



Town of Milton
BOARD OF SELECTMEN MEETING
July 24, 2023

ATTENDANCE:

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

Staff: Chris Jacobs -Town Administrator, Chief Richard Krauss- Police Department, Pat Smith- Public Works, Stephen Duchesneau- Sexton

Public: Renata Gamache, Karen Golab, Kimberly Wischnewski, Lisa Fernald, Jeff LeClair, Robert Saunders

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: 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 mic. This will give those unable to attend the meeting in-person improved listening.

3.) Announcements and Community Calendar:

1. The NH Farm Museum will hold a Truck & Tractor Day on August 19, 2023, from 10-4PM. For additional information see their website.
2. August 1st (rain date August 2nd) TPPA will be holding a free concert on the beach from 7-9PM. Bring your own lawn chairs for seating.
3. The Moose Mountain Regional Greenways is holding the Woods, Water & Wildlife Festival on August 12th at the Branch Hill Farm, Applebee Road, Milton Mills. Tickets are \$5.00 per person or \$10 for a family.
4. August 12th – Granite State Street Rodders will be holding a car show at the Restoration Church from 4-8PM.
5. Zoning Board of Adjustment is meeting on July 27th, 6PM at Town Hall.
6. August 19th, MCC will hold a guided walk to learn about turtles.

4.) NEW Business – Discussion and Possible Actions:

a.) Department Head Reports:

Public Works – Pat Smith: Mr. Smith gave an update on the ongoing road repairs. A list of roads is available on the website. The culvert between the basins on Elm Street (between Dawson and School) will need to be replaced. The dirt roads all need grading and some additional ditching.

Maintenance – mechanic has begun state inspections on the highway trucks and fire trucks. There will be expenditures for tires, brakes, etc. for state inspection. Mr. Williams said the contractors have done a great job. Mr. Jacobs said he had a call from a resident about stone placement and the size of the stones on a private section of Bolan Road. Mr. Smith said this was due to the recent wash outs and fresh gravel will be added.

Police Department - Chief Krauss:

At the recent July 4th parade, the new patterns worked very well and there were no issues. He said there have been some residents asking why police officers are spending long periods of time at the Milton 3 Ponds Camp, schools or businesses. He said this is on his directive. The children are extremely important to the community and these areas are the weakest points in the community. Officers are required to do at least one walk through of the camp each day. At the schools, the Officers must be at the schools every morning to check-in, do walk-throughs of the buildings (ensure all doors are locked, nothing suspicious in bathrooms or other rooms, etc.), meet with the Superintendent and Principals. They also do walk-throughs in as many businesses as possible. Direct contact with Officers is very important. This also allows newer Officers to be in the community. Chief Krauss asked why residents might complain or have any issue about this. Community interaction between Officers with residents and children is very important and will continue.

Website updating has begun. Speed trailer information is now available showing compliance information and trailer locations. Speed trailers will be out at various locations until the winter season. Any questions about this, people should contact Officer Bachert. They are not seeing high speeding levels which have been reported to them. Most vehicles are traveling within the speed limit or no more than 10MPH over.

RSA 381.14 – Criminal Trespass on Railroad Property: They are seeing higher incidences of people using the railroad tracks for fishing, walking, etc. He noted that railroad tracks are private property and are not a walking trail. Railroad tracks are one of the few locations in New Hampshire that someone can be charged with criminal trespass without being told to leave the property or without being posted. There are dangerous areas on the railroad tracks in Milton. Mr. Williams asked Chief Krauss speak to the recent questions regarding leash laws. Chief Krauss said the Milton town ordinance is based off of the NH state law (all dog issues in Milton are based on NH state law). NH does have a leash law. Dogs must be under verbal or physical control (leash, harness, etc.). Verbal control means only one to two verbal commands to return to the owner. Without either verbal or physical control, dogs must be kept securely on the property.

Mr. Williams said another recent issue has been boating. The state police and marine control are both short-handed. Chief Krauss said if there is an issue on the water, people should contact Strafford County dispatch. If they are able, they will go out and deal with the issue. He recommended people to get information if possible, such as boat ID, dock location, etc.

