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**APPROVED (AMENDED 2/8/10)**  
**MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING**  
December 14, 2009

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

**EXCUSED:** Mike Putnam, Member

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

**INSTRUCTIONS:** Vice Chairman Daniels moved to enter into non-public session for the 5:00 and 5:15 p.m. appointments, with Selectman Carmen seconding with all in favor. After the non-public appointments, Chairman Finan called the public meeting to order at 5:32 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:**

**5:00 p.m. – Non-Public Session – Land Acquisition.** After entering non-public session there was discussion regarding land acquisition with the result being that in non-public session there was a vote taken for land acquisition using Conservation Commission money existing in its current budget *AMENDMENT as follows: Vice Chairman Daniels moved to grant permission to the Conservation Commission to acquire the Milford portion of the Shelburne property (parcel 45-20) using existing funds in the Conservation Commission budget. Selectman Carmen seconded. All were in favor of the motion. Motion passed 4/0.*

**5:15 p.m. – Non-Public Session – Legal.** After coming out of non-public session, Chairman Finan announced there was a discussion regarding a legal issue with no votes taken.

**5:30 p.m. – 2010 Warrant Article Proposal – Pumpkin Festival, Holiday Decorations and Plantings and DO-IT Operating Budget Support.** Tracy Bardsley, DO-IT Executive Director, introduced Alan Woolfson and Kent Chappell of the DO-IT Board of Directors who would like to bring forward two Warrant Articles for DO-IT for the Pumpkin Festival, Holiday Decorations and Plantings and also the DO-IT Operating Budget support. Ms. Bardsley provided a summary of DO-IT activities for 2009. The Pumpkin Festival alone brought in 25,000 visitors to the community over a three day period; through a study done at Plymouth State University on NH Tourism, it was quantified that the Pumpkin Festival provided approximately \$1.9 million in revenue to the local economy, which is the town as a whole, not just the oval. People visited the festival, bought gas, ate at local restaurants, shopped at grocery stores and stopped at convenience stores throughout the weekend, bringing that amount of revenue into the community during these difficult economic times. The DO-IT Board of Directors continues to apply for grants; a \$50,000 grant was awarded and will be given to a local business as an interest-free loan to improve their business. A Federal Transportation Enhancement grant was also applied for and will help with the town match for South Street if awarded. Milford scored in the top two that applied so the town is in a good position and hopeful that the grant will be awarded to Milford. \$290,000 in grant funds came in during 2009, some of which will assist in a re-design of the town website and serve in the oval improvements effort. The Keyes Art Show on the first weekend in June will be done as an “Arts Festival” in 2010 to create an event that has more economic impact on the area. The summer lunch concert series will continue as will the Holiday Stroll and Pumpkin Festival. DO-IT plans to work with the Conservation Commission on the Rail Trail system and it is hoped that it will be more like the Nashua Trail system.

Last year, the Warrant Article for the Pumpkin Festival, Holiday Decorations and Plantings was reduced by 50% due to the economy, however, the savings account that has been built over several seasons needed to be used this year. As a 501c(6) organization, DO-IT needs to show a reserve. The organization must have a budget and show that it is viable and has a reserve. Ken Chappell spoke about the balance of \$51,000; last year it was at \$67,000 but

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1 it has been drawn down. The Pumpkin Festival in 2009 provided a little less revenue than the year before. Mr.  
2 Chappell said he has been doing this for a long time and he has seen this fluctuation, and the funding from the town  
3 was cut in half, but in order to maintain what the town wants, it can't continue to be cut in half. Chairman Finan  
4 asked for questions from the Board.  
5

