

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
November 9, 2009

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

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

INSTRUCTIONS: Chairman Finan called the meeting to order at 5:25 p.m. The Board went directly into the 5:30 p.m. non-public session. After non-public session, at 6:25 p.m. Chairman Finan opened the public meeting and welcomed those in attendance to the Board of Selectman meeting. Following introductions of Board members and the Town Administrator, Chairman Finan led the audience 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 use a microphone in order to be heard on the PEG Access live broadcast.

2. APPOINTMENTS:

5:30 p.m. – Non-Public Session (RSA 91-A:3; II(d) Land Acquisition. Selectman Putnam moved to enter into non-public session for the discussion regarding land acquisition in accordance with RSA 91-A:3; II(d). Vice Chairman Daniels seconded. Members were polled individually and assented to enter into non-public session for the discussion of land acquisition. After discussion, Vice Chairman Daniels moved to come out of non-public session at 6:20 p.m. Selectman Putnam seconded. All were in favor. Chairman Finan announced that in non-public session the Board discussed land acquisition; no decisions were made nor votes taken.

6:40 p.m. – 2010 Warrant Article Proposal – Non-Emergency Medical Transport & Shopping Bus Service.

Members of the Souhegan Valley Transportation Collaborative (SVTC) were in attendance to discuss this issue with the BOS. Members in attendance were Janet Langdell, Marcia Nelson, Ruth Heden, Bill Parker, Jim Belanger and Ellen Groh. Janet Langdell explained this was the first year of the Souhegan Rides. This service serves Amherst, Brookline, Hollis and Milford. Phase 1 was the Pilot program which ran October 1, 2008 through October 1, 2009. Janet continued that the service runs Tuesday, Wednesday and Thursdays 8:00-4:00 p.m. The Nashua Transit Service provides the administration and bus drivers. The service has collected ridership and usage information. Thursday shopping rides have been added, since then 18 residents have utilized that service. There are currently over 100 rides per month; some of the ridership is from the shopping days, but not all. Milford residents are using the service the most. Public outreach activities have been done to gather riders. There is a new website, www.souheganrides.org. There has been financial support from individuals and organizations; the rides cost \$2.00 each way and \$44,000 was raised for the pilot program. SHARE and Hollis Seniors are co-sponsoring the voucher program. The Souhegan Valley Transportation Collaborative is seeking continued financial support from the towns. Milford is key to this. Amherst will be looking into the fee being added to town car registrations to be used to support SVTC. Brookline will be adding a line item to the budget for this program. Hollis wants to continue support through the motor vehicle registration fee. The SVTC wants to expand the types of rides it provides and possibly expand to Mont Vernon, Wilton and Lyndeborough. A Warrant Article would be requested for a set financial amount which is what was done last year and passed overwhelmingly. Milford could also look at the motor vehicle registration fee.

Jim Belanger, Hollis, has served on the BOS and Budget Committee in Hollis and indicated the motor vehicle registration fee is an option. In March, Milford could ask voters to support this through a Warrant Article and establish a Capital Reserve Fund and use those funds for the SVTC. Through this process, a small fee is added to each vehicle registration and is put in the capital reserve fund for the transit system; things like motorcycles and antiques would be excluded. Hollis has not received any complaints. This fee would be once per year at vehicle registration and Mr. Belanger would urge Milford to do it as well. Selectman Bauer asked how much is the fee? Mr. Belanger indicated Hollis added a fee of \$1.00 to each vehicle, but it should have been higher. Ruth Heden has used the bus service; it is efficient and welcoming and the driver is an asset to the service. Ms. Heden was very pleased. Bill Parker, Director of Community Development, recently read an article on rural transit systems and the

