

Town of Milton
Board of Selectmen Meeting
April 16th, 2018
Milton Town Hall

Board of Selectmen Attendance: Chairman Ryan Thibeault, Vice Chair Erin Hutchings, Andy Lucier, Town Administrator; Heather Thibodeau, Recording Clerk; Danielle Marique

Public Attendance: Bob Carrier, Larry Brown, Tom McDougall, Lynette McDougall, Betsy Baker, Michelle Beauchamp, Tim Long, Janice Long, Karen Brown, Pat Smith, Pam Smith, Nancy West, David Carpus, Glen Bailey, Larry Brown.

Pledge of Allegiance and meeting call to order

R. Thibeault welcomed all in attendance and stated there would be a 5-minute recess continuing by meeting in the first of many nonpublic meetings. Motioned to start nonpublic meeting with 91A: 3 II (j).

A. Lucier seconded 3-0

R. Thibeault motioned to reopen public meeting to continue in nonpublic 91-A:3 II(j) E. Hutchings seconded. 3-0

R. Thibeault motioned to reopen public meeting to continue in nonpublic 91-A:3 II(b) E. Hutchings seconded. 3-0

R. Thibeault motioned to reopen public meeting to continue in nonpublic 91-A:3 II(b) A. Lucier seconded. 3-0

R. Thibeault motioned to reopen public meeting to continue in nonpublic 91-A:3 II(a) A. Lucier seconded. 3-0

R. Thibeault motioned to reopen public meeting. E. Hutchings seconded. 3-0

Sealing of Nonpublic Minutes

E. Hutchings motioned not to seal nonpublic meeting minutes 91-A:3 II (j) regarding discussion on the beach. A. Lucier seconded 3-0

R. Thibeault motioned to seal nonpublic meeting minutes 91-A:3 II (j) regarding tax deeded property for 6 months. E. Hutchings seconded. 3-0

R. Thibeault motioned not to seal nonpublic meeting minutes 91-A:3 II(b) regarding employee hiring. E. Hutchings seconded. 3-0

R. Thibeault motioned to seal nonpublic meeting minutes 91-A:3 II(b) regarding employee hiring for two months. A. Lucier seconded. 3-0

R. Thibeault motioned to seal nonpublic meeting minutes 91-A:3 II(a) regarding employee compensation for 6 months. E. Hutchings seconded. 3-0

Public Comment

T. Long: Stated he appreciated the work Chairman Thibeault has done to better the process and productivity of Board of Selectmen meetings and shared suggestion on Board of Selectmen absence from meetings.

D. Carpus: Expressed concern with a 5-member Board of Selectmen.

L. Brown: Stated the statute does not allow and alternate for Board of Selectmen but can move to a 5-member board

P. Smith: Stated as a reminder the Town wide Roadside Clean-up is Saturday April 21st, 2018 from 9-12 with a cookout concluding at the highway barn.

Old Business:

- **Landlord Public Hearing**
H. Thibodeau stated the public hearing for the landlord ordinance discussed at the last BOS meeting will be held May 7th, 2018 at 6:30PM
- **Avitar Update**
H. Thibodeau stated abatements are filing in to Town Hall daily and property owners are being contacted shortly thereafter once the assessing department has time to process and update. Per letter from the assessors' property by property things are being assessed. Avitar operates under a different approach from each assessing company. E. Hutchings questioned if there was a completion date announced yet. H. Thibodeau stated there was nothing mentioned to date.
- **Old Fire Station Update**
R. Thibeault stated discussions have been made with legal and are awaiting specifics from the Town Attorney on the process to be followed. A. Lucier suggested to have the building be completely cleaned out. R. Thibeault asked for H. Thibodeau to have the appropriate persons take care of this task.

