

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

October 14, 2019

PRESENT: Gary Daniels, Chairman Mark Bender, Town Administrator
Paul Dargie, Vice Chairman Tina Philbrick, Recording Secretary
Mike Putnam, Member - EXCUSED Nate A, 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. – Land Use Change Tax (LUCT) Map 45 Lots 3-40 & 3-46 and a portion of 3-51, Veterans Tax Credit Proposed Warrant Articles (3) and Modification of Existing Elderly Exemption Criteria – Marti Noel

All lots are located in the Autumn Oaks Sub-division and construction for new single family homes has begun, rendering the lots ineligible for Current Use.

Selectman Dudziak made a motion to approve the Land Use Change Tax as presented. Seconded by Selectman Dargie. All were in favor. The motion passed 4/0.

Marti did a comprehensive study on surrounding towns on Veterans and Elderly Tax Credits. A majority of towns are at \$500 for Veterans Tax Credit. She is proposing an increase of \$100 for both the Veteran's Tax Credit and the All Veteran's Tax Credit which by statute needs to be the same. The increases would be a total of \$53,350 based on what we have now.

Selectman Dargie asked if it would double the amount if we went with \$200 for each credit. Marti said yes.

Proposed 2020 Warrant Article - Veteran's Tax Credit and All Veteran's Tax Credit – Marti would like to increase the credit from \$300 to \$400.

Shall the town, pursuant to RSA 72:27-a, vote to increase the Optional Veteran's Tax Credit (RSA 72:28) and the All Veteran's Tax Credit (RSA 72:38-b) from \$300 to \$400.

RSA 72:28

I. The standard veterans' tax credit shall be \$50.

II. The optional veterans' tax credit, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$51 up to \$750. The optional veterans' tax credit shall replace the standard veterans' tax credit in its entirety and shall not be in addition thereto.

RSA 72:28-b II. The credit granted under this section shall be the same as the amount of the standard or optional veterans' tax credit in effect in the town or city under RSA 72:28.

Selectman Labonte asked why she chose \$400 instead of \$500. Marti said she wanted to go a little conservative and be careful with the tax impact while still recognizing the Veteran's service. There was a petition warrant article to increase the tax credit to \$500 a few years ago and it didn't pass.

Proposed 2020 Warrant Article -Tax Credit for Surviving Spouse of Veteran – Marti would like to increase the credit from \$700 to \$800. There is currently no one receiving this credit.

Shall the town, pursuant to RSA 72:27-a, vote to increase the tax credit for the Surviving Spouse of a veteran who was killed or died while on active duty (RSA 72:29-a) from \$700 to \$800.

Proposed 2020 Warrant Article Tax - Credit for Service Connected Total Disability - Marti would like to increase from \$1,400 to \$1,500

Shall the Town, pursuant to RSA 72:27-a, vote to increase the tax credit for veteran's who have total and permanent service-connected disability (RSA 72:35) from \$1,400 to \$1,500.

Marti said the range statutorily is from \$701 up to \$2,000. Administrator Bender said language will be added for the tax impact.

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Proposed 2020 Warrant Article Tax - Modification of Existing Elderly Exemption Criteria – Marti would like to increase exemptions from property tax based on assessed value for qualified taxpayers to be as follows: persons 65 years of age to 75 years of age \$82,800. Exemptions from persons 75 years of age up to 80 \$123,600. Exemptions from persons over 80 years of age \$165,400 and to modify the maximum asset limit for both individual and married persons to \$100,000.

Shall the Town, pursuant to RSA 72:27-a, vote to modify the elderly exemption from property tax based on assessed value for qualified taxpayers to be as follows: for persons 65 years of age up to 75 years - \$82,800; for a person 75 years of age up to 80 - \$123,600; for persons over 80 year of age - \$164,400; and to modify the maximum asset limit for both individual and married persons to \$100,000 (excluding the value of the person(s) residence). To qualify, the person must satisfy all of the conditions of RSA 72:39-a&b that pertain to eligibility for this exemption as well as those contained in any other applicable statute including without limitation, that they demonstrate that they have been a New Hampshire resident for at least 3 consecutive years, that they own the real estate individually or jointly, of if the real estate is owned by such persons spouse, that they must have been married to each other for at least 5 years, and that the reside at the property as their primary residence. In addition, the taxpayer must have a net income in each applicable age group of not more than \$38,600, or if married a combined net income of not more than \$46,000.