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1 economical benefits of them. The Transportation Master Plan has transit services as part of it; it is important for
2 economic development as well. Matt Waitkins, NRPC, indicated that regional transportation fits in with NRPC
3 goals, this has been a grass roots project, and last October this service began and is doing very well; a year later
4 there are over 100 trips per month and that is considered a success. The demand will continue to increase.
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6 Chairman Finan indicated the SVTC is seeking \$37,000 this year; last year it was \$20,000 on a Warrant Article.
7 Janet Langdell noted the vote was very good in 2008; all of the rides given and all of the money collected is showing
8 each ride costs about \$32. NRPC feels that is in the ballpark for the service. Can that cost get down? Yes, by
9 increasing ridership. Selectman Carmen suggested this looks like it is going well, it looks like Milford contributions
10 are in line but it looks like other town contributions need to be aligned. Ms. Langdell indicated if you look at the
11 rides provided, the towns are contributing an appropriate amount; it is currently anticipated that Amherst will be
12 increasing ridership. Selectman Carmen stated the usage by Milford might decline if other towns increase their use.
13 Ms. Langdell said that is where Wilton, Lyndeborough and/or Mont Vernon could be brought in. Vice Chairman
14 Daniels asked if each ridership represents one person. Ms. Langdell said that is correct. Selectman Bauer asked if
15 the October 2009 figures are available. Ms. Langdell responded that in October 2009 there were 143 rides.
16 Chairman Finan asked if it could be due to the economy. Ms. Langdell does not think the economy is relevant;
17 ridership information is not kept by the service, more people are trying it, and a couple of calls have come in from
18 people that are not seniors and need physical therapy or whatever and cannot get themselves there; it does not seem
19 to be driven by the economy.
20

21 Jim Belanger added that he is seeing a lot of people that want to sign up in case they need it this winter. Ridership is
22 increasing, Brookline and Hollis do not have housing complexes like Milford. Chairman Finan is in support of
23 funding this via general taxation versus a motor vehicle fee, if there is an automatic fee on vehicle registrations, you
24 do not get the housing complexes; funding this via taxation will reach all of the residents. Ruth Heden indicated that
25 by having the fee on the motor vehicle registration, it is a solid base of income. Guy Scaife asked how many
26 registrations Milford has. Ms. Langdell responded about 13,000, maybe between 14,000-16,000 so a fee of about
27 \$3.50 per vehicle would cover the request. If there is an excess of funds in that account, could it be used for
28 sidewalks? 10% of registration fees can be kept by the Town Clerk and Janet Langdell wants to have a little wiggle
29 room. Selectman Carmen would like to have it at a real number. Chairman Finan noted that residents just got hit
30 with a huge increase in motor vehicle costs by the State increase. Ms. Langdell asked if the Board wants to discuss
31 this further and meet again with SVTC at another time. Jim Belanger noted last year Hollis had a petition article;
32 but that would be a choice this Board has to make. The BOS took this under consideration.
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34 **7:10 p.m. – 2010 Warrant Article Proposals – Kaley Park Phase II and 4th of July Celebration.** Walter Smith,
35 Recreation Commission Chairman, presented the Recreation requests for the 2010 budget including a request for
36 \$25,000 in the operating funds to complete the remainder of the Kaley Park effort. Kaley Park is currently open to
37 the public, the grand opening was postponed to Spring 2010. The Recreation Commission needs about \$50,000 to
38 complete the playing fields, a canoe launch and fencing; however, the Commission is seeking \$25,000 from the
39 Town with the balance to be raised through fundraising. If the \$25,000 is put on a Warrant Article, those funds must
40 be spent only on Kaley Park; the Recreation commission will seek donations and grants without further cost to tax-
41 payers. Walter Smith is confident they can raise the other \$25,000 and would prefer it to be in the budget rather
42 than a Warrant Article. Chairman Finan indicated this is not to expand the usage, it is just to get the practice fields
43 complete; no games will be played so that it does not increase traffic at that intersection. Mr. Smith responded that
44 is the plan, there could be t-ball or field hockey games which do not generate the traffic, but they want to finish the
45 grass for practice fields which are desperately needed in town, especially due to the plans for work to be done at
46 Keyes Field (Fletcher site) and Adams Field (Osgood Pond) which could be affected in 2010 and 2011. If there is a
47 traffic problem, the police will be brought in for traffic control.
48