6 Alan Woolfson indicated DO-IT is requesting to hold the Pumpkin Festival, at \$15,000 this year and hopefully next  
7 year get back up to the \$20,000. The DO-IT budget was cut last year from \$20,000 to \$10,000 and they are also  
8 asking for that to get back up to \$15,000 this year and \$20,000 next year. Vice Chairman Daniels asked how the  
9 business loan fund is normally run. Alan Woolfson responded that this is new for DO-IT; the facade improvement  
10 program was available but this loan fund goes beyond that with \$50,000 going into a fund to loan to small  
11 businesses; this is through HUD and loaned out interest free. When the money is paid back, it continues to get  
12 loaned out to other businesses. Vice Chairman Daniels asked if any of the town money will be used for that. Alan  
13 Woolfson responded that it will not be town money, only the grant money. It is the concern of Vice Chairman  
14 Daniels that tax payer money not be used by businesses to improve their property. Ms. Bardsley said it is grant  
15 money that will be designated as a loan to the business; the banks are not lending right now and small businesses  
16 would not qualify for a loan. Milford had two revolving loan funds which were never paid back, so DO-IT will have  
17 stringent rules for the loan. Vice Chairman Daniels wanted to be sure it is not a "local bail out" like the Federal  
18 government bank bail outs. Selectman Carmen asked when that \$50,000 grant money will come in. Ms. Bardsley  
19 believes it will be by the end of this month and will be loaned out to a local restaurant to increase seating and add a  
20 sprinkler system; the business will have three years to pay the loan back. Selectman Bauer indicated it is amazing  
21 what this group (DO-IT) has done; the Pumpkin Festival does not just affect the downtown, it is the whole town and  
22 she supports what is being asked for. Chairman Finan agreed that Economic Development is the number one goal of  
23 this Board. Alan Woolfson stated if the Pumpkin Festival gets rained out, there is a problem financially.  
24

25 Chairman Finan indicated last year DO-IT had to use its rainy day fund to get by and it is worth it, but he supports  
26 the request tonight. Selectman Bauer agrees that if the organization is not fiscally responsible, they will not receive  
27 grants and there has to be a rainy day fund; it is too dangerous to not have that there; she fully supports the request.  
28 Selectman Carmen supports what has been done and what is requested. Mr. Woolfson presented the Board members  
29 with a 2010 historical calendar put together by DO-IT and said that DO-IT is very grateful for the Board's support  
30 and that Ms. Bardsley has shown great leadership. Chairman Finan thanked the DO-IT Committee for the  
31 presentation and discussion.  
32

33 **6:00 p.m. – Notice of Intent to Excavate Issue & Acceptance of Municipal Data Assessment Sheets.** Selectman  
34 Bauer indicated she will recuse herself from this discussion since she is an abutter to one of the properties. Marti  
35 Noel, Town Assessor, presented the information regarding an Intent to Excavate for Map/Lot 5-3-1. Ms. Noel  
36 recommends that the Board decline to sign, since the proper permits have not been obtained by the property owner  
37 wishing to excavate. This Intent to Excavate is being submitted prematurely. Ms. Noel has talked with a State  
38 representative who agreed to assist Ms. Noel in processing this request, who stated that the property owner must file  
39 for the excavation with additional information and which has also been indicated to the property owner. The owner  
40 has been cooperative and been in touch with the Planning Board, however, in that process it seems the area to be  
41 excavated was bigger than what had been discussed. Ms. Noel recommends the Board to Decline To Sign until all  
42 the proper paperwork is submitted and the land is taken out of Current Use by the property owner. Chairman Finan  
43 asked if there is a filing fee. Ms. Noel responded that the owner did not submit the fee of \$100; the application will  
44 only need to wait until he submits all the required paperwork. Another fee will not be required. Vice Chairman  
45 Daniels asked if the Intent to Excavate will come back to this Board when the paperwork is complete. Ms. Noel said  
46 it must come back to the Board before the owner continues to excavate. Vice Chairman Daniels moved to Decline  
47 to Sign as recommended by Town Assessor Marti Noel. Selectman Carmen seconded. Vice Chairman Daniels,  
48 Selectman Carmen and Chairman Finan were in favor, with Selectman Bauer abstaining. Motion passed 3/0/1.  
49

50 Town Assessor, Marti Noel, explained that the Equalization Ratio is usually submitted in February, however, she  
51 has conducted a sales review which has been verified. If there are any that have inappropriate data, please let her  
52 know. This report is due to the DRA Tuesday. The report indicates that Milford's Assessed Values are approaching  
53 20% on average above selling prices. Chairman Finan asked if other towns are similar to Milford. Ms. Noel  
54 responded that the towns that have a revaluation from 2006 are in the same boat. Selectman Carmen asked if there  
55 were sales concessions. Ms. Noel indicated that those sales are noted in the report. Ms. Noel also noted that these  
56 sales are going to set the values for 2011.  
57

