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2 **APPROVED**
3 **MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING**
4 **October 20, 2014**

5 **PRESENT:** Gary Daniels, Chairman
6 Mark Fougere, Vice Chairman
7 Katherine Bauer, Member
8 Mike Putnam, Member
9 Kevin Federico, Member
10 Darlene J. Bouffard, Recording Secretary
11 Dave Bosquet, Videographer
12 George Horta, Videographer
13

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

15 **INSTRUCTIONS:** Chairman Daniels called the public meeting to order at 5:35 p.m., introduced Board members
16 and then led the audience in the Pledge of Allegiance. Chairman Daniels introduced members of the Board. Chair-
17 man Daniels indicated that those people in the audience who want to speak or add to the discussion should please
18 use a microphone in order to be heard on the PEG Access live broadcast. After coming out of non-public session,
19 Chairman Daniels announced that in non-public session the Board discussed a personnel and a reputation issue and
20 approved two sets of non-public minutes.
21

22 **2. APPOINTMENTS:**
23

24 **5:00 p.m. – Non-Public (RSA 91-A:3,II(b) Personnel.** Selectman Bauer moved to enter into Non-public session at
25 5:00 p.m. in accordance with RSA 91-A:3 II (a) personnel and (c) reputation. Vice Chairman Fougere seconded.
26 Motion passed 5/0. After discussion, Selectman Putnam moved to come out of non-public session at 5:20 p.m. Se-
27 lectman Federico seconded. All were in favor. Motion passed 5/0 and the Board exited non-public session at 5:20
28 p.m. Chairman Daniels announced that in non-public session the Board had discussions about a personnel issue and
29 approved two sets of non-public minutes. The minutes of this non-public meeting have been sealed.
30

31 **5:30 p.m. – Update to the Emerson Road, Route 13, Armory Road and South Street Improvement Project.**

32 Bill Parker, Community Development Director, provided an update on the Route 13/Emerson Road/Armory Road
33 intersection. The bids for this project were opened last Monday, and they ranged from \$494,000 to \$525,000 and
34 were pretty close to each other. Because the project started at \$420,000 and costs have gone up, the CLD recom-
35 mendation is to review the bids and if the town moves forward, utilize Northeast Earth Mechanical Inc., but the cost
36 was higher than originally anticipated. The State is unsure if it can fund the additional money. If the State could
37 find the additional money, the town would need to come up with \$54,000 for the town portion including the addi-
38 tional money for construction and contingencies. We are looking to see if the Board of Selectmen will allow this
39 additional funding in order to move forward.
40

41 Vice Chairman Fougere asked for a refresher of what this project is. Bill Parker indicated safety is the main aspect
42 of improving the intersection. The east and west bound lanes are dangerous because there is no left turn signaliza-
43 tion. People cutting ahead during rush hour traffic are the worst in the town. When it was originally identified, the
44 Traffic Safety Committee (TSC) recommended it from the beginning. There will be lane widening for both right
45 and left hand lanes, a left turn only lane will be added and signalization at the intersection. Vice Chairman Fougere
46 said it is more than just new signals. Bill Parker said that is correct, it is also the lane widening. On Saturday, dur-
47 ing the Expo, Hampshire Hills staff asked him about the project on this intersection. Bill Parker gave them the up-
48 date, it is very important for Hampshire Hills, who has been involved in this process the entire time. Heidi Marshall,
49 CLD, recommends that the town have a contingency fund set up. Vice Chairman Fougere said this is an 80/20 split
50 with the State. Chairman Daniels asked if we need to go back to the voters since the cost has increased since it was
51 approved. Jack Sheehy's opinion is to move forward with what was approved by voters, we do not know if we can
52 just add the 20% or if we need to go back to the voters for that extra cost. \$450,000 was approved by the voters.
53 Vice Chairman Fougere asked if the original question was for the town share only. Jack Sheehy said it was the total
54 amount of \$450,000; all the State projects are the same, we have to approve the total amount and identify the portion
55 the town will pay for. Selectman Putnam asked when the State needs an answer on this. Bill Parker said as soon as
56 possible; the State needs to know if the town is committed and the contractors also need to know ASAP. Selectman
57 Putnam would like Bill Drescher's opinion on the amount. Vice Chairman Fougere also wants Bill Drescher noti-
58 fied since it was approved at town meeting. Jack Sheehy said he will contact Bill Drescher.