Cemetery Sexton – Stephen Duchesneau: He said this summer has been very challenging due to all the recent rains. He understands there has been an increase in received complaints over the past few weeks of high grass. With all the rain, the grass is growing more and faster. He reported mowings were completed last week. In addition, the rains have caused an increase in sink holes in the cemeteries which they are working on. They have had one full burial and two creation burials. Mr. Rawson asked if the tree (from the last meeting discussion) had been removed? He reported he has received two estimates and will be meeting with Chris Jacobs regarding this.

Recreation – Submitted by Karen Brown: Camp 3 Ponds is going really well with no hiccups.

- b.) **American Flag Committee:** Mr. Jacobs made edits to the charge document. Mr. Rawson noted all the flags are looking great and thanked Mr. Jacobs and his father.

Mr. Rawson motioned to approve the American Flag Committee. Seconded by Ms. Burnham. All were in favor; the motion was approved.

- c.) **Karen Golab – request to form a committee:** Ms. Golab explained this newly formed committee – Preserving Milton Memories – is a subcommittee of the Historical Society. The mission is to preserve all memories of the various historical locations within Milton and Milton Mills. This came about through all of the recent Facebook postings. The objective would be to display pictures/photos with a memory book and locations such as the new Town Hall. They presented a request from the Historical Society to have a small corner in the new Town Hall where they could add a display in the lobby. Ms. Burnham said this is a great idea and they will look to see where it would fit. Ms. Golab said there are a lot of ideas that they will continue to work through. Mr. Rawson suggested they also talk to the Trustees of the Nute Library as there may be locations at the Library for displays. Ms. Burnham asked about potential costs? Ms. Golab said there is nothing definite yet, but they will probably be requesting donations, etc.
- d.) **Dawson St Phase 1 – request to release retainage:** Robert Saunders from Underwood said the project was completed in May, 2022. The one-year warranty is now up and all associated paperwork has been processed.

Mr. Williams motioned to pay the retainage of \$27,049.62. Seconded by Mr. Rawson. All were in favor; the motion was completed.

- e.) **Dawston St Phase 2 – sidewalks:** Robert Saunders provided some history on this project. SRF funding had been awarded to the town with ½ loan option, and ½ grants. This was approved through town vote. Planning and Regional Planning contacted DOT about the LPA (Local Project Agency) application to do the sidewalks and received DOT award of \$574,000 to provide 1700 feet of sidewalk (Milton responsible for 20%). For various reasons, planning then stalled. This all leads us to the present situation of trying to figure out best options for moving forward. In June, 2023, Underwood applied again to DOT for SRF pre-application with DES. Hopefully the numbers will be available by the next meeting to know whether or not DES will offer any monies toward the project. DOT has indicated they would allow Underwood to continue as the consultant and Milton to move forward with the design concepts. If the SRF pre-application is

favorable and the Board's decision would be to move forward with the project, a possible schedule would be in the near-term, Milton reach out to DOT indicating the decision to continue to work with Underwood and to request DOT move funding ahead a year for available in October, 2024. This would also mean continuing work with Eversource to move utility poles on Dawson St, develop a Warrant Article for March, 2024 vote, finalization of design ready for bid by Fall, 2024, and begin construction October, 2025. He said this is all big picture to help get the project back to being realized but more discussions do need to happen, especially deciding what to do with the north end. Mr. Williams said this should happen at the upcoming August 14th meeting.

- f.) **Northeast Pond Road** – engineers review and suggested improvements: Robert Saunders explained the five lots located in the middle portion of NE Pond Road have offered attenuation of the water typically running off through the area. With the recent clearing of the land, this has exacerbated the issues caused by drainage. It's important to note the problem does not start at that location, but rather higher up on the hill. However, this area provided attenuation which now has been reduced. There are several options that would help break-up the waters. There are some existing basins and small attenuation lots that could be built. All of this indicates there is some justification for a hydraulic study to be performed. Because this area is close to Rt. 125, the issues could even come across the road. The cost to perform the study is estimated to cost from \$5,000 to \$10,000. Without any fixes, this problem will continue. Mr. Rawson said that it's clear that something needs to be done.
- g.) **Contract for R&R Construction, LLC** – use of ARPA funds: Mr. Jacobs said the tentative move-in date is September 15th. They have moved forward with some renovations including erecting a section of wall separating two departments, adding sound-board to help with sound barriers, removing another section of wall, two toilets/sinks removal, and re-installation of doors. The BOS agreed with some of the requested renovations, it's probably better to wait until people are in the building and utilizing the space to see what is working and what additional changes would be needed. The cost is \$20,000 (\$5,000 for materials, \$15,000 labor charges); ARPA funds will be used for this.