Note: The recommended increase (20% over current limits) in the exemption amount categories is to offset the impact of the 2019 Statistical Update where the average home increase was 19.6%. There is no anticipated tax impact due to this recommendation. The recommended increase in asset limits (from \$85,000) is to provide a reasonable “cushion” against unanticipated expenses. There is no recommended increase for the current income limits. There is no way to determine any tax impact from this recommendation. Assets do not include their primary home up to two acres.

Selectman Dargie recommends rounding off the numbers to an even thousand on all exemptions. Marti said she would make the changes. Selectman Dargie asked if a house was in a Trust, does it qualify for the exemption. Marti said they need to see that the individual maintains a beneficial interest in the property by either reviewing the trust document or receiving a letter from their attorney.

5:45 p.m. – Labor Day Parade Update – Brendan Philbrick and Jay Duffy

Brendan said the parade was a little smaller than usual. There were 9 bands and 5 floats and some horses this year. The rain didn't help much. Their donation list doesn't match the towns so they are looking into that. There is a donation here from the Arthur L. Keyes Memorial Trust and he didn't think we got that. Administrator Bender said it was accepted by the Board at the April 8th Selectman's meeting. Brendan said there here is an ending balance of \$11,915 but there may be more from the money raised from the Pumpkin Festival this year so there could be about \$1,200 more coming in.

Brendon said he would like to have the warrant article be \$10,000 again next year instead of reducing it to \$5,000. He would like the Finance Director to take \$5,000 from the balance and use it where it's needed. That still gives them a buffer. Jay said they didn't raise as much money this year and agrees at keeping the warrant article at \$10,000.

Chairman Daniels said he isn't sure what the difference is by floating a warrant article for \$5,000 and you keeping the entire amount that you have now versus giving back \$5,000 and asking for \$5,000 or \$10,000 back. Selectman Labonte also questions giving the \$5,000 back to the town. Brendan said last year they raised more and it sometimes is hard to raise the money. Some people who previously donated gave money to the Pumpkin Festival instead of the Labor Day Parade because it's more exposure for them. He has concerns about the weather when they hold a fundraiser; if it rains they don't get as many people. The carnival use to raise money but they don't have that anymore.

Administrator Bender said they should keep their balance. Chairman Daniels agrees because if the warrant article fails, they still have enough money in the balance to hold it next year. Jay said they don't have the umbrella of the VFW anymore. Knowing that the \$10,000 still exists ensures that the parade still goes on especially if they didn't raise much money.

Administrator Bender said the math is the same. Five thousand dollars given back to the town and then raising \$10,000 in a warrant article, the math is the same. If you kept the \$5,000 in the balance that we have now and then went to the tax payers for an additional \$5,000 it's the only way the tax payers will see an impact to this. It shows that the parade is on its way to being self-supporting plus you have a decent balance already.

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Chairman Daniels said if you give back \$5,000 and you have \$6,000 remaining and the \$10,000 warrant article fails, you only have \$6,000 for the next parade. Brendan feels it should be part of the operating budget. They could still raise money to help.

Chairman Daniels said they will put this with the other warrant articles that they will be considering. He asked Brendan to get him an updated donation list before November. Brendan said we should have a committee to look into a carnival for fundraising. Chairman Daniels said the Jeff Odhner, the owner of the old police station would be interested in having a carnival at that location.

Selectman Dargie said they should build up their balance to around \$15,000 or \$18,000, which would give them the option to do something different.

5:55 p.m. – Open Space Conservation Easement BROX – Chris Costantino, Audrey Fraiser and Betsey McNaughten (New Hampshire Fish and Game).

In summary, the Aot-1313 permit dated September 18, 2017 for the sand and gravel operation on the BROX community lands requires the Town to put 75+/- acres into a conservation easement. The Board accepted the Milford Conservation Commission's offer to facilitate this process.

New Hampshire Fish and Game has agreed to hold the easement. In 2018, the Commission applied for and received an Aquatic Resources Mitigation (ARM) grant for \$20,000 to help cover the cost of the easement. Several things have to happen before it expires in December.

