

**APPROVED**  
**MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING**  
November 23, 2009

**PRESENT:** Tim Finan, Chairman  
Gary Daniels, Vice Chairman  
Mike Putnam, Member  
Katherine Bauer, Member  
Darlene J. Bouffard, Recording Secretary

**EXCUSED:** Guy Scaife, Town Administrator  
Nate Carmen, Member

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

**INSTRUCTIONS:** Chairman Finan called the meeting to order at 5:30 p.m. and welcomed those in attendance to the Board of Selectman meeting. Following introductions of Board members, 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. – Departmental Update – Assessing.** Town Assessor Marti Noel was in attendance for this presentation. Ms. Noel provided the information regarding assessing and BTLA appeals. Ms. Noel noted there are currently 530 Veteran’s Credits, totaling \$173,000, there are also disabled veteran’s credits and charitable organizations exemptions. There were 139 abatements processed so far in 2009. Building permits also get processed in Assessing to ensure properties are valued in full. Sales verifications, equitable ratio, foreclosures and bank sales are tracked. Ms. Noel determines the validity of sales. A trial ratio study of about 116% which means the market values are about 120% off market value. The State requires revaluation every five years, in that effort, we are trying to look at every property in town; to date 2200 have been visited so far and it is on track. The exemptions and Veteran’s credits are being audited to ensure they are appropriately classified. Ms. Noel indicated that Stephanie Tetley has done an outstanding job and has been an asset to the department. The policy for BTLA has changed, effective 9/8/09, the abatement requests can be appealed to BTLA but they must provide an appraisal at the appeal. Selectman Bauer asked how the GIS website is doing and when it is expected to be up. Ms. Noel has seen a demonstration but since Sarah Marchant is working on it she does not have that information, the hopes are to get it up soon. Selectman Bauer asked if it will be weeks or months. Ms. Noel responded they expect it to be complete in a short period of time. Chairman Finan asked if that will be available to the public through the internet. Ms. Noel responded that it will be on the town website and will be good to have. Vice Chairman Daniels asked if there is a set Veteran’s Credit or a range. Ms. Noel explained the full Veteran’s Credit is \$300 if the Veteran owns 100% of the property and has an honorable discharge. They do not typically get more than \$300 but can get less if they do not own 100% of the property. There are also some that get more, for which she has a breakdown. Chairman Finan thanked Marti for the presentation.

**6:00 p.m. – 31:95(b & e) Public Hearing for Acceptance of Unanticipated Funds Over \$5,000 and Gifts Over \$5,000.** Chairman Finan opened the public hearing at 6:05 p.m. Chairman Finan read the listing of funds and property over \$5,000 as follows:

<u>AMOUNT</u>	<u>SOURCE</u>
\$13,358.00	Federal Grant – FY2009 JAG 2009-G9094-NH-DJ Funding for the purchase of a less lethal weapons system (tasers) and training
\$ 5,000.00	Host Homes Program – Donation from Kaley Foundation
\$ 5,000.00	Milford Mediation Program – Donation from Kaley Foundation
\$ 991.43	Host Homes Program – Donation from Granite Baptist Church, Inc.
	Donation of 2 Vidacare EZ-10 Intraosseous Needle Systems with a total donated Value of approximately \$3,040. Items were donated by the Milford Volunteer Ambulance Association to the Milford Ambulance Department.

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1 Chairman Finan asked if there were any questions or additional information to be provided. Captain Chris Nervik,  
2 Milford Police Department, indicated there are no matching funds required for the JAG grant. Vice Chairman  
3 Daniels thinks the \$991.43 is very clear that the check is made out to Host Homes, but the other donation to the  
4 Conservation Commission should be checked on. There was no further discussion. The public hearing was closed  
5 at 6:08 p.m. Selectman Putnam moved to accept the unanticipated funds as presented. Selectman Bauer seconded.  
6 All were in favor. Motion passed 4/0.  
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8 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)**

