

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
May 28, 2019

PRESENT: Gary Daniels, Chairman Mark Bender, Town Administrator - excused
Paul Dargie, Vice Chairman Tina Philbrick, Recording Secretary
Mike Putnam, Member Tyler Berry, Videographer
Laura Dudziak, Member
Chris Labonte, Member

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

INSTRUCTIONS: Chairman Daniels 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 Daniels 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.

2. APPOINTMENTS: (Approximate times)

5:30 p.m. - Formation of a Parking Facility Subcommittee – Lincoln Daley

In summary, Lincoln would like to form a subcommittee to explore downtown parking options. Parking has been an ongoing issue in the town for years. The recent addition to restaurants and businesses in the downtown area makes it especially difficult to find parking. The solution will involve a collaborative public and private partnership between the public, merchants and properties in the downtown area. They will look at alternate locations. There are a number of parking areas in the downtown area that could be better utilized. They would be assessing the overall need for parking and identify potential locations. He is looking for the Boards support to develop the subcommittee going forward. It would be comprised of public officials, downtown business stakeholders, and key staff members.

Chairman Daniels asked how long the committee would need to meet. Lincoln said if a solution is determined he would like to come back to the Board prior to next years scheduled town vote in case they to want submit a warrant article. Chairman Daniels said they previously talked about utilizing 127 Elm Street for some of the town departments to be located there, it would free up some parking. Lincoln said that's one element to look at but freeing up a couple of departments in the basement may not be sufficient.

Selectman Putnam asked if some of the owners would be willing to park elsewhere with their help rather than park in front of their stores? Lincoln said it's one of the questions that need to be discussed. Selectman Dargie asked how many people Lincoln expects to be on the committee. Lincoln said he would like to work with the Town Administrator to set it up, but most likely 8 to 10 people.

Selectman Labonte asked if there was a way we could tell the store owners and employees that they can't park in front of their establishments. Lincoln said no but there are a number of parking areas that are not utilized during the day and it goes back to the partnership with various private landowners to utilize their facilities for after hours or non-working hours for those operations. Selectman Labonte asked if the town could make parking requirements. Lincoln said it could be part of one of the parking solutions to consider. The big question is who's going to fund a parking area and if it could be done in phases.

Selectman Putnam said this has been looked at for a long time and it's time to look for an alternative but he doesn't think the merchants will work together. Lincoln said it may end in that situation but part of the funding mechanism might be to explore re-assessing properties or looking at funding mechanisms that are per state statute that allow down-towns to allocate financial responsibility accordingly and fairly across the board. It may be challenging to get people on board. The reality is that this is an investment for downtown merchants and property owners to make it sustainable and continue their growth. We are lucky as a town to have such a vibrant and active downtown.

A motion was made by Selectman Putnam to form a Parking Facility Subcommittee. Selectman Dudziak seconded. All were in favor. The motion passed 5/0. Lincoln will come before the Board on June 10th with a list of committee members. Selectman Putnam asked to be the Selectman's representative on the committee.

5:45 p.m. – Approval of (2) Elderly Exemptions, (1) Elderly Exemption Exceeding Income Criteria, (2) Land Use Change Tax – Map 45 Lot 3-54 and Map 45 Lot 3-1 and Release from Current Use of Green Space and Roadways in Autumn Oaks Subdivision. – Marti Noel

Approval of (2) Elderly Exemptions

In summary, although the application deadline is April 15, these taxpayers have been receiving the elderly exemption for multiple years. The statute does allow for late filing due to accident, mistake or misfortune, and both applicants

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have explained either illness in one case and missing the reminder notices and reminder phone call due to misfortune and phone service difficulties, (language barrier). Marti recommends them for approval.

Selectman Putnam made a motion to accept the (2) Elderly Exemptions. Selectman Dudziak seconded. All were in favor. The motion passed 5/0.

Elderly Exemption Exceeding Income Criteria

In summary, this is an elderly exemption applicant filing this year who has been receiving the exemption since 2012. This year the income of this applicant exceeds the maximum of \$46,000 by \$213 dollars. The application indicates minimal assets from which to rely on for sudden increase in expenses. It is beyond the deadline for filing for either hardship abatement or elderly deferral, both deadlines being March 1. Marti recommends this application for approval.

Chairman Daniels asked what dollar amount over is the line. Marti said she doesn't have an answer for that. She may be more hardcore if it was a new applicant, but this person has been receiving it for a long time. There may have been some increase in social security this year. Chairman Daniels said this Board would usually take action at a town meeting to adjust the elderly exemption limits. Marti said they are doing a re-valuation for residential properties this year and it may need to be looked at closely as a warrant article. Chairman Daniels asked how do we know that the increase wasn't caused by inheritance on a continual basis. Marti said she reviews all income prior to submitting the request to the Board.