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1 Selectman Bauer moved to certify the assessments provided by Marti Noel as requested. Vice Chairman Daniels  
2 seconded. All were in favor. Motion passed 4/0.  
3  
4

5 **6:20 p.m. – Departmental Update – Ambulance.** Ambulance Director Eric Schelberg presented the year in review  
6 for the Milford Ambulance Department, including Immunization (particularly H1N1), Public Education, Training  
7 and Facilities. Milford was chosen to receive the NH Heart Safe Community Award, which was designated in  
8 October 2009 shortly after the incident at Milford High School when a high school student collapsed. The  
9 ambulance budget is over expended due to certification of staff, however revenues are also running higher therefore  
10 offsetting the over expenditure. Revenues will be above what was projected. Guy Scaife indicated that a few years  
11 ago, the net cost of the ambulance service was \$300,000; in the last 4-5 years that has steadily come down. It looks  
12 like it will come in at about \$170,000 in 2009. Every year, there has been a 2% growth in call volume. Mr.  
13 Schelberg indicated that the nature of the department is its volunteers and without them the costs to taxpayers would  
14 be significantly higher. Selectman Carmen said that six months ago there was discussion about non-emergency  
15 transport asking where does that stand. Mr. Schelberg responded that it was anticipated that revenue would be  
16 generated from the local nursing homes, however at that time, the competitor that provides non-emergency  
17 transports stepped up their service. The assisted living housing has had more transports that have turned into  
18 emergency transports. Selectman Carmen asked about billing and the amount that is “written off”. Mr. Schelberg  
19 explained that there is a certain percentage that is never collected and is therefore written off, however it depends on  
20 the type of insurance, if any. Vice Chairman Daniels asked whether a person knows whether the bill will be written  
21 off when the call is being conducted. Mr. Schelberg responded that on scene the staff is there for the emergency and  
22 does not talk with the patient about the billing. Everybody is billed because we are required to do that. After the  
23 insurance is exhausted, we communicate with the person about collecting the balance. Vice Chairman Daniels  
24 asked if the level of volunteers is where it should be. Mr. Schelberg said they can always use more volunteers; EMT  
25 courses are offered every year, one will be held in January and usually he gets about three people from that course.  
26 The recruitment program is to advertise and talk with other departments about the EMT course being offered. It is  
27 also through word of mouth which is where about 40% of the volunteers come from.  
28

29 Rodny Richey appreciates all of the good information from Mr. Schelberg, however he thinks the presentation  
30 should be shown to the public on PEG Access in order for people to see what the Ambulance Department is doing.  
31 Chairman Finan noted his point and agreed the PowerPoint should be broadcast on PEG and the website. Mr.  
32 Schelberg said that he would speak with Dave Kirsch about getting the presentation on the website. Chairman Finan  
33 thanked Eric for his presentation.  
34

35 **6:40 p.m. – Request for Road Acceptance – Class V Portion of Foster Road.** Lorraine Carson, Town Roads  
36 Researcher, requested Board acceptance of a section of Foster Road as a Class V Highway to bring this road to its  
37 final conclusion. Although DPW has been maintaining it as a Class V road, it is on the books as a Class VI road and  
38 must be formally changed to close this loop. Chairman Finan noted there is no impact, it is just to close the loop.  
39 Lorraine Carson responded that this is just a formal vote that was never done.  
40

41 Selectman Carmen moved and Vice Chairman Daniels seconded to accept Foster Road as a Class V highway as  
42 stated below with all members in favor:  
43

44 “Foster Road as a Class V Highway from its intersection with Federal Hill Road easterly to a point along  
45 the south line of Map 56, Lot 43, a distance of approximately 675 feet, 43 feet wide as depicted on  
46 ‘Subdivision Plan of Land of Herbert and Cheryl Hardman, Tax Lot #44 Map 56, Federal Hill Road,  
47 Milford New Hampshire, dated December 2,1990, final revision December 21, 1990’ and recorded in the  
48 Hillsborough County Registry of Deeds as Plan #24982, and a deed recorded in Vol. 5636 Pg. 708, June  
49 28, 1995, Herbert and Cheryl Hardman to Town of Milford, conveying a ten foot wide strip of land on the  
50 south side of Foster Road to increase the road width to 43 feet.”  
51

