

**Town of Milton
Board of Selectman Meeting
Monday, August 4, 2014
Milton Town Hall
Meeting Minutes**

Members in Attendance: Chairman Tom Gray, Mike Beaulieu, Elizabeth Dionne, Town Administrator. **Also in Attendance:** Kimberly Ladisheff, and Toni McLellan Recording Clerk.

Public In Attendance: Pat Smith, Stan Nadeau, Michelle Beauchamp, Bob Carrier, Tom McDougall, Gail Pennell, Lue Snyder, John Katwick, Barbara Berry, Andrew Rawson, Larry Brown, Devon Pageau, Nick Marique, Andrew Magargee, Betsy Baker, Richard Krauss and Sean Skillings.

Chairman Gray called the meeting to order at 6:10 and the Pledge of Allegiance was recited.

Acknowledgements: Chairman Gray recognized employees with birthdays in August and thanked them for their service to the town. Elizabeth Dionne, Elizabeth Baker, Seth Roberge, Steve Duchesneau, Griffin Park, Bailey Beaulieu, Robert Benton and Christin Chesley. He then asked for a moment of silence for residents who passed. Blanche Valley, Jackily Lavoie Staples and Joyce Boire.

NEW BUSINESS

M. Beaulieu moved to appoint Andrew Rawson to the Board as Interim BOS member. Motion seconded by T. Gray. Mr. Rawson was sworn in as an Interim BOS member by Chairman Gray.

Andrew Rawson of Teneriffe Rd. of Milton has lived in Milton for 15-16 years. He has worked for the City of Portsmouth and has attended Milton BOS meetings. He would like to give back to his community.

Conservation Commission appointment term ex 3/17 – Three interested parties submitted a letter of interest to serve on the Conservation Commission. There is one opening. T. Gray moved to appoint Barbara Berry to the Conservation Commission. M Beaulieu seconded. The motion Carried.

Ms. Berry was sworn in as a member of the Conservation Commission and T. Gray and the other BOS welcomed B. Berry to the Commission

Dawson Libby re: rank of Eagle Scout - - request for a congratulatory letter for Dawson Libby. T. Gray moved for Elizabeth Dionne to write a congratulatory letter to Dawson Libby and to invite him (and Troop 198) to the next BOS meeting. M. Beaulieu seconded. The motion carried.

Fire Chief Nick Marique re: proposed fire station Eckman contract discussion –

Legal counsel has reviewed both contracts and is fine with both of them in terms of form and content.

In 2012 the town approved \$30,000 for design/engineering of the fire station. The Fire Dept. hired a construction manager and architect. It went on the ballot in March; it failed. In 2013, contracts were updated. It failed again. The current is the 3rd round of contract updates. The pricing is different in this contract compared to previous contracts. Nick felt it important to keep both architect and construction manager because they were the ones selected initially and they have built a good relationship with them.

8.4.14 BOS

The 2-yr approach – the plan is to do the engineering in March of 2015 and bid it the following season (Sept 2015 –Dec 2015). That number would go on the ballot in March of 2016. Design fees must be paid. The Goudreau contract is for \$156,000. Engineering fees will be less for this as there will be a reduction in square footage. Eckman must be retained. The only financial change is in the Goudreau contract.

Last year, it was \$190,500 for the engineering. This year, the proposal is \$156,000. That is based on the reduction in the square footage (3,000 sq. ft.). This reduction allowed for reduced plumbing needs, office space, elimination of storage closets, and smaller bays, which will only be 75 ft. deep. This plan does not have the growth potential that the prior plan (without the reduction) had, but should be acceptable for 20 years, but not 50 years.

M. Beaulieu moved to accept the contracts as they are and to have Elizabeth Dionne sign them. A. Rawson seconded. The motion carried.

In the content of the email color representation:

- Blue represents changes by Elizabeth Dionne
- Red represents changes by Chief Marique
- Green is from Eckman but based on phone conversations with Chief Marique
- Yellow represents further questions from Chief Marique

Nick described the changes in the contracts according to the email.

1) 2.1.1 – Based on 2-year approach

2) 2.1.5.1 – Based on 2-year approach

3) 2.21 – Based on 2-year approach

4) Update in Contract - for the same service (2 years ago), the cost is now \$10,000 (\$1,000 increase over last year). The cost of the consultant is not included in the \$9,000. Nothing was paid for last year's services when the contract was updated. The town will not pay for this year until service is completed. Nick will ask the company to come back down to \$9,000.

