

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
May 14, 2012

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

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

INSTRUCTIONS: Chairman Daniels called the meeting to order at 5:30 p.m. Chairman Daniels introduced Board members and led the audience in the Pledge of Allegiance. Chairman Daniels 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(e) – Legal. Selectman Putnam moved to enter into non-public session at 5:31 p.m. Selectman Fougere seconded. All were in favor. After discussion, Selectman Fougere moved to come out of non-public session at 5:50 p.m. Vice Chairman Finan seconded. All were in favor. Motion passed 5/0. Chairman Daniels announced that in non-public session the Board dealt with two legal issues, one dealing with reconsideration of a previous Board decision which failed to receive a second, therefore the motion failed and the other discussion was of a legal nature and there were no other decisions.

5:40 p.m. – Request for Approval of (4) and Denial of (6) Property Tax Abatement Applications, Request for Approval of (4) Late Filed Elderly Exemption Applications, and Request to Amend (1) Land Use Change Tax Status. Town Assessor Marti Noel joined the Board for this discussion. Ms. Noel presented the applications for approval (4) of property tax abatements recommended for approval. Selectman Fougere moved to approve the 4 abatement applications as recommended. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

Town Assessor Marti Noel presented the applications recommended for denial of (6) property tax abatements since it was found that they were equitably assessed and no corrections were necessary. Selectman Putnam moved to deny the (6) property tax abatements as recommended. Vice Chairman Finan seconded. All were in favor. Motion passed 5/0.

Town Assessor Marti Noel presented the applications for late filed elderly exemptions, all of which have filed the necessary paperwork. It is requested they be approved and all have identified extenuating circumstances for why they were filed late. Ms. Noel felt all had good and compelling reasons for the late filing and therefore recommended approval. Selectman Putnam moved to approve the four late filed elderly exemptions. Selectman Fougere seconded. All were in favor. Motion passed 5/0.

Town Assessor Marti Noel presented application for one property that has been subdivided and no longer qualifies for the Land Use Change Tax. Selectman Putnam moved to approve as presented. Selectman Fougere seconded. All were in favor. Motion passed 5/0.

All of the associated listings of exemptions, abatements, etc. discussed herein, are a part of the permanent agenda packet for May 14, 2012 and included by reference to these minutes as part of the permanent record.

5:50 p.m. – Introduction and Acceptance of the “Wheeler Bridge” Donation for the Souhegan River Trail.

Audrey Fraizer, Conservations Commission, requested Board acceptance of the Souhegan River Bridge donation from Dave Wheeler. Dave Wheeler explained that his son James Wheeler has put in as many hours on this project as he has and deserves a lot of the credit. Everything went really well in the installation. Selectman Putnam moved to accept the bridge with a hearty thanks. Selectman Fougere seconded. All were in favor. Motion passed 5/0.

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6:05 p.m. – Selection of Ambulance Facility Design Services. Selectman Fougere and Ambulance Director Eric Schelberg have been busy with the Facility Building Committee on the ambulance facility design. Five bids came in and four contractors were interviewed, the committee has been very productive. Goudreau & Associates PLLC was selected in the end. This organization was involved in the police station design as well. The selection was difficult but it was good to have different options. Selectman Putnam asked what criteria were used in the selection. Selectman Fougere indicated that qualifications, similar projects, and costs were all taken into account. Selectman Putnam asked if references were considered. Eric Schelberg responded that all bids had references and that two respondents were very close and it was a very difficult decision. It came down to the qualifications of the team members. He is very comfortable moving forward with this choice. Selectman Putnam asked if this was the lowest quote. Mr. Schelberg responded that it was in the middle, there was only a \$7,000 difference. Chairman Daniels asked if Goudreau & Associates PLLC has done work for the town before because it the name sounded familiar. Selectman Fougere responded that Goudreau was the lead architect for the police station; it is a different team, but he was involved. Guy Scaife noted that he came in during the police station build and he observed some challenges that Goudreau faced; that experience is an asset. Selectman Putnam asked how much was budgeted for this line item. Guy Scaife did not have an exact number, but it was more than this amount. Chairman Daniels asked if the committee is looking for Board approval. Mr. Schelberg said they are.

