



Town of Milton
BOARD OF SELECTMEN MEETING
March 18, 2024

ATTENDANCE:

Members: Humphrey Williams (Chair), Andy Rawson, Matt Morrill

Staff: Chris Jacobs- Town Administrator, Chief Richard Krauss- MPD, Billy Walden - DPW, Chief Nick Marique- MFD

Public: Renata Gamache, Claudine Burnham, Ashley Marique, Mike Beaulieu +2

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

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

2.) Public Comment:

Claudine Burnham: Congratulations to Selectmen Matt Morrill. Ms. Burnham said the weekend prior to the recent Town Elections there had been allegations made on Facebook by Selectman Rawson of possible corruption. If there was corruption, Ms. Burnham requested to allow Chief Krauss to investigate any corruption. She also felt that Selectman Rawson did not follow election laws on the day of election and had in past elections was also called out on similar election law infractions. She asked the moderator to address all laws and procedures prior to the next Town Election. Ms. Burnham looks forward to the positive impacts the new Select Board can make to the town. Mr. Williams responded and asked Chief Krauss to look into any allegations put forward by Ms. Burnham.

3.) Announcements and Community Calendar:

1. The Easter Egg Hunt will be March 22nd at the Town Beach Field (at Town Hall in case of bad weather). Starts at 11:00AM and includes raffles.
2. Rabies Clinic scheduled for April 27.

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

- a.) **Board Reorganization and Board/Committee Assignments:** Mr. Williams offered his congratulations to Matt Morrill and Billy Walden. He suggested having Mr. Morrill as the new Chair and Mr. Rawson as Vice-Chair. Mr. Morrill said he would pass this year and indicated his preference for Mr. Rawson as Chair and he as Vice-Chair. Mr. Williams said, as he will need to step back from attending so many additional meetings, that Mr. Morrill serve on the Budget Committee and Mr. Rawson on the Planning Board. Mr. Rawson said he would rather serve on the Budget Committee and allow Mr. Morrill to continue to serve on the Planning Board.

Committee Assignments: Recreation- Mr. Williams; Planning Board – Mr. Morrill; Budget Committee – Mr. Rawson; CIP – Mr. Morrill.
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b.) **Election Results – General Discussion:**

Mr. Williams offered his congratulations to all those elected and thanked everyone for stepping up to serve. There were a few key decisions voted on including rejecting the bridge between Milton and Lebanon, ME; approving the new trucks and leases, moving forward with moving the schoolhouse to the Farm Museum. Unfortunately, the Buildings CRF did not pass.

c.) **Town Project Excel Report File:**

Mr. Williams had previously asked Mr. Jacobs to create a list of all current and future projects. Mr. Jacobs said there are nine projects, with grants out for bid, which are ongoing in the community; he said there have never been that many at one time. There is a concern with so much happening, the focus should be on meeting deadlines, etc. Projects include Asset Management meeting, MS4 meeting (will require Mr. Walden's involvement). Chief Krauss said Mr. Walden should be involved with both and it is important to have an understanding of where everything currently stands. Other projects include Dawson Street, boat ramp, and Sam Plummer Road culvert. Mr. Jacobs said there is a tremendous amount of work to remain on top of everything.

d.) **Dawson Street Phase 2- Status, Underwood Engineering current invoice:**

Mr. Jacobs said Underwood submitted an invoice only indicating "Engineering Services"; he emailed Underwood to ask for additional information. It does appear the project is not moving forward, however we continue to pay them nor does it look like they are pushing ahead with determining who will actually do the work. Mr. Jacobs also asked for an update on Phase 2 timelines. Underwood's response was information had been submitted to NHDES and is now under engineering review; if the review could be completed by late March, Underwood estimated they could get it out for bid by April 15. The budget for the report is \$100,000;