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10 **4. DECISIONS**

11 a) **CONSENT CALENDAR.** Chairman Finan asked if there were any items to be removed from the Consent  
12 Calendar. He explained that if they are taken off the Consent Calendar, they will be discussed fully; otherwise they  
13 will be accepted together without discussion. Selectman Putnam asked that item 4a(3) be removed for discussion.  
14 Selectman Putnam moved and Vice Chairman Daniels seconded to approve the Consent Calendar as follows with  
15 the exception of item 4a(3), with all members in favor.  
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- 17 (1) **Request for Full Release of Securities (Map/Lot 10-1-1).** It was requested by Sarah Marchant, Town  
18 Planner, for the full release of securities for Bell Atlantic/Crown Castle Atlantic, LLC in the amount of  
19 \$41,772.49 plus interest being held in cash escrow for the telecommunications tower off McGettigan Road.  
20 Request was granted by the Board of Selectman.
- 21 (2) **Request for Partial Release of Securities (Map/Lot 8-79).** A request was made by Sarah Marchant,  
22 Town Planner, for the partial release of securities for 1-16 Lee Ann Drive, LLC in the amount of  
23 \$31,840.00 leaving a balance of \$5,800 until remaining work is completed. This request was granted by  
24 the Board of Selectman.
- 25 (3) **Request for Acceptance of Donations to the Forest Fund Per RSA 36-A:4 (2).** This item was removed  
26 from the Consent Calendar for discussion. The Conservation Commission requested permission to accept a  
27 generous donation of \$991.43 from the Granite Baptist Church. After some discussion regarding the  
28 amount and the donating organization being the same as the Host Homes Donation on the Public Hearing  
29 listing at the 6:00 appointment, it was decided to table this request to investigate further. This item will be  
30 brought back to the Board agenda at a future meeting.
- 31 (4) **Request for Approval of (1) Property Tax Abatement Application.** A request was made by Marti Noel,  
32 Town Assessor, to approve a clerical error made in the amount of \$.79. This request was granted by the  
33 Board of Selectman.
- 34 (5) **Request for Permission to Allow Horse Drawn Carriage Rides During Jingle on Downtown Holiday**  
35 **Event.** DO-IT Director Tracy Bardsley has requested permission to stage horse drawn carriage rides on  
36 Middle Street on Saturday, December 5 from 1-5 p.m. during the Jingle Downtown Holiday Stroll as was  
37 done in 2008. This request was granted by the Board of Selectman.  
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39 **b) OTHER DECISIONS**

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41 **5. TOWN ADMINISTRATOR REPORT**

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43 **6. DISCUSSIONS:**

44 (a) **Request to Incentivize Participation in United Way Campaign.** Ruth Bolduc, HR Director, has re-  
45 quested Board input in offering an incentive to employees to donate to the United Way by offering employees to  
46 donate one hour per month pay in exchange for one extra day off per year. This is being proposed to encourage em-  
47 ployees to donate money to the United Way which provides support to many organizations. The HR Director rec-  
48 ommendation is to provide this incentive to employees to increase participation. Selectman Putnam does not think  
49 the Board should do it; if people want to donate they can, the town should not offer incentive for employees to do-  
50 nate. Selectman Bauer indicated the employee can choose to contribute to a specific organization. Vice Chairman  
51 Daniels thinks employees should be encouraged to give if they can to any charity, but in this proposal, the town pays  
52 as well. One hundred employees that participate would add up to 100 days of paid leave and affect productivity  
53 which ends up falling on someone else; he encourages people to give to charity when they are able but not to bring  
54 in the taxpayers. The current employee benefits are fair and he does not see that it is necessary to have taxpayers  
55 pay for another day off. Selectman Bauer indicated that Vice Chairman Daniels is looking at the worst case scena-  
56 rio, not everyone will do this. Because people can select the charity it will probably be lower. It concerns Chairman  
57 Finan that the town will end up paying for this and he wonders if it needs more thought. Selectman Bauer noted that  
58 these charitable organizations, like SHARE, are hurting and the town may end up getting twenty employees to sign

1 up. Vice Chairman Daniels said the town is hurting too and does not have the money to spend. Selectman Bauer  
2 said taxes have gone up, but she is talking about people that SHARE helps; it hurts everyone; but we could be a little  
3 more generous for the people who are down and out, the people that SHARE helps are really hurting. Selectman  
4 Putnam moved to deny the request to offer incentive for the United Way campaign. Vice Chairman Daniels  
5 seconded. Selectman Putnam and Vice Chairman Daniels in favor with Chairman Finan and Selectman Bauer op-  
6 posed. Motion failed 2/2. Vice Chairman Daniels moved to approve the proposal but encourages people to vote no.  
7 Selectman Putnam seconded. Selectman Bauer in favor, with Selectman Putnam, Vice Chairman Daniels and  
8 Chairman Finan opposed. Motion failed 1/3.