Selectman Putnam moved to move forward with Goudreau & Associates PLLC for no more than \$127,000. Selectman Bauer seconded. Chairman Daniels asked if they have seen the contract. Selectman Fougere said not yet, but the contract will come before the Board once it is received. Chairman Daniels asked what the Board is approving. Selectman Fougere responded it is to approve moving forward and following the contract protocol. Guy Scaife indicated it is a standard contract but this would be an approval to move forward with this vendor and if there are any issues that they will come back to the Board of Selectman. Selectman Fougere said the committee would like to start the foundation this October; the Facility Building Committee is exceptional and we have a full schedule of where we will be during the summer and by the end of the year. Selectman Bauer asked if the frame will go up before winter. Selectman Fougere hopes that is the case, and pricing is affected as is moves out, so the goal is to get it moving along and it has gone smoothly so far. All were in favor. Motion passed 5/0.

6:15 p.m. – First Public Hearing on Ordinance 2012-002 to Amend Milford Municipal Code 7.16.080 - Vending Activities and Ordinance 2012-003 to Repeal 7.16.090 – Keyes Field Vending Activities. Chairman Daniels opened the public hearing at 6:15 p.m. and asked for comments on the Ordinance 2012-002 to amend Milford Municipal Code 7.16.080 - Vending Activities and Ordinance 2012-003 to Repeal 7.16.090 – Keyes Field Vending Activities. Seeing none, the public hearing was closed at 6:16 p.m. Chairman Daniels asked for comments from Board members. Vice Chairman Finan asked why these changes are being done separately and not as one decision as has been done in the past. Darlene Bouffard explained that since one code is being amended and one code is being repealed, they are handled separately for tracking purposes. There were no further questions. These codes will move to the second public hearing on May 29, 2012.

Janet Langdell, Chairman of Planning Board, asked about the vending at town events held on town property and if the ordinance could be amended to address those hours to avoid requests being submitted year after year for the same event and request. Ms. Langdell asked if the code could be changed to reflect those hours. Guy Scaife recommended that the Recreation Director approve those items and that it should be a single decision; this change is to the ordinance to reflect that the decision can be made by the Board or a duly authorize agent, which would be the Recreation Director. Ms. Langdell indicated that currently separate letters must be submitted to be approved separately and there should be an easier process. Vice Chairman Finan commented that the Board is trying to simplify the process by taking the Board out of the process and having the duly authorized agent give that approval. Chairman Daniels suggested it be looked at for the next reading. Selectman Bauer noted that the Recreation Director is not in attendance, therefore this is not the forum for this discussion. Chairman Daniels noted that this will be presented at its second public hearing on May 29, 2012.

6:30 p.m. – 31:95 (b & e) Public Hearing for Acceptance of Unanticipated Funds Over \$5,000 and Gifts Over \$5,000. Chairman Daniels opened the public hearing at 6:40 p.m. and read the listing of unanticipated funds over \$5,000 as follows:

<u>Amount</u>	<u>Source/Purpose</u>
\$12,000.00	Fire Thermal Cameras Special Purpose Fund Donation from the Kaley Foundation for the Milford Fire Department to be used for Purchasing a new thermal imaging camera.

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Amount	Source/Purpose
\$ 9,750.00	Federal Grant – NH Highway Safety Project #315-12A-156 Funding for Overtime Milford Route 101 West corridor enforcement patrols conducted May 1 – September 15, 2012. No local match is required.
\$ 600.00	USTA Jr. Team Tennis 2012 Grant Funding from USTA New England for the Milford Recreation Department to be used for the USTA Jr. Team Tennis Recreation Program
\$ 200.00	Donation from Rocca Automotive Repair to the Milford Police Department for the Fishing Derby Special Purpose Fund
\$ 100.00	Donation from Silva Properties to the Milford Police Department for the Fishing Derby Special Purpose Fund.