Mr. Williams motioned to contract with R&R Construction, LLC. to make interior renovations to the building at 55 Industrial Way at a total cost of \$20,000; further to waive Section 4.2 of the Town's Purchasing Policy; further to pay for said contract from the ARPA account. Mr. Rawson seconded the motion. All were in favor; the motion was approved.

Mr. Rawson asked about the moving plan and said there is not much time left until September 15th. Mr. Jacobs said the September 15th date is based on Consolidated Communications timeline. We will know by August 14th if the September date will be viable.

- h.) **Police Chief** – accept highway safety grant: Chief Krauss said they had received the grant again in the amount of \$8,200. Breakdown of grant uses:
- \$1,600 – speed trailer
 - \$1,600 – DUI program
 - \$1,600 – Distracted Driving program

\$850 – Join the Click
\$1,700 – Drive Sober or Get Pulled Over
\$850 – Urtext Udrive Upay

The grant requires a required minimum match of \$2,050. They bill \$15.00/hour for the use of the cruiser towards usage, plus officer times for reports, etc. – any time used to carryout duties to support the above categories are used to offset the match.

Mr. Rawson motioned to accept the Highway Safety grant and authorizes Chief Krauss as an approved signer of the grant. Ms. Burnham seconded the motion. All were in favor; the motion was approved.

- i.) **Police Chief** – air conditioning unit replacement: Chief Krauss got the required three quotes to replace the air conditioning unit at the Police station. Because the unit is too old for just a repair, a new one is needed.
Townsend Energy - \$10,909
Aesthetic HVAC - \$8,277.16
Strogen's - \$10,635
Chief Krauss will wait to hear the recommendations from the BOS and Pat Smith. He gave a heads-up that the unit currently working is severely overworked and will also probably die soon.
- j.) **Police Chief** – cruiser lease options: Chief Krauss said it's time to move forward and either start looking at cruiser leases or add a cruiser purchase back into the budgets. He believes the lease option is the most cost-effective way to proceed with a cost of \$30,000-\$34,000 in his yearly budget to lease three cruisers (vs. purchasing a new cruiser each year at a cost of ~\$75,000). Mr. Rawson agreed the lease option is probably the best avenue for the town. Mr. Williams said lease costs will also be increasing. Chief Krauss said he hopes to take this year's money in the budget to help pay off a portion of a new lease and increase the lease from four-year to a five-year lease. Mr. Williams agreed this is a right direction to go.
- k.) **Acceptance of Resignation** – John Katwick, Cemetery Trustee:

Mr. Williams motioned to respectfully accept the resignation of John Katwick as a Cemetery Trustee. Seconded by Mr. Rawson. All were in favor; the motion was approved.

Mr. Williams publicly thanked John for everything he has done for the town and entire community. Ms. Burnham said John had been so helpful with the transition. Mr. Rawson said John contributed so much to the town and thanked John and his entire family.

- l.) **Acceptance of Resignation** – Lisa Gautreau, Capital Improvement Plan Committee:

Mr. Williams motioned to respectfully accept the resignation of Lisa Gautreau from the Capital Plan Improvement committee. Seconded by Ms. Burnham. All were in favor; the motion was approved.

Mr. Williams thanked Lisa for all her contributions and everything she has done.

- m.) **Request to withdraw funds from Recreation CRF – to compensate engineer:** For the boat ramp.

Mr. Rawson motioned to approve withdrawing \$690 from the Recreation CRF for the boat ramp construction. Seconded by Ms. Burnham. All were in favor; the motion was approved.

