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APPROVED

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

April 25, 2011

PRESENT: Nate Carmen, Chairman
Gary Daniels, Vice Chairman
Tim Finan, Member
Katherine Bauer, Member
Mike Putnam, 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 Chairman Carmen at 5:25 p.m. Chairman Carmen introduced Board members and led the audience in the Pledge of Allegiance. Chairman Carmen 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(c)) Reputation. Selectman Finan moved to enter into non-public session at 5:25 p.m. in accordance with RSA 91-A:3,II(c) Reputation. Vice Chairman Daniels seconded. All were in favor. After discussion, Vice Chairman Daniels moved to come out of non-public session at 5:31 p.m. Selectman Finan seconded. All were in favor. Chairman Carmen announced that in non-public session, the Board discussed a reputation issue. No votes were taken and no decisions were made. The minutes of the non-public session were sealed on motion made by Selectman Finan and seconded by Selectman Putnam. All were in favor.

5:35 p.m. – Departmental Update – Finance. Jack Sheehy, Director of Financial Operations, reviewed the status of the Finance Department, noting that late this summer, the Tax Collection office may implement on-line tax payments. Vice Chairman Daniels asked how the receipts compare with last year. Jack Sheehy said they are pretty much in line with last year. Mr. Sheehy compares the receipts daily to be sure we are on track with the cash flow. Selectman Finan indicated 93% was collected for tax liens by the end of the year, but where is the other 7%? Mr. Sheehy answered that is current tax collections. The 6.7% outstanding is what has not been collected for 2010. After the end of April (May 1) is when we will secure the liens for unpaid taxes. The interest rate goes from 12% to 18% at that point. We will get pretty close to 100%. Selectman Finan felt 93% was pretty good, the Tax Advance Note (TAN), is it known what Milford will need? Mr. Sheehy said that last year, it came extremely close (getting TANs). That is the town's lowest part of the year (June). There is a large pay-out that goes to the school for the summer payroll, it is a two week window, but it is \$1-2 million. Well over 50% of the tax bills are collected in the first 60 days and the cash flow gets a little behind. Selectman Bauer asked if in past years the town has taken out the TAN. Mr. Sheehy said not last year. Since the town went to property tax billing twice per year, it makes it more difficult. We are doing the TAN because the revenue is down and the cash flow is tight. In years past, the TAN was normal business. Chairman Carmen asked what is the cost for getting the TAN. Mr. Sheehy responded it is about \$15,000. Guy Scaife said it is relevant to what is needed, but Jack Sheehy will have the paperwork ready for what is needed at that time. He will have a forecast for what is needed. Guy Scaife said we estimated it will cost the town \$15,000, which is in the budget.

Chairman Carmen asked if quarterly taxes would alleviate the TAN. Mr. Sheehy responded that it could, but he would have to go through that exercise using a specific year. Chairman Carmen asked if there are still towns in NH that only collect taxes once per year. Guy Scaife said there are, but not many. One of the criticisms of the budget was getting the TAN; Selectman Bauer does not think it is clear why the town has to pay for that, the big payment to teachers for the summer has always been done. But the big difference is just that the cash flow is just not the same? Guy Scaife said the town has spent down the Fund Balance to hold down taxes. We had to spend down the Fund Balance to lower taxes so the cash is now not available. Selectman Finan noted the town was at the number that Fund Balance should be at. Chairman Carmen indicated that Fund Balance should probably be a little higher.

5:45 p.m. – Investment Policy Review and Re-adoption, Renewal of Treasurer's Delegation, and Request for Approval of Updated Capitalization and Depreciation / Amortization Policy. Jack Sheehy presented the capitalization and depreciation/amortization policy for Board review, noting that the intangible assets were added and that

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1 is the only change since last year. Selectman Putnam moved to approve the policy with change noted. Vice Chair-
2 man Daniels seconded. All were in favor. Motion passed 5/0.