There were no public comments. Chairman Daniels closed the public hearing at 6:45 p.m. There were no Board comments. Selectman Putnam moved to accept the listing as presented. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

3. PUBLIC COMMENTS (regarding items that are not on the agenda). There were no public comments made at this meeting.

4. DECISIONS

a) CONSENT CALENDAR. Chairman Daniels asked if there were any items to be removed from the Consent Calendar. No items were removed for discussion. Selectman Putnam moved to accept the Consent Calendar as presented. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

(1) Request to Approve Temporarily Altering Times Vending is Allowed, Selling Tickets & Conducting a Raffle, Allowing the Placement of Banner at the Entrance to Keyes Field Park. The Rotary Team Leader, Janet Langdell, requested hours of vending at Keyes Field to be extended to 6:30 a.m. for the annual Rotary Swim Meet on July 21 and 22, 2012, in addition to allowing a raffle to be held on town property. This request also includes a request for a banner to be hung on the fence at the old Fletcher Paint site and the Keyes pavilion to announce the event. This item was approved.

(2) Request for Approval of Annual Parade Permits. The requests for annual parades in Milford were approved as follows: May 28, 2012 Memorial Day Parade 10 a.m., September 3, 2012 Labor Day Parade 1 p.m. and November 11, 2012 Veteran’s Day Parade 10:45 a.m.

(3) Request for Approval of Fairpoint Communications and PSNH Pole License Petition. The request for approval of Fairpoint Communications and PSNH pole licenses for Souhegan Street (19/14S) was approved.

(4) Request for Adoption of Revised Fund Balance Policy. Jack Sheehy, Finance Director, presented the revised Fund Balance Policy which was approved by the Board.

(5) Request for Approval to Solicit Donations – Annual Tag Day. The United States Naval Sea Cadet Corps requested permission to hold its annual Tag Day in Milford on May 26, 2012. This request was approved.

(6) Request to Approve Issuance of Timber Yield Tax Levy & Warrant. The Tax Collector presented a Timber Tax Levy for Ronald Gaccia Trustee Henry Hildreth Trust (May 59-3) in the amount of \$1,578.34 which was approved.

(7) Request to Adopt Resolution Authorizing Bond and Loan Agreement – Ambulance Facility. Jack Sheehy, Finance Director, presented the Resolution for the Loan Agreement with Lake Sunapee Bank for the Ambulance Facility, which was approved.

b) OTHER DECISIONS.

1 (1) **Request for Adoption of Town Credit Card Policy.** This item was presented via memo by
2 Jack Sheehy, Finance Director, to be adopted. Selectman Fougere asked about the policy. There were
3 amendments recommended by the Board, including removal of the language in the Scope section and in the
4 Policy paragraph i. regarding the Patriot Act. Selectman Putnam moved to adopt the Town Credit Card policy
5 as amended. Vice Chairman Finan seconded. All were in favor. Motion passed 5/0.

6 (2) **Recommendation on the Federal Hill Speeding Issue.** Communication was received from
7 the Traffic Safety Committee (TSC) regarding the Federal Hill speed issue with a recommendation to reduce the
8 speed to 30 mph. Chairman Daniels thinks that 30 mph on that road is acceptable. For the next meeting, the
9 language will be prepared for an amendment to add this restriction in an existing ordinance. Selectman Putnam
10 moved to accept the recommendation of the Traffic Safety Committee to reduce the speed limit to 30 mph on
11 Federal Hill Road as presented. Selectman Fougere seconded. All were in favor. Motion passed 5/0.