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2 Bill Parker indicated construction will begin after town vote. Consensus of the Board is that we want this to contin-
3 ue moving forward, said Selectman Federico. Selectman Putnam would like it to be contingent on notifying Bill
4 Drescher to see if it needs to go to vote for the additional funding. Selectman Putnam asked if the vote was over-
5 whelmingly in favor. Bill Parker believes it was pretty overwhelming but we need to get the numbers. Chairman
6 Daniels suggested finding out the legalities and then next Monday talk about it again. All were in agreement. Bill
7 Parker was surprised to hear back so quickly from the State on this. Selectman Putnam indicated it would be nice to
8 get relief from the State on this project.
9

10 **6:00 p.m. – Green Bridge Public Input Forum.** Tonight’s 6:00 p.m. appointment is to hold a public input forum
11 for the Green Bridge to solicit input from the public that might be willing to share input on historic value among
12 other things regarding the Green Bridge. Chairman Daniels indicated tonight’s public forum is the last one before
13 Milford reports back to the State. The Green Bridge was condemned by the State in July 2014. Since 1992, there
14 has only been foot traffic allowed on the bridge. The condition of the bridge is such that it is not suitable for vehi-
15 cles or pedestrian traffic. DPW Director Rick Riendeau and Chairman Daniels have been working with the State to
16 determine what can be done with it. The report states it is very unstable, and the estimate was originally \$162,000 to
17 deal with it for stabilization. When bids went out, the prices came back much higher. The Board of Selectmen feels
18 there is no value to the bridge and would like to just remove it. There were three different options of how to deal
19 with the bridge: (1) rehabilitate the bridge and keep it in place, (2) rehabilitate the bridge and relocate it, or (3) re-
20 move the bridge and recycle the metal. A couple of weeks ago, DPW Director and Chairman Daniels went to the
21 State to get an alternate option. The Board feels that the amount of money required can be better used for things like
22 bridges that are used in the town. At the end of the most recent meeting with the State, the State requested a Memo-
23 randum of Agreement from the town, along with a request that the Board hold input forums that would give the pub-
24 lic an opportunity to voice their ideas and input on the historical value of the bridge. The bridge is a historic struc-
25 ture. The Department of Historical Resources is very involved at the State level.
26

27 Polly Cote, Milford Historical Society, provided a little history, stating there was once a covered bridge in that loca-
28 tion and in 1910 that covered bridge burned down; by September 1910 this iron bridge was erected, it has no historic
29 value but the location does have historic value as that was a crossing point going east to west for a lot of soldiers. In
30 the 1770’s they used this crossing to go west.
31

32 George May, Souhegan River Local Advisory Committee (SoRLAC), said the committee has talked about this as
33 well and the committee would like to see the river returned back to its natural state. Chairman Daniels understood
34 that the abutments are a historical part of the bridge. George May responded that this committee would like to bring
35 the river back to what it used to be. If the abutments have to stay, they likely would have to stay. This area is not
36 canoed like it used to be in the past.
37

