

APPROVED
AMENDED MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
December 23, 2013
SEE 5:50 APPOINTMENT FOR AMENDMENT

PRESENT: Gary Daniels, Chairman
Mark Fougere, Vice Chairman
Katherine Bauer, Member
Kevin Federico, Member
Mike Putnam, Member
Guy Scaife, Town Administrator
Darlene J. Bouffard, Recording Secretary
Niko Giokas, Videographer

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

INSTRUCTIONS: Chairman Daniels called the public meeting to order at 5:30 and introduced Board members; he then 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. – Departmental Update – Community Development. Bill Parker, Community Development Director, provided an update for the department and its various responsibilities. There are five full time and five part time people in the department. The South Street project is progressing. The construction on the Route 13/Armory Road intersection is scheduled to begin in the spring of 2014. Selectman Bauer asked about senior housing. Mr. Parker indicated that the Planning Board feels we have a lot of senior housing in Milford; the Planning Board thinks the density is too great, and has been working revising the regulations on this for a while. Selectman Bauer asked if a developer could still come in and build age-restrictive housing. Mr. Parker said they could. Selectman Bauer noted there are seven senior housing developments in town; this town has done more than its share of senior housing. Mr. Parker added that the incentive and density was making it attractive to developers to do senior housing. Economic Development continues to support these projects as much as it can. Selectman Bauer said there was a joint meeting with the Water Commissioners, EDAC, Planning Board, and Board of Selectmen during which there were good points brought up; it was good to get everyone in the same room together. Vice Chairman Fougere suggested having that meeting every year.

Bill Parker continued, stating residential permits are increasing but are still very slow, noting that there are not a lot of available lots in Milford right now. Selectman Bauer indicated there is a subdivision coming up on Osgood Road and a multi-unit on Capron Road, but in the next couple of years we will see the building increasing. Mr. Parker continued, stating the Pine Valley units will have a move-in date this spring. Selectman Putnam said he heard that Hannaford is coming to Milford. Bill Parker had not heard that, but that would be good. Guy Scaife indicated the South Street project has taken a long time along with the oval area out to Elm Street and Nashua Street and across the bridge; those should be worked on simultaneously. Guy Scaife recommended that we start working on the oval project immediately, we have a preliminary design, we should start looking at it, but as time goes by, the money buys less. It should be made a higher priority. Selectman Putnam asked for the opinion of Mr. Parker. Mr. Parker agreed with Mr. Scaife, stating that South Street is going to happen soon, so we should be looking forward to what is next. We need to reprioritize the study and move forward on it. Selectman Putnam moved to give Bill Parker direction to start on those projects. Selectman Bauer seconded. Guy Scaife said the committee has not met in 5-6 years, they should meet again. Vice Chairman Fougere said the study is dated, he wonders if the Board could get an overview to refresh us on what the project is about and try to prioritize where we go next. If Mr. Parker could plan to give the Board of Selectmen an update, that would be appreciated. Selectman Federico agreed. Chairman Daniels asked if that money is from another project. Bill Parker said no, the money was earmarked for these projects. All were in favor of the motion. Motion passed 5/0.

5:50 p.m. – Review of St. Joseph Hospital/Milford Medical Center/Kaley Park Potential Land Exchange. Attorney Bruce Westgate and Bob Demers, representing St. Joe's Hospital, along with Kyle Burchard, Project Engineer, wanted to share an aspect of this project being a proposed land swap or land exchange with Milford to benefit

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1 both the town and St. Joe's. Bob Demers indicated they will be before the Planning Board again in January. The
2 front building, the old house and barn will be razed, and the new building will be set back further from Nashua
3 Street. The back office building will remain. The overall lot that will house the project would make sense to ac-
4 commodate the new building and parking. The town owns a section of land connected to Kaley Park that cuts
5 through the St. Joe's land. The proposal is an equal mass to swap one for the other. By doing the swap, it would
6 minimize the easements required, if we do not swap, then some of the medical center parking would be on Kaley
7 Land and an easement would be required to get to Nashua Street because St. Joe's owns part of that land. It seems
8 to make sense to swap the land and they wanted the Board of Selectmen to know at least what St. Joe's is thinking.
9 Bill Parker can talk more about the specifics if the Board has questions. Bob Demers said he is not sure of the pro-
10 cess for this town to move forward. On January 21, the formal site plan application will be before the Planning
11 Board. Attorney Westgate asked if there were any questions.