3
4 The Investment Policy and Treasurer's Delegation also were presented. Mr. Sheehy noted that the policy must be
5 reviewed by the Board of Selectman by April 30 each year. Selectman Finan moved to approve the Investment
6 Policy and renew the Treasurer Delegation. Selectman Putnam seconded. All were in favor. Motion passed 5/0.
7

8 **6:00 p.m. – E-911 Update Project – Address Changes.** Sarah Marchant, Town Planner, and Bill McKinney, Code
9 Enforcement Officer were present for this discussion. Bill McKinney explained that a list was provided to the Board
10 that indicates there are 400 discrepancies with the addresses and 911 in Milford. Those discrepancies have been
11 narrowed down to two types: Minor or Major. The list has been brought down to 124 properties that have been
12 identified as critical to modify the address in order to comply with the requirements of the E911 system. Ms. Mar-
13 chant indicated the E911 process outlines there will be mailings to notify people of an anticipated change and to
14 group the public hearings together. It will cost approximately \$750 to publish a notice in the newspaper for the pub-
15 lic hearings, which will be two basic information sessions to get people out which will be held at two different
16 times, one in the morning and one in the evening. Snacks will be offered as well to the public in attendance. Vice
17 Chairman Daniels asked when the notification must be posted. Ms. Marchant responded the notice must be pub-
18 lished 10 days prior to the public hearing. Vice Chairman Daniels asked if that notice could be put in the Granite
19 Town Quarterly. Ms. Marchant responded it has to be 10 days prior to the public hearing, so if that lines up, that
20 could be done. Vice Chairman Daniels asked about major versus minor changes, it sounds like everyone in town
21 will have a change? Ms. Marchant said that is not the case, the changes are for specific roadways. Bill McKinney
22 added that one idea is to minimize the cost of the certified notices by having the Explorer Unit assist by going door
23 to door and obtaining a signed document that indicates that they have been informed of the change and would also
24 give the Explorer Unit exposure in the town and better inform the people of why the change is being done.
25

26 Vice Chairman Daniels noted that after looking at the dates, the GTQ might be right in line with the notice needed
27 for this effort and could save the town some money. Ms. Marchant also explained that with this effort, there is also
28 the need for an ordinance for E911 that requires (mandates) that residents must put their house number on the build-
29 ing. Chairman Carmen asked if there are other communities that have done this and does Milford have any of that
30 feedback? Mr. McKinney answered that all new homes require having the number on the building. The problem is
31 when homes are painted or sided, the owner does not always put the number back on the building. Another issue is
32 when there are two numbers on one building. When the last re-numbering was done in Milford, some people put up
33 the old number and not the new number. Selectman Putnam asked who enforces this. Mr. McKinney responded
34 that it comes down to the Code Enforcement Officer. Selectman Bauer said if there is an ordinance, it will need to
35 be enforced. Mr. McKinney responded that by putting this into place, yes it can be enforced. Selectman Bauer
36 asked about the penalty for not complying, what would the fine be? Mr. McKinney said that is what is being studied
37 now by looking at other communities and what they have for fines. Selectman Putnam asked if by putting in an or-
38 dinance for this, is that putting the liability back on the town? Mr. McKinney could look into that. Guy Scaife said
39 the municipalities are not held liable unless there is gross negligence. The number on homes does not help just one
40 house, it also helps to find the other houses. This is an obligation of the town, all new construction does require the
41 numbering and there is sound reasoning to have a number on the house.
42

43 Guy Scaife asked how long new constructions have required numbering? Mr. McKinney said about ten years. Se-
44 lectman Putnam asked if the town is no longer liable once the building permit is done. Mr. McKinney will look into
45 that. Selectman Finan asked if the emergency services have GPS systems? Mr. McKinney was not sure if they all
46 have GPS; the numbering system is different in different areas of the town. Selectman Finan asked about the public
47 hearings for the ordinance, there is a possibility that things could change. Mr. McKinney responded that it would
48 ultimately be the Board of Selectmen that decide; the public hearings are held so that people can come to provide
49 their input. Mr. McKinney explained that an example in Milford is we have a private road that had duplicate num-
50 bers on the same road, we are attempting to correct those types of problems. That neighborhood is working with
51 Bill and Sarah to select the (new) name for the road.
52

