

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
December 26, 2017

PRESENT: Mark Fougere, Chairman
Laura Dudziak, Member
Gary Daniels, Member
Mike Putnam, Member
Mark Bender, Town Administrator
Tina M. Philbrick, Recording Secretary
Mitchell Hemmer, Videographer

ABSENT: Keven Federico, Vice Chairman
Mark Bender, Town Administrator

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

Chairman Fougere called the public meeting to order at 5:30 p.m., introduced Board members and then led the audience in the Pledge of Allegiance. Chairman Fougere indicated 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. He also thanked the Public Works Department for their cleanup efforts due to the storm on Christmas Day.

2. APPOINTMENTS:

5:30 p.m. – Petition Warrant Article – Town Clerk Joan Dargie - NH Lottery asked all the Town Clerks to request KENO, (SB 191) be placed on the ballots for 2018. This warrant article can be placed on the ballot by the governing body, or by petition. KENO should provide for additional education grants for school districts that have full-day kindergarten, with funding for those grants to come, in part, from the proceeds of keno operations. It allows for businesses that hold liquor licenses – restaurants, hotels, private clubs, and certain other establishments – to operate keno games upon obtaining a license from the liquor commission. The yearly licensing fee for businesses is \$500. The state provides the equipment and training. This includes the American Legion and VFW. She has already talked to the Budget Advisory Committee and ¾ have already signed a petition warrant article should the Board not wish to proceed. Selectman Dudizak said that she was in favor of the warrant article. Selectman Putnam said he wouldn't have a problem with Joan putting in a petition warrant article. Selectman Daniels said he's not in favor of Keno because it doesn't allow businesses that don't pour liquor to participate. Joan said that keno isn't an instant game, it's very slow moving and you have to be somewhere where you can watch the numbers. It's more for a place where you are sitting and waiting for food and drinks. Selectman Daniels said that the state is picking winners and losers and it's not an opportunity for everyone to participate. Joan said that the businesses have to have wait staff to go around and pick up the cards that are being played. Nashua has keno and she feels that the larger restaurants in Milford may lose business to people who go play in other towns or cities that have it. There were two selectmen for the warrant and two against so Chairman Fougere told Joan to go forward with a petition warrant article. Chairman Fougere asked if there were any other questions, hearing none, thanked Joan.

5:45 p.m. – Town of Milford's New Website Update – IT Director Bruce Dickerson - Bruce gave an brief overview of the new Town Website. He clearly stated that it is still a work in progress and will be for a while. The company is called Virtual Town Hall Schools and has been in business since 1998. They know what modules work and which don't. They came in this past summer for a full overview. Our current web developer informed us that they will not be in service as of January 1st. Virtual had already pulled most of our information over. We are still working with department heads for addition input. It's a floating menu system. The menu structure is more defined and easier to manipulate. Every page will have type of setup for all departments. Selectman Daniels asked if all departments will be conforming to the same thing. Bruce said yes, except for the Library who wants to remain on their own web site. The Ambulance, Fire and Police Departments will all be incorporated into this. If there is an alert put out, it will be on the main page and show up on all other pages as well. All departments can put up alerts on their own pages, but the town alert will remain on the top. The tabs will allow for less clutter. If you are looking at the calendar, click on the event, and you will see the agenda, packages and minutes. It's all together and simplifies everything. Chairman Fougere asked what would be under the visitors tab. Bruce said things like allowing the public to provide feedback items. As the departments add content, you can click on the "how do I" box and it will provide additional information. This will take a while. We are asking departments to get more involved with their own pages. We are hoping that the copy over from the old to new will bring over about 80% of the information. Selectman Daniels asked if the departments will be posting their own information or are they going to go through IT. Bruce said they will post their own. We had training two sessions and they should be able to do this. We will be there to help and guide them. Selectman Daniels asked that if you were on a board or commission and you had minutes to submit, who you would submit them to. Bruce said send them in. Ultimately committees pertaining to specific departments should be posting the minutes, ie: Planning Board should submit minutes to the Community Development admin in charge of that site. The site should be up by Thursday with the same address. Chairman Fougere asked if there were any other questions, hearing none, thanked Bruce for coming in.

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

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Paul Bartolomucci, who serves as a volunteer on the Recreation Commission, the Budget Advisory Committee, and he was a volunteer on the Keyes Park Expansion Committee, came up to ask the Board to re-consider placing the Keyes Park Expansion Committee Project Capital Reserve back in as a warrant article. In July of 2017 the Board voted to accept the committees report on the expansion project. The report is in three phases and we would like to start the 1st phase, but we need money to proceed. One of the components is to put a road through the park for safety purposes. It's very difficult to get out of the park. There are many other things that are also needed. The report is on-line for your review if needed. The park also needs additional lighting for security purposes. We also want to complete a walking trail. Paul said that he can do a petition warrant article but prefers that the Board add the warrant article back on. Paul asked how long does he have to be able to submit a petition warrant article. Tina said that preferably before the Budget and Bond hearing so that it can be voted on. January 8th is the hearing. Paul said that he is speaking as an individual not as a part of any of the organizations that he's on. He will wait to hear from the Board. Chairman Fougere asked if there were any questions, hearing none, thanked Paul for coming in.