Underwood has already billed \$32,000 for this. Mr. Jacobs also explained the town needs to request to the state for monies to be disbursed back to the town. Mr. Williams said the current invoice amount is \$13,454.62 and references this is under the design. Now they are requesting another \$13,000 with \$28,000 remaining and the town just keeps receiving bills. Mr. Morrill questioned the deadline for town monies which had been voted on March, 2022 with a deadline of December, 2024; this is cutting it very close to the deadline. Mr. Jacobs said it was January, 2022 when the board at that time approved \$200,000 from the unassigned fund balance to keep the project moving forward. There was an ARPA extension approved on February 9th to potentially extend this out to 2025. Mr. Williams said the original \$100,000 was also supposed to include the preliminary design for Phase 3; we still do not know how far along we are in the project and what exactly we are paying for. Mr. Jacobs said an email indicates this should be going out for bid by mid-April for a project award by Memorial Day. Mr. Williams said that will be too late as most contractors already have their summer jobs lined up by that time.

e.) OpenGov – Permitting and Licensing Website Products:

Current practice for permitting is done manually. Chief Krauss said other towns have moved to the OpenGov software program for all licensing aspects of code enforcement. This will allow residents to file for permits, make payments, and issue citations all online. It will also allow easier ways to provide and maintain documentation through the cloud-based service. There is a possibility this has the ability to connect to Avatar; it may also allow in the future for photographic inspections. All of this will help speed up processes and should save overall costs.

f.) Trout Unlimited Project – Restoring Fish Passage for Native Brook Trout at Lyman Brook, Sam Plummer Rd: Chief Krauss said he previously met with the Trout Unlimited Representative to discuss how to move the project and RFP forward. Since then, TU has now decided pull back on the subgrant and secondary money agreement and they will instead be the financial agent and handle everything themselves. This means they will handle all RFPs and will deal with hiring contractors. The town will handle the \$50,000 through ARPA and any other pools of money. Having TU handle everything should help simplify the overall project, have the project proceed faster, and decrease some of the worries for the town.

Mr. Rawson motioned to approve Trout Unlimited as the financial agent. Seconded by Mr. Williams. All were in favor; the motion was approved.

5.) OLD BUSINESS

- a.) 2023.05.22 **Townhouse Road Bridge Update:** *WA Results – No (Stop project).* Mr. Rawson will contact NHDOT for follow-up.
- b.) Long-Term Goal – website functionality improvements: website functionality improvements: vendor solicitation Revise. Select date for workshop.
- c.) 2023.11.06.01 **Winding Road Bridge –** NHDOT needs designated signatory identified. To be discussed at next meeting. Chief Krauss said they just received an email from HEB; we are

still waiting to receive documentation for load rate calculations. HEB indicated they are unable to find a contractor who could provide this. HEB can do this, however due to contract wording, they cannot bill the contractor for this specific work. HEB could bill Milton and then deduct the amount from what is owed to the contractor who put in the bridge. This is requested by both HEB and Daniels.

Mr. Williams motioned to move forward with having HEB get the load rating for Winding Road Bridge, and to bill Milton and take that amount off Daniel's bill. Mr. Morrill seconded the motion. All were in favor; the motion was approved.

- d.) 2024.03.04.049 Congressionally Directed Funding – applications due March 22 (memo from Chris Jacobs): Mr. Jacobs said he recently attended a meeting with staffers from Senator Shaheen's office. Senators are now accepting applications for funding to bills they are moving through Congress. Applications would be accepted for fire and police communications (items like handheld radios, licensed plate reader, etc), water and wastewater treatment projects, historic buildings (MFPL roof project), various highway programs (for example Dawson Street), infrastructure (Winding Road and Church Street Bridges, etc.) Any funds granted would require a 20% local match. Mr. Jacobs said items/projects not eligible would include solar panels for government buildings, DPW trucks. Accepted projects would require full concept plans and necessary permitting. He also said it could be up to a full year before any monies become available. However, applications are due by March 22. Projects which could be ready for application submittal include Wastewater Treatment Plant, Dawson Street and the historical building. Chief Krauss said he would also like to include radio infrastructure for portable police, fire and DPW mobile units.

