



**Town of Milton
BOARD OF SELECTMEN MEETING
March 4, 2024**

ATTENDANCE:

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

Staff: Chris Jacobs- Town Administrator, Chief Richard Krauss- MPD, Brian Leclerc- Town Clerk/Tax Collector, Nicole Delgado- Cemetery Administrative Assistant

Public: Renata Gamache, Katherine Ayers, Mary Henderson

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

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

2.) Public Comment:

Mr. Williams thanked Jason Shearn for donating the town logo hanging in the Board of Selectmen meeting room.

Renata Gamache: Ms. Gamache pointed out in the March edition of the Milton Gazette (which is generated through the Recreation department) the promotion of Article #3-Zoning summarizing the extra benefits of increasing wetlands buffer. The Recreation Department is part of the Town of Milton, with Town email addresses and on the town website. Because they have only promoted one Warrant Articles out of 20, this could have the appearance of possible influencing and electioneering from a public employee. As Warrant Article #3 was the only one referenced, this appears to be designed to influence voters. The Milton Gazette (as published through the Recreation Department) should be unbiased and either post all Warrant Articles or none. Ms. Gamache asked the Board of Selectmen and Town Administrator to either post all

articles or retract WA #3. Ms. Gamache referenced RSA659:44-A – Electioneering by Public Employees.

Mary Henderson: Ms. Henderson said she represents the family of Emma Ramsey. Ms. Henderson's understanding concerning the recent move to the new Town Hall, the Community Center sign, originally located at the previous Town Hall, was removed with no stated plans for it. She said Emma Ramsey was held in such high esteem the Town named the Community Center after her; the land and church was given by her family to the Town. The family would like to see the sign placed in the new Community Center. Emma Ramsey was a great example of what it means to be a community and be selfless and give back to their community.

Katherine Ayers: At a previous meeting, Ms. Ayers had questioned the acoustics in the BOS meeting room. She said she is not happy with the ongoing issues, and this is unacceptable. It's very difficult for residents who are either viewing the meeting live, or via a recording to hear what is said during the meeting. Mr. Williams acknowledged the issues and said both Backbay and Stimuli Sight & Sound are working to fix the system. Mr. Williams and Chief Krauss said at some point in the future the Town Administrator will be able to control the camera to focus on whoever is talking. Mr. Rawson thanked Chief Krauss for all his work and due diligence in addressing the issues.

Brian Leclerc: Absentee ballots for the upcoming town and school election are now available. Residents can still come in and request an absentee ballot.

3.) Announcements and Community Calendar:

1. The next meeting of the Planning Board is Tuesday, March 5 here at Town Hall.
2. The next meeting of the Conservation Commission is Wednesday, March 6 here at Town Hall.
3. Chief Krauss and Lt. Herbert will again participate in the Law Enforcement Dip on March 8th (4:30PM) where they will jump into Milton Three Pond to support the Special Olympics.
4. On Saturday night, March 10, remember to set your clocks ahead one hour.
5. Each year it is a great idea to check the batteries and possibly replace the batteries in your smoke alarm. Alarms wired into your electrical system should also be tested.
6. There is a Town and School election on Tuesday, March 12 for town and school offices, budgets and warrant articles. The election is being held at the Nute Middle/High School Gymnasium. Polls open at 8AM and close at 7PM. You can register to vote on that day with the Supervisors of the Checklist.
7. The tax collectors, clerks, administration and finance offices will be closed on Tuesday, March 12 as they will be at the election. Open offices will be assessing welfare and land use.
8. The Board of Selectmen will be at the election. At this time, it is not expected they will convene a meeting.
9. The Easter Egg Hunt will be March 22 at the Town Beach Field (at the Town Hall in case of bad weather). Starts at 11AM and will include raffles.

4.) NEW Business – Discussion and Possible Actions:

- a.) **Nicole Delgado – Cemetery Operations:** Ms. Delgado asked to meet with the BOS and Trustees regularly for the foreseeable future and she is working through processes. She has a new intake form she would like to use. She already has burials scheduled for April. She stressed the need to have one point of contact, including the same phone number used throughout; she recommended having the Town Administrator serve as backup cemetery admin. Ms. Burnham suggested they meet with Nicole and discuss how best to move forward. This meeting should happen as soon as can be arranged. A discussion item will be managing cemetery upkeep since there currently is no field sexton. Mr. Williams thanked Ms. Delgado for all her hard work.