Chairman Fougere asked if there were other public comments.

Selectmen Putnam publicly apologized to Chris Labonte for his behavior at the last meeting on December 11, 2017. He was out of line and assumed incorrectly the topic that Chris was going to discuss at the meeting. Chris said he accepted the apology. He believes in transparency where things may not be intentionally hidden but may not be explained correctly. He takes the time to come to the meetings; he expects to be able to come up to speak. He feels that Selectmen Putnam can be slightly intimidating which stops people from coming to the meetings. He understands that the deliberative session will be the place to debate, but what he wanted to know last week was how it was going with MACC Base because everyone is talking about it. He also wanted a status update on the Gravel Operation, and he wanted to thank DPW for patching the pot holes on Perry Road. Chairman Fougere said that they are proceeding on the gravel operation. Chris asked at what point will they be taking over the maintenance on Perry Road. Chairman Fougere clarified the class 6 portion and said that it was going to be soon. As far as MACC Base, our Board sent a letter out to both communities expressing our concerns about the current contract. We received two letters back, one from Wilton and one from Mont Vernon. Wilton said that they wouldn't mind tweaking the contract but they were happy with it. Mont Vernon would like to see more detail in the letter. Chairman Fougere will be sitting with Administrator Bender and Selectman Federico to write a more in-depth explanation of our concerns and we will have it on our next agenda. Chris said that someone brought up at the Board of Governors meeting that DPW can't use their radios due to MACC Base, and he thought that was weird because he thought the concern with DPW was the radios in their trucks not with MACC Base. Selectmen Putnam said it was a combination of both. They are using their cell phones for better frequency. Chris said that we have money with for DPW in the capital reserve fund and we could fix the radios in the trucks. Chairman Fougere said that it could be one of the things that we use it for. Chairman Fougere asked if there were any other comments, hearing none, moved to the consent calendar.

4. DECISIONS.

a) **CONSENT CALENDAR.** Chairman Fougere asked if there were any items to be removed from the Consent Calendar for discussion. There were no items removed from the Consent Calendar. Selectman Putnam moved to approve the consent calendar. Selectman Daniels seconded. All were in favor. The motion passed 4-0.

- 1) Request for Approval of Donation to the Conservation Commission from Faye Richey for Rail Trail Maintenance - \$1,000.

b) OTHER DECISIONS.

5. TOWN STATUS REPORT. – N/A

6. DISCUSSIONS –

a) **Citizens complaint: traffic control** – Chairman Fougere said that a resident had a complaint about the stop sign on the oval, no one stops for it making it difficult to cross the street and get out of Middle Street. Chairman Fougere said that this has been an ongoing issue for many years. We have had officers out there periodically. She also expressed concern about the speed limit on Nashua Street where it's posted 25 miles in one direction and 30 miles in the other direction. She feels that it should be 30 miles and wants to increase it. Chairman Fougere said that this should go to Traffic Control. Selectman Putnam said he would like to check it out. Chairman Fougere said they would table it for the next meeting.

b) **Review and Approval of Time Clock Policy** – Chairman Fougere said the time clock system is being used by all employees. He asked if anyone had any questions. Selectman Daniels asked how they were going to handle the time if the Transfer Station employees have to come in to clean up the station ½ hour before they open and a ½ hour after they close, how are they going to handle the overtime. Karen said that there were two different policies. In both situations, it would be at the discretion of the department head on what would be needed. There shouldn't be any overtime. The Transfer station is already setup with a dynamic schedule that includes the ½ hour before and after. Selectman Daniels asked if there was flexibility if we have a foot of snow, it would take longer than ½ an hour to get the Transfer open. You can't start an hour early and close an hour early because you already announced that you would be open specific

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hours. Karen said it would be that the discretion of the department head if overtime was needed. Selectman Daniels offered a suggestion to the section where it states that, “if someone punches in 8 minutes before or after on consistent bases they would be subject to disciplinary action”. He would like to have it changed to 8 minutes or more. Chairman Fougere asked if there were any other comments. Karen asked if the Board needed to take a vote. Tina said that HR policies are not usually signed by the Board. A vote would be good as amended. Selection Putnam made a motion to accept the Time Clock Policy as amended. Selectman Daniels seconded. All were in favor. The motion passed 4-0. Chairman Fougere thanked Karen for coming in.

