

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
March 22, 2010

PRESENT: Tim Finan, Chairman
Gary Daniels, Vice Chairman
Katherine Bauer, Member
Mike Putnam, Member
Nate Carmen, Member
Guy Scaife, Town Administrator
Darlene J. Bouffard, Recording Secretary

1. CALL TO ORDER, BOARD OF SELECTMEN INTRODUCTIONS & PUBLIC SPEAKING

INSTRUCTIONS: The meeting was called to order by Town Administrator Guy Scaife at 5:30 p.m. Guy Scaife explained that he presides over the Board of Selectman meeting once a year after Town vote, and then introduced Board members. Guy Scaife introduced Town Clerk Peggy Langell to issue the oath of office for newly re-elected official Tim Finan.

2. APPOINTMENTS:

5:30 p.m. – Swearing in Ceremony and Election of Officers. Town Clerk Peggy Langell issued the oath of office for Tim Finan as a Board of Selectmen member. Town Administrator Guy Scaife asked for nominations from Board members for the position of Chairman of the Board of Selectman. Selectman Putnam nominated Selectman Finan for Chairman. Selectman Bauer seconded. There were no other nominations and no further discussion. All were in favor. Motion passed 5/0. Chairman Finan assumed the role of Chairman of the Board of Selectman and thanked the Board for their vote of confidence. Chairman Finan asked for nominations for Vice Chairman. Selectman Putnam nominated Selectman Daniels for Vice Chairman. Selectman Bauer seconded. There were no other nominations and no further discussion. All were in favor. Motion passed 5/0. After elections, Chairman Finan asked for everyone to join him in the Pledge of Allegiance. Chairman Finan noted that those people in the audience who want to speak or add to the discussion should please go to the microphone in order to be heard on the Granite Town Media live broadcast.

5:45 p.m. – Interview of Diane Fitzpatrick, Hub Seward & Audrey Fraizer as Conservation Commission Candidates. Diane Fitzpatrick, Hub Seward and Audrey Fraizer were in attendance for this interview for the Conservation Commission. Chairman Finan indicated this interview is to find out how things are going with the Conservation Commission and also to publicly recognize and thank the volunteers. Audrey Fraizer indicated the Conservation Commission is holding a fourth Saturday hike each month that all Board members are welcome to attend. Chairman Finan asked what is coming in 2010 for the Conservation Commission. Diane Fitzpatrick said they are currently working on the open space ordinance which was requested by the Planning Department. Selectman Putnam asked how the property purchase on the west side of Milford is going. Diane Fitzpatrick indicated there are a few errors being encountered but the Purchase & Sales agreement is still in force; it should go through fine. Selectman Putnam thanked all three members for their volunteerism in Milford and conservation efforts. Selectman Bauer concurred, stating their time, interest and dedication is important. Vice Chairman Daniels asked if Hub Seward would be up for perambulation for the town boundaries in 2010. Hub asked if the Board will come along. Vice Chairman Daniels asked if that has been done by any members before and what time of year is best to do it. Hub answered that one problem is the coordination with the Selectman of border towns. Vice Chairman Daniels noted that Amherst is ready to go, but that was expressed a year ago. Hub added that the most difficult part is the coordination because there are several towns to work with. Vice Chairman Daniels asked which season would be best to do perambulation. Diane Fitzpatrick thinks the town boundary markers (granite posts) are pretty high so even in snow they can be seen.

Selectman Carmen moved to approve Diane Fitzpatrick, Hub Seward and Audrey Fraizer as regular Conservation Commission members through March 31, 2013. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0. Guy Scaife noted that these volunteers provide a tremendous service to the staff and he appreciates their day to day support. All Board members concurred.

6:00 – Interview of John McCormack as a Tax Increment Finance Distract (TIFD) Advisory Board Candidate. John McCormack was in attendance for this interview. Chairman Finan asked if there has been a lot of TIFD

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 3/22/10

1 activity. John responded that they have been working a lot with Bill Parker, Guy Scaife and the Economic Devel-
2 opment Advisory Council (EDAC). EDAC has been brought into the TIFD meetings since they tend to overlap.
3 The main effort is to move the Brox property; Grubb & Ellis is working on that and that will continue. TIFD and
4 EDAC need to stand independently, both groups are required since TIFD is needed when financing or bond issues
5 come up. Selectman Bauer thanked John McCormack for his time and dedication to the Town. There were no fur-
6 ther questions. Selectman Putnam moved to appoint John McCormack as a regular Tax Increment Finance District
7 advisory member through March 31, 2013. Vice Chairman Daniels seconded. All were in favor. Motion passed
8 5/0.

