

**Town of Milton
Board of Selectman Meeting
Monday, July 7th, 2014
Milton Town Hall
Meeting Minutes**

Members in Attendance: Chairman Tom Gray, Robert Bridges, Michael Beaulieu, Elizabeth Dionne, Town Administrator. Also in attendance: Kimberly Ladisheff, Land Use Clerk and Toni McLellan, Recording Clerk.

Public In Attendance: Nick Marique, Devon Pageau, Michelle Beauchamp, Steve Paul, Larry Brown, Lindsay Eisan, Gail Pennell, Lue Snyder, Andrew Rowson, Lisa Paone, Anthony and Sharon Halupowski and Monica King.

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

Acknowledgements: Chairman Gray recognized employee birthdays in July: Dave Skelly, Peter Maimes, Thomas Gray, Ruth Gutman, Kimberly Ladisheff, Jerry Randall, Brian Leahy, David Soward, Cynthia Kilkenny, Christopher Liberi and Bryant Shipman.

NEW BUSINESS

Health Officer Reappointment: The term of the Health Officer will expire on July 14th, 2014. It is a 3-year term and would run from 7/14/14 – 7/14/17. Bob Bridges moved to reappoint Brian Boyers to the post. Mike Beaulieu seconded. The motion carried.

Sharon Halupowski: Name Change for Private Rd. Poverty Pond Lane is the name of the road where Sharon and her husband reside. Sharon expressed concern over issues arising from the fact that the street is not a legally recognized street. Sharon is proposing a name change to the road. She proposed “Nana’s Way”. BOS had no problem with renaming the road “Nana’s Way” as long as it does not conflict with any other named road for the town. Liz will check with the Town Attorney to determine if the BOS has the authority to change the name. Willey Road was also proposed for the new name (Sharon’s driveway is off the Willey Road). Sharon and her husband would readily accept the name change to 334 Willey Rd. Nick Marique will check with the state on changing the name to Willey Road.

Kings Information Systems Inc. re: records management: Lindsey Eisan representing King Information Systems proposed conducting an analysis for maximizing storage space for records retention. King Information Systems would provide a structured cost estimate. It would be a two-day study at a cost of \$505 each day for a total of \$1010.00 (plus expenses, which is typically gas only). The result of the study will describe which records could be destroyed, which should be archived, and which should be given to the historical society, etc. A similar project for the town of Rye, NH (similar to Milton in population) came in just under \$15,000. Mr. Eisan stressed that there would be no ongoing costs once the database

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is delivered to the town and it is up and running. The proposal from King Information Systems, Inc. will be taken under consideration by the BOS.

Approval of Purchasing Policy Amendments: A review of the credit card policy, and purchasing approval levels (Section 14 in the town Purchasing Policy document) has been requested by Chairman Gray. The purpose of the policy is to establish guidelines and procedures for the use of town issued credit cards for town purchases. After reviewing Section 7.5 and Section 14, the BOS has approved the section as written. However, the issue was tabled for an upcoming meeting, or later in the non-public session as the limits will need to be set by the BOS.

Appointee to the Strafford Metropolitan Planning Organization: The Metropolitan Planning Organization is responsible for transportation planning for the region. Larry Brown is willing to serve in the position if another party does not come forward. The term would be from July 1st 2014 – June 30th, 2016. An appointee and an alternate are needed. The request for volunteers for the position will be posted on the website. The subject will be revisited at the next meeting.

Approval of Minutes

June 16th, 2014 Regular Meeting Minutes. Bob Bridges moved to approve the minutes as written. Mike Beaulieu seconded. The motion carried.

June 16th, 2014 Nonpublic Minutes Session 1. Bob Bridges moved to approve as written and to seal the minutes indefinitely. Mike Beaulieu seconded. The motion carried.

June 16th, 2014 Nonpublic Minutes Session 2. Bob Bridges moved to approve the minutes as written. Mike Beaulieu seconded. The motion carried.

June 17th, 2014 Workshop Meeting Minutes. Bob Bridges moved to approve the minutes as written. Mike Beaulieu seconded. The motion carried.

June 19th, 2014 Joint Meeting w/Library Trustees Minutes. Bob Bridges moved to approve the minutes as written. Mike Beaulieu seconded. The motion carried.

Expenditure Reports: BOS agreed the report was on target. No new information to report.

Administrator Comments:

- Brandy Banks, the Recreation Department Assistant Director, tendered her resignation. Her last day was June 28th. Mike Beaulieu moved to accept the resignation (with regret). Bob Bridges seconded. The motion carried.
- Re: NH Municipal Association Legislative Policy - Sept 26th is the date for voting on bills. Nancy Johnson would like to be appointed as the representative for Milton at that session. The discussion was tabled until the September meeting. Liz will contact Nancy to update her.
- Pictures of the dam (contained in the reading file) by a resident (not all were historical) were circulated amongst the BOS. The resident undertook this project as a healing process after the

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passing of her husband. Liz Dionne will send a thank you and letter of appreciation to the resident.