Selectman Dargie asked when the exemption was adjusted last. Marti said she thinks in 2014 the income limits were increased and in 2016 they increased the benefit limits because we did a re-valuation and property values had increased. We were trying to keep it a net neutral. Selectman Dargie asked Marti to review it again this year to see if we need to do another warrant article based on her recommendation. Chairman Daniels said he will be voting against this tonight because although it's only a little amount, the question is "how much is acceptable, and how much is not". We set the limits for a reason and he doesn't like going down the road where he doesn't know where the limits are drawn.

Selectman Putnam made a motion to accept the Elderly Exemption exceeding Income criteria. Selectman Dudziak seconded. All were in favor. The motion passed 4/1 with Chairman Daniels opposed.

Land Use Change Tax – Map 45 Lot 3-54 and Map 45 Lot 3-1

Map 45 Lot 3-54 – This parcel is located in the Autumn Oaks Subdivision and construction for new single family home has begun, rendering the lot ineligible for Current Use.

Map 45 Lot 3-1 is now a "stranded" building lot where it is no longer contiguous to adjacent parcels and on its own does not meet size requirements to remain in CU. The property owners have been notified of the action being taken tonight. The Land Use Change Tax is based on 10% of the estimated market value at the time of removal from current use.

Release from Current Use of Green Space and Roadways in Autumn Oaks Subdivision

The roadways and Green Space area which is applied for density requirements to meet zoning regulations are being removed from Current Use status. There is no additional Land Use Change Tax for this land conversion as the contributory value is inherent in the individual parcels; however, the appropriate paperwork still needs to be recorded at the Registry. The landowner has been informed of this action. There is no Tax Warrant associated with these parcels.

Selectman Putnam made a motion to take the 4 parcels out of current use. Selectman Dudziak seconded. All were in favor. The motion passed 5/0.

6:00 p.m. – Approval of Land Purchase of Map 52 Lot 4-1 off Melendy Road – Chris Costantino

The Conservation Commission is respectfully notifying the Board that they will be going forward with the purchase of a 2.5-acre lot identified as Map 52 Lot 4-1. The Milford Conservation Commission voted unanimously at their May 9, 2019 meeting to use existing funds in the Conservation Land Fund to pay \$13,000 for this property. A public hearing about this property will be held at the next Commission meeting on June 13, 2019.

The parcel is being sold by a group of landowners who previously donated nearly 40 abutting acres (Map 52 Lot 4) located along Melendy Road to the Town of Milford. The remaining 2.5-acres are located along the eastern boundary of the Granite Town Rail Trail south of Melendy Road. This parcel provides boundary security for the Rail Trail as well as flood storage capacity for Compressor Brook. Town ownership of this property supports the intent of the Town of Milford Master Plan and meets the Milford Conservation Commission land acquisition criteria.

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6:05 p.m. – Approval of Recreational Trail Program (RTP) Grant Application – Tunnel for Rail Trail – Andy Hughes and Chris Costantino

The Milford Conservation Commission is in the grant application process to receive funding from the Recreational Trails Program to help pay to reopen the filled underpass at Melendy Road. The abandoned rail bed that crossed under Melendy Road was filled in the early 1900's. This grant process is managed by the Bureau of Trails within the NH Department of Natural and Cultural Resources using funds from federal gas taxes paid on fuel for off-highway use.

The Conservation Commission hereby respectfully requests the approval of the Board of Selectmen to re-establish a tunnel for the Granite Town Rail Trail under Melendy Road, in addition, please re-authorize the Conservation Commission to seek funding to cover the costs, estimated to be \$75K to \$125K, to replace the tunnel. The re-establishment of this tunnel has been part of the Granite Town Rail Trail long range-plan as the best solution for a challenging road crossing at this location for users of the rail trail. Authority was granted by this Board to the Commission in 2017 when the Commission requested authority to pursue a Land and Water Conservation Fund (LWCF). This grant application is still pending. They are also looking at other funding sources.

Chairman Daniels asked if there was a target date that they need the money by. Chris said no, it's all being driven by when they receive the money and other factors. There are three road crossings for the rail trail. If the town decides that they need to widen Armory Road, it may cut into the rail trail and they don't want to see federal funds disappear into a road project. They require that Conservation encumber the rail trail, kind of like a deed restriction. It will require a boundary survey which may be around \$25,000. They may be able to get enough information from abutting properties (50) that have boundary markings on them and then reverse engineer the boundary survey for the rail trail. The LWCF may not accept that type of survey.

Chairman Daniels asked if it would be a problem if the town wanted to widen Armory Road. Chris said yes, but it may not be an unsolvable problem. There are contingencies that you have put in place and appeal to the federal government. It's an extra hurdle. Chairman Daniels said it might not be a good idea to take federal money to lock in place a trail that prevents the town from making our roads safer. Chris agreed and stated again that they are looking at other funding sources.

