

**Town of Milton**  
**BOARD OF SELECTMEN MEETING**  
**May 15, 2023**

**ATTENDANCE:**

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

**Staff:** Chris Jacobs -Town Administrator, Chief Richard Krauss- Police Department, Karen Brown-Recreation, Bruce Woodruff- Planning, Virginia Gray- Town Clerk's Office

**Public:** Alan Johnson, Shawn Boulanger, Amanda Lure, Glenn Bailey- State Representative, Brian Leclerc, David Goyette

Humphrey Williams, Chair, opened the public session at 6:05PM.

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

**2.) Public Comment:** Mr. Williams announced guidance for public comment and public comment pertaining to topics previously discussed: during the allowed time for public comments, those wanting to speak should be at the podium to talk into the microphone. This will give those unable to attend the meeting in-person with improved listening.

There were no public comments.

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

1. Household Hazardous Waste Collection Day: May 20 from 8:30 to 12:30PM; Waste Management Landfill, Rochester. Additional reminders will be issued.
2. Memorial Day Parade will be held on May 29<sup>th</sup>. It starts at 9AM at the Milton Mills Cemetery and then proceeds down Main Street to the Church St bridge. The parade continues along Church St returning to the Milton Mills Cemetery.

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

a.) **Department Head Reports:**

**Recreation- Karen Brown:** Soccer has ended. The Senior Bingo Luncheon will be held on May 23<sup>rd</sup>. You can come just for the luncheon. Since April Kid's Night was cancelled, it will be held this Friday at the town beach. Zumba is going well. Camp3Ponds is full; anyone interested can be added to the waiting list. Upcoming trips include Squam Lake, and the family trip will be to Canobie Lake Park.

Summer Kick-off – June 3 & 4 – currently have about 15-20 vendors and are looking for more. June 4<sup>th</sup> will be Children's Day with various activities.

**Police Department- Chief Richard Krauss:** May 6<sup>th</sup> they held an award & pinning ceremony, along with the Fire Department. The Police Department honored Officer Bachert as Officer of the Year for 2022. During 2022 he was the only day shift officer, other than Chief Krauss, for a long-time. If he had not continued, there probably would not have been a Police Department. In 2022, he covered over 2,500 calls. The Life Saving Awards were given to two civilians - Lisa Colombe and Mark Todd for their quick response to a motor vehicle accident on October 22, 2022.

May 6<sup>th</sup> conducted annual rabies clinic. Had about 50 people brought cats and dogs and thanks to Broadview Animal Hospital for their participation.

They have been seeing an increase in phone and Facebook scams. It's important for everyone to pay attention.

They have also been seeing an increase in suspicious activity – lot of foot traffic around areas like the railroad tracks. There have been car break-ins. Chief Krauss urged residents to report any suspicious activity, lock their cars and do not leave valuables in their cars.

This month's RSA spotlight focuses on people not inspecting their motor vehicles. They have seen an increase in this during traffic stops. They understand emission standards are difficult; you do have a 60-day grace period if there is an issue. For inspection stickers, you have 10 days after your birth (registration) month, if a renewal. For new vehicle registrations, you have 10 days to get the vehicle inspected. Drivers should know each ticket is \$74.

**Town Clerk – Ginny Gray:** Dog Licenses are due by May 31<sup>st</sup> with forfeitures starting June 1st. Mr. Williams thanked Ms. Gray for her extra effort during this past month.

**Planning – Bruce Woodruff:**

1.) Planning Board has recently settled on this year's work plan. A major goal is to work on and update the community facilities chapter of the Master Plan. This was last done in 2002. They will look for grant money to help with this effort. Mr. Woodruff found the US Dept of Ag Rural Development office is offering a community facilities technical assistance and training grant. They plan on applying for this as there is a lot of money available. They will partner with SRPC who will help with the grant application. The grant could help to pay for a consultant if needed.

2.) Nutes Solar Issue in Farmington – There is not yet enough information yet based on SRPB regional committee findings. The part looked at including impacts to schools, traffic, etc., they are saying there aren't any impacts. Zoning Board will meet in Farmington later in the week.

3.) CIP: They plan on start meeting at the end of May – he hopes they will be able to get everyone done sooner.

4.) Conversation with Kyle - Representative from SRPC regarding Nitrogen Warrant Article that

recently passed – SRPB wants to know if moving forward, does Milton BOS plan on going through a qualification bid selection process or have SRPC prepare a letter to DES for an exception to that requirement if Milton planned on working with SRPC. Mr. Jacobs – when putting together the grant, the idea was to work with them, especially around grant coordination, making connections, etc. He would like the data to be collected over the summer. Mr. Woodruff – SRPB is thinking their interns could collect the data. Mr. Jacobs said this first requires discussion with DES to make sure all steps are being followed.