53 **6:30 p.m. – Review of Police Impact Fee Schedule.** Town Planner Sarah Marchant, and Planning Board Chairper-
54 son Janet Langdell were both present to present proposed changes to the town impact fees. Ms. Langdell indicated
55 that the impact fees are authorized through the RSAs and Town Ordinances. The impact fees are designed to allow
56 the town to collect funds toward other capital facilities to accommodate future growth and demand on the facilities.
57 Part of the impact fee ordinance is that the Planning Board is required to annually review the fee schedules. If the
58 Planning Board finds new information, they can make recommendations for changes to the fees. The Planning

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1 Board has gone through the review and found some changes to the Police Facility impact fees. Ms. Marchant identi-
2 fied the impact fees and ordinance that the Planning Board follows. Since 2001, the census figures have provided
3 data requiring changes due to call response rates for commercial and residential properties. The assessed valuation
4 from 2001 was not correct and was revised, which skews the data. Ms. Marchant said the Planning Board found that
5 the residential impact fee was lower than it should be. The Planning Board struggled with increasing any fees at this
6 point, but there were minimal impact fees when things were signed, so now the town needs to catch up. The Library
7 is not included in tonight's presentation until after the CIP is presented. They are waiting on those new figures to do
8 the Library impact fees. Selectman Finan asked if the impact fees are charged to the developer? Ms. Marchant said
9 that is correct, but they then get passed on to the property owners. Ms. Langdell said the fee being discussed is \$.22
10 per square foot for residential impact fee.

11
12 So the initial assessment was inappropriately low, and this is to adjust the fee to what it really should be, said
13 Chairman Carmen. It is now being leveled off. Ms. Marchant said the 1980's and 1990's were high growth years,
14 Milford grew at a smaller rate in the 2000's than what was projected. Milford's impact fees are lower than most
15 towns. Ms. Langdell added that there is a table available in Planning that shows other town impact fees as compared
16 to Milford. Ms. Marchant has done both (residential and commercial) and collected that data if anyone would like to
17 look at it. Ms. Langdell said that Wilton and Amherst do not have impact fees right now but are looking at it; they
18 are heading in that direction. Guy Scaife said that commercial property impact fees are actually coming down and
19 residential impact fees are going up. When the Police Station was built, the numbers were forecast, and Milford is
20 running behind and is experiencing a shortfall every year which forces taxes to go up. We cannot make up what has
21 been lost since 2003, but we can put into place what should be in place. Ms. Langdell agreed saying this is to im-
22 prove the situation. When we started to talk about additional impact fees for things such as an ambulance facility or
23 fire facility, or school additions to deal with future expansion, we realized we should review the impact fee schedule.
24 Through the ordinance the Board of Selectman can take 60 days to talk it over.

25
26 Selectman Putnam moved to approve the changes to the impact fees as presented. Selectman Bauer seconded. All
27 were in favor. Motion passed 5/0.

28
29 **7:00 p.m. – Request for Approval of (53) and Denial of (1) Elderly Exemption Applications, Approval of (36)**
30 **Charitable, Education, and Religious Exemption Applications, Approval of (22) and Denial of (5) Veteran**
31 **Tax Credit Applications, Approval of (28) Special Appraisal – Residences in Industrial or Commercial Zone**
32 **Applications and Approval of (2) Blind Exemption Applications.** Marti Noel, Town Assessor, indicated that she
33 has notified all persons who are up for tonight's approvals or denials, and there were no applicants expected for to-
34 night's appointment. Ms. Noel provided a single set of elderly exemption applications up for approval (53) and
35 denial (1). Vice Chairman Daniels noted on the list of recommended elderly exemption approvals, there is a typo on
36 record 184011 which should be corrected that the exemption amount should be \$100,000, not \$1,000,000. Ms. Noel
37 indicated that she will correct that error. Selectman Putnam moved to approve the (53) elderly exemption applica-
38 tions recommended by the Town Assessor as amended. Vice Chairman Daniels seconded. All were in favor. Mo-
39 tion passed 5/0.

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41 Selectman Putnam moved to deny the one elderly exemption application as recommended by the Town Assessor.
42 Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

43
44 Vice Chairman Daniels requested that he will recuse himself from the vote on Map/Lot 43-13 and requested that it
45 be a separate vote. Request granted by Chairman Carmen.