52 The balance of Foster Road from the above described point to the intersection with Wallingford Road will  
53 remain a Class VI Highway. It is not maintained by the Town. Also Wallingford Road as laid out in 2008  
54 lies partly on the original roadbed of Foster Road and therefore that section of Foster Road effectively no  
55 longer exists.  
56

57 **6:50 p.m. – Ethics Committee Update and Request to Amend Board of Selectman Policy 2006-004 – Ethics.**  
58 Ethics Committee members present were: Dennis Clemens, Kevin Stephens, Anne Edwards-Parker (Chairperson),

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1 Sandy Hill and Bill Fuller. Ms. Edwards-Parker indicated the Ethics Committee met with the Board of Selectmen in  
2 July and tonight brings proposed modifications for the Ethics Policy. One change pertains to temporary employees,  
3 or employees who may not be considered full or part time employees. There were changes regarding lodging for  
4 State meetings and access to the Complaint Form and where it gets submitted. Selectman Bauer suggested that the  
5 language in the beginning of the policy be included with the Complaint Form when putting it on the website. Ms.  
6 Edwards-Parker agreed. There was also discussion about requests for advice from the Ethics Committee and if that  
7 could be handled through e-mail. It was agreed that e-mail for advice should be looked at to ensure it is acceptable.  
8 An Ethics hearing would be held in non-public session unless it is requested by the person accused to have it held in  
9 public session. Chairman Finan noted that sanctions were removed from the policy. Ms. Edwards-Parker said the  
10 committee felt that should not be the purview of the Ethics Committee. Chairman Finan suggested that it would  
11 therefore come to the Board of Selectmen. Chairman Finan is okay with all of the recommended changes to the  
12 policy. Vice Chairman Daniels also thinks they are good changes but the Board might want to discuss the  
13 contracted employees who fill in temporarily and how to define that. Ms. Edwards-Parker noted that once these  
14 changes go through, she can start training employees on the policy. Chairman Finan indicated that if the Ethics  
15 Committee makes the changes and brings it back before this Board, a vote will then be taken and the Ethics  
16 Committee can train employees.  
17

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

19  
20 **4. DECISIONS**

21 a) **CONSENT CALENDAR.** Chairman Finan asked if there were any items to be removed from the Consent  
22 Calendar. He explained that if they are taken off the Consent Calendar, they will be discussed fully; otherwise they  
23 will be accepted together without discussion. Chairman Finan asked that item 4a(4) be removed for discussion.  
24 Vice Chairman Daniels moved and Selectman Carmen seconded to approve the Consent Calendar as follows with  
25 the exception of item 4a(4), with all members in favor.  
26

- 27 (1) **Request for Road Acceptance – Lee An Drive.** It was requested by Sarah Marchant, Town Planner, for  
28 the road acceptance of Lee An Drive as follows:  
29

30 “Lee An Drive: From intersection with Falconer Avenue at Sta. 0+20 to Sta. 3+37.5, a distance of  
31 317.5 feet at 40 feet wide, and from Sta. 3+37.5 to Sta. 10+23.00 at commencement of turn  
32 around, a distance of 685.5 feet at 50 feet wide, plus a turn around with a radius of 75 feet, as an  
33 Open Space Subdivision Plan, Tax Map Parcels 8-79-6 to 8-79-15 and 9-20 to 9-25, Lawrence  
34 Benjamin, Milford, New Hampshire dated September 25, 2000 and recorded in the Hillsborough  
35 County Registry of Deeds as Plan #33149, and as on As-Built Plan, Lee An Drive, Sta. 0+00 to  
36 Sta. 11.50, Milford, New Hampshire dated December 4, 2009.”  
37

38 Request was granted by the Board of Selectman.  
39

- 40 (2) **Request for Road Acceptance – Patch Hill Lane and Chase Lane.** It was requested by Sarah Marchant,  
41 Town Planner, for the road acceptance of Patch Hill Lane and Chase Lane follows:  
42

