

Town of Milton
Board of Selectman Meeting
Monday, March 21st, 2016
Milton Town Hall
Meeting Minutes

Members in Attendance: Chairman Tom Gray, Andrew Rawson, Mike Beaulieu, Jeremy Bourgeois, Interim Town Administrator, **Also in Attendance:** Toni McLellan, Recording Clerk

Public in Attendance: Pat Smith, Lynette McDougall, Richard Krauss, Barry Carr, Michelle Beauchamp, Betsy Baker, Bob Carrier, Nick Marique, Pam Arnold, Larry Brown, Stefanie Berry

Chairman Gray called the meeting to order at 6:02pm and welcomed everyone.

The Pledge of Allegiance was recited.

Chairman Gray stated that tax matters were discussed in Nonpublic Session and motions were made to seal certain items.

New Business

1) Chief Krauss Re: Step Grant: \$3,500 to conduct patrols.

M. Beaulieu made a motion to approve the grant and to have Chairman Gray sign the document.
A. Rawson seconded. Motion carried.

2) Chief Krauss Re: COPS Grant - Milton was not selected to receive the grant. There will be another opportunity to apply in April/May 2016. The grant, if awarded, would give the town a 9th officer. The responsibility of the town would be to cover 25% of the cost the first year, 50% of the cost the second year and 75% the third year. A condition of the grant is the expectation that the town will keep the officer employed at their expense for the fourth year. The Officer would spend the majority (80%) of time in the Milton schools. The BOS stated that they supported applying for the grant. Chief Krauss will continue to research the grant.

3) Chief Krauss Re: Dispatch Services – Chief Krauss clarified a misunderstanding about Dispatch payments. Through the purchasing policy, the cost for the service would not typically come before the BOS. It is part of the Police Department operating budget.

4) Re: NH GAP (General Assistance Program) Welfare Program – Automates Forms Process - Rachel Cote was not present at the meeting this evening, but provided a letter to the BOS explaining the benefits of the NH GAP software. J. Bourgeois spoke to the subject and stated that the Welfare Director, Rachel Cote, attended training on new software (NH GAP) that

was designed specifically for Welfare Departments, and other resources. She felt that the software would help maintain complete client files as well as reduce the overall welfare budget. Among other things, GAP utilizes standardized forms and privacy language and has the ability to modify allowable expenses based on the town's welfare guidelines. It offers the ability to check if a client has received services in another town within the last 180 days. It also offers the ability to collect repayments, place liens, release liens, and track information, which she noted in her letter had been extremely difficult to track to date. The database maintains other resources that can be used as referrals for clients that come in and are unable to qualify for assistance. The cost for the program is based on the town's population. For Milton, the cost would be \$273.54 per year, which can be covered by one of two lines in the Welfare Budget (most likely "Equipment"). M. Beaulieu made a motion to have Rachel Cote, Welfare Director, move forward with the General Assistance Program. A. Rawson seconded. Motion carried.

5) Selectmen Committee/Department Assignments – The BOS Chairman position and Liaison positions were discussed. It was decided who would serve in those positions.

Chairman of the BOS - A. Rawson made a motion to select Tom Gray as Chairman of the Board of Selectmen. M. Beaulieu seconded. Motion carried

Planning Board Ex-Officio – Tom Gray will serve as Planning Board Ex-Officio

Budget Committee Ex-Officio – Mike Beaulieu will service as Budget Committee Ex-Officio

Public Works Department Liaison – Tom Gray will serve as the Liaison to the Public Works Department

Police Department and Public Library Liaison – Andrew Rawson will serve as the Liaison to the Police Department and the Public Library.

Fire Department Liaison – Mike Beaulieu will serve as the Liaison to the Fire Department

Recreation Department Liaison – Andrew Rawson will serve as the Liaison to the Recreation Department

Town Hall Liaison – Andrew Rawson will serve as the Liaison to the Town Hall

6) Fire Station Bond – Chief Marique and P. Arnold are doing research and attempting to get a better interest rate for the Bond. They have found rates that are better than the current with a shorter term, resulting in substantial savings for the town. Chief Marique stated that he would like to get Bond Council approval this evening. The payment for the first year, \$235,000.00 is

part of the bond issuance cost. Chairman Gray made a motion to approve the engagement letter with Divine and Millimet (with an estimate cost of \$5-7,000.00). M. Beaulieu seconded. Motion carried. A. Rawson made a motion to have Chairman Gray sign the letter. M. Beaulieu seconded. Motion carried. Another workshop will be held to finalize details this week. Chief Marique spoke about the maximum guaranteed price. M. Beaulieu made a motion to have Chairman Gray sign the GMP (Guaranteed Maximum Price). A. Rawson seconded. Motion carried. Chief Marique and the BOS will meet next week on Wednesday to discuss subcontractors. Chief Marique requested permission to throw old items from the existing fire station (such as gear that is beyond useful life expectancy) in the dumpster. He will ensure that things such as scrap metal and equipment that is a liability are dealt with appropriately.