49 Chairman Finan asked if this will be booked through Recreation. Nicole said it will, once the fields are open, it will
50 be managed through Recreation; it is something we can start at a level we feel comfortable with and work closely
51 with other departments. If there are events at the field, the sponsor would work through the Recreation Department
52 for its use. Guy Scaife noted that critical events will be happening in town, the Fletcher site which will impact
53 Keyes Field events and activities as well as Osgood Pond dredging, which will affect Adams Field. These activities
54 could occur in the same timeframe. With the current economy, the Recreation Department has had an unbelievable
55 increase in demand; Kaley Park is a jewel of property that the town has made leaps and bounds of progress to get it
56 where it is today; the field down there needs to be expanded. With this plan, a walking trail will be completed and
57 there are some scout efforts looking to build a canoe launch. Guy Scaife thinks in preparing for the future and to
58 keep this project going, the town is so close, it needs to finish it now. Selectman Bauer noted that the Conservation

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Commission supported this at the beginning and were promised a walking trail along the river and they still support it; signage will also be added along the trail. Nicole Banks, Recreation Director, is looking for \$25,000 in the budget, and wants to find matching funds to complete Kaley Park; the town is facing field closures due to the work to be done at Keyes Field and Osgood Pond. Kaley Park can help to provide practice space; the larger picture is that what has been done will provide a place for everyone to enjoy. It is something people can enjoy and provide recreation as this park was intended. The Commission is looking into walking trail funding for educational purposes. It is planned that the park will be officially opened spring 2010. The Kaley Foundation is in support of finishing this project. Chairman Finan asked about the increase in use of Keyes Field. Nicole Banks indicated Keyes Field saw an increase in pavilion use, stage use and pool use, requiring the addition of one porta-potty; additional revenue of about \$1,000 came in for pavilion use. There is a need in town for park facilities and recreational facilities.

Vice Chairman Daniels asked about the Kaley flooding and if the river floods over, what is the probability of the fields flooding? Mr. Smith responded that it is all grass and after any flooding at MCAA fields, the grass was still there; he does not see flooding as a big problem. Bill Parker indicated the site is in the 100-year flood plain which means there is a 1% chance a year of a flood of that magnitude, but its chances are based on the 100-year flood. Bill Ruoff indicated he is very much in support of this project and will do everything to make this as economical as possible. If the field floods, he does not think there would be significant damage. There will be clean up, but not damage as far as erosion. It would be a cleanup effort, not a repair effort. Selectman Bauer projects this will impact the other fields, the fields the town has now are maxed out. Walter Smith agreed and stated the Recreation Commission is now putting money into the old police station fields because more field space is needed. Chairman Finan indicated the revolving fund was always for programs, not for fields but in recent years, the Recreation Commission has stepped up and spent funds on a lot of extra expenses. This request was taken under consideration by the Board.

Walter Smith asked if the Fireworks should be a Warrant Article in 2010. He thinks it should, it has been 20 years that the town has done fireworks, last year it did not pass; which also affected other organizations that fundraise including MCAA and the after school program that runs the concession stand at Keyes Field. The businesses support town activities and the fireworks is a good way for the town to support the businesses. Selectman Bauer thought it should be presented to voters and see what happens. Chairman Finan liked the bonfire done this year and thought it might be worth another try this coming year, but he supports asking the voters if they want fireworks. Bill Ruoff's opinion was that fireworks are a waste of money. However, Walter Smith changed his mind when talking about the businesses and that people are spending money in town - it is a legitimate point. Bill Ruoff would recommend doing the bonfire like this year and also having the fireworks on the warrant and let the voters decide. Chairman Finan indicated if the Recreation Commission is in favor, they should bring in a Warrant Article for the Board to consider.

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

4. DECISIONS

a) CONSENT CALENDAR. Chairman Finan asked if there were any items to be removed from the Consent Calendar. He explained that if they are taken off the Consent Calendar, they will be discussed fully; otherwise they will be accepted together without discussion. There were no items removed for discussion. Selectman Putnam moved and Selectman Bauer seconded to approve the Consent Calendar as follows, with all members in favor.