9
10 **6:15 p.m. – Departmental Update – Fire Department.** Fire Chief Frank Fraitzl presented the Fire Department
11 status including 2010 goals, call volume, apparatus/equipment, staffing/personnel and emergency management.
12 Chief Fraitzl indicated an orientation night was held in October 2009, at which 19 people attended and 8 viable can-
13 didates came out of it that started in January 2010. One dropped out before graduation; however the other 7 will be
14 graduating shortly. The department is looking at equipment needs over the next five years and the Explorer post
15 program is just getting off the ground which may end up providing some future firefighters. Sign ups for the Ex-
16 plorer post are always open. The town vote was not favorable for a new fire/ambulance facility. The short term
17 facility needs include the roof, which needs re-evaluation. Selectman Bauer asked where the vehicles are being
18 stored if they do not fit in the firehouse. Chief Fraitzl indicated some are at the old police station, some at the
19 WWTF or DPW and there were some at the Police sally port, however nothing stored off-site is equipment that is
20 needed in critical moments. The special operations vehicle is stored outside at the fire station. Selectman Bauer
21 asked about the roof leaks. Chief Fraitzl responded a 2008 evaluation was performed and at that time it was esti-
22 mated to be about \$1,000 to temporarily repair the leaks or \$65,000 to replace the higher roof. Selectman Bauer
23 suggested a new estimate on those repairs needs to be requested. Chief Fraitzl agreed that it needs to be done for
24 both roofs (high and low).

25
26 Chief Fraitzl said he will be working with Town Administrator Guy Scaife and the Community Facility Committee
27 regarding a facility and/or equipment needs in the future. A subcommittee will need to be established to begin spec-
28 ifying out a fire truck for the 2011 vote since it takes time prior to a vote and ordering requires lead time. Engine 4 is
29 a 1987 vehicle so by the time a new engine is procured, it will be 25 years old – the biggest concern with that truck
30 is the open cab; they are no longer recognized by the fire commissioners. There are options to put in doorways, but
31 Chief Fraitzl is sure that would be cost prohibitive on a 25 year old vehicle. Selectman Carmen suggested if Engine
32 4 is replaced, will that be a bigger engine than the current Engine 4? Chief Fraitzl responded that it shouldn't be any
33 bigger than Engines 2 and 3, it will just be wider. This truck goes on every call, so it can't just be used for backup.
34 Selectman Putnam asked if there are any frame or mechanical issues on Engine 4. Chief Fraitzl said the cabinet
35 doors and cab are the problems, but a full inspection will be conducted. Selectman Putnam indicated that this pres-
36 entation shows that a lot of equipment will need to be replaced over the next few years plus the town is looking at a
37 land purchase and facility, the town needs to be careful to take care of this equipment. Chief Fraitzl said there has
38 been talk about combining a rescue & tanker to have one less vehicle. Selectman Putnam asked about the vehicle
39 replacement program that was talked about in order to space out the needs, is that something that could be looked at
40 again? Chief Fraitzl can look at that, there was a plan being looked at by his predecessor but Chief Fraitzl would
41 have to look back at it. The dates for equipment did get shifted. He is hoping to push out some of the equipment to
42 a later date. Chief Fraitzl continued that the AmeriCorps volunteer is on staff five days a week for 11 months for
43 about \$9,000 per year. That volunteer has been working on getting the Fire Department up on Nixle, Facebook and
44 the Town website. Chief Fraitzl has met with high school representatives to get a high school senior to work on the
45 web page for school credit and assist the department; that will be ongoing.

46
47 Chief Fraitzl asked that the Board sign off on the Emergency Operations Plan which has had no changes since last
48 year.

49
50 Chief Fraitzl thanked the Board and Town Administrator for their support of the department; next week is the start
51 of Frank's fourth year with the Town of Milford and he has worked in other communities where the government
52 bodies were not supportive of the department, but Milford has shown much support for the Fire Department and he
53 appreciates that. Vice Chairman Daniels asked about the website updates for the Fire Department and what is the
54 ongoing plan for its maintenance. Chief Fraitzl said that another student will be lined up for next year; it is a fluid
55 situation, the high school will set up a junior to take over next year so that it continues.