12 (3) **Recommendation on the Elm Street/New Ambulance Facility Traffic Issue.** No decision
13 was made by the Traffic Safety Committee on a traffic light at the new ambulance facility exit. Nothing will be
14 done at this time until the new facility is built; cost is a factor and the TSC would like to see if the ambulances
15 encounter problems getting onto Elm Street. Selectman Bauer indicated that there are other ways to have a sig-
16 nal, other than spending \$75,000 on a traffic light. Chairman Daniels indicated there were numerous options
17 discussed and the \$75,000 option was at the high end. Selectman Fougere suggested looking at the intersection
18 at Route 13 and Armory Road, where the State will be working on the entire intersection, to see if a light cur-
19 rently used at that intersection could be utilized for the ambulance facility intersection. This is another option
20 that can be considered when the facility is built. Chairman Daniels indicated another issue discussed at the TSC
21 meeting was the backup of traffic in front of Bales school, which is being worked out through the Police De-
22 partment and School District.

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24 **5. TOWN ADMINISTRATOR REPORT:**

- 25
26 a) **66 Elm Street Property Update.** Guy Scaife indicated that discussions are continuing with the abutting
27 landowners and the easement was submitted May 3 and we have not heard back yet. Attorney Drescher
28 was asked to follow up on that today; Guy Scaife will keep the Board informed.
- 29 b) **Fletcher Site Update.** Guy Scaife indicated there have been inquiries on the work being done at the
30 Fletcher site; that activity is GE refining their work and doing additional test pits. The clean up activity is
31 slated for 2013. Any more activity this year should not impact the public. The construction of a temporary
32 parking lot might be done this fall. Vice Chairman Finan noted that the 50th anniversary of the Keyes
33 Swimming Pool is in 2015 and the Recreation Department is planning to make a big deal of it. Guy Scaife
34 stated that the pool rehabilitation really looks great; it is a great a facility.
- 35 c) **Miscellaneous.** Guy Scaife attended a meeting about the future clean up of OU2 contaminating the river
36 bed. In September, official notice will be sent to the responsible parties. In-kind services are mostly what
37 the town's responsibilities will be, with things such as the organization using Keyes Drive, etc.

38 A list of items that Mike McInerney will update on the website will be completed in 6-8 weeks.
39 We have already implemented some search capabilities on the ordinances. This is an evolving process.
40 The town is one third through the year financially, spending looks good, revenue on vehicle registration is
41 up significantly. Welfare has had under runs in March, but in April the numbers were in line with past
42 years. The spring clean up was held two weeks ago, the activity was tracked, there were 79 residents that
43 participated, historically there have been about 100 and it cost about \$4,000 to run. This may be something
44 the Board wants to discuss in the future. This program affects very few residents but it does help keep the
45 town clean. Chairman Daniels asked if the participants are closer to town or on the outskirts. Guy Scaife
46 did not have that information tracked. Selectman Putnam thinks it is a great program and it is not that cost-
47 ly.

48 Guy Scaife indicated there were 23 police chief applications received, some within the State and
49 some outside. Those have been narrowed down to eight for formal interviews; for which he will keep the
50 Board posted. Last week, Guy Scaife attended the Primex conference which focused on Risk Management
51 and helping communities with best management practices.

52 Guy Scaife looked into the charging of the school system for false alarms. The ordinance is fol-
53 lowed by the fire and police, three alarms would be allowed and then they are charged. Any weather relat-
54 ed alarms are excluded. The school does try to manage it but the cost is the cost and it is charged. Vice
55 Chairman Finan asked how many alarms are because of kids pulling the alarm. Guy Scaife did not have
56 that information. The question is, should the town be charging them for accidental alarms, asked Select-
57 man Putnam, we are covering the cost of the police being there so why do we charge for the call? Vice

1 Chairman Finan suggested it is the school's problem to solve, asking why this even came up. Selectman
2 Putnam responded that he was reviewing the expenses and saw these charges.