12
13 ~~Selectman Putnam does not have a problem with the proposed land swap but asked if the town needed to spend any
14 money. Mr. Demers said no, the roads will be part of the St. Joe's site work and the road will be maintained by St.
15 Joe's. Vice Chairman Fougere asked if Bill Drescher has been consulted about any easement documents. When the
16 park was first started, it was low key, but now it is becoming more active. Mr. Demers said the old easements will
17 be going away. We need feedback from the town about the use of Kaley. Vice Chairman Fougere does not want
18 any restrictions on the use of the park. Chairman Daniels asked about turning lanes and widening of the road, and if
19 that will be part of the St. Joe's site work? Mr. Demers said yes. **Amend to read as follows:** Selectman Putnam
20 does not have a problem with the proposed land swap but asked if the town needed to spend any money to get down
21 to Kaley park, or will all that be taken care of in your construction? Attorney Westgate said that will all be part of
22 St. Joe's site plan and their cost, frankly in going forward St. Joe's will maintain and plow the driveway fully as
23 well, we're not really looking to parcel out you pay this percentage and we pay that percentage, we need it on a daily
24 basis, we should be making it. St. Joe's is not responsible for the turning lane. Vice Chairman Fougere asked if
25 Bill Drescher has been consulted about any easement documents. When the park was first started, it was low key,
26 but now it is becoming more active. Attorney Westgate said the old easements will be going away. We need feed-
27 back from the town about the intensity of use at Kaley. Vice Chairman Fougere does not want any restrictions on
28 the use of the park. Chairman Daniels asked about turning lanes and widening of the road and if it is not part of the
29 St. Joe's site work? Attorney Westgate said correct. Chairman Daniels agrees with the comments made and as long
30 as there is no problem with access to Kaley Park, he supports the swap. Attorney Westgate said it makes sense to
31 put the access outside of the parking and the swap will accomplish that. Mr. Burchard said the uses are on par with
32 the traffic as it is today. Mr. Demers said there are figures that are compared for the specific uses. The change of
33 use to "Urgent Care," causes a variety of volume. Chairman Daniels asked if this requires it to go to the voters.
34 Guy Scaife said it does not, there is an agreement explaining the details that goes before the Planning Board and it
35 will have a hearing, but this does not require voter approval. Attorney Westgate said they need to request formal
36 approval of the land swap and that must go to the Planning Board and a hearing must be held. Vice Chairman Foug-
37 ere said the easements have to be approved and signed by the Board or Guy Scaife on the Board's behalf. Attorney
38 Westgate said a lot line adjustment plan will need to be approved by the Planning Board for the swap. It is not nec-
39 essary to have 100' frontage for Kaley Park. Selectman Putnam wants to keep it simple, as does Vice Chairman
40 Fougere, who stated if the deed is written properly, we do not need the frontage.~~

41
42 **6:20 p.m. – Review of Board of Water and Sewer Commission's Potential Warrant Article – West Elm Street**
43 **Water Main Extension Project.** Bob Courage, Chairman of Board of Water/Sewer Commissioners, and Dale
44 White, Vice Chair, indicated that the last time the town needed a water line extension, the Board of Commissioners
45 (BOC) agreed that we would go forward to get an estimate to present to the Board of Selectmen. Three Requests for
46 Proposal (RFP) were sent out and the BOC decided it would get a package together to include the engineering de-
47 sign, permitting, preliminary design, etc. The price it received from TF Moran was \$41,300. The amount was ap-
48 proved and the BOC moved forward with the document, at least the plans will be in the file. It is believed that Wil-
49 ton will eventually connect to Milford's water system. The preliminary plan that was agreed on, estimated for the
50 work based on 3500' of 12" pipe and 8" pipe, was a total of \$794,000 with a 20-year bond, interest was 3%, and the
51 first year payment would be \$63,582 in 2015 which would decline as it progressed. In 2034, the principal would be
52 \$794,000 and the interest would be \$250,000. Dale White indicated the BOC met and discussed this, and the esti-
53 mate is higher than expected. We do not need to have the line go down as far as the plan was for. Mr. White does
54 not like getting an estimate this early, it is a real number but in this economy we can get a better number when it is
55 put up for bid. Mr. White feels it should be on the 2014 warrant because the State of NH will reconstruct Route 101
56 at some point in time. Right now, they plan to put it on in 2015. That gives us a year to have it done; it is a 3-4 year
57 project. We would be remiss to not have this water line put in for the future. If they will reconstruct Route 101, the
58 last thing we want to do is not have the line in there before they do the work on Route 101. There will come a day

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1 when Wilton will want water from Milford. There are customers on that strip of road that need water because of
2 water quality. Mr. White said he would like to see the support from the Board of Selectmen, Planning Department
3 and BOC, since this is a gateway into the town. There will be no one that wants to build there without town water.
4 We should have water before the road (Route 101) is reconstructed.
5

6 Chairman Daniels said he heard that the water line was going to go across the bridge. Mr. White said no,
7 only to the bridge, not across it. Vice Chairman Fougere thinks we should take a look at it, there is a lot of priority
8 we are looking at, it has not gone through Capital Improvement Plan (CIP) and we do not have a firm number yet.
9 Vice Chairman Fougere would like to get it built in 2015 and go to the voters with firm numbers and plan to see
10 what any land owners might be willing to contribute to the project. Vice Chairman Fougere wants to nail down the
11 number a little better. It is an important water line to extend. Selectman Federico asked what the town will recuper-
12 ate from businesses that are up that way. What is the potential land for land development up there? No one wants to
13 spend money but he wants to know more about it. Mr. White would like a firm number from the contractor on the
14 cost. Chairman Daniels asked if we want to put it on the 2015 warrant. Mr. White said there are users that want it
15 and need it, but he also believes in presenting to the taxpayers the correct number up front so we know exactly what
16 that number is. We did talk about what can be done. We have had people say they are willing to contribute but we
17 should put something in place because it is a betterment of that area. In 2016, the State plans to start working on
18 Route 101. Manchester does a front footage fee that is determined prior to implementation and is measured by the
19 frontage of the property. If Milford implemented the same measures, that would help pay for the project. If Wilton
20 does not pay today, there will come a day when they will have to. Mr. White said the front footage fee can be im-
21 plemented, if the land owner does not choose to hook on, they would not pay. Vice Chairman Fougere said the bet-
22 terment charge becomes a lien on the property. Mr. White agreed, stating there are a number of different ways to do
23 it. Bob Courage stated waiting another year might allow for a better cost. When it goes to town vote, it can have a
24 stipulation that if it does not get approved there are no obligations. That is the way to get the firmest price.
25

