

Town of Milton
Board of Selectmen Meeting
December 3rd, 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: Larry Brown, Bob Carrier, Tom McDougall, Richard Krauss, Pat Smith, Glenn Bailey, Lynette McDougall, Joe Boulanger, Kym Boulanger, Roger Libby, Humphry Williams, Mackenzie Campbell, Jennifer Dunton, Bonnie Dunton, Don Dunton.

Meeting call to order

R. Thibeault welcomed all in attendance

Public Comment

L. McDougall: Commented to Plummer School and all other historical buildings located on town property to conduct a village.

L. Brown: Expressed gratitude to the Town Christmas tree size and scale.

New Business:

- **Extension Request for Salvage Yard Permit**

H. Thibodeau stated she had been working with R. Libby that fence was installed along with other improvements. K. Boulanger requested a permit extension of 6 months due to the State inspection being conducted very late from the original decision. Safety is their main priority and goal; the fence has been completed. Due to prior arrangements the yard will be closed for 3 months starting the beginning of the year. Continual plans will commence after the 3-month closure. A. Lucier motioned to increase the date for 3 months from the conditional proposal. E. Hutchings seconded. 3-0

- **Financial Policy Regarding Town Deposits**

H. Thibodeau stated she received statement from the Town Clerk/Tax Collector her office and staff would no longer be the central location for Town wide deposits. Town Treasurer M. Campbell stated the same notice was given to himself and many other towns work under the same practice as Milton currently does. H. Thibodeau stated the Town Clerk/Tax Collector reported she does not have the staffing to handle the depository work. R. Thibeault stated deposits to the bank are resolved as the issues come in that the Town policy is active and functioning, requests to discuss the remaining issue with the Town Clerk/Tax Collector as soon as possible for a complete resolution. R. Thibeault motioned to request the Town Clerk/Tax Collector be present at the next meeting to discuss issues at hand for a resolution. E. Hutchings seconded. 3-0. R. Thibeault requested Town Treasurer M. Campbell to be present at the meeting as well. M. Campbell agreed.

- **2019 Warrant Article Discussion**

A. Lucier questioned his property maintenance article not being included within the list. R. Thibeault stated he reached out to the Town Planner and he responded back with email to which all Board of Selectmen members were included in it. A. Lucier agreed with statements

made in the email from the Town Planner. Stated his intent of adopting the property maintenance code would be to get people to clean up their properties. R. Thibeault stated as a board, they must agree before anything can be completed and that has yet to happen, it has been discussed as an option but failed any final decision.

E. Hutchings requested a rolling Board of Selectmen agenda. A. Lucier motioned a rolling agenda of all items until they are deemed resolved by the board and to be under the Town Administrators direction. E. Hutchings seconded. 3-0

E. Hutchings stated time is currently against the board on a decision to add the property maintenance code to the warrant article list this year. R. Thibeault stated he does not agree with the code proposed, believes there are other ways around having the residents clean up the Town. E. Hutchings suggested a workshop in January to discuss warrant article options further as for exact wording.

- **Silver Street/Dawson Street Intersection Discussion**

P. Smith proposed a parking design for the Downtown area for the safety of Dawson Street onto Route 125/White Mountain Highway and to continue up Silver Street. Stated the project for design survey and updated plans would be approximately \$20,000. with hopes to apply for the FEMA Mitigation Grant. A. Lucier questioned where the \$20,000. would be coming from. P. Smith stated it would be expended from the Highway Block Grant line which is designed for projects that are not previously planned. A. Lucier motioned to move forward with the project and the ability of the grant. E. Hutchings motioned H. Thibodeau as the signing agent. R. Thibeault seconded both motions. 3-0

- **Review of Building Permit Fines & Appeal Process**

H. Thibodeau stated the adjustment to the Building Permit will be RSA 674:33 and has been reviewed by the legal team. B. Boyers stated the current policy has been in place since roughly 2006. E. Hutchings stated most residents know to apply for a permit prior to building.

- **Public Hearing: No Thru Trucking Ordinance Public Discussion**

R. Thibeault called the public hearing to order at 7:00 pm with roll call. A. Lucier, E. Hutchings and R. Thibeault all present.

Appendix A

R. Thibeault opened public comment;

-H. Williams (Micha Terrace) Requested the wording of page one section 3, be corrected to "at a resident"

-L. Messenger (Governors Road) Commented on the extreme wear and tear on the town roads and the hazards that is being caused. Concerned for the over all safety.

-K. Ayers (Nutes Road) Commented on wide vehicles on such narrow roads without paint lines to determine travel lanes.