Selectman Putnam made a motion to give approval to the Conservation Commission to re-establish a tunnel for the Granite Town Rail Trail under Melendy Road and seek funding to cover the costs to replace the tunnel. Selectman Dudziak seconded. All were in favor. The motion passed 5/0

3. PUBLIC COMMENTS. - Rodny Richie, Milford Resident had several questions for the Board.

1. He didn't understand why there wasn't a LUCT on a land use change, previously presented by Marti at the 5:45 appointment. Chairman Daniels said the contributory value is inherent in the individual parcels; however, the appropriate paperwork still needs to be filed. Administrator Bender said it's green space that is commonly owned by all of the property owners in that subdivision. The value is inherent in each individual parcel. He will get more clarification to Rodny. Selectman Dargie said there's no value in it by itself because it's deeded to the property so it has no intrinsic value. The LUCT is 10% of the value and the value is zero.

2. In regards to the consent calendar, he would like to know what 4. a) 5, Approval of 2019 Preliminary Tax Warrant is? Chairman Daniels said it's the first real estate tax billing for 2019 with a net sum of \$20,490,699.74. The bills will go out on May 31, 2019.

3. He asked for an update on the cameras at the transfer station. He asked if they were recording or was it just live feed. Administrator Bender said this will be discussed under Town Status later in the meeting.

4. In regards to the Drone that was just bought for the town, he asked if it was still happening. Selectman Labonte said the drone was bought by Granite Town Media and they are funded through the cable franchise fees. Rodny asked who would be flying it. Selectman Labonte said the Community Media Director. He has a license to fly drones. There is possibly someone on the Fire Department who also has a license. Rodny asked if there will be a job description change for the Community Media position to include a license to fly the drone. He would also like to know if the camera would be live or recorded. Administrator Bender said they would talk to the Granite Town Media Board, this is all new.

5. In regards to NIXEL, the coverage has been better but it's inconsistent, not everything is announced. He asked who determines what goes out on the alerts. Administrator Bender said the various departments that have been involved. Rodny asked for more consistency.

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6. In regards to WiFi, coverage in the town hall isn't good. Some devices don't have access if they don't have a cellular connection.

4. DECISIONS.

a) **CONSENT CALENDAR.** Chairman Daniels asked if there were any items to be removed from the consent calendar. There were no items removed. Selectmen Putnam made a motion to accept the consent calendar as presented. Selectman Dudziak seconded. All were in favor. The motion passed 5/0.

1) Approval of Notice of Intent to Excavate – Map 58 Lot 1 and Map 50 Lot 4-4

2) Approval of Yield Tax Levy – Map 58 Lot 1

3) Approval of Report of Excavated Material – Map 50 Lot 4-4

4) NH RSA (31:95(b)) Request for Acceptance and Appropriation of Unanticipated Revenues under \$10,000 –

- Sons of the American Legion, Squadron No. 23 - \$100 to the Annual Milford Fishing Derby

- Proceeds from Fishing Derby Raffle Tickets - \$219 to be used for Future Fishing Derbies

- Town of Hollis NH - \$300 donation to Milford PD for the IPMBA Mountain Bike Training Class.

5) Approval of 2019 Preliminary Tax Warrant

6) Approval of Request for LGBTQ Pride Display on June 29th and June 30th

b) OTHER DECISIONS.

1) N/A

5. TOWN STATUS REPORT –

a. Town Hall Re-Keying

Town Administrator Bender said over the past few years, the Public Works Director, Facilities Manager and he have been discussing security at Town Hall. Keys to exterior doors have been provided to many people over the years, including selectmen, employees, chairs, and vice-chairs of various boards and committees. Unfortunately, some of the keys were not collected when the service ended. We have explored an electronic lock solution that would provide ease to initiate and decommission access when appropriate. We have electronic locks at the Police Station, Fire Station, and Ambulance Facility. He asked Rick to provide the details.

Rick said there are no records of keys being returned prior to about 4 years ago. There are many that still have keys out there. The locksmith for the proprietary key has gone out of business. Electronically, doing the exterior of the building would allow our emergency services to gain access to the building using their fobs. It's a programmable system; it can be one of eight doors. It simplifies the system because we have a massive amount of keys to this building and we can program it so people can only have access to their area. It will tighten security and they can be easily turned off.

We had three quotes, Goffstown Lock and Key, One Source and BSISS. Two gave us the fob cost and interior doors were included within the quote. Goffstown only put 20 hours into it for labor, but not many locksets into it, and they are very expensive on their fobs. We would recommend One Source if this goes through. They handle many of the security systems in town already. Selectman Putnam asked if there was money in the budget for this and was it planned. Rick said yes. It's been going on for several years, it wasn't a 100 percent planned but something we need to look at. Selectman Putnam asked if it was going to be taken away from something else. Rick said no.

Selectman Labonte asked what it would cost to just re-key the building like we have now, and is the biggest concern people getting into the town hall or into the different places within town hall. Rick said the interior would be around \$5,000 or \$6,000, there a lot more keys. His concern is people getting into the town hall and having emergency services getting into the town hall. Selectman Labonte said we can track who gets in now with the cameras.

Selectman Dargie asked for clarification as to where the money was coming from and is it a generic line item. Rick said it's in the budget under buildings. When he develops that line item in the budget, we have certain jobs that we are going to do and we leave some money in there for other jobs, stuff comes up quick. Administrator Bender said we always put money in the budget for building improvements.

