

Town of Milton
Board of Selectmen Meeting
April 1st, 2019
Milton Town Hall

Board of Selectmen Attendance: Chairman Ryan Thibeault, Vice Chair Erin Hutchings, Andy Rawson, Interim Town Administrator David Owen, Recording Clerk Danielle Marique

Public Attendance: Humphrey Williams, Richard Krauss, Lynette McDougall, Pat Smith, Richard Burke, Rhonda Burke, Larry Brown, Dennis Woods, Sandy Woods, Tim Long, Janice Long, Bob Carrier, Jared Welman, Noreen Nason, Maureen Steer, Ryan Clark, Evan Favorite.

Meeting call to order

Motion: R. Thibeault moved to enter into nonpublic session under 91-A: 3II (b). E. Hutchings seconded. 3-0

Motion: R. Thibeault moved to enter public session to return to nonpublic session under 91-A: 3II (a). E. Hutchings seconded. 3-0

Motion: R. Thibeault moved to enter public session. E. Hutchings seconded. 3-0

R. Thibeault welcomed public in attendance reciting the pledge.

Public Comment

L. Brown: Expressed concern with the plans for the current and potential historic properties within Town.

T. Long: Expressed diversity and interest in Town politics and the past election. Questioned if the board had plans on reducing the taxes with the monies saved from the Town being voted under default budget.

New Business:

- **Swearing in of New Police Officer**

R. Krauss introduced and welcomed Jared Welman to the Town of Milton as the new Milton Police Officer, offering 12 years past police experience including instructor course abilities.

- **Town Issued Board of Selectmen Email Addresses**

D. Owen reported speaking to the Town's I.T. service provider, BackBay Networks, regarding the potential of adding additional email accounts for the Board of Selectmen. Reported it would be an additional cost of \$2.00/month per email account. Stated a no expense option would be to create a Gmail account for each though to be mindful there would not be any IT support with that route. A. Rawson stated the reasoning for the request would be for material and information to roll thru the board members as positions change and information would be available to new members. R. Thibeault questioned if there were to be more addresses added if the rate would decrease that he believed more town employees were utilizing secondary email accounts that were not given by the Town. H. Williams stated Atlantic Broadband has options available and offered to work alongside D. Owen to determine options.

- **Land Use Clerk Position**

D. Owen stated the current Land Use Clerk position posting has been drafted requesting the Board's decision on salary range amount to be included in the posting. Suggested the salary range for the position would be posted as \$15-\$18.50/hour depending on experience and qualifications. E. Hutchings stated the range appears to be accurate based on the research she has conducted. R. Thibeault stated a Town wide rate of pay scale should be updated. D. Owen agreed it is something to look into.

- **DPW Truck Purchase Request**

P. Smith presented the Board with three quotes for the purchase of the 2019 CIP approved pick-up truck, suggested the quote from Rochester Ford of \$39,846.00 for a 2019 F250 SuperDuty Pick-Up Truck. E. Hutchings questioned if this was replacing a current vehicle. P. Smith stated this would be to replace the 2006 F250.

Motion: A. Rawson moved to approve the purchase the 2019 F250 SuperDuty for \$39,846.00 from Rochester Ford. E. Hutchings seconded. 3-0

P. Smith requested a motion allowing to transfer funds from the Highway Department Vehicle CRF to the General Fund account for the completion of the purchase.

Motion: A. Rawson moved to approve fund transfer from the Highway Department Vehicle CRF to the General Fund for the purchase of the 2019 F250 truck from Rochester Ford. E. Hutchings seconded. 3-0

P. Smith requested permission to donate the 2006 F250 to the school maintenance department for their use of the vehicle.

Motion: E. Hutchings moved to approve the donation of the 2006 F250 from the Department of Public Works to the School Maintenance Department. A. Rawson seconded. 3-0

- **Town Committee Board of Selectmen Appointments and Current Vacancy Discussion**

D. Owen stated there are currently vacancies within committees and boards that the Selectmen make appointments to, request their wishes on how to proceed. E. Hutchings stated on behalf of the Economic Development Committee, the two members along with the two alternates with terms expiring this year all show interest in remaining on the committee. Also stated the committee received a letter of resignation from N. Wing for her term. R. Thibeault suggested to remain consistent, all board and committee vacancies should be posted requesting letters of interest with a closing date of 10 days from the posting.

Motion: A. Rawson moved to accept the resignation letter from N. Wing from the Economic Development Committee. E. Hutchings seconded. 3-0

R. Thibeault thanked N. Wing for her service to the committee, she will be missed.

- **Side-Letter Agreement with Atlantic Broadband Re.: Internet Service**

D. Owen reported Atlantic Broadband has agreed to provide complementary internet service to the three additional Town facility locations which are now referenced in the revised side letter agreement.

Motion: R. Thibeault moved to approve the side letter agreement with Atlantic Broadband relative to internet service. A. Rawson seconded. 3-0

Motion: A. Rawson moved to assign R. Thibeault as the signing agent for the Atlantic Broadband side letter agreement. E. Hutchings seconded. 3-0

Old Business:

- **2019 Town Election Recount Discussion & MS-232 Signing**

Motion: R. Thibeault moved to approve and sign the 2019 MS-232 Report of appropriations actually voted documenting total voted appropriations of \$5,136,923. A. Rawson seconded. 3-0

- **Follow-Up Discussion on Board of Selectmen By-Laws**

Motion: E. Hutchings moved to approve the By-Laws of the Milton Board of Selectmen. A. Rawson seconded.