**Public Works – Submitted by Pat Smith:** DPW has started their summer hours. They have continued to repair the washouts, sweeping streets. The grounds crew has now turned on the water at all the places including the town beach.

Solid Waste – operating at normal. Regarding the lines on Governor’s Road – Mr. Smith estimated the cost to be \$6,000-\$7,000. He is looking for a green light from the BOS to start. Another concern is making sure the crosswalks are in good order especially important when students are out of school.

Mr. Williams motioned to allow Pat Smith to put together and submit a P.O. for a BOS vote. Seconded by Mr. Rawson. All were in favor; the motion was approved.

b.) **Verdantis contract for MS4 work:** Verdantis, formerly Geolnsight, sent a contract in late March. Mr. Jacobs said the contract was not put into this year’s contract since there was \$34,000 left from last year’s budget. Brittney did inform there was about \$24,000 at end of year. However, since the money was not re-encumbered, it instead went into the general fund. The work is necessary. The contract is \$23,500. 2024 budget will have monies for this; however, this is EPA mandated to help keep up with the stormwater. Mr. Jacobs had also suggested talking with Verdantis to see what could be addressed and the minimal amount of work needed. Mr. Williams asked Mr. Jacobs to contact them and determine exactly what the minimum is.

c.) **Breezeline Broadband presentation – Alan Johnson:**

Mr. Johnson – he recently spoke with Chief Krauss regarding increasing the speed at the Police Department. This is needed to allow uploading of information to the state. Breezeline provided information on providing optimal solutions for the Police Department, Town Hall and the Fire Department. Through their proposal there would be a huge increase in the speed. The best way to minimize the costs to the town would be to select the five-year term. There would be a 5% discount to the Town Hall and Police Department if all 3 locations were included. Future scaling up would be possible if and when needed.

Proposed costs for the Police Department would be \$441.75 monthly with \$500 one-time installation fee. New Town Hall – ranges from \$407.55 to \$441.75 monthly with \$500 installation fee. The Fire Department would be a range of \$429 to \$465 monthly with an installation fee of either \$500 (if select the \$465 per month option) or \$1,500 (if select the \$429 per month option).

Mr. Williams asked why the change with the Fire Department since their previous

conversations. In addition, why was the Fire Department not included to receive the 5% discount. Mr. Johnson from Breezeline – the changes happened after their evaluation. He will definitely double-check all the information.

Mr. Jacobs asked for installation details especially around where the underground cables would go through since the pole locations along Rt. 125 are on the other side of the road. Would they go under Rt. 125? Breezeline Reps explained the conduit is already in place and they would use the existing structures in place. Mr. Jacobs also asked about adding a clause which would allow a future board to back out of the contract in case needed funding was not available. If the rates would be guaranteed for five years, there would be no change to the default. Breezeline reps said the rates are stable and would not change. Mr. Rawson said they will need to address the budget since this is not currently budgeted for.

Mr. Rawson explained to the Breezeline Reps that there have been complaints and poor reviews from residents on the town's FB page regarding Breezeline service. What is Breezeline going to do to increase their overall service? Breezeline Reps said they want to know when people are having issues. We understand there have been problems and they are working to hire employees to help address the issues. They will provide an email to the Town Administrator to use which goes directly to the Regional Manager upon hearing of major complaints. They urged the customer to contact them when there are problems.

- d.) **Redevelopment options for existing town hall:** Mr. Jacobs reported Farmington is getting proposals to redevelop their former Fire Station. He has also received questions during staff meetings and from town residents asking what will happen to the existing Town Hall. He said it's probably best not to wait until the move occurs and begin discussions now. One of the possible options would be to turn into elderly housing. When talking with Kyle of SRPC, there are grants for redevelopment which would allow the town to hire a consultant to help look at all options. A public hearing would be held to allow residents to express their opinions.

Elderly housing would be a very good option as the water and sewer are already at the location. Federal monies through HUD would be available especially because Milton does not have existing elderly housing. Another option is to keep the existing site for a period of time and/or sell the building. Mr. Jacobs recommended working with SRPC to look at potential grants. He stressed again the need to start now as the process is going to take some time.

Chief Krauss said whatever the final decision is, part of redevelopment is to focus on the roads and intersection. The current exit onto Rt. 125 can be dangerous and options should be discussed. Mr. Jacobs said drivers will turn onto the road in front of the building at a high rate of speed, which makes the crosswalk dangerous as well.