Mr. Williams motioned to approve the new intake form presented by Ms. Delgado. Seconded by Ms. Burnham. All were in favor; the motion was approved.

- b.) **Conservation Commission Appointment – Steve Pannish:**

Mr. Williams motioned to appoint Steve Pannish as a member to the Conservation Commission for a term of three years. Seconded by Mr. Rawson. All were in favor; the motion was approved.

- c.) **Conservation Commission Alternate Appointment – Wayne Sylvester:**

Mr. Williams motioned to appoint Wayne Sylvester as an alternate to the Conservation Commission for a term of three years. Seconded by Mr. Rawson. All were in favor; the motion was approved.

- d.) **Conservation Commission Appointment – Lee Pilkovsky:**

Mr. Williams motioned to appoint Lee Pilkovsky as a member to the Conservation Commission for a term of three years. Seconded by Mr. Rawson. All were in favor; the motion was approved.

- e.) **General Services Agreement with Trout Unlimited for the Sam Plummer Road Culvert replacement:** Chief Krauss said the agreement is to allocate an additional \$135,000 for the project. He explained the money does not come directly to the town but allows the town to bill Trout Unlimited except for 5% which will be held until the project ends.

Mr. Rawson motioned to sign the General Services Agreement which allocates \$135,000 for the Sam Plummer Road Culvert, allowing Milton to bill Trout Unlimited less 5% to be billed at project completion. Seconded by Ms. Burnham. All were in favor; the motion was approved.

Chief Krauss said it will be easier to use Trout Unlimited RFP templates which he believes meets all required federal standards. He also said it's important to start the RFP process now to be

completed by September 30.

- f.) **Fire Alarm Panel – Chief Krauss:** Chief Krauss explained the current fire alarm panel is a very old system. He discussed with American Security the option of moving the old system from the old Town Hall to the new building. The quote given to move the old panel system is \$2,200. To install a new panel was quoted at \$1,497. He did say all smoke detectors will work with the new panel.

Mr. Williams motioned to go forward with a new alarm panel in the amount of \$1,497, to come out of the Building Capital Reserve Fund and allow the Chairperson to sign the agreement. Seconded by Mr. Rawson. All were in favor; the motion was approved.

- g.) **Acceptance of Retirement for Clarence (Butch) Nason:** Mr. Williams said he received notification of retirement of Clarence Nason. Chief Krauss said Mr. Nason's last day will be March 15, 2024, with 26 years of employment with the Town of Milton. Mr. Williams thanked Mr. Nason for all his hard work over the last years.

Mr. Williams motioned to reluctantly accept the retirement of Clarence Nason. Seconded by Mr. Rawson. All were in favor; the motion was approved.

Mr. Rawson wished Mr. Nason the best and said he has been a huge asset to the town. Chief Krauss agreed and said whoever is elected will step into some huge projects.

- h.) **Funding Opportunity – Federally Designated Appropriations through Senator Shaheen's office:** Mr. Williams said it's a fast-approaching deadline of March 22nd of funding opportunities for rural development, commerce, energy and water development, drainage projects, bridge work. This is congressionally directed spending for Fiscal Year 2025. He said this is an opportunity and we definitely want to get in requests as soon as possible.

- i.) **Political Signage on Steeple, School and Elm Streets on March 12, 2024:** In his role as School Moderator, Mr. Jacobs said at the last town election, the NH Attorney General office had conducted a day-of election inspection and said there were issues of signage placement on streets directly abutting school property. All signage had to be removed. For this year, he noted there can be no political signage on March 12 on Steeple, School and Elm Streets. Any signs that are currently in these locations will need removed prior to election day. If not removed, the Town could be reported to the Secretary of State's office.

- j.) **Election Officials for March 12th – Chris Jacobs – School Moderator:** Mr. Jacobs, as School Moderator, sent a letter to the BOS in February indicating the names of election officials. He also said by state law, the only two positions that are allowed to be on any ballot and work the election are the Moderator and Town Clerk.