46
47 Selectman Putnam moved to approve the (35) applications for charitable, education and religious exemption as rec-
48 ommended by the Town Assessor (with the exception of Map/Lot 43-13 to be voted on separately). Vice Chairman
49 Daniels seconded. All were in favor. Motion passed 5/0.

50
51 Selectman Putnam moved to approve the application for charitable, education and religious exemption for Map/Lot
52 43-13 as recommended by the Town Assessor. Selectman Bauer seconded. Selectman Putnam, Selectman Bauer,
53 Selectman Finan and Chairman Carmen were in favor, with Vice Chairman Daniels recusing from the vote. Motion
54 passed 4/0/1.

55
56 Selectman Putnam moved to approve the applications for (22) Veteran's Credits as recommended by the Town As-
57 sessor. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

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1 Selectman Putnam moved to deny the applications for (5) Veteran's Credits as recommended by the Town Assessor.
2 Selectman Bauer seconded for discussion. Chairman Carmen asked about the denial that has to do with the re-
3 quirements, such that the applicant for the disabled veteran's credit must they be 100% disabled? Ms. Noel re-
4 sponded that is correct. Vice Chairman Daniels asked if once someone gets the Veteran's Credit, must they re-apply
5 every year? Ms. Noel said they do not. All were in favor. Motion passed 5/0.
6

7 Selectman Putnam moved to approve the (28) special appraisals – residences in industrial or commercial zone as
8 recommended by the Town Assessor. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.
9

10 Selectman Putnam moved to approve the (2) blind exemption applications as recommended by the Town Assessor.
11 Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.
12

13 Ms. Noel then explained there is a property owner who would like to put two parcels into Current Use. Selectman
14 Putnam moved to approve the application for Current Use. Vice Chairman Daniels seconded. All were in favor.
15 Motion passed 5/0.
16

17 All data for the specific parcels discussed in the 7:00 appointment can be found in the packets for this meeting.
18

19 **7:15 p.m. – Presentation of Proposed September 11th Remembrance Event.** Mark Fougere and Ed Killam of the
20 Milford Rotary, wished to bring the proposed remembrance event for the 10 year anniversary of September 22, 2001
21 to the Board for feedback. Mr. Fougere indicated the proposed plan is to hold an event on the second Sunday of
22 September, which falls on September 11. They would like to hold an event for the community and combine it with
23 breakfast and get the community involved. The Milford Rotary has reached out to the emergency services as well
24 and wanted to bring the proposal to the Board of Selectman to get thoughts and ideas. Breakfast is typically done at
25 the County Stores location, however, the thought is to use the Hampshire Dome or downtown to bring the communi-
26 ty in. Most of the money is generated from sponsors advertising printed on the literature. Donations would be
27 shared by emergency services. Selectman Bauer asked about the location. Mr. Fougere would like to have it on
28 Middle Street if possible. Selectman Finan agreed that Middle Street would be a good location to bring in the com-
29 munity. Mr. Fougere also noted that a respectful ceremony would be held at the time that the planes hit the World
30 Trade Center in 2001. Ed Killam noted if we involved the entire community, it would be a great turn out. Mr. Fou-
31 gere said last year there were over 600 breakfasts served for this fundraiser. All members concurred this is a good
32 idea for a community event. Selectman Putnam also likes the Middle Street location. Vice Chairman Daniels
33 agreed it does offer the opportunity to do the desired events. Selectman Bauer also favors the Middle Street loca-
34 tion. Mr. Fougere noted it is on a Sunday morning and there is discussion of inviting other towns to the ceremony.
35 Selectman Bauer asked what the chances are to get the Governor to attend. Vice Chairman Daniels said that Peter
36 Bragdon is the State Senate President, and maybe he could convince the Governor to attend. Mr. Fougere said that
37 if any ideas come to mind, to let him know. All were in favor of supporting this event.
38

39 **7:30 p.m. – Interview of Janet Langdell as a Souhegan Valley Transportation Collaborative (SVTC) Repre-**
40 **sentative Candidate & Community Bus Service Update.** Janet Langdell found that Monday there was a Board of
41 Selectman Work Session and she asked if every Board of Selectman Work Session is being televised or if that was
42 just a special meeting that it was felt should be televised? Chairman Carmen indicated that the Board is not in the
43 habit of having every work session televised, but that night was a work session to discuss getting the ambulance
44 facility back on the table, so it was felt that it should be broadcast.
45