Selectman Putnam said it's time to step up into the 21st century. It will be easier to manage, making it easier for emergency services to have access to the building and if we go with a manual key system, we will be right back where we are now. We can control this. Selectman Labonte said we can control it by having a system as far as the accountability on where they go and getting them back. Rick said you don't always see the keys leaving.

Chairman Daniels questioned Rick's explanation on Goffstown vs. One Source. Goffstown's fobs are more expensive but One Source is charging \$4,500 for interior doors that Goffstown is not. Rick said when they reviewed this with the contractor about the number of locks, they replied, "don't worry about it, I'll take care of it. We will worry about that

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when I come”. Rick wasn’t comfortable with that answer. In addition to that answer, the contractor didn’t even walk through the building. Chairman Daniels asked about writing a contract holding them to a price that they quoted. He assumed an RFP was sent out and asked if we explained what it entailed. Rick said Russ met with each contractor and told them what was needed. He repeated that Goffstown didn’t even walk through the building. The others had a clear understanding of the doors. We also have 77 doors and Goffstown only quoted 50.

Selectman Labonte said if there are 77 locksets, none of the companies replied with that amount. Rick said this wasn’t a formal RFP, it was just asking for quotes so he could get an idea of what it would cost to go forward with this. We asked them to give us information on how they would do what we were looking for. Selectman Labonte asked how you get a complete bid from three different companies when you are allowing them to come up with their own way of doing it. Rick said Selectman Labonte was going too far. This is only information gathering to find out what it is going to cost. These are just quotes; it doesn’t mean it’s a formal bid that you have to accept. I’m trying to get a rough cost. We can put it out to bid using the information that we now have.

Selectman Labonte said he isn’t crazy about that. One Source already has their numbers out there prior to what would be a seal bid process. There should be an RFP of exactly what we want. Rick repeated, they gathered information to see what would be the best way to do it. Administrator Bender said according to our purchasing policy you don’t have to go out to bid on anything under \$25,000. Rick talked to three reputable companies to come up with proposals. He has a couple of prices that are within the \$25,000 price range. We have enough information for the Board to make a decision if they want to implement an electronic security system for the exterior doors and re-key the interior locks at the same time. We could do new keys to the exterior of the building. It’s easy to get the keys back from employees with their exit interviews but harder with the volunteers. This gives us a fresh start. Electronic keying systems are in use around town already. One Source did the Police Station key fobs. We are familiar with them. The police keep the same system that they have now and they will just add access to the town hall.

Chairman Daniels concern is about the locksets. Rick mentioned 77 and none of the quotes had that amount. He is having a hard time understanding what we are looking for. Rick repeated its information gathering to see what’s needed to go forward with a ballpark number. He and Russ did a more in depth counting of locks and 69 and 70 are a lot closer than 50. Goffstown Lock & Key had a big gap in some of his baseline numbers. Chairman Daniels said it seems to be a strange process to have some outsider tells us what we need internally, we should know that. Rick said he received information from them, and also for us to do this. He isn’t a locksmith if he doesn’t know something, he asks. This was a way of asking for information to see what we need, present to the Board, and see if they want to go forward.

Selectman Putnam said they look like bids. Rick said you have to get something to see what you will need. Rick said they are quotes, not bids. Rick is good with getting a formal RFP, but he needed the information to go forward to do that. Selectman Labonte asked what the difference would be if we did electronic systems on the exterior doors and keep everything else traditional keys. Rick pointed to the spreadsheet, this is what it is and it’s expanded to do interior only, eight doors. Administrator Bender said we were not going to do electronic keys throughout the whole building, it’s too expensive. Traditional keys sets for interior doors are fine.

Selectman Labonte said now that the information is collected, he would like to see it re-bid. Selectman Putnam said the numbers are out there now and those companies can adjust their bids accordingly. Chairman Daniels said according to the Town Administrator, it’s under \$25,000 and we don’t need to go out to bid. Selectman Putnam said this bid process is illegal. Selectman Labonte said BSISS is over \$30,000 and they fall under the bid process. Administrator Bender asked Rick for clarification of lockset totals. One Source said 69 but below is lock set replacement 10. Rick said it’s for exterior doors, the 69 is for the interior doors. Chairman Daniels asked if the fobs have tracking on them so you know who’s entering. Rick said yes, it’s an electronic signature that activates when you walk by a fob station.

Selectman Dargie asked what company keyed the Police Station. Captain Frye said One Source re-did their security system, he would have to look at who did the electronic stuff, and it was done in 2006. One Source recently re-did the security system to go into the Cloud. Selectman Dargie asked if the town hall would be the same as the Police Station. Rick said it’s different but they can use the same fob system to access all buildings. Selectman Dargie asked if it was all controlled by one computer server. Captain Frye said it’s all computer generated so they share the software. Chief Viola said one person is responsible for it and when a new employee comes in they get set up with whatever access they need. Not all employees need to have access to all rooms. It keeps a record of where they are going.