26 Bob Courage said that leg of the project, if we extend the line to service Irving, it can always tie in across the road.
27 Guy Scaife asked what the footage is if the line goes to the gas station. Mr. White said it is about 2700'. That was
28 the first initial price he was talking about. Vice Chairman Fougere indicated that half the street has no users because
29 of the Souhegan River. Mr. White indicated Wilton has a need. Selectman Putnam suggested even if there were
30 businesses and residents on both sides of Route 101, the user fees would never recuperate the money in full. One of
31 the recommendations from the Economic Development Advisory Committee (EDAC) was to get water out there, it
32 is not just about spending the money, and it is to get water out at that end. This is a need, not a want. Chairman
33 Daniels asked the BOC if they wanted it on the 2014 warrant. Selectman Putnam said we are going to do the work
34 before the State works on Route 101. Bob Courage asked what the plan is for Route 101, just resurface or repair? If
35 it is going to be a complete reconstruction, that is when to do it. If it is just an overlay, the water piping can be done
36 now. Guy Scaife indicated it is not just an overlay; it is widening and curb cuts. Then if we could tie it in with that
37 project, Bob Courage said it would be cheaper. Mr. White indicated that might be an avenue to look into. Guy
38 Scaife believes that it needs to be next year and to bid it two ways. Bob Courage feels it would be more advanta-
39 geous to do it in conjunction with the State project. Mr. White does not want to disagree, but it would be two differ-
40 ent contractors working on it and that does not always work. Selectman Putnam said we have to get water up there,
41 we should just do our thing and get the line up there and then the State could come in and do their work. Mr. White
42 said the town work will be on the shoulder of the road not in the middle of the road.
43

44 Vice Chairman Fougere said this is a project worth doing but he thinks it needs some fine tuning. Mr. White asked
45 when the cutoff date is for warrant articles. Guy Scaife said December 27 is the cut off. It must be posted in the
46 newspaper and the Budget & Bond Meeting is January 13, 2014. Mr. White said if we agree to put it off for one
47 year, so be it, but if we unanimously agree to put it on this year, would the Board put it on the warrant? Selectman
48 Bauer asked if the Board of Selectmen wants a better number. Selectman Putnam thinks that a better number will
49 not be hard to get. Guy Scaife said it is needed by December 27, you need the cost, betterment fees, etc. all figured.
50 Mr. White feels that couldn't be done by December 27 so it should wait until 2015. This is a need and it needs to be
51 done before they rebuild Route 101.
52

53 **7:00 p.m. – Traffic Safety Committee Overview of Final Decision on Phillips Way and Prospect Street.** Gil
54 Archambault and Dave Wheeler, of the Traffic Safety Committee (TSC) explained that the TSC met and discussed
55 the Phillips Way and Prospect Street traffic situation and came up with the recommendations as provided to the
56 Board of Selectmen. Dave Wheeler read the third paragraph that sums up the issue. From a safety perspective, the
57 TSC unanimously felt that it would be trading one problem for another; if the direction of Phillips Way was re-
58 versed. The TSC felt it was better to keep things the way they are, understanding that things need to be improved

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1 when they can. The TSC voted unanimously to place a “No Trucking” sign at the end of Prospect Street. The speed
2 limit reduction being reduced to 25 mph was not supported and the TSC recommended that the speed limit remain at
3 30 mph. Vice Chairman Fougere asked what is considered a truck. Dave Wheeler said it goes by weight. Chairman
4 Daniels asked Chief Viola to comment. Chief Viola is trying to keep trucks off of Prospect Street unless they have a
5 delivery on that road. This signage will prevent UPS and FedEx type trucks from driving on that road unless they
6 have a delivery on that road. This is to prevent trucks from using Phillips Way as a cut through to the Ledgewood
7 housing area and facility. Selectman Bauer asked Chief Viola to check on the weight limitations on trucks or what
8 defines a truck. Chief Viola believes the ordinance defines the weight. Vice Chairman Fougere said it is hoped that
9 the sign defines the weight limit as well. Selectman Bauer agreed. If it is a van, Selectman Bauer said they could go
10 into Ledgewood as a short cut. Selectman Federico said the smaller they get, the fewer ones will be caught going
11 through. Chairman Daniels said the issue of enforcement and the fine is to deter the big 18-wheelers from going up
12 there.

13
14 Phillips Way. Selectman Putnam moved to approve the recommendation of the TSC. Vice Chairman Fougere se-
15 conded for discussion. Vice Chairman Fougere understands the concern the residents have on this road, he spoke to
16 a traffic engineer and looked at the plans and the analysis, he thinks something needs to be done at the Nashua Street
17 and Tonella Road intersection, the town should initiate a traffic analysis. If it is determined that a light is necessary,
18 the town would need to pay for it; one thing not analyzed in the last traffic analysis is the sight distance. Turning
19 left at that intersection is very bad and needs to be addressed. Chairman Daniels stated that the TSC also looked at
20 sight distance and talked about talking with the owners of Edgewood Plaza about not allowing trucks to park along
21 that edge, but that is private property, therefore the owners cannot be required to take that action. Selectman Bauer
22 said if the traffic study did not include the sight distance, that needs to be in the report. Selectman Federico agrees
23 that reversing the direction (on Phillips Way) would just trade the problem from one area to another. Within 90
24 days, Vice Chairman Fougere said we will know if there is a project going in there that might take care of the prob-
25 lem. Selectman Bauer thinks reversing the direction would just trade one problem for the other. This is the fourth
26 time this issue has gone before the TSC, there is no easy answer but reversing it does not solve the problem. All
27 were in favor of the motion. Motion passed 5/0.