R. Thibeault opened selectmen discussion prior to voting. R. Thibeault suggested adding clarification to the public comment sections of the by-laws, specifying time limits. E. Hutchings stated public input is very important, suggested a longer amount of time for the opening public comment and a shorter allotment of time for the closing public comment. L. McDougall expressed time limits coincide with the agenda at hand and meeting production. H. Williams expressed concern with the productivity in setting time limits however they are helpful in many aspects. D. Woods expressed time limits could be a suggestion; however, letting the public speak until there is a need to remind of time limit overage. R. Krauss stated that any public comment requiring dialog would classify as an actual agenda request and needed to be proceeded as such. A. Rawson suggested a time limit for both opening and closing for 5 minutes each. R. Thibeault suggested opening public comments with a time suggestion of 2 minutes and closing public comment time suggestion of 3 minutes.

All in favor for adjusting the public comment dialog to reflect a suggested time limit of 2 minutes for opening public comment and 3 minutes for closing. 3-0

- **Follow-Up Discussion on Gifted Properties and Potential Public Hearings**

D. Owen reported that the sliver of land along the Farmington Town line cannot be accepted as a gift because it is not a legal separate parcel of land; therefore, it would serve no purpose to continue with public hearings of this particular parcel of land. Also reported legal advice suggested if the Board does not have intentions of doing anything with the property on Brookfield Drive, public notices under RSA 41:14a are not needed, only if the Board is wishing to sell or have other intentions of conveying the property would need the public hearing.

Motion: R. Thibeault moved to approve posting public hearing for the Board's meetings on May 6th, and May 20th, 2019 relative to the acquisition and possible disposition for the 4.87 acre of land on Brookfield Drive identified as Tax Map 17, Lot 5. E. Hutchings seconded. 3-0

- **Follow-Up Discussion on Auctioning Town Owned Properties**

D. Owen reported Town counsel advises three of the properties cannot be sold at auction at this time due to various issues two of which being tax title deeds of two of the properties in question. Stated some of these issues can be resolved within a period of a few months and suggested a second auction later this fall. The third property in question requires formal notification to the previous owner prior to proceeding with disposition of it. The remaining 8 properties on the auction list are acceptable and auction details are being finalized with a date of May 4th, 2019 at 10AM.

- **Follow-Up Discussion on Town Vehicles/Equipment**

R. Thibeault expressed concern with requiring an initial 10% bid price payment from interested buyers. D. Owen stated this is a standard practice and helps ensure legitimacy of the bid and a complete sale.

***Motion:** R. Thibeault moved to approve posting the Information for Bidders Notice regarding the Sale of Surplus Vehicles and Equipment from the Police and DPW Departments as submitted. A. Rawson seconded. 3-0*

Other Business

- **Household Hazardous Waste Collection**

R. Thibeault reported there will be a Household Hazardous Waste collection day to be held at Turnkey Landfill in Rochester, May 4th, 2019 from 8:30AM-12:30PM

- **NH Municipal Local Officials Workshop Offering**

D. Owen reported there are many Local Officials Workshop offerings thru NH Municipal which may be of interest of the Board to attend.

- R. Thibeault stated P. Smith is requesting a workshop with the Board of Selectmen, NHDOT and project engineers for the Dawson/Silver Streets project. E. Hutchings suggested Wednesday April 3rd, 2019 at 4:00PM

- A. Rawson reported that the Trout Unlimited group met and discussed the potential of assisting the Town in replacing a failing culvert on Sam Plummer Road which is currently threatening the production and environment of trout fish in that particular area of Town.

Meeting Minutes

***Motion:** R. Thibeault moved to approve the March 18th, 2019 meeting minutes. E. Hutchings seconded. 3-0.*

Expenditure Report

E. Hutchings questioned the Police Department Legal Services line. R. Krauss stated this was a bulk amount as in years past.

Public Comments

H. Williams: Stated the website is in need of Board and Committee member updates to reflect the election.

L. Brown: Expressed concern with 91-A nonpublic sessions requiring reasoning's for decisions to seal of session minutes.

Questioned if there were plans for stipulations for the properties to be auctioned.

Administrator Comments

D. Owen reported the senate passed the bill to authorize the sale of the fire station using a relator. It is now at the House level.

Reported the legal services RFP deadline was today and have received 4 proposals ranging from \$180-250/hour with the current Town counsel at \$220./hour.

Reported Town Administrator interviews will be conducted April 15th, 2019 at the Fire Station at approximately 10AM and will be dependent on the exact number of interviews, currently planning between 3-5 applicants.

Motion: R. Thibeault moved to seal nonpublic session minutes 91-A:3 II (b) for 30 days. A. Rawson seconded. 3-0

Selectmen Comments

A. Rawson: Stated the former Revolution Church’s food pantry offering to the Town residents is a great asset to the Town.

E. Hutchings: Reported the Recreation Commission conducted their meeting reporting Winter Carnival event went very well. Stated alternative options for fixing the boat ramp are being conducted. Summer kickoff event is being planned.

Stated she has received a few complaints regarding the exterior lighting at the Town Hall with requests of dimming the lights or placing shields over them. P. Smith stated he would look into the issue.

R. Thibeault: Reported the Townhouse Stewardship Committee has received monies from the LCHIP yet again this year for producing the yearly report ahead of schedule.

Motion: E. Hutchings moved to adjourn. R. Thibeault seconded. 3-0

Next Board of Selectmen Meeting Date:

Dawson/Silver Streets Workshop Wednesday April 3rd, 2019 – 4:00PM*

Town Administrator Interviews Monday April 15th, 2019 - TBD*

Scheduled Meeting Monday April 15th, 2019 – 6:00PM

Respectfully submitted;
Recording Clerk,
Danielle Marique

Chairman Ryan Thibeault

Erin Hutchings

Andy Rawson