5.) OLD BUSINESS

- a.) 2023.05.22 **Townhouse Road Bridge Update:** *pending warrant article.* Mr. Williams reported he just received an email from NHDOT indicating another increase in the costs to replace the bridge; the increase was due to project expansion. The new cost to replace the bridge is now at \$4.6M which is 70% higher. The original cost was quoted at \$1.6M; the next cost was quoted at \$2.7M (only for the bridge itself); now it's increased to \$4.6M. Mr. Rawson said residents are currently thinking the cost is \$2.7M; they should understand what the actual costs will be. Mr. Williams said he will post the letter to allow residents to read through and see the cost changes.
- b.) Long-Term Goal – website functionality improvements: website functionality improvements: vendor solicitation Revise. Select date for workshop. Mr. Williams said he would let them know this will not occur until after the election.
- c.) 2023.11.06.01 Winding Road Bridge: Mr. Williams said HEB should reach out to Daniels directly for necessary information.
- d.) Stimuli Sign & Sound Invoice:

Mr. Williams motioned to approve the invoice from Stimuli Sight & Sound in the amount of \$1,778.50 and to request this to come from the 2017 Technical Upgrades Capital Reserve Fund. Seconded by Mr. Rawson. All were in favor; the motion was approved.

- e.) Primex Letter for Northeast Pond Road drainage – Chief Krauss said Primex is having direct communications with the owner.

6.) EVENT PERMITS

- a.) No request for event permits.

7.) Communications Received:

- a.) No communications received.

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

- a) Chief Krauss said there will be an open house on March 15 from 1-3:00PM at the Highway Department to allow residents to thank Pat Smith and Butch Nason. Pat Smith retires with 27 years of services and Butch Nason retires with 26 years of service.
- b) Mr. Rawson asked Chief Krauss for any update regarding the Xfinity grant. Mr. Williams said this will be a long-term endeavor.

9.) Approval of Minutes:

Non-Public Minutes: **No Non-public minutes**

Public Minutes:

February 5, 2024 – Mr. Rawson motioned to accept 2/5/2024 public minutes as written. Ms. Burnham seconded the motion. All were in favor; the motion was accepted.

February 26, 2024 – Ms. Burnham motioned to accept 2/26/2024 public minutes as written. Mr. Williams seconded the motion. All were in favor; the motion was accepted.

10.) Public Comments Relative to Topics Previously Discussed:

Katherine Ayers asked with the increase in cost now to the Townhouse Road Bridge, will the public be given the information about how this would be handled if the Warrant Article passes at upcoming election? Ms. Burnham said if it would pass, there would have to be another hearing and would require another vote. Mr. Williams also said Lebanon BOS is currently waiting to hear what Milton does.

11.) Expenditure Report:

Chief Krauss provided a detailed 2023 end of year expenditure reports and indicated 2024 reporting is now correct. He also said they are still receiving invoices for Fiscal Year 2023. Both the Primex Audit and New Hampshire State Retirement audit have been completed.

12.) Town Administrator:

1. The next public meeting of the Board of Selectmen will be March 18, 2024.
2. The Annual report has gone to the printers. The town ordered 150 copies.
3. The voter's guide has been prepared and should arrive in your mailbox the week of March 4, 2024. Additional copies will be available at the Town Hall and on the Town's website.

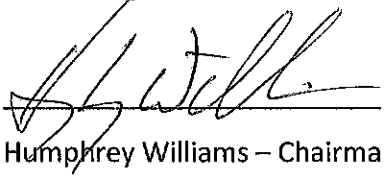
13.) Selectmen Comments:

1. Mr. Rawson – plan is to use the same food setup for election as previous. Regarding the cleaning at old Town Hall – there is still lots of stuff that need either moved, donated, sold. Chief Krauss said because of the recent staffing issues, he has not been able to send people to look through items and hopes to get that started soon.
2. Ms. Burnham – With her term ending, she thanked everyone and said it has a privilege to work with and serve the town. She hopes she has had a positive impact and thanked everyone for the opportunity.
3. Mr. Williams thanked Ms. Burnham for all her efforts. A reminder March 12th is the town election and urged residents to get out and vote to have their voice heard.

14.) Adjournment:

Mr. Williams motioned to adjourn the public meeting. Mr. Rawson seconded the motion. All were in favor; the motion passed. The public meeting adjourned at 7:40PM.

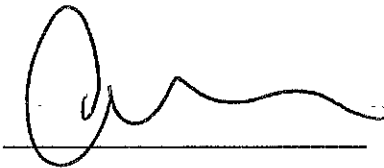
Given under our hands this 18th day of March 2024.



Humphrey Williams – Chairman BOS

No longer seated as of March 18, 2024

Claudine Burnham - Board Member



Andrew Rawson - Board Member

END OF MINUTES – March 4, 2024