28
29 “No Through Trucking”. The TSC has recommended that the sign “No Through Trucking” be installed at the be-
30 ginning of Prospect Street. Selectman Putnam moved to approve that recommendation. Vice Chairman Fougere
31 seconded for discussion. Selectman Federico asked will the sign have a weight limit? Selectman Putnam indicated
32 if it says “No Through Trucking”, the drivers know they cannot go that way. It should not be a through way for
33 trucks. Chief Viola indicated enforcement will be difficult, if they use it as a cut through it will need to be proven.
34 We have that signage going through town, but sometimes people do it anyway. If an 18-wheeler is seen going up
35 there, the call needs to be made to report it. Sometimes the driver makes a wrong turn. Gil Archambault indicated
36 in the past, things have been passed by the Board of Selectmen and then forwarded to DPW, if a sign is approved,
37 can the information get forwarded? Chairman Daniels said yes, the Board will pass on that information. All were in
38 favor of the motion. Motion passed 5/0.

39
40 Speed Limit Reduction. Selectman Putnam moved to approve the TSC recommendation to not decrease the speed
41 limit. Selectman Federico seconded for discussion. Vice Chairman Fougere will disagree with this; he thinks the
42 speed limit reduction with a hair pin turn up there would be wise. It has a 12% grade and he thinks the speed limit
43 should be reduced. Selectman Bauer is interested in seeing the report, it was done over 7 months ago and she was
44 surprised that most drivers drive less than 30 mph. She thinks the 30 mph limit is working. Chief Viola stated the
45 officers doing the study did it at both the peak hours and off-peak hours. It is indicative of the traffic pattern. Guy
46 Scaife does not understand how you can justify the speed limit when you cannot go around that curve at 30 mph. If
47 the whole street speed limit is not lowered, Guy Scaife suggested that the curve should at least be lowered. Chair-
48 man Daniels pointed out that since the only way drivers could get to upper Prospect Street was to make the 90-
49 degree turn on their way in, they would already be aware of the curve on their way out. Selectman Putnam asked if
50 Chief Viola looked at accident reports for that area. Chief Viola responded that he did look, but most of the acci-
51 dents were not at that curve. There were some incidents where cars went into the yards at that curve. There was no
52 further discussion. Chairman Daniels, Selectman Putnam, Selectman Bauer and Selectman Federico were in favor,
53 with Vice Chairman Fougere opposed. Motion passed 4/1.

54
55 Gil Archambault stated that the TSC formed in 2005 with 7 seven members and every year the committee designates
56 a Chairman and Vice Chairman. The Traffic Safety Committee serves all different departments and meets several
57 times per year. The TSC has met over 50 times since 2005. Chairman Daniels added that the TSC meetings are
58 posted on the website and in Town Hall. Vice Chairman Fougere thanked the TSC and commented that this particu-

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

lar issue got very heated and there was a lot of work done by the TSC, so thank you all for staying with it and making a recommendation.

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

4. DECISIONS

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

1) Approval of Unanticipated Revenues and Gifts Under \$5,000 (RSA 31:95 b & e). The listing of unanticipated revenues and gifts under \$5,000 was reviewed as follows:

Source	Amount	Purpose
Milford Lions Charities	\$ 100.00	Donation to the Milford Police Department to be used for the Police Awards Special Purpose Fund.
Milford Recreation Commission	\$ 600.00	Brick fundraiser monies to be used for The Keyes Pavilion Special Purpose fund.
Lake Sunapee Bank	\$ 972.00	Donation to the Ambulance Department For the purpose of one automated external Defibrillator.
Milford Recreation Commission	\$1,834.48	Donation to the Kaley Softball Field Special Purpose Fund from the 2013 Coed Wooden Bat Softball Tournament Fundraiser.
Milford Improvement Team		Donation of granite sign for the new Ambulance Facility. This is valued at \$2,843.00.

This request was approved.

2) Consideration of Approval of Property Tax Interest Waiver. Tax Collector Kathy Doherty requested a property tax interest waiver in the amount of \$79.83 due to lack of receiving the bill. This request was approved.

3) Request to Reappoint Heritage Commission Candidates Polly Cote and Herbert Adams as Full Members. The request to reappoint Heritage Commission Candidates Polly Cote and Herbert Adams as full members until March 31, 2017 was approved.

4) Request for Approval of the Transfer Station Early Closure at 4:30 p.m. on December 31, 2013. The request for early closure at the Transfer Station on December 31, 2013 was approved. Vice Chairman Fougere suggested that any of the early closures for town offices be put on the reader board at the Transfer Station. Chairman Daniels agreed and added that they should have a sign outside the gate at the Transfer Station as well. Selectman Federico added that it should also be on the website.

b) OTHER DECISIONS.