43 CHASE LANE

44 “From Sta. 0+25 at its intersection with Patch Hill Lane, easterly to Sta. 2+50 at turn-around,  
45 through the turn-around a distance of 175 feet to Sta. 1+00, and from Sta. 1+00 to Sta. 6+62.50 at  
46 intersection with Falconer Avenue, a distance of approximately 962.50 feet, 50 feet wide; the  
47 section of roadway from the east side of the turn-around at Sta. 1+00 to the intersection with  
48 Falconer Avenue being a one-way street in a westerly direction; as per Plan entitled “Lot  
49 consolidation/Subdivision Plan, Patch Hill, Prepared for Patch Hill Development LLC, Map 9 Lot  
50 1, Map 8 Lots 77-1 and 77-72, and Map 17 Lot 12, Falconer Avenue, NH Route 13, Milford, New  
51 Hampshire dated May 1, 2002, final revision October 10, 2002,” and recorded as Plan #32772 at  
52 HCRD and As-Built Plan and Profile, Sheet 10.”  
53

54 PATCH HILL LANE

55 “From Sta. 0+25 at its intersection with Mont Vernon Road (NH Route 13) to Sta. 12+46.87, a  
56 distance of approximately 1246.87 feet along the center line, 50 feet wide, and including land for  
57 the pump house, forming Phase 1 of this roadway, as per plan entitled “Lot  
58 Consolidation/Subdivision Plan, Patch Hill, Prepared for Patch Hill Development LLC, Map 9 Lot

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1 1, Map 8 Lot 77-2 and 77-72, and Map 17 Lot 12, Falconer Avenue, NH Route 13, Milford, New  
2 Hampshire” dated May 1, 2002, final revision October 10, 2002 and recorded as Plan #32772 at  
3 HCRD, and As Built Plan and Profile, Sheets 8 and 9.”

4  
5 This request was granted by the Board of Selectman.

6  
7 **(3) Request to Approve Issuance of Timber Yield Tax Levy & Warrant (1).** A request was made by Kathy  
8 Doherty, Tax Collector, to issue a timber yield tax levy and warrant in the amount of \$960.50 and allow  
9 collection of same. This request was granted by the Board of Selectman.

10 **(4) Request for Acceptance of Donations to the Forest Fund Per RSA 36-A:4 (2).** This item was removed  
11 from the Consent Calendar for discussion by Chairman Finan. The Conservation Commission requested  
12 permission to accept a generous donation of \$991.43 from the Granite Baptist Church to be deposited into  
13 the Conservation Land Fund. This item was tabled at the last meeting after which it was found that the two  
14 donations for two different accounts were for the same amount. Vice Chairman Daniels moved to approve  
15 the acceptance of donation of \$991.43 to be deposited into the Conservation Land Fund as requested.  
16 Selectman Carmen seconded. All were in favor.

17 The Conservation Commission also requested the Board to accept a donation in the amount of \$237.50 to  
18 be deposited into the Forest Fund. Vice Chairman Daniels moved to approve the acceptance of donation of  
19 \$237.50 to be deposited into the Forest Fund as requested. Selectman Carmen seconded. All were in  
20 favor.

21 **(5) Request for Partial Release of Securities (Map/Lot 9-1).** A request was made by Sarah Marchant, Town  
22 Planner, for the partial release of securities for the Patch Hill subdivision in the amount of \$15,673.45  
23 leaving a balance of \$23,626.55 to be held as security. This request was granted by the Board of  
24 Selectman.

25  
26 **b) OTHER DECISIONS**

27  
28 **5. TOWN ADMINISTRATOR REPORT**

29 **a) McLane & Goldman Dam Removal Feasibility Study Update.** Guy Scaife indicated that the applica-  
30 tions for the Feasibility Study for removal of McLane and Goldman dams have been submitted. The full application  
31 was sent December 4 and is in their possession and the town should hear back by January 10. Guy has followed up  
32 on the NH Charitable Grant and they will let us know by January 1. The Trout Unlimited grant is a supplemental  
33 grant application being submitted on behalf of Milford. There is a NOAH grant being worked on that is due on  
34 Friday, December 18 and then the town waits to see if Milford is successful as a recipient of any grants for this Fea-  
35 sibility Study.

36  
37 **b) Miscellaneous.**

38 Financials. Guy Scaife explained that the financials are on track, there has been some storm activity since  
39 the last Board discussion causing some expenses.