3 Guy Scaife updated the Board on the dam feasibility study, noting that when the report is com-
4 plete, a public hearing will be held. Selectman Fougere asked Guy Scaife to look into the schedule because
5 it was stated the report would be complete in 2011 and it is still outstanding. There were to be two public
6 hearings at milestone dates but no dates were identified. Guy Scaife agreed, but stated that three public
7 hearings have been held, the next public hearing will be when the draft assessment is received. Selectman
8 Putnam noted that he has not heard of anyone in favor of removing the dams; Selectman Putnam is not in
9 favor of removing the dams, if no one is in favor of removing the dams, let's see where that goes. Most
10 people Vice Chairman Finan has talked with are in favor of taking the dams down. Right now, Selectman
11 Bauer is in favor of keeping the dams. The feasibility study will show what the impact will be. Chairman
12 Daniels agrees that he wants to see both sides of the story to see what would happen if the dams were re-
13 moved versus the cost to keep them. Selectman Fougere is not in favor of taking down the dams but feels
14 we should see the study through to see both sides. The dams are a significant part of the town's history, we
15 have three other dams in town that we have spent money on. The study is almost done, let's see what
16 comes out of it. Selectman Bauer asked if the Goldman Dam is privately owned. Guy Scaife responded
17 that it is. And it will need to be repaired and the owner has no interest in repairing it or in the dam at all,
18 responded Selectman Bauer. Unless something happens, if the dam stays, it will get repaired, but it will
19 fall to the responsibility of the town - it must be maintained. The last time it was rebuilt was in the 60's
20 and that fell on the town. Guy Scaife commented that the report is well on its way and it would be good to
21 finish the study. The history is an interesting part of the study but there is a cost to keeping the dams.
22
23

24 **6. DISCUSSIONS.**

25 **a) Maintenance of a Portion of a Class VI Segment of Perry Road.** Guy Scaife explained that an error has
26 existed on Map E3 for many years on Perry Road, Class VI portion. There is a homeowner that built in 2010, it was
27 a Perry Road address and it was recently changed to Marcey's Way. On a Class VI road, there is a homeowner ob-
28 ligation for maintenance of the road, they do not get any of those town services and they have to maintain the road
29 and be sure it is passable for emergency services. When these people applied for a building permit, we gave them a
30 document in error and the owners anticipated maintaining 1000' less than what they actually have to maintain.
31 Normally the town is not involved with the property at the end of a Class VI road but the Brox property is out there.
32 Because of that, the town goes down there and we have citizens go out for recreation purposes. The agreement these
33 owners signed is that they have the responsibility to maintain the road, but the town has benefited from that. Guy
34 Scaife is proposing the town provide gravel to assist with the maintenance of the road, we use that road and they are
35 maintaining it at a high standard. This would be a partnership and is a minimum commitment. If there is a problem,
36 we could step away from it, but it is a good agreement. The vast majority of damage to the road is done by other
37 people. Selectman Putnam asked how much money the gravel costs. Guy Scaife said it is minimal. It is for a cou-
38 ple of loads a couple times a year and that should be sufficient. Selectman Fougere asked where the town mainte-
39 nance ends. Guy Scaife answered it is where the pavement ends; the homeowner keeps it level.
40

41 Selectman Putnam moved to allow the town to work with the residents on Marcey's Way on this proposal. Se-
42 lectman Bauer seconded. There were no further comments. Chairman Daniels asked where the gravel should be
43 placed. Mr. Labonte is open to talk about where it could be placed, he does not have a particular place for it. He
44 would like to have a discussion off line at some point. If the Board approves this, Guy Scaife said everyone can sit
45 down to work out the details. There was no further discussion. All were in favor of the motion. Motion passed 5/0.
46