46 Ms. Langdell had previously requested that she be reappointed to the SVTC, although it is not a requirement. Her
47 term is up and she asked if anyone has expressed interest in joining? Board member have not heard of anyone else
48 expressing interest. Ms. Langdell indicated that if there is someone interested, they are always looking for new
49 members and they could contact her. Selectman Putnam moved to reappoint Janet Langdell to the SVTC for three
50 years, until March 31, 2014. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.
51

52 Ms. Langdell and Marcia Nelson then proceeded to provide an update of SVTC to the Board, noting that they will
53 be applying for Federal funds in the coming months.
54

55 **7:45 p.m. – Final Vote on Ordinance 2011-003 to Amend Milford Municipal Code 9.04 – Building Permit**
56 **Fees, Ordinance 2011-004 to Amend Milford Municipal Code 9.08 – Building Code References, Ordinance**
57 **2011-005 to Repeal Milford Municipal Code 9.12 – Off Street Parking Requirements, and Ordinance 2011-**
58 **006 to Repeal Milford Municipal Code 9.16 – Flood Plain Management.** Chairman Carmen indicated this is the

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1 final vote on ordinance 2011-003 to Amend Milford Municipal Code 9.04 – Building Permit Fees, Ordinance 2011-
2 004 to Amend Milford Municipal Code 9.08 – Building Code References, Ordinance 2011-005 to Repeal Milford
3 Municipal Code 9.12 – Off Street Parking Requirements, and Ordinance 2011-006 to Repeal Milford Municipal
4 Code 9.16 – Flood Plain Management. Chairman Carmen opened the public hearing at 7:45 p.m. There were no
5 public comments. Selectman Putnam moved to approve the changes. Vice Chairman Daniels seconded. All were
6 in favor. Motion passed 5/0. Vice Chairman Daniels asked if Chairman Carmen could guarantee that the fees and
7 fines would be in the Appendix A unchanged. Chairman Carmen said he is confident with the staff that it will be
8 done.

9
10 **3. PUBLIC COMMENTS (regarding items that are not on the agenda).** There were no public comments.

11
12 **4. DECISIONS**

13 **a) CONSENT CALENDAR.** Chairman Carmen asked if there were any items to be removed from the Con-
14 sent Calendar. Vice Chairman Daniels requested that item 4a8 be removed for discussion (see 7:00 appointment for
15 discussion). Selectman Putnam moved and Vice Chairman Daniels seconded to approve the Consent Calendar items
16 as follows, with the exception of item 4(a)8, with all members in favor.

- 17
18 **(1) Request for Acceptance of Unanticipated Funds Under \$5,000 and Gifts Under \$5,000.** Chairman
19 Carmen read the listing of unanticipated funds and gifts of property under \$5,000 for review and approval
20 as follows:

<u>Source</u>	<u>Amount</u>	<u>Purpose</u>
Fundraising Efforts by the EDAC	\$1,850.00	Private and corporate contributions for the Hotel Feasibility Study Special Purpose Fund. These monies will be matched from the Economic Development Initiatives Special Purpose Fund.

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28 **(2) Request to Approve Renewal License to Sell Pistols and Revolvers – Five Rivers Auctions Firearms.**
29 The request to renew the Five Rivers Auctions Firearms, 42 South Street, license to sell pistols and
30 revolvers was approved.

- 31 **(3) Request to Conduct Walking Fundraiser through Milford.** The request to allow a Walk for Kids
32 fundraiser on Saturday May 21, starting at 10:15 a.m. in Milford was approved.

- 33 **(4) Request to Sell Tickets and Conduct a Raffle.** The Lions Club has requested permission to conduct a
34 cash raffle on various dates in various locations during May and June 2011. The request was approved.