56
57 Vice Chairman Daniels asked what has been done to minimize false alarms. Chief Fraitzl indicated there are recur-
58 ring false alarms around lunch and dinner times. There have been training sessions about opening vents, etc. while

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 3/22/10

1 cooking, but there is no common denominator. Chief Fraitzl stated that if there is burnt food, that is not a false
2 alarm. Vice Chairman Daniels asked about recruitment on PEG Access and if that is just a text message. Chief
3 Fraitzl explained PEG access includes slides and a video, it is not just streaming text. Vice Chairman Daniels thinks
4 that is a good idea so that candidates get an idea of what it's about. Selectman Bauer asked if tonight's presentation
5 could be put on the town web page. Chief Fraitzl said he will work with Dave Kirsch to get that on the town web-
6 site. Selectman Bauer said that the needs of the Fire Department will not go away, this is the first time since the
7 town vote that this Board has met and the Board has not forgotten about the Fire Department needs. Milford has a
8 professional Fire Department and the need for a facility has to be addressed and this Board will hopefully continue
9 to support those needs in the future. Chairman Finan asked what the Explorer Post is. Chief Fraitzl explained it is
10 for 15-20 year olds interested in firefighting as a career. There are limitations such as they cannot go into a blazing
11 building, and typically there needs to be some experience; they do things like clean up after a fire call or pick up
12 hoses, but when they turn 18 and are able to use the fire helmet and apparatus, more can be done. Currently there
13 are nine kids between Milford and Amherst that are interested in this program.
14

15 **6:45 p.m. – Interview of Judy Parker as a Heritage Commission Candidate.** Judy Parker was not in attendance.
16

17 **7:00 p.m. – Interview of Joan Dargie, Scott Hembrow, Liz Snell & Cindy Lundberg as Recreation**
18 **Commission Candidates.** Scott Hembrow and Liz Snell were in attendance for this interview. Cindy Lundberg
19 was unable to attend as she was ill; Joan Dargie was not present for this interview. Chairman Finan asked what has
20 been happening with Recreation recently. Scott Hembrow feels that things are going well, he has seen it worse,
21 there has been a good turn out from members at meetings and the commission has been better organized. The
22 agenda at each meeting is full and there are a lot of volunteers. Coming up is the Easter festival on April 3. This
23 event requires a lot of volunteers; Scott indicated Nicole Banks does a good job organizing the events. Chairman
24 Finan said there have been a lot of activities through Recreation in these bad economic times. Scott responded that
25 Milford is fortunate the programs are done well, the Recreation Department does a good job and the Recreation
26 Commission provides counsel, but it is usually agreeable. Selectman Bauer said that the sports are well attended, it
27 is astounding with the amounts of events in town and Milford is very lucky to have people that are dedicated and she
28 thanks everyone. Liz Snell indicated that Nicole is great; Scott added that Nicole keeps getting more organized and
29 better. Chairman Finan noted the Kaley Park Warrant Article was one of the few items that passed. Scott said it is
30 important and the town needs fields; the current fields are getting a lot of use and it is beneficial to the youngsters
31 that use them. Selectman Putnam said the Recreation Commission is doing a great job; Recreation activities have
32 picked up and enhance summertime. Selectman Bauer asked about the senior program. Liz Snell said that she is the
33 senior liaison and a part time coordinator was hired through the program under a grant and will start work in April.
34 Selectman Putnam moved to appoint Liz Snell and Scott Hembrow as regular Recreation Commission members
35 until March 31, 2013. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.
36

37 **7:15 p.m. – Interview of Christopher Beer & Thomas Sloan as Planning Board Candidates.** Christopher Beer
38 and Tom Sloan were in attendance for this interview. Chairman Finan asked what Planning Board activity there has
39 been in this economic downturn. Tom Sloan indicated activities have been geared towards ordinance review and
40 master plan chapters with the help of staff and Planning leadership. Chairman Finan asked what Master Plan
41 chapter is being worked on. Chris Beer responded right now it is the Housing chapter. Chairman Finan asked if
42 senior housing was to be worked on in 2010. Janet Langdell, Planning Board Chairman, explained the Planning
43 Board will be looking at housing density; that would include senior housing in order to get the density. The housing
44 chapter is in draft form and was accepted last month. The Traffic and Transportation chapter will be looked at after
45 that. Every year at elections, Vice Chairman Daniels indicated that people do not understand the zoning questions;
46 he asked what can be done in the voter guide so that people understand those questions. How can it be made easier
47 to understand? Tom suggested that the ZBA might better be able to answer that question, but the staff in the
48 Community Development Office would be good at answering those questions, people just need to ask the question.
49 Vice Chairman Daniels noted that the voters usually are reading the zoning questions on the way to vote.
50