1. The town must agree and sign the commitment agreement.
2. The Town and State need to agree on interior boundaries of the area of the easement.
3. The Town must have an exterior and interior boundary survey done and signed with boundary markers.
4. A baseline survey has to be completed.
5. The Town and State must agree on conservation easement language.
6. The easement must be filed and recorded.

Betsy said the commitment agreement was created as a timeline. This is a complicated project. Chairman Daniels pointed out a couple of typos in the agreement. He questions number 9, Stewardship Endowment where the Town shall provide the State with a minimum of \$30,000 of non-federal origin for future monitoring of the easement. He asked where the \$30,000 will come from. Audrey said all easements have a stewardship endowment. There is usually a survey and sometimes a title search and recording fees. They have \$20,000 to contribute to the cost and she suggests that the other cost come out of the Sand and Gravel profit and loss because it's the cost of the permit.

Chairman Daniels asked if this was something that would come out of the Conservation fund. Audrey said they could talk about that later but the Conservation Commission hasn't discussed that in detail.

Administrator Bender said the Sand and Gravel funds are part of our revenue budget. You can't just allocate revenue for this project. It would have had to have been budgeted in 2019, for both the survey cost as well as the Stewardship endowment. Audrey said the requirement for the easement is part of the AOT permit. The remaining cost is a Town issue. If the Town wants to discuss it with the Conservation Commission we can do that.

Betsy said it's important to get the agreement signed as soon as possible. The complexity of this project is that the land has a chunk being taken out of it and it's important to have the interior boundaries marked. It's different from our usual easements.

Selectman Dudziak asked if the same language used for all agreements. Betsy said no, this is a first of a commitment agreement. Selectman Dudziak asked for an explanation on number 3, Purchase Price, the Town hereby agrees to donate to the State all conservation rights, title and interest in the Premises. Betsy said the "title" can go away. She used a purchase and sales agreement as a template. The language was changed last week and we didn't put it on paper yet.

Administrator Bender said he just got this on Thursday and he had a brief conversation with the Town Attorney and they will be meeting again and will come back with proposed changes.

Selectman Dargie asked if the easement changes the master plan, scope of the property. The master plan had a variety of things identified for future use, like cemetery, schools, DPW and Fire Station, etc. Audrey said it may. Cemeteries may not be needed as much. What gets used out there are still community lands. The easement was a stipulation of the AOT

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permit. If the town doesn't put the easement on it, they are in violation of their permit. The uses will still be there but how they are designed may be different.

Selectman Dargie asked if the amount of acreage dedicated for those things a lot less now. Lincoln Daley, Community Development Director said the core layout remains the same; it accommodates the easement and proposed usage for that area. Chris showed the Board a map of the 2014 Master Plan and it shouldn't change that much. Audrey said there will most likely be another map drawn making changes.

Betsy asked when they could anticipate an answer back. Administrator Bender said they have to wait for the attorney.

Selectman Dargie asked if they have to come up with the \$40,000 by the end of December. Audrey said no. The purpose of the commitment is to retain the \$20,000. The \$20,000 will cover the survey. Betsy said for the ARM grant Laurie has to go to Governor and Council in December and they only have one meeting due to the holidays. It needs to move forward. This is also a commitment to Fish and Game by moving forward to accept the easement.

Selectman Dudziak asked when they need the commitment agreement. Betsy said before December. Selectman Dargie asked if it was possible to do the commitment and have the funding in the next calendar year so they could add it to the budget. Administrator Bender said the survey has to be done by December 31st. Betsy said that was the date she got from the Conservation Commission; it wasn't the Fish and Game date.

Selectman Dargie said he doesn't know how they would come up with the money this year. It would be much easier to have it in next year's budget. Selectman Dudziak said the commitment agreement is step 1. Chairman Daniels said with the commitment agreement, it's not only solidifying of the \$20,000 but it's also committing to the rest of it and that is where we are trying to find a timeline that works for everything. Selectman Dudziak said if we don't get it done soon, we lose the \$20,000.

Administrator Bender asked if they discussed funding this from Conservation Funds. Audrey said they discussed the survey which is part of the ARM grant, they hope to cover that. They haven't discussed any other amount.

