a resignation letter from Amelia Capone-Muccio, the Public Works secretary. She has received another job opportunity and her last day is Thursday, April 24. Motion by B. Bridges to accept Amelia Capone-Muccio's resignation. Motion seconded by M. Beaulieu. Motion carried.

Resident request: a request was received from Leo Lessard to purchase 99 St. James Way from the Town. E. Dionne explained to him the 3 year waiting period. Board agreed they need to wait the three years.

Allen Hastings Way Bridge: on the list of bridges that was insured but it is closed and the Board wondered why it was not highlighted. After speaking with Nancy Mayville of NH DOT a bridge is red listed first which are the highlighted ones then after a certain amount of time it is closed. Notified Primex and they have removed it from the list of liability insurance.

Recording Clerk: this position pays a \$50 stipend for a Selectmen's meeting. Kimberly has requested to no longer do the recording clerk job. E. Dionne has been collecting resumes and she and Kimberly have done interviews and wants to get the Board's approval to hire a new recording clerk. There wouldn't be any change in budgetary figures. Tom stated he is worried about the perception and the backlash knowing they made the budget committee's recording clerk funds were cut. The Board decided to table this discussion for another meeting.

### **Selectmen's Comments**

Mike Beaulieu: mentioned Les Elder has been sending out letters and contacting other companies about the library bid and they have only gotten one response.

Tom Gray: received a message from Bass Fanatics who holds the kids tournaments at the beach. They are asking for permission again this year and they have two dates, July 12 and August 9. They are also proposing a second sponsor appreciation day on June 7. This is a free fishing day as no license is required and it would be at Baxter Lake. Bob stated he agrees with letting them come for the tournament but as Selectmen he doesn't feel it is right to attend the customer appreciation day. The same conditions as last year would apply for insurance.

Tom mentioned Pat Smith having his clean-up day on Saturday that was sponsored by NH the Beautiful and it was very successful. Many people showed up and they got a large amount cleaned up.

Mike Beaulieu: stated he does approve getting a new recording clerk.

Steve Panish mentioned there is another clean-up day, Milton Earth Day, this coming Saturday from 10am – 1pm at the Farm Museum. The difference is Pat's was to clean up town roads and the one Saturday is for state roads. Larry Brown stated there will also be a pot luck lunch.

### **Public Comments**

Esther Culverhouse: stated as she was coming through town she noticed the plywood on the Fire Station and wanted to know what was going on. T. Gray explained they were starting the work to fix the damage done to the building at no cost to the town.

John Katwick: wanted to give an update on the Prospect Hill Cemetery. He stated it is moving right along and they are requiring a lot of documentation from him and he is submitting all of that to Lebanon.

#### 4.21.14 BOS

It is probably going to take through the rest of the year but it looks positive. B. Bridges mentioned Pat Smith, DPW Director is keeping track of all the hours he is putting in over there and will submit a bill to the town of Lebanon. John asked that before any bills are submitted he would like to look at them and approve them as a Cemetery Trustee of this town. He stated we have already budgeted on a default budget of \$5,000 to do that cemetery this year and ended up with a remaining balance in the general fund of over \$800. He feels he should be involved with this.

B. Bridges motioned to adjourn at 8:10pm. Motion seconded by M. Beaulieu. Motion carried.

Respectfully submitted,

Kimberly Ladisheff  
Recording Clerk

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Chairman Tom F. Gray

Robert L. Bridges

James Michael Beaulieu