47 **b) Proposed Ethics Policy Update.** Chairman Daniels went under the assumption that this policy should
48 apply to this Board and any other committees, boards, commissions, etc. that are appointed by the Board of Select-
49 man. If a Board or committee comes under someone else, it would be up to them to take up an Ethics Policy for
50 themselves. Employees would be held to the standard in the Employee Handbook. Selectman Bauer thought that
51 committees and boards could not be held to this policy. Chairman Daniels challenges that, since they are appointed
52 by this Board. That was Bill Drescher that stated that, said Vice Chairman Finan. Vice Chairman Finan feels if the
53 Board of Selectman appoints them, we can have them held to this policy. Chairman Daniels would like to see that
54 logic, the changes in this policy are based on his challenges to that position. Selectman Bauer asked if the boards
55 and committees would be notified that this Ethics Policy is being created and that they will need to abide to it.
56 Chairman Daniels thought when this get approved, the current committees, boards, etc. would be notified and pro-
57 vide a copy to current members. Vice Chairman Finan thought that the Ethics Committee was going to present this
58 to each committee and board. Chairman Daniels asked for questions or recommendations to his changes. Selectman

1 Putnam and Selectman Fougere were okay with the changes. Selectman Putnam moved to adopt the policy as pre-
2 sented including amendments. Vice Chairman Finan seconded. All were in favor. Motion passed 5/0.

3 c) **2012 – 2013 Board of Selectmen Goals.** Chairman Daniels tried to put the Board of Selectman thoughts
4 about goals into a readable, understandable format. Chairman Daniels hopes the Board of Selectman can get more
5 involved with economic development in trying to educate businesses and market the town of Milford. Selectman
6 Putnam suggested that EDAC is already doing that and the TIFF Board also hired a marketing company. Chairman
7 Daniels said he does not see a lot happening and wants to see if this Board can get involved and assist. Selectman
8 Bauer added that a new Commerce and Community District was also just voted in. Vice Chairman Finan read this
9 listing and at first agreed, but the Board goals are just for operational guidance, just to make sure things get done.
10 Selectman Bauer suggested that most of the items listed are done by staff, she would like it defined and clear who
11 takes the lead on each task. Guy Scaife has no problem with the list, it was a valiant effort by Chairman Daniels.
12 Chairman Daniels will refine the list and bring to the next Board meeting.

13
14 d) **Consideration of Amending “Terms and Conditions For Use of Town Hall Auditorium, Banquet Hall
15 & Kitchen” Frequency of Use Guideline.** Chairman Daniels explained that he has brought this forward because of
16 the need to frequently waive the requirements of the current guidelines; Chairman Daniels wants to have discussion
17 on these rules and asks why it does not work and see if there is something that will work better. Currently, Chair-
18 man Daniels said that requests must be made three weeks in advance and follow many more guidelines. Selectman
19 Bauer suggested the guidelines were written for a reason, asking if there has been trouble with waivers. The Winter
20 Farmer’s Market was one exception. Chairman Daniels suggested there were other groups that wanted to do things
21 and were requesting waivers of custodian fees and length of usage. Selectman Bauer does not want to make changes
22 that are not helpful. There may be a reason for the requirements in the guidelines.

23
24 Chairman Daniels said he looked at the policy and feels we should not have to continually waive certain re-
25 quests. Vice Chairman Finan indicated that there was a request for homeschoolers to conduct school in that area
26 that he feels is not appropriate. Vice Chairman Finan suggested there is intent behind the guidelines and in certain
27 circumstances items may be waived. Selectman Fougere remembers this issue coming up before and did some re-
28 search, finding that over the past year, through reading minutes, the custodian fee waiver is the most frequent re-
29 quest. Guy Scaife does not see a problem. There are a multitude of activities and there are regular uses for that
30 space, he would be concerned with any changes with unanticipated consequences. Selectman Putnam does not see it
31 as a problem and neither does Selectman Bauer or Selectman Fougere. After some discussion, Chairman Daniels
32 stated that he is hearing that any organization that has an economic benefit (such as the Winter Farmer’s Market)
33 should have requirements waived. Selectman Putnam disagreed, suggesting it is handled on a case by case basis.
34 Vice Chairman Finan said this Board does not want groups to use the space on a regular basis. The Farmer’s Market
35 promotes economic development of the town, stated Selectman Bauer. Selectman Putnam added that the Farmer’s
36 Market is open to all, no one is excluded. The citizens are reaping the benefits of that activity, but it is a case by
37 case decision. The only issue Selectman Fougere sees coming up again and again with the use of that space is the
38 fees for the custodian services. After discussion, it was agreed to put this away until a problem arises.

