



Town of Milton
BOARD OF SELECTMEN MEETING
July 25, 2022

ATTENDANCE:

Members: Claudine Burnham (Chair), Humphrey Williams; Absent: Matt Morrill

Staff: Chris Jacobs, Town Administrator, Police Chief Richard Krauss, Pat Smith – Public Works, Betsy Baker – Library, John Gagner – Town Clerk, Bruce Woodruff – Town Planner

Public: Ginny Gray, Tom Flynn – Green Harbor, Sam Feigenbaum – Kearsarge Energy

Claudine Burnham, Chair, opened the public session at 6:00PM.

1.) **Pledge of Allegiance:** Claudine Burnham, Chair, led the meeting in the Pledge of Allegiance.

2.) **Public Comment:**

There were no public comments.

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

1. The public is invited to join the Conservation Commission for a stewardship walk at the 37-acre town-owned "Ball property" on Rocky Point Road on Saturday, July 30th starting at 9AM. We'll walk the boundaries as well as some interior trails if time allows in approx. 2 hours. Email mcc@miltonnh-us.com.
2. The TPPA just announced a free concert at the town beach from 7:30-9:00PM, August 3rd.

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

a.) **Swearing-in of police officer:**

Chief Krauss reported the officer had already been sworn in prior to his leaving for the Academy. A formal badge ceremony will take place after his return from the Academy. Chief Krauss explained about a formalized MOU for the SWAT team with adjoining towns. There will be a slight cost increase. He further explained if a town would decide not to join and there would be a SWAT call-out, the town would be responsible for the entire cost of the call (the entire manpower of all communities). This could be a potential cost of \$2,000/hour (for a 24-hour incident, the town could be responsible for a bill of \$40,000). Current SWAT dues are \$1,000/year. Next year's dues are anticipated to be \$1,500 and increased to \$2,000 the following year. Chief Krauss recommends being part of the agreement and adding the additional \$500 to the Police budget.

Mr. Williams motioned for the approval. Ms. Burnham seconded the motion. All were in favor; the motion was approved.

b.) Department Head Reports:

Highway Department- Pat Smith: Roadside mowing will continue into September. They are cutting brush and removing low overhanging limbs, doing rust preventative maintenance on their trucks, began state inspections on the highway trucks, sign repair and painting in Milton Mills, managing beavers on Mason Road. Update on Sam Plummer culvert – he received a call from Trout Unlimited who reported they are going to push the project off until next spring, this is primarily due to increase costs. He will speak to the three residents about the delay. 2022 road construction update – they are scheduled for September timeframe; the infrastructure money has pushed them out of the window to go first (priority is for state contract bids).

Library – Betsy Baker: Downloadable books from the online library – June transactions was 289 (155 audio, 127 eBooks, 17 magazines); YTD 1721 transactions (968 audio, 676 eBooks, 96 magazines); Hoopla – 59 transactions during June; YTD 417 transactions (mostly audio books). At the Library, there were 129 adults, 17 teens and 45 children (June). YTD there were 718 adults, 57 teens, 199 children. Betsy reported she participated at the Beach kick-off. There is a new story walk at Branch Hill Farm. The employee evaluations have been completed and have applied to the LCHIP grant. She acknowledged several individuals: Ruth (grant writing/fund raising), Humphrey Williams (water safety talk), Thomas Richards (volunteer), Mae (page), Kayla (circulation clerk), Pat Smith and staff (recent playground issues).

Town Clerk – John Gagner:

June reports – tax payments received & deposited = \$4,129,057.79; current first issue unpaid property taxes for 2022 (as of 7/1/2022) = \$706,133.35; current unpaid sewer (outstanding as of 7/1/2022) = \$14,590.61.

Town Clerk reports for June:

Motor vehicle revenues = \$96,630; Dog licenses = \$338.50; beach passes = ~\$2,000; Boat passes = ~\$300; and transfer station decals = ~\$1,100.

Prepared and executed 2021 liens for unpaid taxes; working with the Police Department on overdue dog licenses; all personnel are going through free online training offered through Primex (mostly general training); he is looking to find reduced (or free) training in the MS Office Suite. Primary elections will occur this fall – reminder to register to vote. During June, there were some issues with motor vehicle renewals which has since been fixed.