5) 4.1.2 – What does the 16,000 represent? Last year, this represented one lump sum. This year, pulling out bidding fees. The \$10,000 is covering their work now until March of 2015; the \$16,000 will cover March of 2015 - March 2016

6) 4.1.2 - second paragraph represents opt out costs. If the Town gets to the point of bidding, and decides not to sign with Eckman, the cost (last year) would've been \$10,000. This year, that cost would be \$25,000, payable when (if) the town opts out. Nick will ask the company to reduce the cost to \$15,000.

7) 5.1.1 – went from 4 to 4 1/4%. Increase in CM fee is based on plan of reduction in square footage

8) 5.1.2 – 45% should be changed to 5% which represents an increase from 4% to 5% (due to increase in costs). Nick will talk with the company and try to get this back down to 4.0%

9) 5.2.1 – Should be changed to 100% - Town, as it was last year (not 75% Town and 25% Construction).

10) 11.5 – represents a general list of all services that can be provided. It is not pertinent to the contract and Nick will inquire into this section.

Summary of contract:

Goudreau's fee to design the building is \$156,000; 75% of which is for work prior to construction. Given this, \$117,000 will be needed in March 2015; the remaining 25% is for work on site to ensure everything is done properly. The town should have a hard number by December of 2015 for the ballot in April of 2106 (with a one year construction period). In spring of 2017, all work would be completed

Nick will confirm everything.

T. Gray moved to accept contracts with the cost changes: 1) \$25,000 down to \$15,000 and 2) \$10,000 back down to 9,000 and 3) 5% back down to 4%. If the changes are accepted, the Town Administrator has permission from the BOS to sign the contract. If the changes are not accepted by the contractors, Nick will come back to the BOS.

8.4.14 BOS

Pat Smith re: Transfer Station stickers – Pat Smith recommended \$5. M. Beaulieu moved to allow the Transfer Station to increase the cost of a sticker from \$1 to \$5. T. Gray seconded. The motion carried.

Pat Smith Proposed Transfer Station Fees Changes:

1) No charge for anything under 60lbs (the scale begins to register at 60lbs).

2) Anything over 60lbs would be charged per pound at a rate of \$0.08/lb.

The only changes are the sticker fee, and pay per pound fee as described above.

There will be approximately a \$32,000 drop in the budget.

There is no money in the budget for maintenance of equipment. For example, if a compactor breaks down, it comes out of a revolving account. It does not come out of town taxes.

M. Beaulieu moved to accept the fee changes with an effective date of January 1st, 2015. Any sticker for 2015 will be \$5.

A. Rawson seconded. The motion carried.

T. Gray moved to adopt the new fee scale, effective immediately. A. Rawson seconded. The motion carried. Pat Smith will type a new schedule to be posted.

There will be handouts/signage at the Transfer Station. Pat will give a copy to K. Ladisheff for posting. It will also be put in the Gazette.

BOS was provided with an updated list of charges.

NHMA Legislative Policy Process re: appointee for voting – There has been no interest in the position. The voting is in September so someone will need to be selected by the next meeting. Elizabeth Dionne will attend if no one comes forward.

The BOS will formulate their opinions on the issues to be voted on.

Larry Brown – Does the BOS have a list of what will be voted on? Yes.

Historical Society safe currently stored at Highway Garage - They are all in one trailer now. Two of the safes have concrete in them. Pat Smith will make phone calls to determine if they will be accepted (with concrete) for scrap. If they will not be taken for scrap metal or if someone does not want/buy them, they can go in the bulky bin at the Transfer Station.

An ad will be posted in the Gazette, Craig's List and the town website putting them up for sale.

Townhouse Building (restoration) Discussion – The scope of work was sent to the state (3 months ago). Everything is on target. There is one more window to be finished in the next week at which time all windows will be finished and painted (at least 3 coats). They are in the process of mounting blocks on the front of the building for LED lights (timer and switch). The BOS will need to decide when they want the lights on and off. They are in the process of finishing the floor. The bar area has been removed. Large sections of the floor have been removed to level it. The floor will be sanded and there will be 3 coats of finish put on. Two exit doors are on order. They received quotes from many, but Middleton lumber was the cheapest. Any and all questions regarding the project are welcome.

A 30ft tapered flag pole has been donated. John would like to install it. They are many electrical lines, but if PSNH gives the green light for this, it will be installed.

A new sign will be erected in front of the building

Revision on volunteer service forms –John submitted the form to the Town Administrator to be kept on file.

Town Credit Card Discussion – At the last meeting, the credit card policy was approved, but the BOS wanted to hold additional discussions on specific amounts for each card under consideration.