40 OK Tool Site. Mr. Scaife had a conversation with the State representative and an EPA representative about  
41 the OK Tool site and both representatives are changing roles so Milford will work with someone new. The cleanup  
42 effort is to be transitioned to the State from the EPA and they are hoping that in spring the new testing will provide  
43 good insight. They have pushed out the estimated timeframe for the completion of the site clean up. Previously it  
44 was 5-7 years, now it is about 10 years or more; it is a moving target and they do not want to be nailed down, but it  
45 is not in the short term. Mr. Scaife will follow up on this in the spring to identify how that progress is going but this  
46 has no expense to the town.

47 Town Clerk. Mr. Scaife indicated there will be some changes in Town Clerk hours, beginning January 12,  
48 when there will be hours added every Tuesday from 4:30-6:30 p.m. This is a result of residents stating it is difficult  
49 to get to Town Hall by 3:00. This is the Town Clerk’s decision and will be at minimal cost. Security will be pro-  
50 vided during that period. Mr. Scaife noted it will take a while for the public to get used to these additional hours but  
51 it will be noticed on PEG Access and in the newspaper.

52 Holiday Luncheon. Mr. Scaife indicated the Holiday Luncheon for Staff and Volunteers is being held on  
53 Wednesday 12:00-2:00 and is an opportunity to say Thank You to employees and volunteers, it is just to have lunch  
54 and socialize and then the employees go back to work.

55 Oval Parking. At the Fifth Monday forum, there was discussion concerning the parking spaces in front of  
56 the Red Arrow Diner, there was a memo provided by Bill Parker on why that parking space and crosswalk have not  
57 been moved. It was found that by moving them, it would make the situation more dangerous. The width of the  
58 bridge comes into play which cannot be modified. George Lawrence, Red Arrow Diner, indicated that he agrees

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1 with what is being said, it is narrow but he hates to lose the parking space in front. They also do catering and that is  
2 where he parks to take out the food so taking away that space would be a hardship. Mr. Lawrence agrees that it is  
3 too narrow if the parking space was moved toward the bridge. The Red Arrow also has a problem with late night  
4 parking and tickets have been issued to customers at 11:30 p.m. Mr. Scaife said there is a side street issue that could  
5 be looked at, he can ask the Traffic Safety Committee to look at that to possibly allow parking on that section of  
6 Bridge Street. Selectman Bauer asked if there has been discussion about adding parking on Bridge Street. Vice  
7 Chairman Daniels said there is room for parking at the top of Bridge Street until it gets to the parking lots. Select-  
8 man Bauer would like to look at what has been provided for parking for the Red Arrow. Mr. Scaife said he will look  
9 into the Bridge Street parking as well. Chairman Finan indicated this issue will be brought before this Board again  
10 once Mr. Scaife gets additional information. Selectman Bauer also added that this should end up going to the Traf-  
11 fic Safety Committee since that is why the town has them.  
12

13 **6. DISCUSSIONS:**

14 **(a) Request to Utilize MIDC Monies for Economic Development Initiatives.** Guy Scaife explained that  
15 MIDC has disbanded leaving a \$7,152.78 balance in the account and requesting that those funds be transferred to the  
16 Economic Development Advisory Committee (EDAC) account for use for economic development. Vice Chairman  
17 Daniels asked if an EDAC fund exists. Chairman Finan had asked that of Jack Sheehy today, but an account is not  
18 needed, just a designation as restricted use (Special Purpose Fund). Guy Scaife explained there are two alternatives:  
19 the money could go into the General Fund or it could be set up for a year to designate the money for 2010 to be used  
20 only for EDAC. If the money is not used after that time, the balance would roll into the General Fund. This was  
21 town money, but the town relinquished control when it was signed over to MIDC. With it being returned, there are  
22 two choices – General Fund or designating it to a Special Use Fund for EDAC. Jack Sheehy would set up an ac-  
23 count just for that so that it is tracked. Vice Chairman Daniels asked why it would not just be left where it is. Guy  
24 Scaife said that originally it was designated for a now-disbanded committee that has expressed that the money be  
25 designated to EDAC for economic development. Guy Scaife said they are awaiting direction of where to put this  
26 money; the check has been written. Chairman Finan said that Jack Sheehy has the check and has not yet deposited  
27 it, he is waiting for direction.  
28