5. TOWN ADMINISTRATOR REPORT:

a) Town Hall Renovation Plan Update. The Town Hall transformer issue has been discussed with PSNH, who wants to check the meter before they do anything. PSNH said they can increase the size of the transformer on the pole one more time, which would eliminate the need for a pad-mounted transformer. The Board is still awaiting information to determine if it is a transformer issue or a supply issue, either way it is up to PSNH to fix. The Board talked about trying to break up the project into smaller pieces, Guy Scaife encouraged the Board to reconsider the project; without the detailed engineering it will be really hard selling it to the voters. The Board members felt the floor plan was a good one, but the way the building is laid out really limits what can be done. If the voters decide on the detailed engineering, then the voters can trust the price presented the following year. If it is rejected by voters, we would still have the engineering details that we could try again another year. Guy Scaife said the engineering cost still needs to be funded regardless of how it is implemented, all at once or spread out over several projects.

Selectman Putnam said the town does not have a hodgepodge heating system, it was renovated in 1988, it was engineered, and it was not a Band-Aid approach. The transformer was a huge expense and now we find out it was not needed after a few questions were asked. Guy Scaife indicated the hodge-podge he was referring to is the distribution system and fresh air intake. Selectman Putnam indicated that architects and engineers were the ones that designed the heating system, and have made adjustments over the years to things that have popped up, so we end up

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1 paying for it when it breaks down and making repairs. Selectman Putnam said we can engineer it ourselves, Select-
2 man Putnam does not know why the repairs do not happen with the systems that the engineering has done. Select-
3 man Putnam said he has done that type of work for 40 years. Guy Scaife said the engineering will cost \$110,000,
4 and that would give us a foundation to move toward. There was discussion about a lot of items coming up in the
5 CIP, but as items move up on that list, other items move out. The ambulance facility was built and we knew that the
6 town hall renovation was going to follow that. Selectman Bauer said the library is in the CIP for 2015 and has been
7 put off a lot. Their facility is inadequate. The concern for Selectman Bauer about renovating town hall is the status
8 of the basement offices and layout, there is no fresh air system down there. There are items in those offices that are
9 not up to code either. The basement area needs attention. There were no further questions. Selectman Putnam is not
10 in favor of the town hall renovations project this year at all.

11
12 Selectman Federico indicated part of what sold the ambulance Facility was that the town hall can reorganize to
13 use that space downstairs. However, over the past few months, the price has changed significantly (for the town hall
14 renovation) and Selectman Federico thinks there are better places to put our money such as the transfer station office
15 that has holes in the floor. We know the town hall renovation is going to cost about two million dollars; there is no
16 way the voters are going to go for it. Selectman Federico does not support it this year, not until there is a clear path.

17
18 **b) Financial Update.** Guy Scaife provided updates to the draft budget. Vice Chairman Fougere asked if the
19 library war monument is in the budget or on a warrant article. Guy Scaife said it is in the budget, it was put in the
20 budget because there is maintenance involved and it could go either way, the Library Trustees just want it to get
21 fixed. Selectman Federico stated that at one of the meetings, when the memorial was discussed, the ongoing
22 maintenance was a topic and it was noted that the ongoing maintenance should have been done over the years, this
23 should have been done and is now at a critical state. Guy Scaife indicated with the Transfer Station, originally the
24 office was in the budget but it now is in a warrant article. Vice Chairman Fougere would like to see the ambulance
25 revenue tracked this year, the budget was increased to add staff to handle the additional transports, we need to track
26 the revenue to see if it keeps up, if the revenue starts going down, we need to keep an eye on it. Guy Scaife ex-
27 plained the ambulance revenue is tracked in great detail, there is so much complexity, and we do a detailed report on
28 a monthly basis including a breakdown and category of insurance and the collection rate. The first week of tracking,
29 we did not see any drop off.

30 Guy Scaife indicated the Brox Land bond rolls off the books in 2015. Osgood Pond reclamation – we have
31 some money already to get started, if we phase the project, we could see how much it would cost and how far our
32 money would go. We have \$67,000 remaining in the fund. Fred Elkind looked at three options as laid out in the
33 drawings. There is an issue with doing Phase I without a full commitment to do Phase II. Phase I was using an ac-
34 cess road through Adams Field to take out an area on the North side of the pond. That same access road would be
35 used for most of Phase II. It is estimated that Phase I would cost \$130,000. A problem arises with the access road
36 through Adams Field if Phase II does not immediately follow Phase I. Fred Elkind believes we should have a com-
37 mitment on Phase I and half of Phase II, and estimates it will cost about \$250,000. The remainder of the project
38 could be accessed from Mason Road. Guy Scaife stated that Fred Elkind estimates the whole project to cost about
39 \$680,000.

40
41 **c) Miscellaneous – Town Hall Auditorium & Banquet Hall Policy Review.** Guy Scaife explained the biggest
42 change to the policy on the Town Hall Auditorium and Banquet Hall usage policy is based on the size of the group
43 using it. One of the biggest things is managing the events. We are looking at about 1.5 events per day over the
44 course of the year. There is a lot of activity and there are about 12 organizations that are charging a fee at the door.
45 Some organizations are coming in several times for one event and then they charge a fee for tickets and they do not
46 get charged for the use of the facility. Non-profits will be charged a custodian fee, if they charge a ticket price at the
47 door; they will also need to pay for use of the facility. There needs to be a baseline established for the condition of
48 the facility in case there is any damage. Chairman Daniels thinks there should be something in the policy about
49 damage to the facility. Guy Scaife will have staff come up with a baseline for that.