39
40 Janet Langdell, citizen, brought up that the Seniors meet every week in that space, asking how that is different.
41 Guy Scaife responded that is sponsored by the Recreation Commission. Vice Chairman Finan added that it could
42 also evolve into something else. Ms. Langdell said they are also a non-profit, but she thinks it is great that they can
43 meet here. That is the point, said Selectman Bauer.

44
45 e) **CIP Process and Input Considerations.** Chairman Daniels wished to bring this before the Board to dis-
46 cuss the process. The CIP committee has not begun activity yet this year and we should identify how the Board
47 should be involved. Guy Scaife noted that the CIP committee reports to the Planning Board and will notify the
48 Board of Selectman if there is a need.

50 7. SELECTMEN’S REPORTS / DISCUSSIONS.

51
52 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Selectman Putnam
53 indicated that MACC Base did not have a quorum last week so the meeting was moved to next week. Selectman
54 Fougere indicated the Ambulance Building Committee is planning to control costs and be flexible with subcontractors.
55 Chairman Daniels indicated the Recycling Committee meets tomorrow night.

56
57 b) **OTHER ITEMS (that are not on the agenda).**
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1 **8. APPROVAL OF FINAL MINUTES – April 23, 2012.** Selectman Putnam moved to approve the minutes of
2 April 23, 2012 as amended. Selectman Fougere seconded. All were in favor. Motion passed 5/0.
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4 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.**

5
6 **10. NOTICES.** Notices were read by Chairman Daniels.
7

8 **11. NON-PUBLIC SESSION.** Vice Chairman Finan moved to enter into Non-public session at 9:00 p.m. in ac-
9 cordance with RSA 91:A3(a) for personnel and approval of non-public minutes of April 23, 2012 (personnel & rep-
10 utation). Vice Chairman Finan seconded. All were in favor.
11

12 The non-public minutes of April 23, 2012 were unsealed on motion made by Selectman Putnam and seconded by
13 Selectman Bauer. All were in favor. Motion passed 5/0.
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15 The non-public minutes of April 23, 2012 were approved on motion made by Selectman Putnam and seconded by
16 Vice Chairman Finan. All were in favor. Motion passed 5/0.
17

18 The non-public minutes of April 23, 2012 were resealed on motion made by Selectman Putnam and seconded by
19 Vice Chairman Finan. All were in favor. Motion passed 5/0.
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21 Vice Chairman Finan moved to seal the minutes of this non-public session. Selectman Fougere seconded. All were
22 in favor. Motion passed 5/0.
23

24 Selectman Putnam moved to exit the non-public session. Vice Chairman Finan seconded. All were in favor. Mo-
25 tion passed 5/0.
26

27 After adjournment of the non-public session at 9:18 p.m., Chairman Daniels announced that in the non-public ses-
28 sion the Board discussed a personnel matter. Beyond the approval of the non-public minutes, no votes were taken
29 and no decisions were made.
30

31 **12. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Bauer moved to
32 adjourn at 9:19 p.m. Vice Chairman Finan seconded. All were in favor. Motion passed 5/0.
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34

35 _____
36 Gary L. Daniels, Chairman
37

Tim Finan, Vice Chairman

38 _____
39 Katherine Bauer, Member
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Mike Putnam, Member
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42 _____
43 Mark Fougere, Member
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