29 Selectman Carmen indicated that MIDC is disbanded; this Board has the authority to put the money where the old  
30 MIDC wished for it to go. These two committees are similar, it seems appropriate to line up similar commissions  
31 and he thinks this Board should take the money into the General Fund and appropriate money as needed by EDAC;  
32 he is not sure what EDAC needs money for. Selectman Bauer wants to know what the EDAC needs are. This is  
33 taxpayer money, if it is put into the General Fund and EDAC needs some money, could EDAC come to this Board  
34 to request the money or should this go on a Warrant Article? Selectman Bauer would like to see what EDAC might  
35 need money for in the next year. Chairman Finan would like to know where the money originally came from. The  
36 recommendation from MIDC is to designate it to EDAC. Guy Scaife said the money was for economic develop-  
37 ment; the recommendation is to earmark it for EDAC to keep it with economic development. Money is spent every  
38 year on economic development in the operating budget; for example the town just updated the appraisal for the old  
39 police station which was a significant cost and was paid for out of the operating budget. The difficulty is if we set  
40 money aside for EDAC, the current committee may not have a specific need at this point. If a need arises for  
41 EDAC, Selectman Bauer stated that EDAC could come to this Board to request permission to spend some money. If  
42 this Board authorizes the Finance Director to put the money in an EDAC account instead of the General Fund, could  
43 that be accessed by EDAC only? Guy Scaife said that is correct.  
44

45 Vice Chairman Daniels moved to authorize the Finance Director to deposit the old MIDC funds (\$7,152.78) into an  
46 account for EDAC for economic development only and not into the General Fund. Chairman Finan seconded for  
47 discussion. *Discussion:* Vice Chairman Daniels indicated when the money was originally appropriated, the funds  
48 were designated for economic development; if funds are put in the General Fund they can be used for anything.  
49 This Board identified economic development as a goal and sometimes there is seed money needed for economic  
50 development. If money is needed, the Finance Director can have a separate fund accessible to EDAC; the Board  
51 does not want to micromanage the funds. Chairman Finan agreed. Selectman Bauer noted if the Board does not set  
52 aside the money, they would have no money available. Vice Chairman Daniels does not know if EDAC has an ac-  
53 count or any money available, he just does not want it in the General Fund. There is already a shortfall that the tax-  
54 payers have been asked for more. Selectman Bauer sees it the other way, we might need the money for other things  
55 such as for other departments, if EDAC wants money, they can come see the Board with a request. When EDAC  
56 comes in for money, Vice Chairman Daniels said if there is money set aside it will be there and not spent from the  
57 General Fund. Selectman Carmen added that EDAC has not come in looking for money until the money was there.  
58 He would have felt better if EDAC had come in with their needs but they are a new committee, and they might not

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1 know to do that. EDAC is trying hard, when they heard about the money the response was that it would be nice to  
2 know it is there. Selectman Carmen agrees with Vice Chairman Daniels to put the money aside so that only EDAC  
3 can use it. Vice Chairman Daniels added that EDAC is taking over the MIDC responsibilities. Chairman Finan  
4 agreed, it is this Board's goal (economic development) and the only reason to put it in the General Fund is to help  
5 the bottom line. The Board would be putting trust in a future Board, but it is this Board's priority. If the money is  
6 not used in 2010, Selectman Bauer asked if it rolls forward with EDAC. Guy Scaife said if it is set aside it will con-  
7 tinue to roll forward (with EDAC) because it is special purpose. It will only be spent with concurrence from the  
8 Office of Community Development and Town Administrator and keeps the spirit of its intended use. MIDC is step-  
9 ping down and EDAC is picking it up. Selectman Carmen noted that with this vote, it states that this will allow the  
10 money to remain with EDAC forever. All were in favor. Motion passed 4/0.

11  
12 b) **2010 Draft to Date Atypical Warrant Articles.** Dawn Griska, Executive Assistant, presented a memo  
13 with the atypical Warrant Articles for the 2010 ballot, requesting Board concurrence or questions.

14 1-Route 101A/Route 13/Oval Improvements Grant \$155,000 – no Board comments

15 2-Osgood Road Sidewalk/Bicycle Lane Project, Phase II \$73,500 – Board questioned if this can be voided  
16 on the ballot if no grant is received? Selectman Carmen indicated these “shovel –ready” grants continue to  
17 come out and even if not received, it could be another grant application.