Mr. Jacobs reported signatures needed for corrective deed for Mrs. Nichols; Fran Watson paid taxes; and Mr. and Mrs. Calloway for closing next week on 73 Sleeping Bear property.

Police Department – Chief Richard Krauss: Update on staffing – Since June, one uncertified officer will be going to the Academy starting August 1st to December; upon return he will start his field training; one full-time certified officer, will be ready for solo patrols in mid-August. Hopefully by end of September will have 3-4 certified officers.

Seeing an increase in petty thefts out of vehicles. They are also seeing increases in items either stolen or attempting to be stolen around the downtown area (although this is happening all

over town, not just downtown). Experiencing an increase in movement of homeless population into the wooded areas. Residents are reminded to contact the department if they see smoke in the woods; they are also trying to prevent large homeless encampments in the woods. If they know of homeless, they will work to help them get assistance and support. They are working to curb issues with recent petty thefts and asked residents to make sure not to leave valuable items in their cars and to lock car doors.

Town Planner – Bruce Woodruff: Reported on Zoning and Planning board applications – they are typically very close this time of year. The Planning board is taking another look at the zoning ordinance, Article 6 (Open Space Development Ordinance) as there are some issues with the ordinance. The Zoning board has a need for primer education for their members; he anticipates he will probably require an attorney to provide some enlightenment to the members. Planner work: he just completed a certified record for a lawsuit which took several weeks. Still actively look for grant opportunities for updates to the Master Plan.

Recreation – Karen Brown: Mr. Williams reported the previous Friday, there were 49 kids from Camp3Ponds, along with several adults who took a field trip and toured the Coast Guard station in New Castle.

Chief Krauss made a request to the Rec Commission: The PD are seeing an increase in calls to the town beach primarily around smoking, drinking and swimming beyond the safe area. The markers are not in. He asked if the Rec Commission would work to increase signage to help decrease swimmers going beyond the safe areas. He also suggested additional education on safe swimming practices. Mr. Williams said he would talk with the Chair to get the markers put back out.

c.) **Tom Flynn with Green Harbor/Clean Peak Power to present proposal for solar garden on town property located on McKeagney Road:**

Mr. Tom Flynn from Green Harbor/Clean Peak Power explained he has been citing solar in the local area, working with families on McKeagney Road. During this time, they found some town-owned property, also on McKeagney Road, which they thought might be good potential for solar development. He also reached out to the Planning Board and has talked with Bruce Woodruff. Mr. Flynn was in attendance to present the proposal. He explained the property would be operated by Kearsarge (Sam?? From Kearsarge was in attendance). Sam gave an update on current project they are working on in Manchester and other projects in New Hampshire.

The town-owned parcel would be a good fit for a solar project. Because the property sits further back from the road, he doesn't anticipate any aesthetic concerns. If they were to proceed, there would be no capital costs to the town; Kearsarge would pay for the development, construction, ownership and operation costs. All Milton would see is revenue flows from rent after project is operational. They propose to build a 1-Megawatt AC (the largest they are allowed to build under NH regs). A 1-Megawatt AC = 5–8-acre imprint. While there would not be huge lease revenues to Milton (due to NH state regs), Milton could expect ~\$5,000/year. With a 45-year lease term that would amount to ~\$318,000. Kearsarge would be open to other payment structures. He reported they could build a larger structure if Milton

would agree to serve as an off-taker (meaning the town would receive the net meter and credits generated by the project), and the town's electrical load were large enough, they could build larger than 1-Megawatt, the project would qualify as a Municipal Net Metering project (such projects can be built up to 5-Megawatts AC). This project could add additional tax revenues for the town (lease revenues + tax revenues). If the town did not serve as the off-taker, Kearsarge Energy would probably sell the power to low-income residents (qualifying for additional state incentives).

Project next steps: If Milton would be interested in proceeding, they would refine the preliminary design and finalize project structure and submit letter of intent. Once the letter of intent was signed:

1.) Interconnection process with local utility – 3-6 months

2.) Permitting process – includes receiving permission to hookup to electrical grid

Construction takes about 3 months. Total project time about 12-18 months which means this could be operational mid-summer 2023.