(1) Acceptance of Unanticipated Funds Under \$5,000 (RSA 95(b)). A request was made and approved by the Board of Selectman for the acceptance of unanticipated funds under \$5,000 as detailed below:

Source	Amount	Purpose
Milford Drive In Theater	\$ 250.00	General donation to the Police Department. The Police Department wishes to designate the Donation to the Law Enforcement Memorial Special Purpose Fund.
Milford Drive In Theater	\$ 250.00	General donation to the Fire Department. The Fire Department wishes to designate the Donation to the Fire Rescue Donations Special Purpose Fund.
Kaley Foundation	\$3,319.00	Donation from the Kaley Foundation to the Milford Recreation Department for electrical work at Kaley Field and the park opening in 2010.

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2 (2) **Request for Acceptance of Property Tax Warrant – Second Half 2009.** A request was made by the
3 Milford Tax Collector for the Board to authorize the collection of the second half year 2009 property taxes
4 in the amount of \$15,661,875.31 less abatements in the amount of \$86,778.22 for a net sum to be collected
5 in the amount of \$15,575,097.09. This request was approved by the Board of Selectman.
6

7 **b) OTHER DECISIONS**

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9 **5. TOWN ADMINISTRATOR REPORT**

10 **a) McLane / Goldman Dams Removal Feasibility Study Update.** Town Administrator Guy Scaife indi-
11 cated the Feasibility Study for Dam Removal is to pursue funding for a feasibility study to evaluate if it is prudent,
12 cost effective and feasible to look at dam removal. The preproposal was submitted, then an interview was con-
13 ducted, for which Milford scored first out of twelve, therefore Milford was put in a strong position and now moves
14 forward. A project manager will be assigned and a full proposal is due December 4. The staff has been asked to
15 track the time spent on this project. Chairman Finan asked what it means to score first. Guy Scaife responded that
16 Milford has two bodies of impaired waters and that is the big driver; there were 17 letters of support submitted with
17 the pre-proposal and a lot of public outreach was done which showed interest in this effort. Milford will not know
18 about the grant until early December. The local chapter of Trout Unlimited has indicated they will apply to the Na-
19 tional Organization for a \$10,000 grant to support the town in this effort. If successful, the money would offset a
20 portion of the matching monies that are required. Two other sources that will be pursued have been identified. Last
21 week Guy met with the Historical Society. After the study is done, it could indicate that dam removal is not feasi-
22 ble.
23

24 **b) Miscellaneous.**

25 The Garden Street parking lot was paved this morning, the base coat is down, it still needs striping and the fence
26 has some privacy slats to be added. The lot should be open tomorrow. Selectman Bauer indicated the lighting at the
27 parking lot is much better. The School Board has made a donation toward the paving of this lot. Vice Chairman
28 Daniels also expressed thanks to the School Board for assisting the town for this parking lot which will benefit both
29 the town and school. Selectman Putnam asked if the town can encourage people to park in the new lot rather than
30 on Elm Street. Guy Scaife was not aware there was a problem on Elm Street. Selectman Putnam indicated school
31 drop off and pickup creates a parking situation on Elm Street.
32

33 Prior to the fifth Monday forum November 30, DPW and Community Development would like to present the
34 needs relevant to storm water plans and EPA maintenance and to enhance the GIS operation. They have requested
35 one and a half hours of the Board's time. It looks like stormwater management will need to be in the CIP. The fo-
36 rum is at 7 p.m. on November 30; and Guy would like to meet before the forum at 5:30 for that presentation. All
37 concurred.
38

39 The 101 highway project improvements which runs from Wallace Road to the Route 114 intersection in Bed-
40 ford was not included in the 10-year DOT plan and the Bedford City Council has requested Milford's support since
41 that seems to be a choke point on Route 101 for east/west travel. Guy has drafted a note for Chairman Finan to sign
42 that Milford is in support of Bedford and that it is a critical point for that traffic. All members concurred.
43

44 A supplemental tax warrant was presented for Southern NH, for which Ms. Noel, Town Assessor, indicated was
45 due to an error in the "Payment In Lieu of Taxes" for this property. The supplemental warrant was in the amount of
46 \$12,960.99.
47