Selectman Labonte clarified that the Fire Station and Police Station are different systems but the fobs are compatible. Rick said yes. Selectman Labonte asked out of all the ones we’ve had in service, how come we haven’t just stuck with

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one system. Rick said he isn't in charge of the buildings; he gets the information after they make the changes and things are built. Selectman Labonte said they should look into change that so Rick is more involved.

Selectman Putnam said we can't tell them whom to use, it's the architecture/engineers that that set it up. Selectman Labonte said we can give suggestions. Chairman Daniels said if Rick goes back out to bid now that the numbers are known, and One Source doesn't come in as the best one, would that make a difference in compatibility for all the buildings. Rick said we will let them know about the compatibility and all other stipulations. Chairman Daniels asked if any one of these three companies supply the same type of fobs that the Police Department has now. Rick said no, you don't have to specify the brand, but you can tell them it needs to be compatible with the other stations.

Selectman Putnam said the way Rick did it was wrong; it wasn't a fair bidding process. Rick said it's all different. These were quotes, not bids. Chairman Daniels verified that for now, Rick just wants to know if we want to go with an electronic system or key system. Rick said yes. Selectman Labonte said he would like to see a new bid with a comparison between a traditional key and the electronic one.

Administrator Bender asked the Board if they would authorize the expenditure of up to \$25,000 for electronic keys to the exterior of the building and the re-keying of the interior of the buildings door locks. If authorized we can wrap this up we can contact the companies, have them redefine and go forward. There isn't any need for an RFP, that work has been done. Selectman Dargie asked them to look at the management of this. Is there a single server or all separate, and have you thought about combining it. Chief Viola said Bruce Dickerson, our IT Director is involved in all of this and he is the point of contact, he could help out with some of those answers. He feels that you would run into problems if you did one central place, the Police security system will be a lot different from the town hall system. Selectman Dargie said having the Police in charge of all the systems makes sense. Chief Viola said it should go to the department head of each building while working with Rick and Bruce.

Selectman Labonte asked if there were additional expenses after the system is in. Rick said he wasn't aware of anything. Chief Viola said if there is anything, it comes out of the IT budget unless it's specific to one building. Costs have also been split if warranted. Rick agreed, they do the same at DPW. Selectman Dargie said there is value in having a consolidated server and having everything on it. Selectman Putnam said if that one server goes down, you lose everything. Selectman Dargie said you have backups. Selectman Putnam said it's better to have more than one server. Captain Frye said the issue with one server is that if someone in the PD loses their fob, or is terminated, we just delete them. Having servers at each facility works best because if someone loses their key from the town hall, they just go to the person in charge in their building to replace it. We are just looking to have access to the Town Hall.

Selectman Putnam made a motion to give Rick permission to spend up to \$25,000 but come back to the Board with the numbers for approval. Selectman Dudziak seconded. Selectman Dargie is uncomfortable with that unless this issue about access levels and having different buildings coordinated is resolved. Rick said he will bring back information on that. Selectman Labonte said there doesn't need to be Selectman approval under \$25,000 so the vote is not needed. Chairman Daniels said the motion was that Rick is going to bring it back to the Board for review before he spends it. Selectman Labonte clarified for approval or just to show the Board. Selectman Putnam said he wants to be able to approve this one because it turned into a mess. All were in favor. The motion passed 5/0.

b. Transfer Station Operations and Rate Review

Administrator Bender said the Finance Director, Transfer Station Manager, Public Works Director and he have been meeting since January to review Transfer Station Operations, good progress has been made. He asked Rick to provide an update and recommendation.

In summary, the rates have been in place since 2007. We recalculated the cost and staff is recommending an increase effective July 1, 2019. The demo rate and trucking fee have increased and we calculate our cost to be \$140/ton or \$0.07/pound. We are currently charging \$100/ton. The \$140/ton is at (\$88/ton) for disposal and trucking costs of (\$214/load) to truck it out.

In our review, we were running out at 3.66 tons/load. On March 30th of this year, we set a goal of 4.5 to 6 tons/load. Since the goal was set, the average weight is 4.75 tons/load.

1. The bulky rate is now \$10 and we recommend raising it to \$15 for each separate item.
 - a. Hide-a-beds are charged as 1 unit. Recommend charging them as 2 pieces (couch and mattress).
 - b. Sectional sofas should be charged as each separate piece, not as 1 unit.
2. The resident rate for the demo will stay at \$100/ton or \$.50/per pound.

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3. Commercial rate is now \$100/ton, recommend raising it to \$180/ton or \$0.09/per pound.
a. if we raise the commercial, it will help average the cost.
4. We recommend changing the rate card to reflect per pound price, every 30#'s.

We have additional questions on the rates; should we charge a minimum rate at the scale. Anything less than 20 pounds doesn't register on the scale so it doesn't get charged. It adds up. We could also do a flat rate or re-do the sheets and divide the rate. The rate sheet was done as a balance; at 20-pound increments, not 30-pound increments.

