

Town of Milton
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Milton NH, 03851



Planning Board
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Planning Board Minutes
July 16, 2019
6:30

Members in Attendance: Chairman Brian Boyers, Peter Hayward, Matthew Morrill, Joseph Michaud, Bob Graham, Ryan Thibeault Ex. Officio, Lynette McDougall. Also in attendance, Ashley Morrill Land Use Clerk, Bruce Woodruff Town Planner

Absent Members: No absent members

Public Attendance Larry Brown, Bob Carrier, Richard Krauss, Karen Brown, Pat Smith, Richard Burke, Rhonda Burke, Ernest Cartier Creveling

Chairman B. Boyers called the meeting to order at 6:30 pm.

Public Comment: No public comments were made

Capital Improvement Program Project Submittals:

a. Town Administrator: E. Cartier Creveling Town Administrator provided the board with a list of computers from Town Hall, Recreation Department, and Public Works Department that are 5 years old. As of 2019 there are 5 computers that are at their 5 year make and should be replaced. Replacement cost is \$900.00 each, totaling \$4,500.00 for the 5 computers that need replacing this year. E. Cartier Creveling Town Administrator stated the Town Hall's alarm system is currently having problems with the phone lines and it was recommended by the alarm system company to replace it with a wireless alarm system. Replacement cost is \$3,000.00. Further research is needed to determine if fixing the problems with the current alarm system is an option. The total cost for 2019 between the computers and alarm system would be \$7,500.00. Funds would come from the Town's Technology Fund which currently has a balance of \$13,997.00. In year 2020 E. Cartier Creveling Town Administrator is looking to replace phone systems at both the Town Hall and the Police Department. He will be meeting with vendors in August 2019 to determine options and costs. Estimated cost is \$6,000.00. Requesting \$4,000.00 the following year to replace the server and roughly \$3,500.00 to replace the next round of computers that hit their 5 year mark. L. McDougall asked if the cost included hardware, software, and tech support. E. Cartier Creveling Town Administrator stated support is currently contracted with Back Bay which is already in the operating budget. Software options will be a discussion with the Board of Selectman. E. Carter Creveling Town Administrator recommended a new email structure to be able to continue meeting legal data retention obligations.

b. DPW: P. Smith stated he's not asking for any large equipment purchases. Looking to put money in the Capital Reserve Fund for future expenses. Truck fund still has around 40,000.

Equipment fund has around 30,000. Road Construction increased to 350,000 this year from 325,000 last year. No major purchases. PDW has a project for Silver St. and Dawson St. Drainage lines, catch basins, and sewer lines have been surveyed and videoed. P. Smith stated there are major drainage problems which causes flooding on rt125 by pizza nook, Dawson St. floods at the foot of Silver St. and water runs across and down Silver St. Found an old stone convert which is collapsed causing drainage issues near a houses. The cost to repair includes granite curbing and telephone poles. Board reviewed the site plan. The alteration will allow for 10 parking spaces, possibly 14. P. Smith stated the design will create slower traffic and will be safer. The major cost in the project is the drainage which is about \$500,000. \$250,000 is already set aside from the 2019 Road Construction warrant. Veteran's Park will not be compromised but pipe will need to run through it. Irrigation system will need to be taken out and reinstalled. B. Boyers asked if the state is going to help offset the cost. P. Smith stated he is waiting on a final answer from DOT. B. Woodruff Town Planner applied for federal grant. The decision will be made after November 12, 2019. B. Boyers asked about having enough funds for the Town House Pond Bridge. B. Woodruff Town Planner stated they are still waiting on DOT to revise the municipal agreement to address the comments from our insurance carrier. The cost will be listed in the draft agreement then he can go to the Board of Selectman. P. Smith brought up Church St. Bridge in Milton Mills. Maine DOT changed the bridge to one lane with a 17 ton limit. The bridge may be closed in 2025 due to it failing. B. Woodruff Town Planner pointed out two Bridge Funds on CIP spreadsheet. P. Smith discussed the DPW garage/engineering project. R. Thibeault asked about paving Bolan Rd. this year (2019). P. Smith said he was not sure if he could get to it this year but will get them an estimate for the entire road.