New Business:

- **Conservation Committee Resignation**
A. Lucier motioned to accept E. Knapp's resignation for both the Economic Development Committee and Conservation Committee. E. Hutchings seconded. 3-0
- **Appointments to Boards/Commissions**
R. Thibeault stated it appears there are several boards and commissions with openings. This is a difficult transition with the newly seated Board of Selectmen unknowing the true amounts of current members as well as the actual amounts each board and commission should have. H. Thibodeau stated there are some boards and commissions that are lacking attention.
 - Town House Stewardship Committee- J. Katwick submitted an appointment request. Records state the current board is either a 3 or 5-member committee. The Town House Committee meeting minutes made reference J. Katwick was appointed until 2019. J. Katwick stated the former Board of Selectmen sworn in three members however the terms were not specified. E. Hutchings motioned to appoint J. Katwick for a 3-year term. A. Lucier seconded. 3-0 A. Lucier asked J. Katwick how many members were sufficient. J. Katwick stated the three would suffice. R. Thibeault asked H. Thibodeau to post open positions. J. Katwick was appointed and sworn in by Chairman Thibeault.
 - Recreation Commission/Beach Commission- In 2000 it was said the Beach Commission and Recreation Commission were to merge together, no records of results were found. It is currently unknown how many open seats or how many members are on each commission. The Recreation Commission bylaws state a 5-member board appointed by the Board of Selectmen. The Town Attorney stated under 35-B it appears specification are loose and needs to be cleaned up as a matter of housekeeping. A. Lucier questioned what the name of the commission would be. H. Thibodeau stated it would be the Board of Selectmen digression. K. Brown stated in 1999 there was a vote that gave the commission ability to oversee the revolving fund. In 2006 there was a vote to go back to having the BOS oversee and it failed. E. Hutchings expressed concern with the lack of meetings and meeting minutes not being publicly available, show a possible defunct in the commission and needs to be cleaned up. K. Brown stated in 2004 authority of the beach was given to the tax payers. R. Thibeault stated per the Town Attorney general clean up needs to happen. A. Lucier expressed postings of open seats need to have a

time requirement and not ready to make a temporary committee/commission. R. Thibeault suggested to have K. Brown and H. Thibodeau get together and collect document and for H. Thibodeau to contact the Town Attorney on what needs to be done to make things legal until next years voting in March.

- Economic Development Committee- R. Thibeault stated a closing date of interested letters needs to be set universally for all open boards and committee positions. E. Hutchings motioned to accept Mike Beaulieu's resignation for the Economic Development Committee. A. Lucier seconded. 3-0. A. Lucier motioned to table Economic Development Committee and all other appointments, and to post all openings with an acceptance deadline of May 1st, 2018 to discuss and appoint at the Board of Selectmen meeting for May 7th, 2018. E. Hutchings seconded. 3-0

- **VSP Approval**

H. Thibodeau stated the VSP would be a form of Vision insurance program for all town employees with no cost to the town. E. Hutchings motioned to accept and approve the VSP offering to all town employees. R. Thibeault seconded. 3—0

- **2019 CIP**

R. Thibeault stated the planning board is starting the 2019 CIP process. The Planning Board does the review and the Board of selectmen supports the Planning Board. R. Thibeault asked H. Thibodeau to draft a letter stating the Board of Selectmen supports and encourages involvement. Stated and encouraged any and all who have questions to attend the CIP/Planning Board meetings.

- **By-Laws**

R. Thibeault stated the intent is to have all Board of Selectmen and the public to be on the same page. Each BOS member has a copy with their own revisions and updates to be addressed. E. Hutchings suggested tabling for a separate workshop to eliminate time consumption.

- **Chain of Command**

R. Thibeault stated the Recreation Director was missing from a previous draft so the revision has been made. R. Thibeault motioned to accept the current Chain of Command. E. Hutchings seconded. 3-0

- **Adopt Property Maintenance Code**

A. Lucier expressed concern with the ability to take care of the Town eyesores and to adopt the 2015 property maintenance code. This would give the Town ability to have a little more control to cleaning up the Town. R. Thibeault stated the Planning Board would need to be involved firstly.

- **"Change" Assessing Concerns**

G. Bailey questioned what changes were intended with clarity of what was intended with the statement. R. Thibeault stated he was unsure how to answer as it is a very broad question but as a team, the Board of Selectmen is working together to enact positive changes to the Town including most recently the bylaws. E. Hutchings stated it takes longer than the month the current board has been seated, that things take some time and asks for understanding and acceptance of such. G. Bailey stated the Board cannot have a wish list of wants and still have change and questioned how is it known the same history will not repeat itself. R. Thibeault stated simply speaking the change in assessors have shown change already with the abatements just now starting to come in. G. Bailey questioned why the Town is not going after the previous assessors. R. Thibeault stated once the old assessments are reviewed it will then explain more to the Board and lead a clearer view of what is to happen further.