Chairman Daniels asked if the \$0.09 was commercial. Tammy said now residential and commercial is the same at \$0.05. The \$0.09 is for the \$180. He referred the Board to the trash rates for scale sheet. Selectman Labonte said the two different rates between residential and commercial may be an issue. Rick said Tammy will determine what needs to be done. Tammy said she would use her discretion as a homeowner. Some homeowners notify her when someone is bringing things to the Transfer Station for them because they don't have a truck. Administrator Bender said if it's a remodeler or builder, they would pay the commercial rate. Out of towners coming into Milford to do a job would also pay the commercial rate.

Selectman Dargie asked what the completion charges in neighboring towns for commercial rates. Tammy said Amherst is town only, no commercial at \$200/ton. Bedford residential is \$130/ton and commercial is \$150/ton. Goffstown is \$280 for residential. Nashua is \$90/ton for both but they have their own landfill system. Some places don't have scales so they weigh by the pound or cubic yard.

Chairman Daniels said what started this is the discrepancy between the weights going out, are we now weighing things that the town brings in. Tammy said yes. The only time they can't is if they are closed on a Monday or Wednesday afternoons or Fridays. Some will leave tags of what was brought in or send her an e-mail. Rick said they put stuff aside so it can be weighed. Tammy said the still good stuff can also be a deaccession because if stuff is left there too long, has to be thrown away so that cost money even though it came in free.

Selectman Putnam asked if a \$20/ton increase is going to cover everything. Rick said the commercial is raised from \$100/ton to \$180/ton. Administrator Bender said that Rick's proposal was to increase commercial to \$180/ton but if we go to \$200/ton the numbers round off better and it's easier to implement it. Selectman Labonte asked how many commercial people pay with a card versus cash or checks. Tammy said its all cash and checks, they don't take cards. It's about ¾ checks.

Selectman commented that they are keeping the residential low; he would be in favor of bringing it to \$140 to cover our cost. He doesn't have an issue with the commercial. If we only charge \$100 and we are paying \$140, the town's people are paying the extra \$40. It's coming out of taxes. Selectman Labonte asked if Selectman Dargie if he thought that taxes would go down if we charge \$140. Selectman Dargie said it would be a revenue stream.

Rick said to date; the demo cost is in the red \$29,541. If you add in what we take in for electronics, tires, and all the other stuff on top of demo we are still at negative \$19,500. Even with the recycling that we are doing, the demo is dragging us down. We need to adjust. Selectman Dargie asked if the demo was just the open top, not the compactors. Tammy said yes. Selectman Labonte asked if it would be beneficial to us to buy cans and haul our own demo. Rick said no. You have to buy the cans, have the time to do it and factor in the fuel cost. Tammy said they don't know if they could get the rate that they get at the tipping fee at the market. They bring in more for better pricing.

Chairman Daniels doesn't want to make this a revenue stream. What would the number be to get it at a breakeven point? Rick said the \$180 just about balances out everything assuming you get the same volume. Selectman Dargie said at the \$180 they will be looking at another place to go. You may lose some commercial. Chairman Daniels asked who had a commercial rate of less than \$180. Tammy said Nashua, Merrimack, and Bedford.

Selectman Putnam asked for time to think about this. Chairman Daniels asked to have this put on the agenda for the next meeting. If anyone has questions, get them to Tammy and Rick.

Administrator Bender said it's good that we started bridging the gap for the demo coming in and going out. He asked Rick to answer Rodnys question earlier about the camera's at the Transfer Station, if they were live feed or recorded. Rick said it's recorded inside at the Transfer Station only. Rodney asked what happens to the recordings and how long is the reel. Administrator Bender said they record over it. Rick can find out about the length of the reels. Selectman Dargie said normally its 30 days, he recommends that. Rick said it's normally for Tammy to track. Selectman Putnam

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clarified that it's just video, not audio. Rick said just video. Chairman Daniels asked how often are the numbers looked at. Rick said once a week.

Rodny said along with the cameras it was indicated that there was limited access to into the office for employees only. He asked if there could be some consideration for a little shelter above the window to keep people out of the weather. Rick said they are looking into that. Rodny asked how do the rate increases fall against the year's budget for the Transfer Station? Rick said between the bulky and the demo, we started weighing the bulky items and it's about 100 pounds of added weight. It was subtracted to the demo going out. The weather could play a part of it, as well as town stuff and the still shed we are still investigating it.

c. Prospect/Webster Street Update

The Town Administrator gave an update on the Prospect/Webster Street Project. The drainage and paving project on South, Prospect and Webster Streets is progressing nicely. We anticipate completion in June. On a related note, Liberty Utilities had explored an extension of natural gas service in this same area. The town was fully supportive and provided a copy of our work plans to Liberty early in their process so they were aware of the extent of our work. Liberty recently abandoned their project telling Rick that they did not want to pave the trench for the area we were not paving. The trench was about 5,000 feet.