51 Selectman Bauer also wanted to note that applications are down, but the Planning Board meets every other Tuesday,
52 so it is very active. Tom stated there is not a lack of work for the Planning Board. Chairman Finan commended the
53 Planning Board for the amazing amount of work it does which is greatly appreciated. Selectman Putnam moved to
54 appoint Christopher Beer and Tom Sloan as regular members to the Planning Board through March 31, 2013. Vice
55 Chairman Daniels seconded. All were in favor. Motion passed 5/0.
56

57 **7:30 p.m. – 2009-2010 Congestion Mitigation and Air Quality (CMAQ) Grant Application: Route 13**
58 **South/Emerson Road/Armory Road Intersection.** Community Development Director Bill Parker introduced the

1 Congestion Mitigation and Air Quality (CMAQ) grant application and requested input whether or not the Board
 2 would be interested in moving forward on this. This is an 80/20 matching grant to mitigate the congestion and air
 3 quality issues being faced in the southern tier of New Hampshire, for which Milford qualifies. The grant can be
 4 used for various congestion issues, for which this intersection has been identified. A letter of intent was sent in
 5 January and would include turning lanes and signal improvements at the Route 13 interchange with Emerson Road
 6 and Armory Road. This intersection has been discussed with various communities; there are issues out there and the
 7 traffic studies have shown a level of service D however, regional planning shows that by the year 2025, it will be at
 8 a service level F. Accidents in this area have been going on for several years; the opportunity has come up again
 9 and part of the requirements would be to present this publicly and seek commitment that the town is in support of
 10 moving forward. Estimated cost of improvements is \$350,000, for which \$70,000 would be required for the town to
 11 come up with. Intersection improvements include left turn only signals and a turning only lane. Bill Parker noted at
 12 afternoon peak the traffic is backed up; there is enough right of way to widen the intersection. Applications are due
 13 April 1 then it will go through review and presentations will be scheduled. Bill Parker said this would not be done
 14 until 2011. Selectman Carmen said this was talked about when NRPC was in here, this is a good thing. Vice
 15 Chairman Daniels asked if the accident statistics are included. Bill Parker has checked the statistics but they are not
 16 included in the packet; he can collect that for Vice Chairman Daniels. Both of the left turns onto Route 13 (from
 17 Emerson and Armory) have no control. Chairman Finan asked what is needed tonight. Bill Parker indicated a level
 18 of commitment from the Board is needed tonight. Selectman Bauer said if there were 39 accidents at that
 19 intersection in one year, that is pretty high. Selectman Putnam moved to support moving forward with this grant
 20 application. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

21
 22 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)**

23 Selectman Bauer noted at the last Board meeting on March 8, 2010, there was a presentation from Bill Parker,
 24 Director of Community Development, regarding modifying the fees in that department; this issue was tabled for
 25 additional information. Selectman Bauer asked the status. Guy Scaife indicated that Mr. Parker has been working
 26 on that information, however it was not ready for tonight's meeting and will be brought forward at the next regular
 27 Board meeting on April 12, 2010.

28
 29 **4. DECISIONS**

30 **a) CONSENT CALENDAR.** Chairman Finan asked if there were any items to be removed from the Consent
 31 Calendar. He explained that if they are taken off the Consent Calendar, they will be discussed fully; otherwise they
 32 will be accepted together without discussion. Vice Chairman Daniels requested that item 4(a)2 be removed for dis-
 33 cussion. Selectman Putnam moved and Vice Chairman Daniels seconded to approve the Consent Calendar items
 34 4(a)1, 4(a)3, 4(a)4 and 4(a)5 as follows, with all members in favor.