50
51 **6. DISCUSSIONS.**

52
53 **Warrant Article Discussions.** Mr. Scaife indicated that Warrant Articles for 2014 must be published in the news-
54 paper and must be submitted by December 27, 2013, there is a short window of time to get the information in to the
55 Administration office. Nothing can be brought forward after that date. Last week was extremely difficult for DPW;
56 one of the one-ton trucks was out of service during the snowstorm. One of the largest trucks had an electrical fire
57 and luckily the staff put the fire out and now it is out for repair. Selectman Putnam has always questioned the ability
58 of the one-ton to plow the streets; maybe we need to think about more than a one-ton.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1
2 More devastating than being down one truck, Guy Scaife explained that the two sidewalk plows have been out of
3 service and we are very backed up right now. Milford has narrow sidewalks, and we could only rent a five-foot
4 wide sidewalk plow (Milford has four-foot sidewalk plows). We are trying to replace the 1995 sidewalk plow and
5 Ricky Riendeau asked if we could do an emergency purchase now with 2013 money. We have identified enough
6 savings across all departments to cover that cost. Ricky Riendeau had hoped to use the attachments from the old
7 unit but they are also breaking. Ricky Riendeau has gotten pricing on the sidewalk plow. Some of the other attach-
8 ments could be used on the new equipment; with a trade in, the cost is \$144,000. On a lease purchase, the annual
9 cost is \$30,000, we can afford that. We would need to budget for it in the 2015 budget. Vice Chairman Fougere
10 asked how soon they would get the equipment. Guy Scaife did not have that date, but soon. Selectman Putnam
11 commented the only problem is that it might look like a back door deal, but it is an emergency situation. The other
12 sidewalk plow has taken a beating. Guy Scaife said we have a statutory agreement to keep the sidewalks plowed.
13

14 Selectman Putnam moved to make the emergency purchase of a sidewalk plow (replacing the 1995 sidewalk
15 plow). Selectman Bauer seconded. Chairman Daniels said if we do it we are putting in on another Board. Guy
16 Scaife said a future Board could decide to not plow the sidewalks and return the equipment. Chairman Daniels is
17 uncomfortable telling another Board what to do. Selectman Bauer believes this Board can make it clear to the voters
18 about how this happened. We need to have two sidewalk plows that work ASAP, it is common sense! Selectman
19 Federico agrees this Board needs to make it transparent to the community. All were in favor. Motion passed 5/0.
20

21 Chairman Daniels is concerned about a double digit increase in the tax rate and asked about when the new am-
22 bulance facility hits the tax rate? Vice Chairman Fougere responded that he believes it does not hit until fall 2014.
23 The amount would be \$175,000. Chairman Daniels asked what the town is looking to bond in 2014. Guy Scaife
24 responded only the ladder truck. Chairman Daniels asked for the Board members' top priority on the warrant. Vice
25 Chairman Fougere feels it is the transfer station office above town hall renovation. Selectman Bauer thinks the
26 transfer station is above the town hall renovation. Selectman Federico thinks the ladder truck is first then the trans-
27 fer station office a close second. Chairman Daniels asked how many buildings in Milford require a ladder truck.
28 Selectman Putnam said it is about building access, not about the height required to get to a building. Selectman Put-
29 nam also noted there are a lot of apartment buildings in town to which Selectman Bauer agreed. Vice Chairman
30 Fougere stated the ladder truck has many uses and it is not an off the shelf item. Guy Scaife noted there is a fifteen
31 month lead time for a ladder truck.
32

33 Selectman Putnam moved to take the town hall renovation off the warrant. Selectman Federico seconded. The
34 Board decided to wait a year on the Town Hall Renovation because there are major warrant articles on the list that
35 have a higher priority. Selectman Federico wants the CIP committee to look at the revised cost of the renovation
36 and see where it fits. Vice Chairman Fougere indicated it was in the CIP for \$500,000 but that was only a place-
37 holder. Selectman Bauer has the Library as a higher priority than the Town Hall Renovation. Chairman Daniels
38 sensed the majority of the Board feels the engineering for the Town Hall Renovation should not be on the 2014 war-
39 rant. Motion passed 5/0.
40

41 Chairman Daniels asked if everyone agrees the Ladder Truck should be on the warrant, all agreed. Chairman
42 Daniels asked if all agree to the transfer station mobile office, all agreed. Chairman Daniels asked if everyone
43 agrees to the dump truck being on the warrant, all agreed.
44

45 Selectman Putnam asked if we can lower the bridge capital reserve fund a little, how many bridges need re-
46 placement? Selectman Federico feels two will need work and we could lower it for this year. Chairman Daniels
47 said the Jennison Road Bridge alone will use \$90,000. Selectman Bauer would like to leave the Bridge Capital Re-
48 serve Fund at \$250,000.
49