Mr. Williams motioned to move forward with the Congressionally directed funding access for fiscal year 2025. Seconded by Mr. Morrill. All were in favor; the motion was approved.

- e.) Boiler Room ventilation: Chief Krauss reported the boiler room, which also serves as the server room, had been reaching temperatures over 100 degrees. A vent fan has been installed in the room to help push the extra hot air out once it reaches a specific temperature. In addition Diamond Electric has fixed the electrical for the second meeting room which means Stimuli can return and finish their projects.

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) Billy Walden- DPW: Regarding the trucks recently approved by the town – Mr. Walden did speak with Pat Smith and the mechanic. They reviewed the quotes for the trucks and leases. With Mr. Walden’s recommendation, a delivery date of August or September is anticipated if they could get this approved now. His recommendation includes an additional \$7,000 for a stainless steel body which would limit potential issues with rust. He also said the sales representative indicated they would honor all prices on plows and wings.

Mr. Morrill motioned to move forward with International at a cost of \$249,800 including \$7,000 for a stainless steel body. Seconded by Mr. Williams. All were in favor; the motion was approved.

- b) Mr. Morrill said he talked with Pat Smith concerning a fallen tree at the cemetery in Milton Mills. Mr. Smith said he is willing to clean-up and take the wood (from the log on the ground). Mr. Morrill said the Board should move forward with getting quotes on potential trees that could fall and hit gravestones.
- c) Mr. Rawson said he has addresses for five residents for possible code enforcement violations. Chief Krauss said he has spoken to Jamie regarding three properties that already have cease and desist orders against them. They will begin to move forward with the citation process. Chief Krauss also said if there are residents complaining they should file formal complaints. He anticipates the town will end up in court concerning a few of the properties.

9.) Approval of Minutes:

Non-Public Minutes:

No Non-public minutes

Public Minutes:

March 4, 2024 – Mr. Williams motioned **to accept 3/4/2024 public minutes** as written. Mr. Rawson seconded the motion. Mr. Williams and Mr. Rawson voted in favor, Mr. Morrill abstained; the motion was accepted.

10.) Public Comments Relative to Topics Previously Discussed:

There were no public comments.

11.) Expenditure Report:

Mr. Williams said they are working on all final adjustments.

12.) Town Administrator:

1. The next public meeting of the Board of Selectmen will be April 1, 2024.
2. Mr. Jacobs said they received documents from the county indicating they have completed their central dispatch capital assessment fee for 2024. With the \$4.5M dispatch radio

project, the county will implement a 5% increase above last year's invoice. This year it increased to \$7,507.92. Chief Krauss said he did increase this year's MPD budget by 5% in anticipation of this increase.

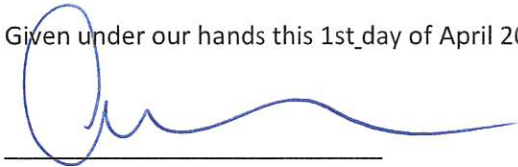
13.) Selectmen Comments:

1. Mr. Williams said with the low water levels, now would be a good time to fix the boat ramp area by cleaning up the broken tar, filling in the holes with some gravel and reinforced concrete, and grade the gravel where the tar ends. This would make the boat ramp usable until we get it replaced. Mr. Williams thanked Ms. Burnham for all her work for the community and appreciates everything she was able to accomplish.
2. Mr. Morrill said he is glad to be back and hopes to make positive changes.
3. Mr. Rawson thanked the Historical Society for all the photos in the Town Hall. It is a great addition to the building. Special thanks to Karen Golab.

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 7:17PM.

Given under our hands this 1st day of April 2024.



Andy Rawson – Chairman BOS

Humphrey Williams - Board Member



Matt Morrill - Board Member

END OF MINUTES – March 18, 2024