- 35 **(5) Request to Approve Issuance of Gravel Tax Levy & Warrant.** Three travel tax levies were presented
36 and approved for the following:

a. Map/Lot 58-2	\$ 696.74
b. Map/Lot 58-3	\$ 10.04
c. Map/Lot 50-4-4	\$ 169.20

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41 **(6) Request to Approve Taxicab Operator Permit Application.** William LaBell, driving for Milford Taxi,
42 was approved for a Taxicab Operator Permit.

- 43 **(7) Request to Approve Taxicab License.** A Taxicab License was approved for use by William Labell
44 driving for Milford Taxi.

- 45 **(8) Approval of Current Use Application.** This item was removed from the Consent Calendar and was
46 discussed during the 7:00 p.m. appointment.

- 47 **(9) Request for Approval of Annual Parade Permits.** The American Legion requested parade permits for
48 the Memorial Day parade (May 30) and Veteran’s Day parade (November 11). This request was approved.

49
50 **b) OTHER DECISIONS**

- 51
52 **(1) Request for Conversion of Parking Spaces from Auto to Motorcycle (Clark’s Tavern).** A request was
53 submitted by the owner of Clark’s Tavern to allow parking spaces in front of the business to be converted
54 to motorcycle parking spaces to allow better visibility of the Tavern. Selectman Putnam moved to convert
55 the first parking space into motorcycle parking in front of Clark’s Tavern. Vice Chairman Daniels
56 seconded for discussion. Selectman Putnam indicated that he does not believe these spaces meet the same
57 criteria as the space in front of the Red Arrow, which was very close to a Pedestrian Crosswalk and caused
58 a safety concern. Police Chief Douglas has indicated that it is currently legal for motorcycles to park in a

1 regular parking space and that with the parking shortage downtown, he would recommend not reducing the
2 current number of vehicular parking spaces to accommodate motorcycles. Vice Chairman Daniels noted
3 that the Red Arrow situation was different than this because drivers could not see around larger vehicles to
4 see pedestrians. He does not support taking a parking space to designate it for motorcycles. Motorcycles
5 can legally park multiple bikes in one parking space. No one has ever been ticketed for doing that in Mil-
6 ford. Motorcycles do not normally operate year-round, therefore he does not think it is prudent to take
7 away a parking spot for motorcycles since they do not even operate in the winter. Clark's can accomplish
8 what they want by telling customers to park multiple bikes in an existing spot.
9

10 Selectman Finan does not see any strong reason to make a change, most of the Tavern's business is in the
11 evening. By doing this, it would eliminate parking spaces in front of Town Hall. Selectman Bauer is not
12 sure that the owner realized that the current law is for multiple motorcycles to be parked together. Select-
13 man Bauer would not want to be designated parking spaces for motorcycles. Vice Chairman Daniels said
14 there is one motorcycle space in the oval in front of the Red Arrow because of the safety issue that existed.
15 It might give better visibility for the crosswalk, but the concern is that the request is to get better visibility
16 for the establishment. Selectman Bauer noted that motorcycles park seasonally, so we should not make
17 parking more restrictive year round. Guy Scaife said if the safety issue were enforced at that particular spot
18 it would need to be looked at all through the oval. Chairman Carmen indicated it might be that they need
19 better signage so people can see the establishment, but he does not feel taking away a parking space for
20 motorcycles is justified. If it comes back, we can talk about it. Selectman Bauer said the safety concern in
21 front of the Red Arrow was different from this situation. All members were opposed. Motion failed 0/5.

22 (2) **Selection of Representatives from the Board of Selectman and Finance Department to the Joint Ser-**
23 **VICES STUDY COMMITTEE.** Peter Basiliere, Town Moderator, has requested a Board of Selectman and a
24 Finance Department representative to serve on the Joint Service Committee for the Town of Milford as
25 passed by voters in March. Guy Scaife indicated that Jack Sheehy will be the Finance representative. Se-
26 lectman Putnam volunteered to be the Board of Selectman representative.

27 (3) **Selection of Potential Work Session Date for the Continuation of the Code Book Clean Up Process.**
28 A request was made for the Board of Selectman to select a work session date in order to continue the Code
29 Book clean up process in a timely manner in accordance with state statute. It was agreed that a work ses-
30 sion will be held June 2, 5:30 p.m. for this purpose.
31

32 5. TOWN ADMINISTRATOR REPORT:

33 a) **Legislative Update.** Guy Scaife provided a legislative update regarding HB-438 (Court Funding); Thurs-
34 day of this week, he will attend the hearing. Hopefully it will move closer to keeping the court in Milford.