50 Selectman Putnam moved to lower the Bridge Capital Reserve Fund to \$95,000 for Jennison Road and engi-
51 neering for one other bridge (spreading Jennison Road bridge over two years). Chairman Daniels asked why it costs
52 so much to design a bridge that needs work or repair. Vice Chairman Fougere said engineers are expensive. Guy
53 Scaife indicated Jennison Road was high because the borings needed to be done. Vice Chairman Fougere said the
54 engineer would look at the top five bridges and identify which one needs attention first. Selectman Federico noted
55 the State evaluation is also taken into consideration. Chairman Daniels asked if we have \$95,000 on the warrant for
56 bridge reengineering and repair, which bridge will be done first? Guy Scaife said it was written this way so that it
57 would be the one in the most dire need of engineering and repair, it was written that way to be flexible, that's why it
58 will be a capital repair fund. The top three bridges requiring repair would most likely be: Jennison (temporary rat-

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1 ing), Mason (fair rating), and Route 13 (fair/good rating). Selectman Bauer is opposed to lowering the amount and
2 wants to keep it at \$250,000. Vice Chairman Fougere seconded the motion.
3

4 Selectman Federico indicated with the roads being in extremely poor condition and the town wanting DPW to
5 focus on road improvements, he asked if the \$95,000 includes money to get roads improved. Chairman Daniels said
6 it is specifically for bridge capital reserve fund. Vice Chairman Fougere said the paving plan that was presented to
7 the Board of Selectmen is in the DPW budget for 2014. Selectman Federico asked if the 2014 budget includes
8 enough to work on the roads in a significant way. Selectman Bauer asked Guy Scaife if DPW has a plan for fixing
9 roads, and when? Guy Scaife thinks lowering the amount is a huge risk. Chairman Daniels suggested putting
10 \$125,000 in the Capital Reserve Fund for bridges. Selectman Putnam asked what that extra money will do. Chair-
11 man Daniels responded that would be for a quick repair if necessary and have engineering money for another bridge.
12 Selectman Bauer asked what the estimated cost for each bridge is. Guy Scaife said that is not available. Vice
13 Chairman Fougere stated the Jennison Road Bridge has cost us \$100,000 so far, the town portion on that bridge will
14 end up being \$120,000. Selectman Bauer said that is why she wants to keep the Capital Reserve Fund at \$250,000.
15 Selectman Putnam amended his motion to lower the warrant for Capital Reserve Fund for Bridges to \$125,000.
16 Vice Chairman Fougere seconded. Chairman Daniels, Selectman Putnam, Selectman Federico and Vice Chairman
17 Fougere were in favor, with Selectman Bauer opposed. Motion passed 4/1.
18

19 Selectman Federico would not support an Osgood Pond Warrant Article, but taxpayers will want a choice.
20 Chairman Daniels agrees the warrant article should be on the ballot so voters have a choice. Selectman Putnam
21 asked who develops the phases for Osgood Pond, is there another option to present so that we don't have to pay it all
22 at once. Vice Chairman Fougere stated the day of the presentation, he was under the impression that each Phase was
23 separate, and that it could be done that way. Guy Scaife said that can be done but you need to understand the risk
24 that Adams Field would be disrupted for a longer period of time. Vice Chairman Fougere said if Phase I was on the
25 Warrant for \$67,000, it would probably pass, then do the next Phase another year. Chairman Daniels does not see
26 Osgood Pond as a priority.
27

28 Selectman Putnam moved to not put any Warrant Article for Osgood Pond on the warrant this year. Selectman
29 Federico noted that the Board said we would do something about it, so let's put it on the warrant for Phase I, maybe
30 we don't support it, but we are offering it to the voters. Guy Scaife said the town has \$67,000 for Osgood Pond and
31 he can identify how much Phase I will cost, therefore the amount to be on the warrant would not be the full amount.
32 There was no second. Selectman Federico moved to put a warrant article on for Osgood Pond Phase I for \$183,000.
33 Vice Chairman Fougere seconded. Selectman Federico, Vice Chairman Fougere and Chairman Daniels were in
34 favor. Selectman Putnam and Selectman Bauer were opposed. Motion passed 3/2.
35

36 Selectman Putnam moved to leave the SVTC Community Bus Service on the warrant at \$28,950. Selectman
37 Federico seconded. All were in favor. Motion passed 5/0.
38

39 Selectman Putnam moved to leave the Social Services article on the warrant at \$35,000. Selectman Bauer se-
40 cunded. Chairman Daniels would like to see it lowered to \$30,000, since he believes there are things on this warrant
41 that do not need to be there. Selectman Bauer disagreed. Selectman Bauer, Selectman Putnam, Vice Chairman
42 Fougere and Selectman Federico were in favor. Chairman Daniels was opposed. Motion passed 4/1.
43

44 Selectman Putnam moved to keep the Pumpkin Festival, Holiday Decorations article on the warrant at \$20,000.
45 Selectman Federico seconded. Chairman Daniels asked if it could be lowered to \$15,000. Guy Scaife said the mon-
46 ey provides supports for details and staff. Selectman Putnam indicated that the voters always approve this warrant
47 article. Selectman Bauer said it is what the festival costs to run. Chairman Daniels indicated people have asked
48 why the festival does not pay for the traffic details. Selectman Putnam said they do not make enough money on it.
49 Selectman Bauer indicated the benefit with the Pumpkin Festival is the non-profit gain through all of the activities.
50 All were in favor. Motion passed 5/0.
51

52 Selectman Putnam moved to keep the MIT Operating Budget article on the warrant at \$20,000. Selectman Fed-
53 erico seconded. Chairman Daniels will support this but asked if we could find out what the MIT account balance is.
54 Selectman Bauer will look into that. All were in favor. Motion passed 5/0.
55