- c) **Review and Approval of Employee Inclement Weather Policy** – Chairman Fougere asked if there were any questions for Karen on this. Selectman Daniels made a motion to accept the Employee Inclement Weather Policy. Selectman Putnam seconded. All were in favor. The motion passed 4-0.

d) **Warrant Articles -**

Town Operating Budget - Chairman Fougere said that they have not taken a position on the Town Operating budget which is \$14,060,271. The operating budget is less than the default budget of \$14,062,606. He asked if there were any questions. Selectman Daniels asked if it was a .6% increase. Chairman Fougere said yes. Selectman Daniels made a motion to place the operating budget on the warrant at \$14,060,271. Selectman Putnam seconded. All were in favor. The motion passed 4-0.

AFSCME Contract - Chairman Fougere said that this would be a 1 year contract with a 2% wage increase, the same as town employees. Selectman Daniels moved to place the contract on the warrant at \$21,572. Selectman Putnam seconded. All were in favor. The motion passed 4-0.

Authority to Grant Commercial and Industrial Development Tax Relief RSA 72:80– Chairman Fougere said that he send out a memo and discussed this further with Attorney Drescher, we wouldn’t have to place the provision in for noting the zoning. It could be for commercial or industrial use, which are both defined in the statute. We need to decide the percentage not higher than 50% and length of term with a maximum of 10 years. Selectman Daniels moved to set the percentage at 50% for 10 years. Selectman Dudizak seconded. Chairman Fougere said that they need to determine the use, and he would prefer just industrial. Selectman Daniels said he was fine with industrial. Chairman Fougere said they would need to tweak the language to read industrial use only as defined in the statute. He said that they should also put the statute language in the warrant article. Selectman Daniels said that because this was tabled from the last meeting, they have to remove it. Selectman Daniels moved to take it off the table. Selectman Dudizak seconded. All were in favor. The motion passed 4-0. Selectman Daniels moved to have article 23 at 50% for 10 year for just industrial. Selectman Dudizak seconded. All were in favor. The motion passed 4-0.

Chairman Fougere asked if anyone had thoughts about adding back in the Keyes Park Expansion Committee Project Capital Reserve. Selectman Dudizak said she was fine with adding it back in. Selectman Daniels said it was a matter of priorities. He struggles because he sees that there are needs in the Police Department and DPW that we have put off for years. We have lived with Keyes Park this way for years. The issue of safety getting out of Keyes hasn’t been raised before. It may be challenging on some events like the swim meet and the fireworks. He has concerns about the debt that we are taking on, because even though we are far below the DRA guidelines, he doesn’t want to leave the next generation in debt because of what we are doing now.

Paul Bartolomucci said that in terms of the debt, he believes that we had an increase of revenue this year and we have increased our residents in terms of housing as well. The usage of the park is only going to increase. A committee was put together for 9 to 10 months to review the park and his concern is, that if we continue to not move forward on information that committees sanctioned by this Board have brought forward, we will start to lose volunteers to serve on our committees. The report is extensive and covers approximately 10 years and 3 phases. We are not asking for that much money and if you want to decrease the amount, that’s fine. If we, as a community don’t start putting aside funding for improvements to our facilities, this report will sit on the shelf and never get implemented. Selectman Daniels said that he shares his concerns, but he pointed out that one of the things that this Board has done is bring back the capital reserve. We now have \$325,000 going into these reserves that were not there 5 years ago. He has to give higher priorities for things like sidewalk plows and dump trucks and to make sure roads are clean before we put it into recreation. Paul said that all he’s asking for is that the citizens be able to decide the issue. Paul will go forward with a petition warrant article.

- e) **Park closure** – Chairman Fougere said that there were past discussions on closing Kaley Park at dusk. The Recreation Commission didn’t have a problem with that. He asked if anyone have any thoughts. Selectman Putnam thought it was closed at dusk already. Chairman Fougere said they close at 10:00. Exceptions would have to be made depending on the seasons. Selectman Daniels asked if the answers provide by the Police Department were given to the person complaining. Chairman Fougere said yes, but he still wants the park closed at dusk. Selectman Dudizak said she wasn’t in favor of closing the parks at dusk. Selectman Daniels said that he was satisfied with the answers that the Police Department gave. Chairman Fougere said that we will leave it as is for now.

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7. SELECTMEN’S REPORTS/DISCUSSIONS. –

a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.

Selectman Daniels said that the Recycling Committee and we will put the report of “pay as you throw” on the agenda for a meeting in January.

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

8. APPROVAL OF FINAL MINUTES. The minutes of December 11, 2017 were presented for review and approval. A motion was made by Selectman Putnam and seconded by Selectman Daniels. All were in favor. The motion passed 4/0

9. INFORMATION ITEMS REQUIRING NO DECISIONS.

10. NOTICES. Notices were read by Chairman Fougere.

11. NON-PUBLIC SESSION. n/a

12. ADJOURNMENT: Chairman Fougere moved to adjourn at 6:30 p.m. Selectmen Dudizak seconded. All were in favor. The motion passed 4/0.

Mark Fougere, Chairman

Kevin Federico, Vice Chairman

Gary Daniels, Member

Mike Putnam, Member

Laura Dudziak, Member