38 Chuck Worcester, Heritage Commission, said that area was a very important crossing to the people travelling west;
39 the settlers would cross the river here; the reason is the hill to the north goes up over a very steep hill where North
40 River Road goes up and it was nearly impossible for horses to get up so they would prefer to cross the river at that
41 point. It was also important for the American Indians, that area was the site for the Dram Cup Hill which was the
42 designation as the northwest corner of Dunstable which was the pre-data for Milford. There is a lot of significance
43 to that spot. We agree that there are not a lot of these bridges around, but the bridge itself does not serve a purpose,
44 it is not so unique as to present a historical loss to the State of NH or to America. It serves no current work or useful
45 purpose. If the abutments are determined to be historical in nature, that would have to be determined by someone
46 other than ourselves. It was a river crossing area where teams of men could walk across without much difficulty.
47 The natural flow of the river is pretty low at that point. We know the Indians used it and the early settlers used it so
48 the place is of value, but not the bridge. One of the ideas is if the bridge is removed, that we recognize the site as the
49 Jones Bridge Crossing or Dram Cup Hill Crossing to designate what was there.
50

51 Vice Chairman Fougere said there are currently two plaques on the bridge. We were thinking of using those to
52 mount next to the location once the bridge comes down. Mr. Worcester said near the Medical Facility (across Route
53 101) there is a marker indicating the northwest corner of Dunstable. Rick Riendeau, DPW Director, said there are
54 two markers, one next to the Medical Center and one right on the edge of the river. Part of the mitigation could be
55 to use the money for improvements to the swinging bridge because it is used a lot and it is unique, said Chairman
56 Daniels. There was no further input or comment regarding the Green Bridge, therefore this forum was closed at
57 6:15 p.m. Comments made in the three forums will be provided to the State as requested.
58

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3. PUBLIC COMMENTS. 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. Chairman Daniels asked that item 4a2 be removed for discussion in non-public session. Selectman Putnam moved to approve the Consent Calendar with the exception of item 4a2 as presented. Selectman Federico seconded. All were in favor. Motion passed 5/0.

1) Request for Approval of 31:95(b) Multiple Donations Under \$10,000. The Board approved the acceptance of unanticipated revenues under \$10,000 in accordance with RSA 31:95(b) as follows:

Source	Amount	Purpose
Anonymous Cash Donations	\$ 300.00	Donations during the Pumpkin Festival to the Milford Fire Department. The Fire Department Wishes to designate the donations to the Fire-Life Safety Education Special Purpose Fund.
Kona Ice	\$ 68.00	Donation to be used for the Keyes Park Expansion Project Special Purpose Fund
Milford Area Seniors	\$ 100.00	Donation to be used for the Keyes Park Expansion Project Special Purpose Fund
Milford Recreation Department	\$ 807.32	Donation to the Keyes Pavilion Special Purpose Fund from the 2014 Kids Carnival fundraiser.

2) Request for Approval of Real Estate Tax Payment Agreement. This item was removed from the Consent Calendar for discussion in non-public session.

3) Request for Approval of Public Donation to the Conservation Commission. The Conservation Commission requested approval to accept a donation at the Pumpkin Festival in the amount of \$31.03 that was collected for use on the Rail Trail.

b) OTHER DECISIONS. There were no other decisions.

5. TOWN STATUS REPORT - There was no update tonight.

6. DISCUSSIONS

1) Traffic Safety Concern - Mile Slip Road. Selectman Putnam moved to give to the Traffic Safety Committee (TSC) the request from a resident concerning Mile Slip Road and the speed and/or signage. This item will be forwarded to the TSC for discussion. Chairman Daniels asked Police Chief Viola about police presence in this area. Chief Viola indicated they have stepped up direct patrols in this area and will do that for two weeks to see what we are dealing with. Chairman Daniels asked if it should go to the TSC. Chief Viola would want to see what is there and will report back to the Board of Selectmen in two weeks. If it is enforceable, we will take care of it. Vice Chairman Fougere agrees that it might just be that new signs are needed but let's wait to see. Selectman Putnam withdrew his motion to forward to the TSC.

