

**Town of Milton**  
**BOARD OF SELECTMEN MEETING**  
**September 25, 2023**

**ATTENDANCE:**

**Members:** Humphrey Williams (Chair), Claudine Burnham, Andy Rawson

**Public:** Bruce Woodruff, Bob Carrier

Humphrey Williams, Chair, opened the public session at 6:00PM.

**1.) Pledge of Allegiance:** Humphrey Williams, Chair, led the meeting in the Pledge of Allegiance.

**2.) Public Comment:**

There were no public comments.

**3.) Announcements and Community Calendar:**

1. Milton Budget Committee Meeting – Tuesday, September 26, 6:00PM.
2. Milton Preserving Memories sub-committee – Tuesday, September 26, 6:00PM (Old Town House)
3. Supervisor of the Checklist meeting – Friday, October 6, 7-7:30PM (Emma Ramsey Center).  
This is the last time registered voters may change their party affiliation prior to the President Primary (2024). Note: New voters may still register to vote until election day as permitted by law.
4. Greater Wakefield Lion's Club Shred Event – October 7, 9-1:00PM (Town Hall Parking Lot)
5. Milton Three Ponds Lake Drawdown – begins October 9 (3ft drop).
6. Milton's 9<sup>th</sup> Annual Trunk or Treat – Saturday, October 21, 4-6:30PM (Milton Town Beach).

**4.) NEW Business – Discussion and Possible Actions:**

- a.) **USDA RD Facilities Grant – Letter of Commitment:** Mr. Williams explained at a previous meeting, the Board accepted a grant for a facilities study. It was thought there would be no match required. However, upon further clarification, there is a match needed and will be split between Farmington, Strafford Regional Planning Commission (SRPC) and Milton. Contribution match for each entity is \$1,450.

Mr. Bruce Woodruff said at the time he was specifically told there was no cash match. He was then told since the grant did not fund the full amount, the difference is now required as a local match to be split between the three agencies. Mr. Woodruff suggested the BOS take money from the account that pays him. Mr. Williams said that would be denied and instead suggested using the Municipal Building Facilities CRF since this will be for a facilities study.

Mr. Williams motioned to take \$1,450 from the Municipal Buildings Capital Reserve Fund. Ms. Burnham seconded the motion. All were in favor; the motion was approved.

The BOS appreciated the offer put forward from Mr. Woodruff.

- b.) **MS4 Stormwater Runoff:** Mr. Williams said there was a meeting with Christine Binger, from Verdantas, and reviewed all the reports. A key item noted was the fact that the Town Administrator is currently the signatory for all documents. As the report has to be signed, the BOS need that ability to sign.

Mr. Williams motioned to add the Board of Selectmen's names to sign all necessary documents. Mr. Rawson seconded the motion. All were in favor; the motion was approved.

Mr. Woodruff recommended adding Jason Forbes, Sewer Superintendent, to the MS4 committee. Mr. Woodruff said he is also trying to pick up slack in any data gaps in the report; however, there is data that he does not have, such as numbers for educational documents. Mr. Woodruff also said he will send the CIP Annual Report to the BOS and Budget Committees.

- c.) **Winding Road Bridge – status/update:** Mr. Williams said the bridge has been reduced to one lane for passenger vehicles only due to the weakening structural conditions underneath. Pat Smith has requested an update from NHDOT. They are waiting on contractor quotes for temporary bridges. HEB (town vendor who does bridge work) will help the town with a letter to the state. The town has received one quote already from Daniel's Construction for \$90,000 (only for bridge timbers). This fee does not include any construction fees. The monthly cost to rent a temporary bridge is \$1,500. The current bridge replacement is not until 2028; NHDOT will try to move this up in the schedule. Mr. Rawson said they really need to hear from the state as this leaves the town in a state of limbo. Mr. Williams acknowledged the concerns for oil delivery and other deliveries to affected residents.
- d.) **Town Beach Boat Ramp Replacement – Sealed Bids, Additional grant status:** While they are still waiting to hear about additional grants, the BOS opened the bids received.
- 1.) WP Davis (Hampton NH) - \$387,000
  - 2.) Hanson Bridge LLC (Springfield, NH) - \$224,000
- e.) **ECA Solar Power Purchase Agreement – Schedule for BOS Agenda:** Sue Serino sent an email she received from ECA Solar Power as a way of possibly saving money from Eversource. This item will be added to the October 16<sup>th</sup> meeting.

## 5.) EVENT PERMITS

- a.) No permits.

## 6.) OLD BUSINESS

- a.) 2022.02.04.00- 549 White Mountain Highway – status of building: No updates.
- b.) 2023.05.22 Townhouse Road Bridge Update: Received draft engineering study on 9/20/2023 from NH DOT. Need to review the study, coordinate with Lebanon BOS, and arrange with NHDOT a public hearing about the potential bridge plans.
- Mr. Williams said there is a lot to go through and review to move forward. Of concern is the elevated bridge price as compared to the original pricing; \$2.7M price tag with additional



costs to the town. There are three designs to review and to ensure the design meets height requirements. If a bridge is erected that does not meet the necessary height requirements, the bridge will not help and would actually cut the lake boating access in half. Ms. Burnham stressed it's important for the public to get the information. This will also be important to residents of Lebanon. Mr. Williams said the Lebanon BOS are also very aware that lake accessibility is vital and the bridge at the current design height could cut off lake access.