- 35
 36 **(1) Request for Approval of Petitions from Fairpoint Communications and PSNH for Pole Licenses 552/
 37 11,12,13 &14 – Mason Road (4) and 910/22.5 – Colburn Road (1).** Fairpoint and PSNH have requested
 38 approval of four pole license and conduits at Mason Road and one pole license and conduits at Colburn
 39 Road. This request was approved.
 40 **(2) Request for Use of Town-Owned Land – Bicentennial & Memorial Parks for Fishing Derby.** This
 41 item was requested to be removed from the Consent Calendar by Vice Chairman Daniels for discussion.
 42 Vice Chairman Daniels asked if the State permit has been received. Guy Scaife indicated that it was
 43 received today. Vice Chairman Daniels was satisfied and concurred with the request. Selectman Putnam
 44 moved to approve the request for use of the Bicentennial & Memorial Parks for the Fishing Derby at Rail
 45 Road Pond tentatively planned for May 22, 2010 7 a.m. to 1 p.m. All were in favor. Motion passed 5/0.
 46 **(3) Request for Approval of Elderly Tax Exemption Applications (18).** The 18 Elderly Exemption applica-
 47 tions as presented by the Assessor for the 2010 tax year were recommended for approval by the Assessor
 48 and were approved by the Board. The listing of these requests is included in the final selectman packets of
 49 March 22, 2010.
 50 **(4) Request for Approval of Veteran Tax Credit Applications (3).** The 3 Veteran Tax Credit Applications
 51 as presented by the Assessor for the 2010 tax year were recommended for approval by the Assessor and
 52 were approved by the Board. The listing of these requests is included in the final selectman packets of
 53 March 22, 2010.
 54 **(5) Acceptance of Unanticipated Funds Under \$5,000 (31:95(b)).** The acceptance of unanticipated funds
 55 under \$5,000 was approved by the Board as follows:

Source	Amount	Purpose
Custos Morum Lodge #42 (Odd Fellows)	\$200.00	Donation for Kaley Park Phase II development. This donation is to be

		Matched through the 2010 WA #14
		Gen. Frank E. Kaley Park
BAE Systems Employee	\$ 90.00	General donation to the Milford Fire
Community Fund, Inc.		Dept. The Fire Dept. wishes to
		Designate the donation to the Fire-
		Rescue Special Purpose Fund.

b) OTHER DECISIONS

(1) **Request to Approve Applications for Licenses to Sell Pistols and Revolvers.** Chairman Finan explained that a couple years ago the Board changed to a 3-year renewal for the license to sell pistols and revolvers with the goal to eventually get all these license holders on the same rotation for renewal. Tonight there are six applications that would all take effect tonight and carry through to May 31, 2013 at which time all six licenses will be due for a 3-year renewal. Because three of these licenses actually expire March 31, 2010, they include a two month additional extension and fee; however the RSA states licenses should only be issued for no more than 3 years. After discussion, it was decided by the Board to grant an extension to the three licenses expiring March 2010 to May 2010, and then have all six licenses renewed for 3 years from May 31, 2010 to May 31, 2013 so that they will all be on the same cycle. Selectman Putnam moved to approve the extension to the License to Sell Pistols and Revolvers to May 31, 2010 to Greg A. Danas d/b/a AG Guns Inc., Paul Livoli d/b/a Paul's Gun Shop and Nicholas D'Augustine. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0. Vice Chairman Daniels asked that these license holders now due for renewal May 31, 2010 be notified that the 3-year renewal will now be done in May 2010.

(2) **Request for Use of the Oval for the Keyes Art Festival Collaborative Event, Temporary Restriction of Some Oval Parking Spaces & Approval for Oval Businesses Conducting Sidewalk Sales.** DO-IT Executive Director Tracy Bardsley has requested the use of the Oval, Temporary Restriction of Some Oval Parking Spaces and Approval for Oval businesses to conduct sidewalk sales during the Keyes Art Group (KAG) annual Keyes Art Show on Saturday June 5 (9 a.m. – 4 p.m.) and Sunday June 6, 2010 (9 a.m.-3 p.m.). This event is expanding into a family-friendly festival having broader community appeal. Selectman Putnam moved to approve the request. Selectman Carmen seconded for discussion. Vice Chairman Daniels asked why this is coming forward to the Board; he thought this could be done administratively. Selectman Bauer felt the use of the Oval had to be approved through the Board of Selectman. Selectman Bauer also noted the times of set up and clean up are not specified, that should be noted. Chairman Finan noted that Chief Douglas also requested that the wording regarding the traffic guards be changed to reflect the an outside traffic detail will be utilized, not the Milford Police Department. All were in favor. Motion passed 5/0.