Selectman Labonte asked if there was every any funds from the Gravel Operation that was set aside for cost occurred related to the AoT permit. Administrator Bender said they budgeted the wild life survey as expense in 2019 and we will budget the balance in 2020. We did not budget any expense for surveys or stewardship funds because we didn't know what to budget. Administrator Bender said somewhere we have to come up with \$40,000 either in a Town operating budget if you want to put it on tax payers or use money in the Conservation Fund.

Betsy will make some changes, updates and corrections on her end and send it to Administrator Bender. Administrator Bender asked her to hang on to it for a few days as there will likely be other changes. Betsy said she will also find out what date Laurie will be attending the meeting in December.

6:05p.m. – PFAS Update – Kevin Stetson

In Summary, Kevin gave an update on PFAS a Water Utility Emerging Contaminants of concern.

What are they: A group of man-made chemicals found in non-stick cookware, water-repellent clothing, stain resistant fabrics, carpets, some cosmetics, some firefighting foams, and products that resist grease, water, and oil

PFAS can be found in:

Food, The Workplace (especially manufacturing environments) and drinking water

Why are they important:

Most people have been exposed to PFAS. Evidence that exposure to PFAS can lead to adverse health outcomes in humans. Drinking water and Wastewater identified as containing PFAS

PFOA and PFOS can cause:

Reproductive and developmental issues, liver and kidney issues, and immunological effects in laboratory animals

Some findings are:

Increased cholesterol levels, infant birth weights, effects on the immune system, cancer and thyroid hormone disruption. Our water system provides your community with safe drinking water. Our water system samples the water for these PFAS.

If any drinking water standard is not met we must promptly notify our customers and provide water that meets drinking water standards

Rules for a public water supply do not apply to private well owners

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NHDES recommends that anyone with a private well should periodically have their drinking water tested. The NHDES list of recommended tests for private well water is available at https://www.des.nh.gov/organization/divisions/water/dwgb/well_testing/index.htm. If a private well owner decides to test for PFAS and finds levels above the drinking water standards they can consider installing a treatment system.

NHDES has posted in-home water filtration information at https://www4.des.state.nh.us/nh-pfasinvestigation/?page_id=171

Next Steps for NHDES on PFAS

- NHDES will assist drinking water and wastewater systems to achieve compliance with these new standards.
- All hazardous waste/landfill sites and groundwater discharge sites will need to comply with the new rules
- NHDES will also continue to investigate potentially impacted areas
- NHDES and DHHS will continue to review the latest science and work to educate and inform citizens, healthcare providers, municipalities and other stakeholders about PFA's

Milford's water is safe to drink - Additional information can be found on the Water Utilities web page on the town's web site.

Administrator Bender asked where the sludge landfill was located. Kevin said at the Waste Water Facility. Chairman Daniels asked if there was any place in New Hampshire that tests for PFAS. Kevin said no there are only out of state facilities. He expects them to come closer soon. Chairman Daniels asked how long it would take for a private well owner to get results back. Kevin replied, you can find that answer on their website.

Wastewater Treatment Facility Closed Sludge landfill routine groundwater monitoring was tested in 2019(prior to latest standards):

PFOA/PFOS combined total 88.1ppt which exceeds the NHDES standard.

NHDES has required us to present an assessment and corrective action plan

They will be testing every quarter. The cost is about \$300 to \$400 per sample and it will be worked into Water Utilities Operating Budget. They will also be looking at grants and low interest loans if additional mediation is needed.

Selectman Dargie asked if the closed sludge landfill that's contaminated, was within the landfill or outside the boundaries. Kevin said outside the boundaries downstream and it indicates that it could be coming from that source. Selectman Dargie asked what would be a potential solution to this. Kevin said removing it or finding a way to contain it.

Selectman Dudziak asked if there was a way for homeowners to eliminate PFOA's like with filters. Kevin said yes, the link he provided will take you to treatment processes. All this information will be posted on the Water Utilities Web page on the Town's web site.