56 Selectman Putnam moved to keep the Summer Band Concerts article on the warrant at \$9,000. Vice Chairman
57 Fougere seconded. All were in favor. Motion passed 5/0.
58

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1 Selectman Putnam moved to keep the Parades article on the warrant at \$6,000. Vice Chairman Fougere seconded for discussion. Chairman Daniels asked if there is any interest in raising that amount. Selectman Putnam
2 moved to amend his motion to raise the amount to \$8,000 because the cost to put on the parade has increased according to the VFW. Selectman Bauer asked to hear why we should increase the amount. Chairman Daniels indicated the parade is an area for local businesses to showcase themselves publicly, and it is getting more expensive to
3 hire bands and such. Selectman Bauer seconded. All were in favor. Motion passed 5/0.
4
5
6
7

8 Selectman Putnam moved to zero out the article on the warrant for Conservation Lands Fund. Vice Chairman Fougere seconded. Selectman Bauer would like to know how much is currently in the land fund. Chairman Daniels, Selectman Federico, Selectman Putnam and Vice Chairman Fougere were in favor. Selectman Bauer opposed. Motion passed 4/1.
9
10
11
12

13 Selectman Putnam moved to zero out the article on the warrant for Fireworks. Chairman Daniels seconded for discussion. Vice Chairman Fougere would rather let the voters decide, so he going to oppose the motion. Selectman Bauer agreed. Selectman Federico does not do fireworks but will oppose the motion because it is the people's choice. Selectman Putnam and Chairman Daniels were in favor, with Vice Chairman Fougere, Selectman Bauer and Selectman Federico opposed. Motion failed 2/3. Selectman Federico moved to support the warrant for Fireworks at \$8,500. Selectman Bauer seconded. Selectman Federico, Selectman Bauer and Vice Chairman Fougere were in favor, with Selectman Putnam and Chairman Daniels opposed. Motion passed 3/2, therefore Fireworks stays on the warrant \$8,500.
14
15
16
17
18
19
20
21

22 Selectman Putnam moved to keep the AFSME contract article on the warrant at \$17,600. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0.
23
24

25 7. SELECTMEN'S REPORTS / DISCUSSIONS.

- 26
27 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Vice Chairman Fougere indicated that he, Chairman Daniels and Selectman Bauer attended a ceremony at the Armory today for Charlie Company, who got the Valor Award for service in Afghanistan. Selectman Putnam indicated that MACC Base voted to purchase the software update which will support all towns, and the refund to Milford came out to \$7,800.
28
29
30
31

32 Vice Chairman Fougere said the Ambulance Facility dedication last weekend went well, if you have not toured the facility; by all means go take a look. The project came in under budget. Chairman Daniels thanked all who were involved in making the new facility a reality.
33
34

35 Selectman Federico said the Granite Town Media public channel is up and running and is being used for overflow for some power point presentations. The committee asked how aggressive the Board would like them to be in booking public content for that channel and how quick the Board wants policies and procedures to be put into place. All Board members agreed the policies and procedures should be in place before publishing content. Selectman Putnam suggested the Board meet with the Granite town Media committee sometime after March so that any new Board members can be in on the discussion from the beginning. Selectman Federico will convey that to the committee. Chairman Daniels would like to see the public channel used, but he is not sure what content GTM will want to run. Selectman Federico said this would allow the public to submit things to be run on the channel but they must meet the guidelines that need to be established. It was agreed the policy and procedure should be developed and be approved within six months.
36
37
38
39
40
41
42
43
44

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

47 **8. APPROVAL OF FINAL MINUTES.** Selectman Putnam moved to approve the minutes of November 25, 2013 and December 2, 2013 as presented. Selectman Federico seconded the motion. Motion passed 5/0.
48
49

50 9. INFORMATION ITEMS REQUIRING NO DECISIONS.

51
52 **10. NOTICES.** Notices were read by Chairman Daniels.
53

54 **11. NON-PUBLIC SESSION.** Selectman Bauer moved to enter into Non-public session at 10:10 p.m. in accordance with RSA 91-A:3 II(c) - Reputation. Vice Chairman Fougere seconded. All were in favor with none opposed. Motion passed 5/0. Selectman Federico moved to approve the NPS minutes of October 28, 2013. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Selectman Federico moved to approve the NPS minutes of November 25, 2013 as presented. Selectman Bauer seconded. Chairman Daniels, Vice Chairman Fougere, Se-
55
56
57
58

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 12/23/13

1 lectman Bauer and Selectman Federico were in favor, with Selectman Putnam abstaining. Motion passed 4/0/1.
2 Selectman Putnam moved to re-seal the non-public minutes reviewed this evening. Selectman Bauer seconded. All
3 were in favor. Motion passed 5/0. Selectman Putnam moved to come out of non-public session at 10:17 p.m. Se-
4 lectman Federico seconded. All were in favor with none opposed. Motion passed 5/0. Chairman Daniels an-
5 nounced that in non-public session the Board approved non-public minutes of October 28, 2013 and November 25,
6 2013.

7 **12. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Putnam moved to
8 adjourn at 10:18 p.m. Selectman Federico seconded. All were in favor with none opposed. Motion passed 5/0.

9

10

11

12

13

14

15

16

17

18

19

20

21

Gary L. Daniels, Chairman

Mark Fougere, Vice Chairman

Katherine Bauer, Member

Kevin Federico, Member

Mike Putnam, Member