3) Conservation Appointments (one Alternate and one Full-Time Member) – There were 2 applicants. Eric Knapp (present) is a current alternate and would like to become a full-time member of the Conservation Commission. A. Rawson made a motion to have Eric Knapp serve as a full time member of the Conservation Commission. M. Beaulieu seconded. Motion carried. Barry Carr (not present) is a candidate for the alternate position for the Conservation Commission. Chairman Gray read a letter from B. Carr advising the BOS of his interest in the alternate position. The letter stated that he is a Strafford County Commissioner for the New Hampshire Fish and Game Department. He is also current Director of the Farmington Fish and Game Club in New Durham. A. Rawson made a motion to have B. Carr will serve in the alternate position for the Conservation Commission. M. Beaulieu seconded. Motion carried. Chairman Gray conducted the swearing in of B. Carr as Alternate Member of the Conservation Commission and also Stephanie Barry as School Board Member.

Approval of Minutes

March 7, 2016 – Regular Meeting Minutes – Chairman Gray noted a correction to be made on page 4, under “Administrator Comments”, “accounts are pretty low” should read “expenditures are pretty low”. M. Beaulieu made a motion to approve the minutes as amended. A. Rawson seconded. Motion carried.

March 7, 2016 – Nonpublic Meeting Minutes 1st Session – M. Beaulieu made a motion to approve the minutes as written and to seal them as previously stated in the meeting. A. Rawson seconded. Motion carried.

March 7, 2016 - Nonpublic Meeting Minutes 2nd Session – M. Beaulieu noted a correction to be made under Item 1, “M. Beaulieu seconded” should read “A. Rawson seconded”. M. Beaulieu made a motion to approve the minutes as amended and to seal them as previously stated in the meeting. A. Rawson seconded. Motion carried.

Expenditure Report

Expenditures are in good shape

Administrator Comments

J. Bourgeois Re: WEX Program Savings – He put together a spreadsheet depicting usage for the town. In the period from March 9th –March 17th, 2016, the town saved over \$1,000.00 in fuel costs. The town is saving \$1.08/gallon. A. Rawson thanked M. Beaulieu for his efforts towards the program. The departments using the WEX program to date are the Highway and Police Departments.

Selectman Comments

A. Rawson – Re: Meeting Recordings – He thanked T. McDougall for recording the meetings for public viewing.

Re: Applications for Town Administrator – He reported that all Town Administrator applications have been submitted. There will be a review and selection committee formed in the next week. The BOS will be reaching out to department heads to provide input in the process of selection.

Re: Rabies Clinic – The rabies clinic will be held Sat April 2nd, 2016 from 9:00am-12:00pm at the Highway Department.

Chairman Gray Re: Expenditure Report - The expenditure report for the town of 2015 has been uploaded to the website.

Re: TPPA (Three Ponds Protective Association) – Steve Panish has offered to be on the steering committee. He is requesting the blessing of the BOS. The BOS agreed that S. Panish should proceed.

Re: Strafford Regional Planning Commission – Chairman Gray was approached by the Commission to serve on a Committee for the Brownfield grant (representing the town of Milton). The BOS granted their permission for Chairman Gray to serve on the Committee for the Brownfield grant.

Public Comments

L. Brown – Re: Housekeeping for the Budget Committee – He thanked T. McDougall for recording the BOS meetings stating that he was a model volunteer example for this and the Budget Committee. He stated that the Budget Committee will be holding the reorganization meeting the 3rd Tuesday of April, 2016. The subject matter discussed will be reorganization and default budget impacts. There is one open slot on the Committee. He emphasized that Budget Committee meetings are open to the public.

J. Bourgeois stated that there is an interested applicant for the position of Recording Clerk for the budget meetings.

B. Baker thanked the people that painted the upstairs at the library stating that it was a volunteer effort.

Chairman Gray closed public comment at 6:46PM

Adjournment

M. Beaulieu made a motion to adjourn at 6:47pm. A. Rawson seconded. Motion carried.

Respectfully Submitted,

Toni McLellan
Recording Clerk

Chairman Tom F. Gray

James Michael Beaulieu

Andrew O. Rawson