6:25p.m. – Employee Policy Changes – Karen Blow

In Summary, Karen and a group of Department Heads worked for a year reviewing the employee handbook, Chapter 4 specifically Chapter 4, they would like to recommend changes which include: Clarifying a Process/Policy (Jury Duty, Witness Leave, Military Leave)

- Removing some wording.
- Changed reference from days to hours.
- Cosmetic and/or clarifying
- Specific changes for the BOS to note.

Karen gave a brief explanation of each category.

Chairman Daniels asked if sick time was applicable to part-time employees. Karen said yes, those working 20 hours or more get 32 hours of sick time per year.

Karen said they clarified wording specific to Milford Ambulance. In regards to page 11 & 12, "An employee must request authorization from the Department Head and the BOS for leave; they change BOS to Town Administrator.

Chairman Daniels said, what about the Town Administrator. Karen said he would have to go directly to the BOS.

Chairman Daniels asked if it should be reflected in the handbook. Karen will note, Town Administrator and/or BOS.

Karen said they removed "within a consecutive seven (7) day period" for Bereavement and added "The Town recognizes that some bereavement leave may extend into future months to account for spring interments or other circumstances related to death. For Holidays, they removed reference to days and added "traditional" work week.

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Under the Sick time, Chairman Daniels asked if FMLA is allowed for both self and family. Karen said yes. Karen talked about sick time conversion and Selectman Dargie suggested not using the years because it's confusing.

Karen said if an employee doesn't use any sick time, 40 of their hours are converted into vacation time for the following year and 24 of their hours goes into banked sick time as long as their max hasn't been met. Selectman Dargie asked if the conversion of unused sick time done by the employee or is it done by payroll. Karen said payroll.

They also changed sick leave from 5 consecutive work days to notifying HR and Finance by day 3 of an illness. If someone is out 5 days or more, FMLA or disability may come into play. Karen would like to know about it by day 3 so she is aware of the situation. Chairman Daniels asked if on day 3 someone came to work for 2 hours and then went back home, would it start the three days all over again. Karen said it may. Selectman Dargie said if someone has the flu and doesn't go to the doctors, would that be a problem. Karen said it's a case by case basis.

Selectman Dargie said it's common not to go to a doctor if you know you are sick, you stay home until you get better. He asked what the consequence was if someone doesn't provide a note after 3 days. Karen said they haven't looked at a consequence yet. We are just saying that this is a practice that we would like to do. It's more if there is a repetition of someone taking the time off.

Selectman Dudziak said she doesn't think it can be applied differently, it needs to be the same for everyone. Administrator Bender said the policy use to have wording that said, "In cases of suspected abuse of sick leave, the town may require a physician's statement for any period of absence due to your own health condition." It's the same thing, regardless of the number of days, we are not challenging them. Selectman Dargie suggest changing it to hours instead of work days to be consistent with the other changes. Selectman Labonte agrees with Selectman Dudziak on being consistent.

Administrator Bender asked if the Board wanted to require it or change "may" to "shall" or do they want to drop it. Selectman Labonte said if you say "you shall have to furnish it" then there is no question. Selectman Dargie said consequences should be spelled out. Selectman Labonte said he doesn't have a problem with the 3 days if it will help HR with their job.

Chief Viola said they went from the 5 days to 3 days because it had to be consecutive days and you are going into your days off. We will just have to put more language in if we stay with the 5 days. Administrator Bender said using the word may and 3 consecutive workdays just gave us the flexibility to recognize that a lot of people are not going to go to the doctors if they have the flu and they are out for 3 days. If they are out longer they might go to the doctor.

Chairman Daniels asked in the case of reporting to Finance is there a particular day that it has to be reported in order to process for payroll. Paul Calabria, Finance Director said payroll is due by Monday following the two week period ending on Saturday. Kathy and Karen work together for any employee issue where they are out on any kind of leave.

Selectman Dudziak said she would like to keep it at 5 work days. Karen said she can keep it like it was. Chief Viola said if they do the 40 hours it would cover it. Eric Schelberg, Ambulance Director agreed.

Selectman Dargie made a motion to approve the changes as amended. Seconded by Selectman Dudziak. All were in favor. The motion passed 4/0.