Mr. Williams said the BOS would take this under review and thanked them for coming to the meeting.

d.) **Lockhart Field**- proposal from Credere Associates to cover additional required work:

Mr. Jacobs explained they received a proposal in June from Credere and a letter from DES. The letter requested the town commit to the next steps in the project. Mr. Jacobs read a section pertaining to PFAS and arsenic delineation work and impacts on town budget. It requests the town submit a ground water permit application, which would include scope of the work and completion date, collection of drinking water samples from wells within 500 feet of groundwater management zone.

Mr. Jacobs does not believe they can commit to the town to this as the money was never appropriated for this project. This started back in 2019 and was impacted by COVID both at State and town levels. He recommends holding off until the beginning of November and looking at unassigned or unspent monies within this year's budget, encumber the \$24,000 and commit to funding the contract – he is confident there will be monies available at year-end.

Mr. Williams said there is money in the budget from the unanticipated fund; ~\$9,000 – although not enough to cover the full project, could be enough to get started with the permits.

Mr. Jacobs agreed there are small pockets of monies available but nothing to add up to the \$24,000. Ms. Burnham questioned if there are any possible grants? Mr. Williams said there is some potential for grants, but nothing at the current time. Mr. Jacobs reported the Town Administrator's Association has been asking when the 2nd half of ARPA monies would be available? This could be a reasonable use of those funds, along with unassigned fund balance.

Mr. Williams agreed the town has no choice but to do the sampling. Mr. Jacobs said the state is looking for reasonable efforts from the town to move forward on a timely basis based upon budgets. He recommended to sign the letter and begin moving forward; the \$24,000 will be spent over ~6-9 months; for this year the amount is ~\$10,000.

Mr. Williams made a motion to move forward using the monies from the hazardous materials line-item for tracking purposes. Ms. Burnham seconded the motion. All were in favor; the motion was approved.

5.) EVENT Permits:

1. **No event permits at this time.**

6.) OLD Business:

- a) **Eversource Energy Efficiency Grant paperwork:** Mr. Jacobs reported the lights were installed within the past week. Eversource is requesting a signature recognizing the lights have been installed. Mr. Williams questioned the two lights at the old fire station and previous discussion about moving them to Micah Terrace for safety? Chief Krauss reported one light will remain on Charles Street and the second one will move to Micah Terrace.
- b) **Agreements from Primex for the Contribution Assurance Program:** Primex wants to cap their rate increases for next three fiscal years. For property & liability, they want to cap any raises to 9% for 7/1/2023-6/30/2024, 9% for 7/1/2024-6/30/2025 and 9% for 7/1/2025-6/30/2026.

In addition workers compensation program, Primex would like to limit increases to 10% for the calendar years of 2023, 2024 and 2025 (January-December).

Mr. Williams made a motion to move ahead with CAP from Primex for Property and Workman's Comp. Ms. Burnham seconded the motion. All were in favor; the motion was approved.

7.) Other Business That May Come Before the Board:

Underwood Engineering Professional Services agreement: This is for the next phase of Dawson Street to continue to prepare documents in anticipation of funding being voted on. Currently, ARPA and Clean Water Grant still need to be approved. While nothing has been denied, there is always a potential risk of denial. The design contract is \$135,000 which was amended to what had been previously signed. Money was already raised and appropriated by the Warrant Article and covered by ARPA and Clean Water Grant.

Mr. Williams made a motion to authorize the Underwood Engineering amendment and Mr. Jacobs to sign. Ms. Burnham seconded the motion. All were in favor; the motion was approved.

8.) Approval of Minutes:

Non-Public Minutes:

July 11, 2022 (PD Hiring) - Mr. Williams motioned **to accept 7/11/2022 non-public minutes**. Ms. Burnham seconded the motion. All were in favor; the motion was accepted.

July 11, 2022 (Possible Litigation) - Mr. Williams motioned **to accept 7/11/2022 non-public minutes**. Ms. Burnham seconded the motion. All were in favor; the motion was accepted

Public Minutes:

July 11, 2022 - Mr. Williams motioned to accept **7/11/2022 public minutes with corrections**. Ms. Burnham seconded the motion. All were in favor; the motion was accepted.