c. Recreation Department: P. Smith spoke on behalf of the Rec. Department, stating they are looking to set money aside for beach restoration. P. Smith also stated K. Brown is the contact person. Description of CIP is to design, engineer, construct, and maintain the beach and buildings, to match grants and to purchase permits for any work that needs to be done at the beach. Looking for \$3,000.00 for the next 6 years, totaling \$18,000.00. Stated the beach is in need of a new septic system. Current septic is from the 1950s and will not be grandfathered. The beach needs to be brought to code including the bathhouse. R. Thibeault stated if the commission starts setting aside revenue from the beach that will help people to see they are serious about upcoming plans.

d. Water District: K. Brown stated the Operator is working with DES on an asset management plan. Cannot apply for any grants until the asset management plan is in place. Once in place, there is funding available for mapping the entire water district system. There are concerns of a waterline on Elm St. running into a brook. Unsure of how much water has been running into the brook or for how long. Line will be capped off and redone which will stop the run into the brook and should help with water pressure on Elm St. The state of NH is involved. No cost to the town if the asset management plan is in place. Also no cost to have the asset management plan set in place. K. Brown stated when she took Chairmanship there were over 70 houses in town that have not received a water bill or paid for water fees in multiple years, which was known by other commissioners. K. Brown stated if you didn't ask for a Place Holder when asking for a final read the entire address went away. They have been going out house to house and additional houses were found. K. Brown stated they can bill property owners for the past 5 years.

f. Sewer: B. Woodruff Town Planner spoke on behalf D. Sprague. Stated the plant was designed for 100,000 gallons a day. Plant on average has been using 50,000 gallons a day. The

concern is if a development/developer or commercial properties come in and use up the remaining capacity. D. Sprague wants to keep the sewer utility and expansion analysis study in place for the out years of the CIP.

The Board reviewed and discussed the Master Plan Tie-in matrix. J. Michaud motioned to change GIS from normal to strong due to emergency aspects. B. Graham Seconded. Voted U/A. Discussion of Windy Hill Project. B. Woodruff Town Planner suggested changing the name from Winding Hill Project to Maine and New Hampshire Bridges because that's the name of the Capital Reserve Fund where the \$25,000 goes into each year. B. Graham motions to change the name. J. Michaud seconded. Voted U/A. After further discussion the Board rescinds the motion due to the town having bridges that are not interstate. P. Hayward motions to change the Winding Hill Project to normal. B. Graham seconds. Voted U/A.

B. Boyers asked B. Woodruff Town Planner if he has heard from the School Board yet. B. Woodruff Town Planner said he doesn't believe the Board is ready to use the Form D yet.

B. Woodruff Town Planner stated that the continued Public Hearing for a revision to the existing 2012 Site Plan to add accessory uses (campground amenities) and to relocate existing trailer storage at the Mi Te Jo Campground on property located at 111 Mi Te Jo Rd, Milton NH. (Map 28, Lot 4) in Low Density Residential Zone should have been on the agenda so it could be re-tabled until the Aug. 23, 2019 meeting and only if the Zoning Board of Adjustment denies the appeal of a Planning Board decision that zoning was met as evidenced by the act of acceptance of an application for revision to an existing 2012 Site Plan that proposes to add accessory uses (campground amenities) and to relocate existing trailer storage at the Mi Te Jo Campground on property located at 111 Mi Te Jo Rd, Milton in the Low Density Residential Zone (Map 28 Lot 4) by Owner, Three Ponds Resort, LLC; Applicant, SFC Engineering Partnership, Inc.; Appellants: Frank L. Bridges, Jennifer King, James Holway, Eugene Boucher, Judy Boucher, et al.

B. Woodruff Town planner suggested the fix is to table it again until Aug. 23, 2019 and have town staff resend the abutter notices. P. Hayward motions to table the continued Public Hearing for a revision to the existing 2012 Site Plan to add accessory uses (campground amenities) and to relocate existing trailer storage at the Mi Te Jo Campground on property located at 111 Mi Te Jo Rd, Milton NH. (Map 28, Lot 4) in Low Density Residential Zone until Aug. 23, 2019 and to resend abutters notices as a courtesy. J. Michaud seconded. Voted U/A.

Town Planner Comments: no planner comments were made

Approval of Minutes: J. Michaud motions to approve the July 2nd minutes. B. Graham Seconds. Motion carried. M. Morrill and R. Thibeault abstain.

Adjournment: J. Michaud motions to adjourn. M. Morrill seconded. Meeting adjourned 8:20pm