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

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

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14 MIDC is officially dissolved; the money left in the bank will come back to the town with the recommenda-  
15 tion for it to be given to the EDAC (\$7,150). Selectman Bauer indicated a ZBA work session was held last week at  
16 which Bill Drescher provided an update from Legislation for new requirements for variances. Vice Chairman Da-  
17 niels indicated the Recycling Committee met November 12 and had an organizational meeting to catch up on what  
18 has been done. Dawn Griska will distribute some documents to members about the Transfer Station. Another meet-  
19 ing will be held December 10 and the committee is still looking for additional members. Chairman Finan indicated  
20 the PEG Committee is currently working on by-laws and would like to change their name to the Granite Town Me-  
21 dia Advisory Committee. Selectman Bauer thinks it is a good idea but since the BOS created the committee, there  
22 should be a vote to change the name. The PEG Committee will present to this Board once the plan is finalized.  
23 Also, the PEG Committee would like to have a Warrant Article to follow up on the revolving fund that passed in  
24 March 2009. The WA only created the fund and they would like to add to it a list of possible funding sources to  
25 include the franchise fees. Chairman Finan talked with Jack Sheehy on this and they are getting the specific word-  
26 ing from LGC. Vice Chairman Daniels asked if that proposal will include an explanation of what they are doing.  
27 The PEG Committee should come in to talk about what they are doing and what is the future plan. Some things  
28 need to be clarified. The people paying the franchise fees are paying more toward the general fund than other tax-  
29 payers because it goes into the general fund. It was agreed to hold off on changing the name until the PEG Commit-  
30 tee provides an update and a formal request. Chairman Finan indicated this Board also needs to discuss the request  
31 from the Recreation Commission for \$25,000 – this will await Selectman Carmen's attendance.

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

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35 **8. APPROVAL OF FINAL MINUTES –November 9, 2009.**

36 A motion was made by Selectman Putnam and seconded by Vice Chairman Daniels to approve the minutes of No-  
37 vember 9, 2009 as presented. Selectman Bauer requested that Bill Parker and Jim Belanger be added to the atten-  
38 dees from the SVTG on Page 1 line 33/34 and to remove the sentence on line 33 beginning with Shortly. All were  
39 in favor of approving with the amendments requested. Motion passed 4/0.

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41 **9. INFORMATION ITEMS REQUIRING NO DECISIONS**

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43 **10. NON-PUBLIC SESSION – Non-public Session Approval of Non-public Minutes (RSA 91-A:3, II (b&d) –**  
44 **November 9, 2009 and November 17, 2009).** Selectman Putnam moved to enter into non-public session at 7:05  
45 p.m. to approve non-public minutes of November 9 and November 17, 2009. Vice Chairman Daniels seconded. All  
46 were in favor. Motion passed 4/0.

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48 Selectman Putnam moved to unseal the non-public minutes of November 9, 2009. Vice Chairman Daniels  
49 seconded. All were in favor. Motion passed 4/0.

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51 Selectman Putnam moved to approve the non-public minutes of November 9, 2009 as presented. Vice Chairman  
52 Daniels seconded. All were in favor. Motion passed 4/0.

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54 Selectman Putnam moved to re-seal the non-public minutes of November 9, 2009. Vice Chairman Daniels  
55 seconded. All were in favor. Motion passed 4/0.

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57 Selectman Putnam moved to unseal the non-public minutes of November 17, 2009. Vice Chairman Daniels  
58 seconded. All were in favor. Motion passed 4/0.

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2 Selectman Putnam moved to approve the non-public minutes of November 17, 2009 as presented. Vice Chairman  
3 Daniels seconded. All were in favor. Motion passed 4/0.

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5 Selectman Putnam moved to re-seal the non-public minutes of November 17, 2009. Vice Chairman Daniels  
6 seconded. All were in favor. Motion passed 4/0.

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8 After the approval of non-public minutes of November 9, and November 17, 2009 and after a discussion regarding  
9 land acquisition, Selectman Putnam moved to come out of non-public session at 7:40 p.m. Vice Chairman Daniels  
10 seconded. All were in favor. Motion passed 4/0.

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12 Chairman Finan announced that in non-public session, the Board approved non-public minutes of November 9 and  
13 November 17, 2009 and discussed a land acquisition issue with no further decisions being made.

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15 **11. ADJOURNMENT:**

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17 There being no further business to come before this Meeting, Selectman Putnam moved to adjourn at 7:41 p.m.  
18 Vice Chairman Daniels seconded. All were in favor. Motion passed 4/0.

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24 Tim Finan, Chairman

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28 Mike Putnam, Member

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34 Gary L. Daniels, Vice Chairman

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38 Katherine Bauer, Member