-D. Dunton (Governors Road) Commented the traffic flow has increased dramatically. Road width concerns especially with the amount of recreation use of the roads exampling residents walking/running along the road.

-J. Gilman (Hare Road) Commented about the amount of traffic.

-L. Brown (Route 125) Commented about the health safety and welfare as requirement of the Board of Selectmen stating this ordinance meets all of the requirements.

R. Thibeault closed public comment of the public hearing stating the second public hearing will be held December 17th, 2018 at 7:00pm. H. Thibodeau stated she will have legal look into the

minor grammatical edits that were suggested. R. Thibeault thanked all in attendance.

- **Approval of Contract for Cemetery Trustee**

H. Thibodeau stated J. Katwick has requested payment for administrative work for \$3,500. R. Thibeault questioned if the Cemetery Trustees were supportive of this decision. A. Lucier motioned to approve and encumber the payment of \$3,500 to J. Katwick for administrative work. E. Hutchings seconded. 3-0

Old Business:

- **Discussion of Town Report Process**

H. Thibodeau stated the required materials to be included in each town report. Legal opinion does not recommend printing tax lien information. A. Lucier questioned if the salary of all Town employees would be included. H. Thibodeau stated that would not be an issue to print. A. Lucier stated he would like to see the town report printed and sent out for February 1st, 2019. R. Thibeault requested a draft report to review during a workshop the beginning of January. H. Thibodeau stated the Board of Selectmen would be responsible for the dedication suggestion as well as their report for the year.

- **Recreation Revenue & Office Discussion Follow-up**

R. Thibeault recommended tabling discussion due to the Recreation Director not being present.

- **TPPA 2017 Encumbrances Discussion**

H. Thibodeau stated regarding her memo to the Board of Selectmen the motions to encumber \$7,925, the balance from the 2017 warrant article 16 was completed after January 2018. A possibility of the Board of Selectmen authorizing expending the \$7,925 from the Unanticipated Expenses budget line.

H. Thibodeau requested all department heads to present their encumbrances as soon as possible. A. Lucier requests the Town Administrator to reach out to the TPPA president to make him aware of the current circumstance and stated he is not comfortable releasing the money from anticipated expenses this early in the year. H. Thibodeau requests to revisit this next meeting.

- **Health Insurance Budget Line Discussion**

H. Thibodeau stated the current health insurance company offers a premium holiday discount which drops the premium for a single month and requests reducing the previously approved line to \$580,702.79. E. Hutchings motioned to approve the health insurance benefits line to \$580,702.79 from \$600,000.00 a decrease of \$19,297.21. R. Thibeault seconded. 3-0

Other Business that May Come Before the Board

H. Thibodeau state the default budget has to be available for review at the first budget committee public hearing meeting.

Meeting Minutes

A. Lucier motioned to approve the November 19th, 2018 meeting minutes. R. Thibeault seconded. 3-0

Public Comment Portent to Topics Discussed

T. McDougall: Confirmed the dates and calendar of the Town Meeting information was infact posted to the website under the Town Meeting Information tab.

Also commented on how far back the rolling agenda should go date wise.

L. Brown: Commented that European Naid was for a good cause.

Administrator Comments

H. Thibodeau requested December 20th, 2018 be a holiday lunch celebration for all Town employees and to close Town Hall for noon.

Questioned what the Board would like to see as part of the rolling agenda topics. A. Lucier stated the downtown parking signs were still not available or posted. H. Thibodeau stated she provided an email from the State providing their estimated time line of project completion. R. Krauss stated that area of town was State property and any vehicles parked illegally would be treated as abandoned vehicle's and at the owners' expense. Stated all tenants are aware from the original notification and will address any new tenants as issues arise. H. Thibodeau requested A. Lucier's list to be provided so she had the proper material.

Questioned if either member would be able to fill in and sign checks for the week due to E. Hutchings absence from the duty.

Requested the Board to review the NH Listens Project.

Selectmen Comments

E. Hutchings: Stated the Economic Development Committee next meeting is December 4, 2018 at 6:00PM

R. Thibeault: Stated the Town Administrators evaluation is due to be conducted and requested each of the Board members input on what questions and material to bring forward and established a workshop prior the December 17th, 2018 Board of Selectmen meeting to start no earlier than 4:30pm to be adjusted accordingly due to the upcoming agenda

R. Thibeault motioned to adjourn pubic meeting and continue in nonpublic session 91-A:3 II (d) after a 5-minute recess. A. Lucier seconded. 3-0

A. Lucier motioned to return to public meeting and adjourn R. Thibeault seconded. 3-0

Respectfully submitted;
Recording Clerk,
Danielle Marique

Chairman Ryan Thibeault

Erin Hutchings

Andy Lucier