18 3-Finance – to adopt RSA 41:14-a – this is intended for open space and came up at a Conservation Com-  
19 mission meeting because a particular lot was granted to the town as open space for a future playground but  
20 the town is not utilizing it that way, therefore a study might be needed.

21 4-Granite Town Rail Trail – no Board comments

22 There were no further comments on the atypical warrant articles.

23  
24 c) **Request to Submit a Federal Hill Road Traffic Speed Issue to the Traffic Safety Committee (TSC).** A  
25 request was made to the Board regarding speeding on Federal Hill Road and to pass it onto the Traffic  
26 Safety Committee. Guy Scaife spoke with Chief Douglas on this and it is at the south end of Federal Hill  
27 Road as it approaches Hollis. This was reviewed ten months ago and some signage was added that lines up  
28 with its classification (rural). The speed can be lowered. This was already reviewed by the TSC and re-  
29 sulted in the current signage. Vice Chairman Daniels noted that in the complaint, it was noted that the  
30 drivers are sometimes distracted with cell phones and the views and is that the issue or is it speed; drivers  
31 must take responsibility for their own actions. Selectman Bauer understands where this resident is coming  
32 from and thinks lowering the speed limit might help with the distracted drivers. Selectman Carmen sug-  
33 gested this issue going back to the TSC.

34  
35 **7. SELECTMEN'S REPORTS / DISCUSSIONS**

36  
37 a) **FROM SPECIAL BOARDS, COMMISSIONS & SPECIAL COMMITTEES.**

38 Selectman Carmen indicated the Heritage Commission is down in ranks and some members go to Florida  
39 in the winter so they are looking for new members; further he wonders if the Board could talk about the possibility  
40 of creating an agriculture commission. Selectman Bauer would want to know what the powers and expectations  
41 would be of such a commission. Vice Chairman Daniels asked how that would be different from a Farm Bureau.  
42 Guy Scaife noted that an update from MACC Base from Selectman Putnam might be helpful regarding what MACC  
43 Base has done as far as trying to recruit other towns. Chairman Finan will prompt Selectman Putnam for that infor-  
44 mation.

45  
46 b) **OTHER ITEMS (that are not on the agenda).**

47  
48 **8. APPROVAL OF FINAL MINUTES –November 23, 2009.**

49 A motion was made by Vice Chairman Daniels and seconded Selectman Bauer to approve the minutes of November  
50 23, 2009 as presented. All were in favor of approval. Motion passed 4/0.

51  
52 **9. INFORMATION ITEMS REQUIRING NO DECISIONS**

53  
54 **10. NON-PUBLIC SESSION – Non-public Session Approval of Non-public Minutes (RSA 91-A:3, II (d) –**  
55 **November 23, 2009.** Selectman Carmen moved to enter into non-public session at 8:35 p.m. to approve non-public  
56 minutes of November 23, 2009. Selectman Bauer seconded. All were in favor. Motion passed 4/0.

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1 Vice Chairman Daniels moved to unseal the non-public minutes of November 23, 2009. Selectman Bauer seconded.  
2 All were in favor. Motion passed 4/0.

3  
4 Vice Chairman Daniels moved to approve the non-public minutes of November 23, 2009 as presented. Selectman  
5 Bauer seconded. All were in favor. Motion passed 4/0.

6  
7 Vice Chairman Daniels moved to re-seal the non-public minutes of November 23, 2009. Selectman Bauer  
8 seconded. All were in favor. Motion passed 4/0.

9  
10 After the approval of non-public minutes of November 23, 2009, Selectman Bauer moved to come out of non-public  
11 session at 8:42 p.m. Vice Chairman Daniels seconded. All were in favor. Motion passed 4/0.

12  
13 **11. ADJOURNMENT:**

14  
15 There being no further business to come before this Meeting, Selectman Bauer moved to adjourn at 8:43 p.m. Vice  
16 Chairman Daniels seconded. All were in favor. Motion passed 4/0.

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19  
20 \_\_\_\_\_  
21 Tim Finan, Chairman

\_\_\_\_\_

Gary L. Daniels, Vice Chairman

22  
23  
24 \_\_\_\_\_  
25 Katherine Bauer, Member

\_\_\_\_\_

Nate Carmen