

**Town of Milton
Board of Selectman
Monday, July 21st, 2014
Milton Town Hall
Meeting Minutes**

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

Public in Attendance: Pat Smith, William Stanton, Larry Brown, Bob Carrier, Gail Pennell, Lue Snyder, Sean Skillings, CJ Stanley, Tammy Crandall and Stephanie Berry.

Chairman Gray moved at 6:02 to exit nonpublic session. Motion seconded by M. Beaulieu. Motion carried.

Chairman Gray called the open session to order at 6:05pm. The pledge of allegiance was recited.

NEW BUSINESS

Kathy Wallingford re: Varney Road Update – Kathy provided a map of the area from the Atlas from 1892. It shows Varney Road as a Road. Jim Sessler and Norway Plains have been involved with the assessment of Varney Road. Extensive research on the deeds and records has been conducted. It is considered a class 6 Road and is accessible to the public, but not maintained. Chairman Gray moved to officially establish Varney as a Class 6 Road. B. Bridges seconded. The motion carried.

Re: Sale of Property on Silver Street: Lot three is owned by the town. The owner of Lot 4 would like to purchase Lot 3 (< 1 acre) and merge the two. Code Enforcement officer and Assessors have visited the property. Norway Plains has also been involved. Lot 3 is considered to be unbuildable at this point due to a significant amount of wetland area. It is currently assessed at \$17,000. However, a revaluation is being done and the current thinking is that the value would drop to about \$8,000 if the property is in fact deemed unbuildable. Merging the two would increase the value of Lot 4. A merger would require an application to the Planning Board. The owner would be responsible for any legal cost incurred as a result of the merger. Kathy will send a letter requesting that the owner make a written offer.

Barbara E. West Re: proposed Gift of Land on Brookfield Drive to the Town: Barbara was not present. The tract of land to be gifted is 5 acres. Barbara owned the property jointly with her

mother. Her mother passed away and Barbara would like to donate the land to the town. The BOS will accept the gift on behalf of the town to be possibly given to the Conservation Commission. M. Beaulieu moved to accept the property as a gift. B. Bridges seconded. The motion carried. A letter of thanks will be sent. It will be decided at the time of acceptance what to do with the property.

Recreation Commissioner Appointment: There are three candidates for the appointment: Sean Skillings, Stephanie Berry, and Lue Snyder. After a discussion of the three candidates, M. Beaulieu moved to appoint Stephanie Berry as the Recreation Commissioner. Chairman Gray seconded. The motion carried. Stephanie Berry was then sworn in as the Recreation Commissioner.

Strafford Metropolitan Planning Organization's Technical Advisory Committee Appointment: Chairman Gray moved to appoint Larry Brown as the technical advisor to the Strafford Metropolitan Planning Organization. M. Beaulieu seconded. The motion carried. Nancy Johnson as the alternate for the position was tabled.

Milton PTA Re: Permission to Close Road: Stephanie Berry spoke to the possible road closure for the second annual Milton Pride Day. Belgian Meadow Farms will be giving wagon rides so she would like permission to shut down School St from 11am-3pm during the September 20th (Saturday) event (Sunday 21st is the rain date). M. Beaulieu moved to close School Street for Milton Pride Day between 11 and 3. B. Bridges seconded. The motion carried.

Purchase Policy Re: Amendments Approval

Liz Dionne Re: Credit Cards for Department Heads and purchase limits per emergency event:
Fire Chief and EMD -- \$1,000
Police Chief -- \$1,000
Town Administrator -- \$2,500
Public Works Dept. – Does not want a card
Recreation - \$5,000 Winter (off) months - \$4,000
This use is for emergency purposes only.

T. Gray motioned to accept the purchasing policy. B. Bridges seconded. The motion carried.

Credit Card Limits will be tabled for now.

Stone Hill Municipal Solutions Contract Approval – Contract with Coppolla Assoc. Coppola is the contracted financial consultant for the town. The two business partners in Coppola are amicably parting ways. Joanne Smith, a partner to date in Coppola, has formed Stone Hill Solutions. The town would like to continue the work with Joanne Smith to provide the same

services she has been providing on an as needed basis. The rate for Stone Hill will be less than the current contract rate with Coppola Assoc. Coppola will need a letter with a 7-day notice in order to terminate the contract. B. Bridges moved to terminate the Coppola contract and approve the Stone Hill contract. M. Beaulieu seconded. The Motion carried.

Tax Office Deposit Transfer Approval – Three incorrect deposits were made by the Town Clerk Tax Collector. The three deposits were made into the General Fund but should have been deposited into the E-Reg. account.

B. Bridges moved to transfer \$427.40 (made on June 25th) from the General Fund to the E-Reg account. M. Beaulieu seconded. The motion carried.

B. Bridges moved to transfer \$3,339.54 (made on July 3rd) from the General Fund to the E-Reg. M. Beaulieu seconded. The motion carried.