48 **6. DISCUSSIONS:**

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50 **7. SELECTMEN'S REPORTS / DISCUSSIONS**

51 **a) FROM SPECIAL BOARDS, COMMISSIONS & SPECIAL COMMITTEES.**

52 Selectman Putnam received a complaint from the owner of the Fish Bowl that people have been parking in
53 front of her business all day. Chairman Finan also indicated that South Street has a speed limit sign for 35 then right
54 after one for 30 mph, which causes some confusion. Guy Scaife said he will look into that problem.
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1 Vice Chairman Daniels indicated the issues sent to the Traffic Safety Committee (TSC) will be brought up at
2 the next TSC meeting; no final decision has been made yet.

3
4 Selectman Putnam asked if Vice Chairman Daniels has done anything on the towing policy yet. Vice Chairman
5 Daniels said nothing has been done yet. Vice Chairman Daniels indicated the Recycling Committee will meet No-
6 vember 12 at 4:30 p.m. at Town Hall; the committee is still looking for members.

7
8 **b) OTHER ITEMS (that are not on the agenda).**

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10 **8. APPROVAL OF FINAL MINUTES – October 13, 21 & 26, 2009 and November 2, 2009.**

11 A motion was made by Selectman Putnam and seconded by Selectman Bauer to approve the minutes of October 13,
12 21, 26 and November 2, 2009 as presented. All were in favor. Motion passed 5/0. Vice Chairman Daniels asked
13 that Dawn Griska look into the approving of multiple minutes in one motion (through LGC) and whether or not that
14 is acceptable. Guy Scaife noted to have Dawn look at that.

15
16 **9. INFORMATION ITEMS REQUIRING NO DECISIONS**

17
18 **10. NON-PUBLIC SESSION – Non-public Session Approval of non-public minutes (RSA 91-A:3, II (b&d) –**
19 **Personnel and Land Acquisition of October 26, 2009 and RSA 91-A:3, II(d&e) Land Acquisition & Legal**
20 **Non-Public Minutes of November 2, 2009).** Selectman Putnam moved to enter into non-public session at 7:59
21 p.m. to approve non-public minutes of October 26 and November 2, 2009 and to discuss a personnel and a land ac-
22 quisition issue. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

23
24 Selectman Putnam moved to unseal the non-public minutes of October 26, 2009. Vice Chairman Daniels seconded.
25 All were in favor. Motion passed 5/0.

26
27 Selectman Putnam moved to approve the non-public minutes of October 26, 2009 as presented. Vice Chairman Da-
28 niels seconded. All were in favor. Motion passed 5/0.

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30 Selectman Putnam moved to reseal the non-public minutes of October 26, 2009. Vice Chairman Daniels seconded.
31 All were in favor. Motion passed 5/0.

32
33 Selectman Putnam moved to unseal the non-public minutes of November 2, 2009. Vice Chairman Daniels
34 seconded. All were in favor. Motion passed 5/0.

35
36 Selectman Putnam moved to approve the non-public minutes of November 2, 2009 as presented. Vice Chairman
37 Daniels seconded. All were in favor. Motion passed 5/0.

38
39 Selectman Putnam moved to reseal the non-public minutes of November 2, 2009. Vice Chairman Daniels seconded.
40 All were in favor. Motion passed 5/0.

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42 After the approval of non-public minutes of October 26, and November 2, 2009 and after a discussion regarding
43 personnel and land acquisition, Selectman Putnam moved to come out of non-public session at 8:06 p.m. Vice
44 Chairman Daniels seconded. All were in favor. Motion passed 5/0.

45
46 Chairman Finan announced that in non-public session, the Board approved non-public minutes of October 26, and
47 November 2, 2009 and discussed a personnel and a land acquisition issue with no further decisions being made.

48
49 **11. ADJOURNMENT:**

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51 There being no further business to come before this Meeting, Selectman Putnam moved to adjourn at 8:07 p.m.
52 Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

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Tim Finan, Chairman

Mike Putnam, Member

Gary L. Daniels, Vice Chairman

Katherine Bauer, Member

Nate Carmen, Member