- n.) **Conservation Commission – Casey Road:** Jeff LeClair from the Milton Conservation Commission attended the meeting to discuss the recent request from Virginia Long. Mr. LeClair explained the MCC had revised the trail head permitted and prohibited use signs. They recommended adding bicycling is dependent upon weather, and prohibition of alcohol. This has not been a huge issue; however, MCC feels it's important to minimize any potential future issues. If BOS approves, they plan to erect signs at Casey Road and Jones Brook. In addition, Mr. LeClair said the parking area at Casey Road has become very soft due to all the recent storms. He monitors the area regularly and would like to post a sign, when necessary, asking people to park in other areas due to the grounds being so soft. Ms. Burnham asked if the areas are closed from dusk to dawn as other parks are? Mr. LeClair said no, they are open at all times. Mr. Rawson said it's important to remember to be careful and the need to follow established easements; the areas are for the taxpayers. Mr. Williams said these are considered open trails. Mr. Rawson thanked MCC and appreciates all of their help.

Mr. Rawson motioned to accept the new permit uses and to designated parking areas if too muddy. Seconded by Ms. Rawson. All were in favor; the motion was approved.

- o.) **Cash Donation – Robert Graham:** Mr. Graham recently donated \$100

Mr. Rawson motioned to accept the \$100 donation from Robert Graham. Seconded by Ms. Burnham. All were in favor; the motion was approved.

5.) **EVENT PERMITS**

- a.) No permits.

6.) **OLD BUSINESS**

- a.) 2022.02.04.00- 549 White Mountain Highway – status of building: there are no updates.
- b.) 2022.03.20.7 – Community Power Action Committee – seeks committee members: Members are still needed for this important committee. More information will be put onto the website.
- c.) Long-Term Goal – website functionality improvements: postponed until after the move to the new Town Hall.
- d.) 2023.06.5.03 Fire Chief – to review budget and expenses: Chief Marique will be attending the Budget Committee for review.

7.) **Communications Received:**

a.) No communications received.

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

No other business.

9.) Approval of Minutes:

Non-Public Minutes:

None

Public Minutes:

July 10, 2023 – Mr. Rawson motioned to accept **7/10/2023 public 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. Williams reported reports were sent. The Budget Committee will be meeting the following night to discuss expenditures from the Fire Department and School as there are definite issues with both. At the 50% mark of the year, overall, including CRF, WA's, etc. only at 40.85%; however, without those, that number jumps to 51.8% budget expended.

At the end of June, the Fire Department was at 69.42% (1/2 year mark) The concern is if expenditures continue at the same rate, by year-end, we would be \$211,000 over the budget. June FD expenditures were way up over previous months at \$73,000. If that spending continued, would be \$986,000 by year end.

The highway is over due to emergency roadwork.

Welfare is 85% expended (50% year). It was noted this is required. Rent, electric, etc. are at 138%. Mr. Jacobs said this is also due to federal funds having run out. He said there are a few current situations including rent payment of \$500-\$600/week for a family, helping someone with a \$3,000 electric bill. This has been a very rough year so far. He noted that not all requests are honored, and he emphasized the need to be fair, while making sure to get all of the information to make decisions. Mr. Williams said projections indicate \$65,000 by the end of year; summer is considered a slower time of year. Total welfare is less than 1% of Milton's budget. Mr. Rawson said it's really a blessing to have the food pantry so close to help with food. Mr. Jacobs – Milton does not get hit as hard as some other towns due to not many local amenities, job centers or transportation.

12.) Town Administrator:

1. The next public meeting of the Board will be August 14, 2023.
2. The Town has been awarded \$93,000 for replacement of the Boat Ramp.

13.) Selectmen Comments:


1. Ms. Burnham said the CIP has one more meeting and then will open it up for public discussion.

2. Mr. Rawson said the trustees of the Farm Museum will be looking at the Palmer School House on Rt. 125 to see if they would like to move it to their property.
3. Mr. Williams said he has created the 2024 Operating Budget template and the budgeting process will begin soon.


14.) Adjournment:

Mr. Williams 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 8:35PM.

Given under our hands this 14th day of August 2023.



Humphrey Williams – Chairman BOS



Claudine Burnham - Board Member

Andrew Rawson - Board Member

END OF MINUTES – July 24, 2023