Mr. Rawson said Milton really does need elderly housing and Ms. Burnham agreed, stressing the fact that responses to the town survey also indicated elderly housing should be a top priority.

- e.) **Request to purchase computer equipment from Back Bay Networks:** Mr. Jacobs – this issue has been resolved and there is no longer a need for any equipment purchase. They will loan the town a server which will allow both the current Town Hall and new Town Hall to have audio/visual capabilities while both buildings are open.
- f.) **Request to purchase an Auto (floor) scrubber for new town hall using ARPA funds:** Mr. Jacobs said in order to maintain the floors at the new Town Hall will take more than just a mop. To properly maintain the floors will require an auto scrubber. Mr. Rawson confirmed the need for an auto scrubber as well. It is just too much flooring. Mr. Rawson was able to find an auto scrubber at half the price and could use ARPA funds for this.

Mr. Rawson made a motion to purchase an auto scrubber at a cost of \$6,647.29 for the new Town Hall. Ms. Burnham seconded the motion. All were in favor; the motion was approved.

**5.) EVENT PERMITS**

- a.) **There were none submitted.**

**6.) OLD BUSINESS**

- a.) .2022.02.04.00- 549 White Mountain Highway – status of building: Mr. Jacobs sent the owners an email asking for an update. There has been no response.
- b.) 2022.03.20.7 – Community Power Action Committee – seeks committee members:
- c.) 2021.12.06.01 WWTP Facility Study – select workshop date: Scheduled for June 26.
- d.) Townhouse Road Bridge Replacement – status of meeting with the Lebanon Selectmen tentatively planned for May 22<sup>nd</sup>: Mr. Jacobs confirmed with DOT and others for the May 22<sup>nd</sup> meeting time. Mr. Williams said while the meeting is open to the public, it really is a meeting between the two boards. The DOT will hold a separate public session for the residents of the two towns. They will also send a letter to all abutters.
- e.) New Town Hall @ 55 Industrial Way- Update:

**7.) Communications Received:**

- a.) There were none.

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

Mr. Jacobs – he received notification that in 2021 there was a welfare lien in the amount of \$260. Notification from the title company said the lien had been paid in 2021; however, the release was never finalized. This is for the property at 70 Pineland Park Road in Milton. The waiver of lien release need signed by BOS and then notarized.

**9.) Approval of Minutes:**

Public Minutes:

**May 1, 2023** – Mr. Rawson motioned to accept **5/1/2023 public minutes**. Ms. Burnham seconded the motion. All were in favor; the motion was accepted.

May 8, 2023 – Mr. Rawson motioned to accept 5/8/2023 Workshop meeting minutes. Ms. Burnham seconded the motion. All were in favor; the motion was accepted.

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

There were no public comments.

**11.) Expenditure Reports:**

Mr. Jacobs – on a positive note, the monthly legal invoice was for \$250; previous months were much higher.

**12.) Town Administrator:**

1. The next meeting of the board will occur on June 5, 2023.
2. Consolidated Communication will be scheduled to make a broadband presentation for the June 5, 2023, meeting.

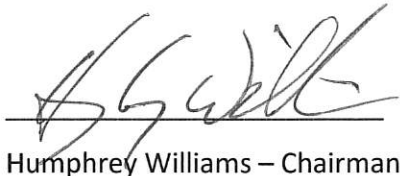
**13.) Selectmen Comments:**

1. Mr. Rawson – Thanks to the Greater Wakefield Lions Club who recently showed love to residents of the community by standing at various corners. A lot of people were really happy to see the positive in the community.
2. Mr. Rawson – Mary Perkins recently passed away, condolences to the Perkins and Wilson families. She was a really great lady who will be missed.
3. Mr. Williams – the BOS used to make announcements about things such as passings, births, birthdays, etc. and it would be good to share that information with the public.

**14.) Adjournment:**

Mr. Rawson motioned to adjourn the public meeting and enter into the non-public meeting. Ms. Burnham seconded the motion. All were in favor; the motion passed. The public meeting adjourned at 7:25PM.

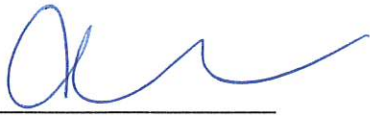
Given under our hands this 5th day of June 2023.



Humphrey Williams – Chairman BOS



Claudine Burnham - Board Member



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Andrew Rawson - Board Member

**END OF MINUTES – May 15, 2023**