- c.) 2022.03.20.7 – Community Power Action Committee – seeks committee members.
- d.) Long-Term Goal – website functionality improvements: postponed until after the move to the new Town Hall.
- e.) New Town Hall, 55 Industrial Way- Status: Workmanship issues and additional repair plans. We await the installation of internet service. Once installed the video and phone systems will be tested and a final move-in date will be determined.
- f.) Fund Balance Policy

#### **7.) Communications Received:**

- a.) No communications.

#### **8.) Other Business That May Come Before the Board:**

- a) Cemetery update: Ms. Burnham provided an update from Stephen Duchesneau- Sexton. This past month, there were three funeral services, one with over 100 people in attendance. Received applications for plot purchases. Sinkhole work has begun due to all the summer rains. No update about tree removals. He anticipates one more mowing in October and asked the BOS to approve the additional mowing. Mr. Rawson said he received a call from John Katwick who asked if all the cemetery phone #'s have been changed to Mr. Duchesneau? He had received several phone calls. Ms. Burnham said yes, the numbers have been changed. As Mr. Katwick was the contact for many years, there are probably many people/funeral homes who just automatically call his phone. Mr. Williams said once the administrative assistance is hired by Pat Smith, they will be answering calls for the cemetery.

Mr. Rawson motioned to approve for one more mowing in October with service provided by Matt Morrill. Seconded by Ms. Burnham. All were in favor; the motion was accepted.

#### **9.) Approval of Minutes:**

Non-Public Minutes:    **None**

Public Minutes:

**September 11, 2023** – Mr. Rawson motioned to accept 9/11/2023 public minutes. Ms. Burnham seconded the motion. All were in favor; the motion was accepted.

**September 14, 2023, Joint BC/BOS Meeting with Dept Head Presentations** – Ms. Burnham motioned to accept 9/14/2023 public minutes. Mr. Williams seconded the motion. Mr. Rawson abstained; the motion was accepted.

#### **10.) Public Comments Relative to Topics Previously Discussed:**

Bob Carrier said he appreciated the updates on Winding Road. He shared his concern about the

upcoming colder and winter weather. Residents will need fuel delivery and access to get their medications. He stressed the need for a backup in case something is wrong with the temporary solution. Mr. Williams said the temporary solution should be in place by mid-October and they are really pushing to get information from NHDOT. He knows the bridge must be open and accessible over the winter months. Residents should contact Pat Smith if someone needs fuel and access is limited.

Bob Carrier said the recent CIP public meeting was well done and very well thought out. He understands these are not easy decisions to make – deciding what should be and not be funded; he wished more people would have attended as this will affect all town residents.

**11.) Expenditure Reports:**

Mr. Williams explained the expenditure reports are tracking the same way. Fire Department expenses continue to be monitored. Current projections are \$232,000 over the budget; however, he anticipates the expenses should come down over the upcoming months.

There are a few other areas that are slightly over. The biggest concern is the Welfare line-item. While it had been projected to be higher this year, it is even higher than anticipated as federal government has decreased funding. Going forward local communities will need to find ways to help residents in more cost effective ways; welfare is a mandatory program. Currently we are reaching the point of not being able to help residents the way the town should; it's anticipated next year's budget will double.

**12.) Town Administrator:**

1. The next public meeting of the Board will be October 2, 2023.

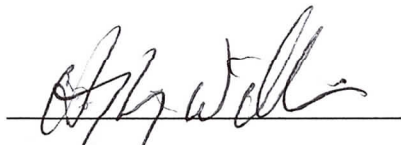
**13.) Selectmen Comments:**

1. Mr. Rawson – the School Superintendent has recently talked about hiring a grant writer for the school and suggested it could also be an opportunity to share the position with the town. A grant writer could help to secure additional monies for both the school and town. Additional grants would help the overall tax burden.
2. Ms. Burnham – talked with Annie McKenzie who may be interested.
3. Mr. Williams – CIP did a great job this year and are really looking out for the public. Mr. Williams thanked all town employees for stepping up to help cover responsibilities. It is very much appreciated.

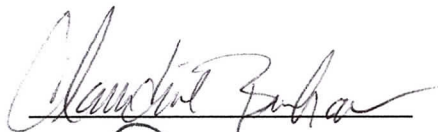
**14.) Adjournment:**

Mr. Williams motioned to adjourn the public meeting and enter into the non-public meeting. Mr. Rawson seconded the motion. All were in favor; the motion passed. The public meeting adjourned at 7:00PM.

Given under our hands this <sup>20<sup>th</sup></sup> ~~day of September~~ <sup>OCTOBER</sup> ~~2023~~ <sup>HW 10/2/23</sup>



Humphrey Williams – Chairman BOS



Claudine Burnham - Board Member



Andrew Rawson - Board Member

**END OF MINUTES – September 25, 2023**

HW 10/2/23