- **Recording Equipment Concerns**

T. McDougall stated he would like to see the Board of selectmen put in guidelines on when and who can use the recording equipment. Knows multiple people who want to know and suggested the Board learn the process of how to run the equipment for all of their meetings they attend. Stated as his personal thought on storage and long-term goals would be to save all video recordings to disk and keep at the Library. R. Thibeault stated the Board of Selectmen does not have the authority to tell other boards and committees to record their meetings, it is up to each board/committee's chairman to decide. A. Lucier expressed other individuals may choose to learn how to operate the recording equipment, he however, does not.

- **Sound/Speaker Concerns**

T. McDougall suggested moving and repositioning the camera and speakers to maximize usage and to think about addressing audio issues during the Town Deliberative Sessions.

- **BOS Workshop Concerns**

T. McDougall questioned why the Board of Selectmen did not want workshops recorded. E. Hutchings stated with not having the camera recording it helps with ease of discussion. T. McDougall stated that with more public to view meetings/workshops more may show interest in future meetings of similar topics. E. Hutchings referenced the Scenic By-Way workshop that was previously conducted, some personal residences were mentioned and felt it would be ill of the Board to discuss private property publicly as a recorded video. Stated the ease and candidness of a nonrecorded workshop has proven a higher success. R. Thibeault stated they are not hiding information by not recording workshops it is approached as being more sensitive to those pertained to in the workshops. T. McDougall expressed feeling is that the Board of Selectmen does not want people to know what is discussed. A. Lucier responded that would be a completely false assumption and meeting minutes are always taken for all meetings and workshops the same R. Thibeault stated the bylaws are in progress and will be explaining more detail once completed. Having workshops open freely and not recorded it is allowing a more candid environment with open discussion with brainstorming and less of a structured formal meeting. T. McDougall questioned how the public will know what is said and discussed. R. Thibeault stated meetings and workshops will have minutes posted which are public documents.

Meeting Minutes

R. Thibeault noted 3 minor corrections/additions to the March 26th, 2018 workshop minutes otherwise to approve and accept. E. Hutchings seconded. 3-0

A. Lucier motioned to approve the April 2nd, 2018 meeting minutes. R. Thibeault seconded. E. Hutchings abstained due to her absence at the meeting in reference. 2-1

Expenditure Report

H. Thibodeau stated everything looks up to date and the new bank transfer is to be completed April 17th, 2018

Administrator Comments

H. Thibodeau reminded all of Drug Take Back Day for all prescription medication set for April 28th, 2018 from 10AM-12PM

Stated there is a new accounts payable and payroll process to follow along with the new bank, suggested for department heads and Board of Selectmen to keep track of days signatures are needed.

Selectmen Comments

A. Lucier: Stated he has deleted all of his Facebook posts from prior to the Town elections and has also removed E. Hutchings on his social media account to comply with legalities. Expressed interest in

assessments return to Town Report printing as they did many years prior. Stated with great sorrow the Town has lost two great townsmen the past couple weeks and expressed sympathy to the families and all involved with the loss.

E. Hutchings: Stated she is in the process of having a home phone with messaging services connected at her residence for public knowledge and communication.

R. Thibeault: Stated the Department Head Brainstorming workshop is scheduled for Wednesday April 18th, 2018 at 4PM and suggested to move the location to the Fire Station to emphasize more on team involvement and a different better accommodating scenery.

Stated there will be a non-Town sponsored event of Antique cars traveling thru town. The event will be held April 28th, 2018, starting at Spaulding High School in Rochester traveling thru town and into Milton Mills. This will be a weather dependent event.

E. Hutchings motioned to adjourn. A. Lucier seconded. 3-0

Respectfully submitted;
Recording Clerk,
Danielle Marique

Chairman Ryan Thibeault

Erin Hutchings

Andy Lucier