3. PUBLIC COMMENTS. There were no comments at this time.

4. DECISIONS.

a) CONSENT CALENDAR. Chairman Daniels asked if there were any items to be removed from the consent calendar. There were no items to be removed. **Selectmen Dudziak made a motion to accept the consent calendar. Selectman Dargie seconded. All were in favor. The motion passed 4/0.**

- 1) Request for Approval of DRA Form MS-535, Financial Report of The Town
- 2) Request for Approval of Primex CAP Agreement – Workers Compensation Program and Property & Liability Program
- 3) Request for Acceptance and Appropriation of Unanticipated Revenues Under \$10,000 (31:95(b))
 - Cemetery Upkeep Special Purpose Fund, remaining monies from two Eagle Scout Projects - \$491.81
 - EMS Warm Zone Exercise from Division of Fire Standards & Training & EMS for Ambulance Employees - \$1,202.75

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- EMS Warm Zone Exercise from Division of Fire Standards & Training & EMS for Police Employees - \$764.50
- There were two items missing from the Agenda. The Board voted separately on these items.
- Donation for the Recreation Bus Special Purpose Fund from Rachel McCombs - \$500.00
 - Donation for the Recreation Bus Special Purpose Fund from Crystal Hiney - \$20.00

Selectmen Dargie made a motion to accept the two missing items. Seconded by Selectman Dudziak. All were in favor. The motion passed 4/0.

b) OTHER DECISIONS.

- 1) N/A

5. TOWN STATUS REPORT – Administrator Bender

a. Community Development updates on Downtown Improvement (earmark funds) Projects and Congestion Mediation and Air Quality (CMAQ) Program - Lincoln Daley

The Downtown Improvement Projects have been around for some time. Community Development has been working with NH DOT to move the next phase forward. We also have good news on the recently submitted CMAQ projects.

South Street Project was completed in 2018. The next part is looking at Nashua Street / Oval Improvements, total appropriated funds will be \$835,461 and an RFQ is in process. They will be hoping for construction in 2021. Improvements will focus on pedestrian sidewalk and vehicular improvements. They would be putting in a turn lane in the area between Tonella Road and Clinton Street would have a new turning lane to turn into the plaza and improve access on Clinton Street. They would also be adding sidewalks on both sides of the street.

CVS committed \$275,000 as part of the approval for their store for construction of a signal next to Clinton Street and Nashua Street. Administrator Bender asked if we have right of way on Nashua Street for that project. Lincoln said no, they will have to notify property owners to acquire some.

For downtown improvements they are looking to improve circulation for larger vehicles around the oval and add pedestrian crossing to make it safer. They will also look at Middle Street as an opportunity to look for additional parking.

2019 Congestion Mitigation Air Quality Program (Reimbursement Program)

1. Nashua Street Pedestrian Sidewalk Improvement Project:

- Construction of 3,500 linear feet of sidewalk on the north and south sides of Nashua Street from Cahill Place to Lorden's Plaza.
- Project scope estimate \$750,000
- 80%/20% - Town responsible for \$150,500 of the total cost.

2. Osgood Road, Melendy Road, and Armory Road Sidewalk and Bicycle Lane Project

- Construction of 4,000 linear feet of an asphalt sidewalk with granite curbing, adjacent striped bicycle lane, and pedestrian path beginning from the intersection of West Street / Osgood Road traveling southward to Armory Road and then to the Granite Rail Trail.
- Project scope estimate \$763,000
- 80%/20% - Town responsible for \$152,600 of the total cost.

NHDOT indicated that both projects will be funded CMAQ projects at 80% and will require warrant articles.

Chairman Daniels said as a tax payer he's pretty disheartened that for three years in a row we put out \$250,000 to fix the oval so that now we can spend more money to tear it apart so that larger vehicles can use it. What kind of guarantee are we going to have that whatever is done out there is going to be something that we won't have to tear down again in the future.

Lincoln said that part of the design process is through public outreach with the Board of Selectmen, Planning Board and other stake holders looking into hopefully addressing those concerns. The goal isn't to tear down what's been done, it's to enhance and modify what's been put into the downtown investments going forward. Chairman Daniels said obvious that something will have to be torn down.

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Administrator Bender said the DOT Ten year plan is either or on those projects depending on public input. He asked Lincoln what the timing was on CMAQ projects. Lincoln said two to three years after award.