One additional item – Potholes – I just want to remind residents that we appreciate their input on potholes and other road hazards. There are three ways to provide input: On the town website under Department of Public Works – report a road hazard, Call DPW at 249-0685 or Email mdickson@milford.nh.gov

Selectman Labonte asked if we are taking the rails out from the old crossing on South Street. Administrator Bender said yes.

d. MACC Base Update

Chairman Daniels reached out to the other Boards in Wilton and Mont Vernon. His intent was to try to find out what each town had for issues so we could bring it together. We really haven't done much as a three-town community to solve the problem that we each have. Milford has Police communication problems. Milford pays 71% of the MACC Base expenses and it would cost about \$1,700,000 to address our structure needs. Mont Vernon doesn't have a Police communication problem since they installed repeaters in their two cruisers. They may have a potential problem with their Fire communications, but it may not be a MACC Base problem. They contract with Amherst for ambulance service. They currently pay 11% of the MACC Base expenses, they could find other options that are less expensive but they would rather stay with MACC Base. They may be installing an antenna on Lampson Farm with part of the money that they get back that was left over from MACC Base, but they also figure that it would cost them about \$75,000 to \$85,000 to transition to an alternative to MACC Base. They are looking for transparency and the primary driver is cost. They addressed their location needs but they need dispatching service.

Wilton has some Police communication problems; they currently use a cell phone app for Fire and Ambulance communication and contract with Temple to provide for ambulance service. They currently pay 18% of the MACC Base expenses. They want to continue being a decision maker with the Board of Governors and they currently have six police vehicles. They do have some dead zones and their local infrastructure doesn't fill their communication needs. They need other infrastructure but their comment was that they were waiting to see what Milford was going to do. He told them that they need to go out find out what it would cost to fix their own problem so that they have those numbers for comparison.

We need to decide if MACC Base is going to be this system that everyone is going to contribute to. If Milford has a \$1,700,000 problem and Mont Vernon is paying 11% of the bill, are they going to be willing to put \$187,000 towards fixing Milford's problem, and Wiltons problem as well? We also need to ask ourselves if we want MACC Base to be a system with ownership of all the equipment and infrastructure or do we want them to be a Dispatching Service where each town will take care of its own individual infrastructure and it would tie into the service. He is still waiting for a call back from the Chairman of Wilton on what it would cost to fix their problem. He would like to get all the Boards together to figure out how we want to proceed.

Selectman Labonte questioned the \$1,700,000 to fix Milford. Chairman Daniels said it came from one of the studies from MACC Base. Selectman Labonte said it would be 71% of the \$1,700,000. Chairman Daniels said it would be Milford only. The equipment we are talking about replacing will be \$360,000 to \$500,000. Selectman Labonte asked where that number came from. Chairman Daniels said every town seems to think that we need to update the equipment, stat-

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ing that Milford hasn't done their share to update it. He doesn't know if the equipment can fit elsewhere. We have problems.

Selectman Putnam said a lot of the equipment out in the field is old. There have been several proposals over the years to update it and it's always been voted down. We need to make a decision to maintain MACC Base or go on our own. When that's decided, all our efforts need to go into what we chose to do. All the things I suggested were shot down. It will be less expensive to maintain the MACC Base connection than starting our own. Chairman Daniels said he wants to see the problem fixed, and not just keep pouring money into MACC Base to keep them there. Everyone is in a holding pattern waiting to see what Milford is going to do.

Selectman Labonte asked if we sit collectively together as Board and figure this all out even though it's been tried before. We need to do something because we haven't moved. Chairman Daniels is just trying to understand everything. Selectman Putnam said it's out there and ready to go, the wheel doesn't have to be reinvented yet. Selectman Labonte asked if we've heard from DRA yet. Administrator Bender said we are expecting a response tomorrow.

Rodny confirmed that the Board approved to continue with the inter-municipal agreement for two years. It was also on the current agreement and bylaws. The Milford representative has two votes on a three Board, Board of Governors. Chairman Daniels said yes to all.

Captain Frye said the auditor showed up, and although it was all non-public, he can say that the auditor is going to re-do the audit with current numbers on June 5th. The next meeting is on June 12th. Selectman Putnam asked if there were any answers as to why the checkbook didn't balance. Captain Frye said the auditor said it was a mistake.

Rodny said that Captain Frye is doing an excellent job in representing us on the MACC Board. In his opinion, the non-public session was illegal. He asked the Board if they have to have a non-public to get Captain Frye to tell what happened in the MACC Base non-public. Chairman Daniels said Captain Frye has expressed the same sentiments. Selectman Putnam told Chairman Daniels to bring this up in his next conversation with the other towns, and let them know that their representatives are doing things illegally. Chairman Daniels said he has.

Selectman Labonte asked where we were in regards with Osgood Pond and Solar. Administrator Bender said he would have to get an update but he thinks we are almost ready to go out to bid on Osgood Pond. As far as solar, he's had conversations with several attorneys and we are working through the contract. A draft will go out shortly.