(3) **Request for Input & Approval of 2010-2011 Board of Selectman Meeting Schedule.** The draft 2010-2011 Board of Selectman meeting schedule was presented for Board input, review and approval. Selectman Carmen indicated there were 4 or 5 5th Monday forums held in 2009 but he felt that the Board used them more for a work session since there weren't many public attendees. Selectman Carmen felt if more advertising were done, couldn't the public attend the regular Board meetings? Does the Board really want to continue holding the forums since most forums do not have much attendance. Vice Chairman Daniels indicated the forums were first started at the request of a citizen. Selectman Bauer likes to have the opportunity for the public to come in to bring issues up to the Board on a night when there is no agenda and having the sign on the oval helps people to be aware; if nobody comes, the Board uses that time for a work session. Vice Chairman Daniels feels it gives the public a chance to talk to the Board if they wish. Selectman Carmen does not want anyone to think people can only talk to the Board on those nights; he wants people to understand they can come in during any meeting and the door is always open. Chairman Finan noted that there are times when people cannot get an appointment on the agenda because it's so full, but they can always come in to any Board meeting to talk about things.

On the Board of Selectman meeting schedule, it was noted that the January 30, 2011 meeting is actually January 31. Vice Chairman Daniels also asked about the proposed relevant due dates specified for majority/minority reports, etc. and whether those dates were moved up earlier than this year to accommodate the voter's guide. Guy Scaife said they were moved up based on this year's issues. All Board members concurred with dates listed.

1
2 (4) **Requests for Board of Selectman Representatives to 2010-2011 Boards, Commission, etc.** The listing
3 of Board of Selectman representatives on 2010-2011 Committees, Commissions, Boards and Organizations
4 was presented for review and approval. Selectman Carmen indicated he took on the MACC Base Board
5 and he now cannot do the Heritage Commission which meets on the same night each month. The Board of
6 Selectman member is a sitting member on the Heritage Commission. Selectman Bauer asked how many
7 members are on the full Heritage Commission. Selectman Carmen indicated he believes there are six
8 members. Selectman Bauer indicated she will sit on the Heritage Commission. Chairman Finan explained
9 the Budget Advisory Committee (BAC) was added to the list, however, he asked if this Board wishes to
10 have a representative on that committee. Chairman Finan is not sure about it, the reason to have a rep
11 would be to avoid miscommunications that occurred this year. Selectman Carmen said the BAC wanted to
12 have better communication with the Board of Selectman and their understanding is that there used to be a
13 Board of Selectman rep, but was it just a rep or a Board member that just showed up for meetings? Guy
14 Scaife thought last year the BAC did not want a Board member, but moving forward, the Moderator may
15 want to provide input for this, a liaison could be selected if desired. Vice Chairman Daniels asked if the
16 BAC meetings are televised. Guy Scaife said they are not. Vice Chairman Daniels asked why not. Guy
17 Scaife also thinks they should be televised but it may be a matter of staff availability. Vice Chairman Da-
18 niels said it would help the Board of Selectman so that there is an understanding of what is going on. In the
19 past, there has been a meeting with the BAC and Board of Selectman, but that only happened once. Using
20 the technology available, it would go a long way toward the conclusions that are being made. Chairman
21 Finan said it is important to have two individual boards. Selectman Bauer is afraid if there is a Board of
22 Selectman rep present at each meeting, it might appear it is influencing the BAC. There is a need for better
23 communication, maybe next year the Town Administrator could be used as a point person between he two
24 Boards. Chairman Finan said this Board can also invite the BAC to a meeting. Selectman Bauer noted
25 some BAC members were present at some of the Board of Selectman meetings to be informed. Selectman
26 Carmen thinks it should be on the BAC whether or not a member of the Board of Selectman is needed.
27 Once the BAC is seated this coming year, Chairman Finan said this Board could invite them to come to a
28 Board of Selectman meeting.
29

30 Selectman Putnam indicated if any Board member wants to take over the Manifest each week, he would be
31 willing to give it away since he has been doing it for three years. There were no takers.
32

33 **5. TOWN ADMINISTRATOR REPORT**

34 a) **Legislative Update.** Guy Scaife indicated that SB492 for the tax exemption for telephone poles and con-
35 duits has passed and is going to the House, but it was modified. Instead of a 4-year period to be exempt, it will be a
36 two-year exemption. Half of the pole is taxed to the electric company and the other half for the telecommunications
37 is exempted with this bill. This amended bill is for a two-year exemption and establishes a subcommittee to study
38 its impact on customers and utility pole owners. This will be the fifth time it is in study. We will see what happens
39 in the House. Representative Bergin sent these results to Guy Scaife the day after the vote.
40