- The town received a refund check in the amount of \$754.60 from Primex for the repairs on the Fire station (a certain amount is held back until the work is completed and all the bills have been paid).
- The town received a surplus holiday check from Primex in the amount of \$8,539.98 for Workman's Compensation. The town amount paid annually on Workman's Comp is just under \$70,000. This credit of \$8,539.98 was applied to the town balance.
- Liz typically sends out an email on July 1st to all departments asking each to prepare their budget. Before sending the email, Liz requested an amount from the BOS to enter in the budget wage line for COLA. The federal CPI is 2.1%, the Boston CPI is 1.4% (as of last year but it has not been set for this year) and SSI is 1.5%. Last year COLA was 1.7% and 5% for Merit. All were in agreement with 4% for Merit increases and 1.7% for COLA. This would go into effect as of July 1st of 2015. Liz will proceed to send the email regarding this issue to all departments.
- Re: reimbursement motion for the Highway Dept. The motion made two weeks ago at the BOS meeting to reimburse the Highway Dept. was worded incorrectly. The company (Badger-Rand) must have a motion to reimburse the general fund. The handout in the reading packet contains the correct wording for the motion. Mike Beaulieu moved to pay the Badger-Rand Company, Inc. for invoice #3185 in the amount of \$1,300.00 out of the General Fund for moving three safes out of the Town House Building, and for the funds to be reimbursed into the General Fund from the Milton Town House Repair and Restoration Capital Reserve Fund. Bob Bridges seconded. The motion carried.
- Ann Walsch stopped by Liz's office today and wishes to extend an invitation to the BOS to attend the School Board Meeting this Wednesday at 6pm in the school cafeteria. The Somersworth school district will be in attendance in regards to recruitment of Milton High School Students.
- The BOS put a stop on paying outside appropriations this year. Liz received another for Memorial Day expenses from the American Legion. Liz wanted to check with the BOS prior to declining payment to the American Legion. Mike Beaulieu moved to decline payment. Bob Bridges seconded. The motion carried.
- Lou Snyder raised a question regarding what the town is paying for the Memorial Day parade. Chairman Gray responded; \$385.56 for flags for graves, \$75 for wreaths, \$100 for the Milton High School band and \$15.96 for refreshments for a total \$576.52.
- David Levin phoned Liz last week and inquired as to when the Conservation Commission payment will be made. The balance due the Commission is \$50,000. An initial payment was made, and also \$50,000 in cash last year. The BOS will re-evaluate in December to see where the town is in regards to the budget.

Selectman Comments:

Bob Bridges:

- Re: Prospect Hill Cemetery. Town tax dollars going to fix the Lebanon property. The people of Lebanon did not approve work on the cemetery at the town of Lebanon's cost. Options for completion of the work are being researched by Liz.

Mike Beaulieu:

- Re: Building upgrade to the Fire Station. Mike has done some research and presented a proposal for merging the fire escape with the handicap ramp in the amount of \$16,000. It includes rebuilding the back of the building. The total would be \$22,096.00. Mike has contacted some contractors for details. Nick Marique has also done some research on the matter and was quoted \$147,000 for a wood-framed building. The goal is to gain 9,000 square feet of building space.

Tom Gray

- Re: distribution of keys to town buildings. Chairman Gray has been working on amending the key policy. The only amendment made was that a volunteer committee will be allowed to have 1 key issued to 1 appointed member for the purpose of working on monitoring conditions, cleaning and/or storing of tools, equipment or supplies necessary to work on any historically town owned buildings. This key will be returned to the town when the above mentioned purposes are no longer necessary. What Tom is trying to accomplish is to still maintain guardianship over the buildings without inhibiting anyone from getting done what needs to be done.

Public Comments:

Monica King: Monica expressed concern regarding the care of town records. She feels that Michelle Beauchamp is doing a fabulous and cost effective job taking care of town records. However, someone has tampered with her emails/records and as a result in the last 10 years, she has not been notified about back taxes. She would like to pay back taxes and once again become the deed holder so that she can build a tower on the northeastern end of her property (Angel's Landing). She is getting significant interference though to constructing that tower and would like to work with the town to proceed with the tower which she feels would significantly improve the communication infrastructure for the town. Monica also stated that Daniel Fischera, the man that shot her, will be released as of the 15th of October. Monica will give Michelle her contact information again and a meeting will be scheduled with the BOS when all the tax information has been received and reviewed.

Gail Pennell: Gail lives at 3 Depot Pond Rd and requested that something be done about the mess at 4 Depot Pond Road (corner of Route 125 and Depot Rd). The owner has a Tiki Hut, trailer full of junk. He recently brought in a freezer, chairs, etc. The BOS will have the Code Enforcement Officer visit the property and talk with the owner.

Larry Brown:

- Expressed a concern about the wording of Article 25. Liz Dionne: The keeper of the account is the Trustees of the Trust Funds
- The town will be getting a letter from PSNH regarding the cutting of trees on Larry's property. Larry feels that their intent to cut is selective enforcement and unnecessary. Larry would like them to cut only that which is necessary by law.
- Expressed a concern about the amount in dollars, of merit and COLA increases. BOS stated that the exact percentage increases will not be known until July.

Chairman Tom Gray moved to go back into nonpublic under RSA 91-A:3 II (a) through (j). Meeting adjourned at 7:40pm.

Respectfully submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

Robert L. Bridges

James Michael Beaulieu