6. DISCUSSIONS:

a) Review of Revised Roadway Centerline Marking Guidelines

Chairman Daniels said this document was previously approved. The Manual on Uniform Traffic Control Devices (MUTCD), is a document issued by the Federal Highway Administration (FHWA) of the United States Department of Transportation (USDOT) to specify the standards by which traffic signs, road surface markings, and signals are designed, installed. We have reformulated our document to follow the same. Things have to fit into certain criteria as to whether roads need to be marked or not, but we can also use our discretion if needed. He referred the Board to numerous things that he would like changed. This would be a living document that we can update periodically. The intent is to do this now before the striping starts and we will revisit it in the fall while we are doing our budget to indicate which roads we want striped next year, and give guidance to DPW on how much paint they need to buy.

Selectman Labonte asked when our roads are usually striped. Selectman Putnam said around June when the weather is warm. It's done after paving is complete. Chairman Daniels said we can hold off making a decision and discuss it at our next meeting. Selectman Putnam asked if the Traffic Safety Advisory Committee looked at this. Chairman Daniels said yes. Selectman Putnam asked if they were happy with this. Chairman Daniels said they are happy with what they are given; they are just making a recommendation. Selectman Putnam said he isn't in any position to decide what lines need to be striped or not, we pay a guy to figure that out.

Selectman Labonte asked what the budget is for striping. Administrator Bender said either \$13,000 or \$18,000. Chairman Daniels said Rick wants to treat this document like he does the plowing document, a guideline that is reviewed when it's time to stripe. Selectman Labonte asked about the Oval striping and arrows, and how to stripe it. Selectman Putnam said it's in the document. Selectman Dargie asked if someone was going to fill out page 9 and put in the striping status. Chairman Daniels said it would be a discussion as to which ones we felt should be striped before a traffic count.

Selectman Putnam asked Chairman Daniels if he was going to go out and measure the roads and bring the information back to the Board so we can make informed decisions. Administrator Bender said we know the width and lengths of all the roads with cartograph. Selectman Putnam said things have been working fine for years, why all of a sudden is it a

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problem. Chairman Daniels said we are trying to put something in place so we won't have remarks coming from either side of whether something should be marked or not.

Captain Frye said Rick doesn't stripe every road every year. He has a system where he may skip a year or two on some roads that survive the winter. Chairman Daniels asked if they would like a recommendation from Traffic Safety on whether these should be approved or not. Selectman Labonte said it would be worth having Rick come in to let us know what his process is and how it works. Selectman Dargie said he isn't interested in reviewing the list to whether something gets striped or not. Selectman Putnam said if Rick has a policy that he follows, we don't have to tell him what to do. We don't tell him which roads to plow or not to plow. Chairman Daniels said there may not be a need to stripe roads that out in the country and maybe you don't need to spend as much on them. Selectman Labonte mentioned that Mont Vernon does their lines differently with one yellow line. Chairman Daniels said the MUCTD said you shouldn't use a single yellow line but the state statute said you can.

Selectman Putnam asked if there was a price on painting per foot or per mile. Administrator Bender said Rick can answer that. Selectman Putnam said even if we cut out a couple of miles on Mason Road, we are not saving much and just complicating everything. Chairman Daniels said he would come back with a recommendation from Traffic Safety.

7. PUBLIC COMMENTS: There were no public comments at this time.

8. SELECTMEN'S REPORTS/DISCUSSIONS.

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

Chairman Daniels asked Administrator Bender if he still needed a letter from the Recycling Committee for the \$100 gift certificate. Administrator Bender said yes.

Selectman Labonte said the Granite Town Media Director, Chris Gentry is going to Oregon to teach a class on running a media department on little to no budget. Administrator Bender said he is presenting it at the National Conference.

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

9. APPROVAL OF FINAL MINUTES. Selectman Putnam moved to approve the minutes of May 13, 2019 as amended. Selectman Dudziak seconded. All were in favor. The motion passed 5/0. Selectman Dargie moved to approve the minutes of May 21, 2019. Selectman Dudziak seconded. All were in favor. The motion passed 3/0/1 with Selectman Dargie abstaining.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

11. NOTICES. Chairman Daniels read the notices.

12. NON-PUBLIC SESSION. Selectman Dudziak made a motion to enter into non-public meeting for Approval of non-public minutes in accordance with RSA 91-A:3, II (a) Personnel, RSA 91-A:3, II(c) Reputation and RSA 91-A:3, II(e) Legal – May 13, 2019. Selectman Labonte seconded. All were in favor. The motion passed by a roll call vote 4/0 Chairman Daniels – yes, Selectman Dargie – yes, Selectman Dudziak – yes and Selectman Labonte – yes. Selectman Putnam had left the room.

13. ADJOURNMENT: Selectman Putnam moved to adjourn at 8:00. Selectman Dudziak seconded. All were in favor. The motion passed 5/0.

Gary Daniels, Chairman

Laura Dudziak, Member

Paul Dargie, Vice Chairman

Chris Labonte, Member

Mike Putnam, Member