B. Bridges moved to transfer \$855.65 from the General Fund to the E-Reg account. M. Beau seconded. The motion carried.

Historical Society Re: Safe Discussion: The Historical Society met to discuss the antique safe that is being stored in the town barn along with 2 other safes. They cannot be returned to the townhouse due to the condition and the weight of the safes. The society agreed unanimously to scrap their safe but would like the money from the scrapping to be donated to the town. The decision was made to have the family sell the privately owned safe and provide the money from the sale to the Town if desired. E. Dionne will write a letter to the Historical Society to request that the sell the safes and donate the money to the Historical Society, the town, or wherever they would like to donate it.

Poverty Pond Lane Re: Costs Associated with Proposed Name Change: August 18th is the date for the public hearing for the name change (set by E. Dionne) which would allow for the 10 day posting period. The cost to post for the required amount of time in the Foster's Daily Democrat would approximately be \$60-\$110. This cost is to be incurred by the owner. No other costs should be associated with the change. Chairman Gray moved to proceed. M. Beaulieu seconded. Motion carried

Approval of Minutes

July 7, 2014 Regular Meeting Minutes – B. Bridges moved to accept the minutes. M. Beaulieu seconded. The motion carried

July 7, 2014 Nonpublic Minutes Session 1 - B. Bridges moved to accept the minutes as written and to seal them for 12 ½ years. M. Beaulieu seconded. The motion carried.

July 7, 2014 Nonpublic Minutes Session 2 – B. Bridges moved to accept the minutes as written and to seal them indefinitely. M. Beaulieu seconded. The motion carried.

July 11, 2014 Special Meeting Minutes – B. Bridges moved to accept minutes as written. M. Beaulieu seconded. The motion carried.

Expenditure Reports – Liz sent out the most current report from the bookkeeper today.

Administrator Comments –

NH Municipal Assoc. legislative policy process (the proposed bills):

The BOS will send their individual positions on the matter to E. Dionne.

Trustee of Trust Funds position: E. Dionne received a letter of interest for the Trustee of Trust Funds position. The position must be filled by a Milton resident as it is an elected position. The address on the letter is a Portsmouth address. She will check into the matter further to determine if it is a Milton, or Portsmouth resident applying. If the applicant is a Milton resident, she will be on the next meeting agenda.

Re: Dollar amount in town accounts: E. Dionne called the DRA today to find out if it is required to have at least one dollar in a line. You must go by the MS2 form. If there is money in the account on the MS2 than you can legally expend from a subaccount that has zero in it. According to municipal rules, you must have at least one dollar in the account. She recommends that each Dept. head have a dollar in each account. The BOS must make that transfer; the Dept. heads cannot.

Selectmen Comments

Bob – Primex conducted an inspection of the Public Works Facility and sent a report. The results of which describe many safety issues that need to be addressed immediately. No ventilation for welding or the vehicles, and no cages around the lights or the fans are among the issues. The items that can be addressed now with limited funds must be done immediately and others will be addressed later as funds permit.

Mike – Provided draft letter to BOS of his estimate for the fire escape egress for the library. Mike returned the sealed letter to Larry Brown to give to Les. The project will start in September. Mike will have more precise dates after contacting Mr. Plant.

Chairman Gray – Two letters of interest for the Conservation Commission. Chairman Gray read the two letters of interest. Barbara Berry and Thomas Shevelin, the two interested parties, will be invited to the next meeting. The Commission will go from a 5 member Commission to a 7 member Commission and Chairman Gray has posed the question on the process for this to Jim Sessler.

Food for Poll Workers - On July 4th at the parade, Susan Foster Brown asked Chairman Gray to bring the issue of food for poll workers (provided by homeschoolers) to the BOS. She requested

that the program is reinstated. There is no funding for this program. The issue is tabled for a discussion at the next meeting. E. Dionne will look through the budget line items to find funds to pay for food for this year at the (November) election.

Amendment to the Key Policy: Volunteer Committees will be allowed to have one key issued to one volunteer to conduct necessary work on town buildings.

M. Beaulieu suggests that the original key policy stay as is. Contractors can be given a key when working on a project. When the project comes to a close, the key must be returned. This was agreed by the BOS.

Public Comments

Re: Depot Pond Road: The Code Enforcement Officer has visited the property. Even though it is unsightly, no ordinances have been violated.

Larry Brown

- 1) Warren Mecklenberg gave a presentation to Trustees of Trust Funds regarding their credentials as the authorized investment advisor of the trust funds. The detailed practices that he presented suggest that the town is well served by the credentials of the advisors.
- 2) Apology to the Chair of the BOS that Larry was not present at the meeting with the Planning Board, BOS, and Conservation Commission.
- 3) Larry finds it odd that a small community has sealed minutes for as long as 12 ½ years. Larry requests the BOS read the requirements to seal minutes.

Chairman Gray moved to go back into non-public session under RSA 91-A: 3 II (a) through (j). at 7:40pm. M. Beaulieu seconded. Motion carried.

Respectfully Submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

Robert L. Bridges

James Michael Beaulieu