41 b) **Communications Plan/Town Web Pages Update.** A new platform has been identified for use by the
42 Town of Milford and has new capabilities needed by the town. At the next EDAC meeting, a subcommittee will
43 bring forward a report making recommendations on developing the website as a tool for economic development.
44 This site is used by employees, citizens, volunteers, it needs to be an easy platform to use. The RFP was put out and
45 a tentative vendor is being looked at. A town communications plan is not in place. We have people in tonight's
46 audience that agree we need a communications plan utilizing all of the media. Dave Kirsch has been putting to-
47 gether a cursory plan on how to approach this. He is looking at pulling ten plans from other communities that have
48 gone through this. A committee will be formed in house to help develop this plan. Over the next few months, Guy
49 Scaife will report as progress is made.
50

51 c) **McLane/Goldman Dams Removal Feasibility Study Update.** Milford has received verbal confirmation
52 for two additional sources of grant funding for a feasibility study. We have also received funding from NH Charita-
53 ble Foundation, DES/EPA, and Trout Unlimited. Within the next week or so, the town should get written confirma-
54 tion on all the funding and then we will be ready to send out an RFP for an engineering firm to perform the engi-
55 neering study. A historic review will be done to see what may be at risk if the dams are removed. The entire proc-
56 ess takes about 18-24 months. This is just for a feasibility study to determine if it is practical to remove the dams
57 and its impact. The proximity of the bridge will be looked at and if the removal would add to flooding conditions.
58 All factors will be looked at and will be under the supervision of the State.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57

6. DISCUSSIONS:

a) Recommendation on the Federal Hill Road Traffic Speed Issue from the Traffic Safety Committee.

It was requested by the BOS that the Traffic Safety Committee (TSC) provide a recommendation on this Federal Hill Road issue brought up by a resident concerning the speed limit. Selectman Putnam indicated Federal Hill Road is a State road and permission would need to be requested through the State. Chairman Finan noted there has also been tree cutting done. Vice Chairman Daniels attended the last TSC meeting and they talked mostly about it being a State road and in putting up signs would cause confusion. He is not sure what signs have been installed as indicated in the TSC memo. Selectman Bauer asked if the tree cutting has helped at all. Vice Chairman Daniels could not recall if that was discussed. Selectman Bauer said the recommendation from the State would most likely be the same that the speed limit remain the same. Vice Chairman Daniels indicated it was looked at previously and found to be as it is now, in this case the study would need to be done again and the finding would most likely remain the same. Selectman Bauer understands the complaint, it is steep and narrow and windy; she would like for it to be 30 mph. There were some good points made by the person that requested the change. The complaint was made in December. If it is voted on she will vote against it because she does not have enough information. Selectman Carmen moved to table this in order to get additional information. Selectman Bauer seconded. Chairman Finan asked what information would be needed. Vice Chairman Daniels stated there should not be a discussion with a motion on the table to table. Chairman Finan, Selectman Carmen and Selectman Bauer were in favor with Selectman Putnam and Vice Chairman Daniels opposed. Motion passed 3/2. Chairman Finan suggested that Selectmen Carmen and Bauer identify what information they would like and from whom. Selectman Bauer said an email will be sent to Dawn Griska and Guy Scaife on that.

b) Oval Area Parking Concerns.

Kevin Stephens, owner of Union Street Grill, has sent a letter to the Board regarding oval parking. Chairman Finan does not think the solution (municipal parking lot) has been given a chance to work yet. Selectman Putnam indicated with no enforcement, it will not work. This has been beaten to death. If there is no overnight parking in the oval in winter, it will not work in the summer so this Board should make it no overnight parking year round. Having no overnight parking will cost nothing to the town. Selectman Bauer agreed, it has been talked about a lot – June, July and August into September and here it is again. Different people have come in. This Board looked into various options, surveys were done, and it is always going to be a problem. Chairman Finan agreed, there can be a place for overnight parking or two hour parking but the municipal lot has only been there for two months. Guy Scaife spoke with the owner of the largest apartment complex in the oval who also owns the Foodee’s building and has tenants park there overnight. They were encouraged to use the municipal lot but the tenants will still be allowed to park at Foodee’s. Selectman Carmen said the letter also suggests a problem once the overnight parking is lifted, and this Board also talked about enforcement. Why don’t we look at no overnight parking on that side of the oval. They can park on the other side of the oval. We have tried different angles but maybe need to try something more. Selectman Putnam moved to table this issue until May. The municipal parking lot has not been tried long enough and the ban is done April 15 which will give another month to monitor it. Selectman Putnam offered to keep an eye on it since he goes by there every day.