July 18, 2022, Department Heads Workshop- Mr. Williams motioned to accept **7/18/2022 Workshop minutes with corrections**. Ms. Burnham seconded the motion. All were in favor; the motion was accepted

9.) Public Comments Relative to Topics Previously Discussed:

There were no public comments.

10.) Expenditure Report:

Mr. Williams announced he has been working with the Finance Manager; the finance section of the website is now updated to include all PDFs. He will be working with school personnel and finance manager on the Excel spreadsheet currently used. It is hoped the Excel documents will also be available on the website.

Mr. Williams reported the Town is currently under 50% mark (43-48%). However much of the data is skewed due to monies which had been paid out to the Town Clerk and the Sewer department. The Sewer budget is currently over due to liner repair work (that money will come back with sewer bills). There was also a concern expressed from Mr. Katwick about the Cemetery budget. While there has been an increase in cost, this area will also be covered via perpetual care. While Cemetery will be over the projected budget, it will be covered. Taking both of these into account, currently the Town is in good shape.

11.) Town Administrator:

- Next public meeting is scheduled for August 1, 2022.
- The Town Administrator will be out of the office the second week of August.
- Last week the staff interviewed 3 candidates for the Town Land Use position. We hope to close our interview process this week and make a recommendation to the Board in August.
- I sent a letter to the Chairman of the Lebanon Board of Selectmen on July 19th with the intent of setting up a project review meeting with the NHDOT regarding the Townhouse Road Bridge replacement. After the meeting it has been suggested that we arrange a public comment meeting.

Mr. Williams said he had heard there was some confusion and concern that the public would have no involvement. He had let them know there will be a public hearing but currently it is just collecting information and meet with Lebanon's BOS Rep at a workshop (not the full BOS).

- I have been in communications with the Community Action Program of Strafford County, and we are working together to have a closing during the week of August 19th for the former Headstart Building.
- Our legal council has prepared the closing documents for the 73 Sleeping Bear project. We will be scheduling a closing soon. The deposit checks were returned to all of the bidders except the top three bidders. Those will be returned after the closing is completed.
- The Town Clerk has delivered to the BOS the 2021 tax liens that were levied on July 22nd.

- We sent a 90-day letter to the former owners of tax map 32 lot 154 (off of Ford Farm Road). After the owner responds we can move forward with deeding this parcel.
- We received a letter of interest from New England Vacant Land for a parcel of land in Milton Mills. The parcel is part of the Applebee Road Cemetery and a former landfill site and will inform them the parcel is not for sale.
- The conversion of all street and parking lot lights owned by the Town has been completed by Affinity Lighting of Dover. We expect to see a reduction in that portion of our electrical bills starting with the August invoice.
- The Town Administrator's Group reports this afternoon the second and final round of the ARPA funds to municipalities will be released in August.
- I had legal questions regarding the Utah Drive M38 L26 tax-deeded parcel and sent my questions to the attorney earlier today. I am expecting an answer by mid-August and will bring it to the BOS after that.
- The newest restaurant in town to open on Townhouse Road will hold a ribbon cutting ceremony on August 5th at 9 AM. They have requested BOS attend if they are available, along with members of PD and FD.
- Mr. Williams questioned the lawyers working on the historical society building and insurance quarterly payments – Mr. Jacobs said he would contact Primex.

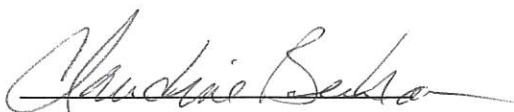
12.) Selectmen Comments:

- Ms. Burnham – the CIP met and got all the necessary information from all the departments. They will next work on rating and ranking of all the items and recommendations.

13.) Adjournment:

Mr. Williams motioned to adjourn the public meeting. Ms. Burnham seconded the motion. All were in favor; the motion passed. The public meeting adjourned at 7:20PM.

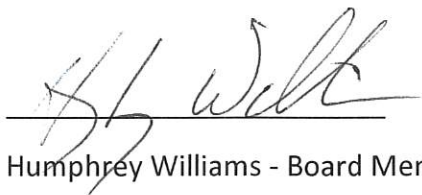
Given under our hands this 1st day of August, 2022.



Claudine Burnham – Chairman BOS

absent _____

Matthew Morrill - Board Member



Humphrey Williams - Board Member

END OF MINUTES for July 25, 2022