2) 2015 Budget. Chairman Daniels suggested that tonight we should bring up any general things that apply to all departments; the Budget Advisory Committee (BAC) will be meeting on Wednesday nights. The Board should identify which departments it feels will be ready to talk with the BAC. Chairman Daniels said the budget was originally proposed to start with a 3% increase on salaries; he would like to have it start at 2%. Selectman Putnam seconded. Jack Sheehy stated that he had done a chart with incremental increases for staff and he did that in half percentage increments. The Police Union has a guaranteed 2%. All were in favor of starting at a 2% increase for staff.

Vice Chairman Fougere stated there is not a lot of fat in the budget, there are areas we can tighten up but he did not see many areas where there were increases, it has been pared down a lot the last five years. Selectman Federico agreed, asking what we can cut to get the tax rate below 8.8%; it is not easy because there are not a lot of things that can wait. He did not find anything that would be easy to just cut. One thing could be held off until later in the process to see if it is needed. There would be a \$45,000 difference between a 2% and 3% salary increase but maybe we can think a little more on it. Selectman Putnam would like a little more time to think about it all. He feels that \$172,000 for storm water video might not be needed right now; we could just keep doing what we are doing. \$60,000 for the laser road review has not shown any benefit yet. Selectman Federico commented that the information for that is still being compiled, it is not instant gratification. Selectman Putnam said it was supposed to be used for this year we are going into. Selectman Bauer said we need to know what the timeframe is for the storm water warrant article. Jack Sheehy said if the storm water warrant article is pulled, then DPW might want some

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1 money in their budget for that. Vice Chairman Fougere said regarding the 3% raise, we should go through the
2 budget and see if we can find some savings. We know what the difference is between 2% and 3%; let's look at the
3 whole budget to find some savings. Chairman Daniels withdrew his motion on the 2% salary increase.
4

5 Selectman Federico said the Excel spreadsheet sent by Jack is great but do we want to go through that tonight and
6 discuss? Vice Chairman Fougere had some thoughts on the spreadsheet on where areas can be cut but do we want to
7 review that yet? Chairman Daniels did get some feedback from some members. If we are going to suggest reducing
8 certain departments, he would like those Department Heads here to talk about it. Chairman Daniels asked if all the
9 items on the CIP will be on the ballot whether or not the Board of Selectmen supports it. Vice Chairman Fougere
10 did talk to Bill Parker about the Ponemah Hill Road sidewalks and Bill will look at it regarding lowering the costs.
11 Selectman Federico is in favor of putting all of the CIP items on the ballot to let voters decide.
12

13 Selectman Putnam moved to put the Band concerts for \$9,000 on as a warrant article. Vice Chairman Fougere se-
14 conded. All were in favor. Motion passed 5/0.
15

16 Selectman Putnam moved to put all of the CIP items on the ballot including Ponemah Hill Road sidewalks; bridges;
17 truck; storm water video; sidewalk plow, Library renovation. Vice Chairman Fougere seconded. Chairman Daniels
18 noted the Library will be a tremendous jump and it seems misleading if we only put the impacts for 2015 on the bal-
19 lot, noting we should also include the 2016 projected tax rate when the Library renovation would hit. Even when we
20 do a lease, the impact increases the tax rate for the following year, stated Jack Sheehy; the default budget would
21 include health insurance and those items. Selectman Bauer, Vice Chairman Fougere, Selectman Putnam and Se-
22 lectman Federico were in favor with Chairman Daniels opposed, noting the Nashua Street/Ponemah Hill Road side-
23 walks are contingent on additional information from the town attorney. Motion passed 4/1.
24

25 It was determined that the following departments are ready and could meet with the BAC first:

26 Town Clerk; Assessing (Vice Chairman Fougere has one question for Ms. Noel); Finance; Tax Collector; Hu-
27 man Resources, Recreation, Fire Department and Welfare

28 When Finance goes before the BAC, Jack Sheehy usually brings the insurance information as well and to come in
29 early to the BAC that may not be the case.
30