Selectman Putnam moved to table to mid-May. Selectman Bauer would like to not keep going on the same points; one thing was the question of parking at the Congregational Church, there are other events at the church, they need the parking available and that was addressed already. Selectman Carmen agreed they have tried parking in that lot when it is available but some events, such as funerals, cannot be planned. If the lot is available they don’t mind people using it but there is some uncertainty. Chairman Finan said if the problem persists, two hour parking might solve it. The problem is not overnight parking, it is transient parking. He thinks two hour parking is the answer if the municipal lot does not work. Selectman Bauer said in the good weather there are a lot more people in the oval, we need to get facts, and this is just one person’s perception. Of all the diners in the oval that particular diner has the most parking spaces available. Selectman Carmen agreed with waiting to see what happens once the parking ban is lifted. Chairman Finan seconded the motion. All were in favor. Motion passed 5/0.

7. SELECTMEN’S REPORTS / DISCUSSIONS

a) FROM SPECIAL BOARDS, COMMISSIONS & SPECIAL COMMITTEES.

Vice Chairman Daniels received input from a resident about parking on Linden Street by St. Joseph Medical Center that it is supposed to be no parking, and also indicated that coming out onto Nashua Street the parking space closest obstructs the sight distance. Vice Chairman Daniels is not sure if it is marked no parking. Selectman Putnam would like to look at the sight problems in that area. Selectman Bauer thinks DPW already has looked at that, but maybe further action needs to be taken. Vice Chairman Daniels indicated the complaint was if

there is a large vehicle parked in that spot, the sight distance is reduced. Guy Scaife will get details from Vice Chairman Daniels to look at this specific issue.

Chairman Finan met with Janet Langdell, Guy Scaife and Bill Parker about concerns with the long term planning and that the CIP was never followed up. It was not a strong committee. An issue came up of how the process should work. The Board of Selectman has not given input to the CIP committee. One good idea was to get together with them again and also to have a CIP work session to discuss the process of how the CIP should go forward with Board of Selectman goals. Long term planning is another issue to look five years out. The CIP has a lot of items coming forward. There should be a work session with Janet Langdell and Bill Parker and then the Board of Selectman can meet about the goals. Selectman Putnam asked if the CIP is mandatory or is it just in Milford. Chairman Finan said it is a Planning Board tool and it is done for impact fees; it is needed but the CIP is presented to the Board of Selectman at the end of the process and there should be Board of Selectman input. An example of this is curbside pickup which was in the CIP as a "placeholder" but the Board of Selectman has never discussed it. It was agreed that a work session would be held on Monday March 29 at 5:30 to discuss this with Janet Langdell and Bill Parker prior to the Fifth Monday public forum.

b) OTHER ITEMS (that are not on the agenda).

8. APPROVAL OF FINAL MINUTES – March 8, 2010.

A motion was made by Selectman Putnam and seconded by Vice Chairman Daniels to approve the minutes of March 22, 2010 as presented. All were in favor of approval. Motion passed 5/0.

9. INFORMATION ITEMS REQUIRING NO DECISIONS

a) Treasurer’s Report – February 2010.

10. NON-PUBLIC SESSION – RSA 91-A:3, II(a & d) –Personnel and Land Acquisition and Approval of Non-public Minutes (RSA 91-A:3, II (a) Personnel for – March 8, 2010 and RSA 91-A:3, II (a,e) Personnel/Legal minutes of March 8, 2010. Selectman Carmen moved to enter into non-public session at 8:01 p.m. to approve non-public minutes of March 8, 2010 and discuss a legal issue. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0. The minutes of this meeting were sealed on a motion made by Selectman Putnam and seconded by Selectman Carmen. All members were in favor. After discussion, Selectman Putnam moved to come out of non-public session at 9:05 p.m. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

Chairman Finan announced that in non-public session, two sets of non-public minutes of March 8, 2010 were approved. The Board then discussed an issue regarding a possible land acquisition as well as a personnel issue. No decisions were made, no votes were taken.

11. ADJOURNMENT:

There being no further business to come before this Meeting, Selectman Putnam moved to adjourn at 9:08 p.m. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

Tim Finan, Chairman

Gary L. Daniels, Vice Chairman

Katherine Bauer, Member

Nate Carmen, Member

Mike Putnam, Member