Three new credit cards would be created and one replaced- The cards are to be used for emergencies or other items when a purchase order cannot be used. Proposed credit card limits:

8.4.14 BOS

- Town - \$2,500
- Fire Dept. - \$1,000
- Police Dept. - \$1,000
- Recreation - (Recreation currently has a credit card, but it is not a town card) – No Limit

Each Dept. would receive a bill separately. Elizabeth will outline the policy and what must be adhered to. She will sit down with each Dept. receiving the card to go over all pertinent information.

M. Beaulieu moved to approve the credit cards for Fire and Police, and for recreation with a new amount. No credit card will be issued to the town office. A. Rawson seconded. The motion carried.

Approval of Minutes

July 11, 2014 Nonpublic Meeting Minutes - A. Rawson moved to accept the minutes. T. Gray seconded. Motion carried.

July 21, 2014 Regular Meeting Minutes - M. Beaulieu motioned to accept the minutes. T. Gray Seconded. Motion carried.

July 21, 2014 Nonpublic Meeting Minutes Session 1 & 2 - M. Beaulieu motioned to seal session 1 for one year, and seal session 2 for 1 year with the exception of paragraph 2 containing the resignation of R. Bridges, which will not be sealed. T. Gray seconded. Motion carried

July 30th, 2014 Special Meeting M. Beaulieu moved to accept the minutes. T. Gray seconded. Motion carried.

Expenditure Reports

Nothing to report

Administrator Comments

A couple of meetings ago, the BOS asked for a value on the Strafford county property next to the Fire Dept. The value is \$35,800. The assessing director stated the value would be 5-7% lower due to the economy. The director will have the assessors take another look.

NH Solar Garden – final contract: Everyone is happy with the contract. Primex had several items they wanted removed from the contract (various legal items). The Town of Milton Legal Counsel reviewed the contract and wanted a few things added regarding site plan. Both legal counsels are now happy. The BOS was handed a copy of the contract.

T. Gray moved to accept the contract. M. Beaulieu seconded. Motion carried. M. Beaulieu moved to have Chairman Gray sign the contract. A. Rawson seconded. Motion Carried.

Chairman Gray signed the contract.

Strafford Metropolitan Regional Planning Commission Technical Advisory Committee Alternate Position: At the last BOS meeting, Larry Brown was appointed to the position. There have been no letters of interest for the alternate position. Chairman Gray posed the request to the group. Barbara Berry volunteered and was selected as the alternate. The group meets four times/year.

T. Gray motioned to approved Barbara Berry as the alternate. M. Beau Seconded. Motion carried

Selectman Comments

M. Beaulieu - The library project – the time frame for phase one does not change. M. Beaulieu is not allowed to vote. M. Beaulieu requests permission to move forward with the contract to avoid delays with the project. Measurements will be taken immediately.

Chairman Gray moved to authorize M. Beaulieu to move forward with the Milton Free Public Library contract. A. Rawson seconded. The motion carried. At the beginning of Sept. the Library will need to be closed (after the Labor Day holiday). The project will take approximately 8 weeks.

Public Comments

Stan Nadeau – Outside appropriations – Mr. Nadeau feels that anything that helps senior citizens of the town should not be cut from the budget. Stan feels that senior citizens should have a safety net. The BOS states that this funding is not being cut out. Spending that is non-emergency in nature has been frozen for the town.

John Katwick – As a Cemetery Trustee for the town, John is receiving calls from veterans. There is an article in the Foster's Daily Democrat that John referred to "The BOS has stopped outside appropriations and declined payment to the American Legion for flags, wreaths.... for Memorial Day" The BOS stated that flags for the veterans will still be purchased, and that the American Legion was paid. The American Legion has confirmed the payment.

Chairman Gray introduced Toni McLellan as the new Recording Clerk. She is replacing Kimberly Ladisheff. Chairman Gray asked the participants to welcome her. This is Kimberly's last meeting.

Larry Brown – requested that the selectman check to determine whether if it is sufficient to announce (when going into nonpublic session) to say only "A through J".

Secondly, could the BOS explain why the resignation of B. Bridges was only in Executive Session. The BOS stated that the resignation of R. Bridges is in the public record and that part of the session is not sealed.

Agendas for the BOS meetings will be printed out and put on the sign-in table for participants. The agenda is also always posted on the bulletin board.

Other Business That May Come Before the Board

None

Adjournment

M. Beaulieu motioned to adjourn the meeting at 7:40pm. T Gray seconded. Motion carried.

Respectfully Submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

James Michael Beaulieu

Andrew Rawson