31 Selectman Bauer clarified that the departments seeing the BAC first are not because the Board of Selectmen feels
32 they are set in stone, but because the Board of Selectmen is confident with the numbers but they can still change.
33 These are preliminary discussions and decisions and changes will be made right up through January. Jack Sheehy
34 said it is a very fluid document. Selectman Federico noted that it is not because the Board agrees with their budget,
35 it is that we feel they are ready to go before the BAC. Jack also noted that Welfare will be paying rent to SHARE
36 once they move on October 27 and that is close to \$7,000 per year causing that budget to increase.
37

38 Chairman Daniels would like to look at cell phones for different departments, asking how many people have town
39 cell phones and how much do they cost. Jack Sheehy said he could do an analysis and get those numbers back to the
40 Board. A few years ago, the town talked to the school department about combining that service and one thing we
41 looked at was cell phones so that should be easy to get the information of what is out there and what it costs. Vice
42 Chairman Fougere thinks that should be something the new Town Administrator could look into. Jack Sheehy said
43 he can identify how many there are in each department and the costs; except for ambulance, everyone is on Verizon
44 with data plans.
45

46 The departments visiting with the BAC first should give the BAC enough to get started. Chairman Daniels will e-
47 mail the BAC Chair to let him know which departments are ready to move forward. Chairman Daniels will also
48 notify those same departments that he is giving the heads up to the BAC. Selectman Federico asked if questions
49 regarding the budget should be sent to Chairman Daniels. Selectman Federico asked if a work session for the Board
50 of Selectmen could be set up that is on another day than the regular Board meetings. Selectman Bauer agreed with a
51 separate work session. It was determined that the Board of Selectmen would have a work session on October 29 at
52 1:00 p.m. specifically for budget discussions. Each member should submit department questions to Chairman Dan-
53 iels who will communicate them to the Department Heads who will come meet with the Board of Selectmen for
54 further discussion. Please submit all questions for Department Heads to Chairman Daniels by October 24.
55

56 Jack Sheehy is hoping to receive numbers on Health Trust by October 24.
57

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

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1 **a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Chairman Daniels
2 indicated that Wilton is currently doing their perambulation, which is walking the borders of the town to confirm
3 markers are still there. It should be done every six years but he does not believe it has been done for over fifty
4 years. This can be done by Board of Selectmen or someone appointed by the Board of Selectmen. The Town Mod-
5 erator asked Chairman Daniels to remind the Board of Selectmen that one member needs to be at the polls through-
6 out the day and three must be at the close of polls. All members except Chairman Daniels stated they will be there
7 at different times during the day. Selectman Putnam indicated that the Water Commissioners will NOT be placing a
8 warrant article on the ballot in 2015 to extend water out to the west side of town.

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

10
11 **8. APPROVAL OF FINAL MINUTES.** Selectman Putnam moved to approve the minutes of September 29,
12 2014 and October 6, 2014 as presented. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

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

15
16 **10. NOTICES.** Notices were read by Chairman Daniels.

17
18 **11. NON-PUBLIC SESSION.** Vice Chairman Fougere moved to enter into non-public session at 7:45 p.m. in
19 accordance with RSA 91-A:3II(c) reputation. Selectman Putnam seconded. All were in favor. Motion passed 5/0.
20 The Board discussed and approved a real Real Estate Tax Payment Agreement recommended by the Tax Collector.
21 After discussion, Chairman Daniels announced that in non-public session the Board discussed and approved a Real
22 Estate Tax Payment Agreement recommended by the Tax Collector.

23
24 **12. ADJOURNMENT:** There being no further business to come before this meeting, Selectman Putnam moved to
25 adjourn at 7:30 p.m. Selectman Bauer seconded. All were in favor. Motion passed 5/0.
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29 _____
30 Gary L. Daniels, Chairman

Mark Fougere, Vice Chairman

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34 _____
35 Katherine Bauer, Member

Mike Putnam, Member

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39 _____
40 Kevin Federico, Member