35 b) **Miscellaneous.** Guy Scaife explained that by the next Board meeting, it will be time to make a decision on
36 recycling. In the last week, one of the local haulers met with Guy Scaife, Bill Ruoff and Tammy, they also met with
37 representatives of NRRA to reevaluate the financials. Guy Scaife is hoping to improve the revenue stream; last
38 week he met with the plant engineer of Hendrix Wire about recycling, and it was a positive meeting, where they
39 talked about the office and the factory. There are 30 people in the office who were very receptive to having a dedi-
40 cated receptacle for recycling. Town Hall should also enforce mandatory recycling. Many businesses already do
41 mandatory recycling. In 2008, nine out of 28 multi-family units recycled. The United States has the lowest recy-
42 cling numbers in the world of developed countries. We should look at driving the community to do a better job of
43 recycling. The market is recovering. If the town goes with single stream, it allows us to offer a place to deposit the
44 stream which would save people money. This offers an environmentally friendly method, plus cost savings. Guy
45 Scaife will get the numbers but it is not simple, Milford is very successful with our program today, but is Milford
46 willing to change the business in order to keep it profitable or make it more profitable? Guy is working through it
47 and he is hoping to have something by the next Board meeting since the co-op needs a decision from Milford. The
48 market collapsed around October 2008. The town received about \$55,000 for recycled materials in 2010.
49

50 DPW is also looking at the condition of roads to get an assessment and recommendation on paving. Selectman
51 Putnam asked if some of the worst potholes could get taken care of soon. Guy Scaife asked for some specifics on
52 where those worst potholes are located. Selectman Putnam to provide that data to Mr. Scaife.
53

54 6. DISCUSSIONS:

55 a) **Ethics Policy Work Session Scheduling.** Selectman Putnam moved to do away with the Ethics Policy.
56 Selectman Bauer seconded for discussion. Selectman Finan thinks the Ethics Committee should be present to make
57 that decision, since they have put in a lot of time. Selectman Bauer agrees that the Board owes that to the Ethics

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1 Committee to give them an explanation. Selectman Putnam withdrew his motion. Selectman Bauer also withdrew.
2 All Board members concurred to hold a work session on May 2, 2011 at 5:30 p.m. to discuss this item.
3

4 **7. SELECTMEN’S REPORTS / DISCUSSIONS**

- 5 a) **FROM SPECIAL BOARDS, COMMISSIONS & SPECIAL COMMITTEES.** Selectman Putnam
- 6 b) **OTHER ITEMS.**
- 7

8 **8. APPROVAL OF FINAL MINUTES – April 11, 2011.** Selectman Putnam moved to approve the minutes of
9 April 11, 2011 as presented. Vice Chairman Daniels seconded for discussion. Selectman Bauer requested that
10 amendments be made to pages 5 and 6. Selectman Putnam moved to approve the minutes as amended. Vice Chair-
11 man Daniels seconded. All were in favor. Motion passed 5/0.
12

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

14
15 **10. NON-PUBLIC SESSION.** Selectman Finan moved to enter into Non-public session at 7:55 p.m. in accordance
16 with RSA 91:A3(b) Personnel. Vice Chairman Daniels seconded. All were in favor. After discussion, Vice Chair-
17 man Daniels moved to come out of non-public session at 8:17 p.m. Selectman Finan seconded. All were in favor.
18 Motion passed 5/0. Chairman Carmen announced that in non-public session, the Board discussed a personnel issue
19 and no votes were taken and no decisions were made.
20

21 **11. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Finan moved to
22 adjourn at 8:18 p.m. Selectman Bauer seconded. All were in favor. Motion passed 5/0.
23
24
25

26 _____
27 Nate Carmen, Chairman

Gary L. Daniels, Vice Chairman

28
29
30 _____
31 Tim Finan, Member

Katherine Bauer, Member

32
33
34 _____
35 Mike Putnam, Member
36