Keyes Memorial Park – East Entrance Stage Project

- Reconstructed stage and park are located on the former Fletcher Paint Superfund site.
- Repurposed granite came from a stone shed structure used as part of Milford Tonella King Quarry.
- Stone material was donated by the DeMontigny Family.
- All materials, equipment, and labor have been donated by the Town.

b. 2013-A Ambulance Update – Eric Schelberg

In summary, Eric Schelberg, Ambulance Director said we have some serious engine trouble with the 3A ambulance and he is requesting \$9,638.15 to replace the engine in the 2013-A (3A) ambulance which experienced a catastrophic engine failure. They could replace the manifold for \$5,188.62, or replace the engine with a remanufactured engine at a cost in the range of \$9,700. He would rather not replace the manifold head for two reasons, first, the extent of internal damage to other engine components is unknown and two, and the cylinder wall scoring will lead to excessive oil use.

He provided 4 quotes for review. The quotes are estimates and there may be additional miscellaneous parts needed to complete the replacement.

1. Gurneys Automotive: \$9,638.15 - Remanufactured Jasper engine with 3-year/100,000 mile warranty
2. Townsend Ford: \$9,710.45 - Remanufactured Ford engine with 3-year/unlimited mileage warranty
3. Hillsboro Ford: \$9,546 new engine or \$8,310 remanufactured engine - Both options have a 3-year/unlimited mileage warranty. He was told from another Ford Dealership that they are no longer making new engines for this type of vehicle.
4. Grappone Ford Truck Center (Concord NH): no reply to request.

He is requesting to go with Gurneys Automotive which is local for \$9,638.15. Currently, as an in town vendor, Gurneys performs all vehicle maintenance for department vehicles and the 3A ambulance is at their shop. If another shop is used, a towing expense will be incurred at approximately \$375. If they need any warrantee work on the motor, it's here in town and convenient. We need to keep 3 vehicles in the fleet.

Selectman Labonte asked why Eric was leaning with a remanufactured Jasper engine versus a new one. Eric said in his research with Jasper motors, people are very comfortable with them and it's a good product and there are no issues with them. The vehicle will need to stay in service for 3 years he thinks we will have no problem with the warrantee issue. Selectman Labonte said he looked at Jasper's website and it says it's only an 18 month warrantee. Eric said he would he would double check, but 3 years was in the quote. Administrator Bender asked if the warrantee was through Jasper or Gurney's. Eric said it was through Jasper.

Selectman Labonte said in his own personal opinion, he would prefer the factory Ford engine as far as new. Eric said he could not get a straight answer from the Ford Dealership saying that it's a motor that's no longer manufactured for the vehicle. The other two Ford dealerships said they don't have access to a new motor. Selectman Labonte said he feels the value in getting a new motor is better.

Selectman Labonte understands the local aspect but Gurneys could go out of business versus buying from a national dealer. Chairman Daniels said he would lean towards the new engine if they were able to give a better warrantee than the 3 year one they gave for both a new and a manufactured one. He asked Eric what the mileage was for a year on the ambulance. Eric said roughly 30,000 to 32,000 each year. Selectman Labonte asked if you were to go with a new engine, would that change with the longevity of the ambulance. Eric said he would put the other ambulance in back up first.

Administrator Bender asked if they would like to go with the new engine if Hillsborough can truly get it and if they can't, go with the Gurney option. Selectman Labonte said it could still be up for debate, if you are still going to go for the reconditioned, Hillsborough is still less money. He recommends starting with Hillsborough Ford.

Selectman Dargie said she would defer to Eric as she knows nothing about engines. Eric said Gurney's has the convenient factor. They have been good to us and are local in town. Selectman Labonte said using Hillsborough Ford, there are other options to have the engine serviced at other Ford dealerships verses only one with Gurney's.

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Selectman Dargie said he will take Eric's recommendation to go with Gurney's. There is a big value staying local. Selectman Labonte said we have other departments that go to Vermont for things that we can do closer. Are we going to get all departments to go local? Selectman Dargie said it would depend on the issue.

Selectman Dudziak made a motion to approve the \$9,638.15 with Gurneys Automotive. Seconded by Selectman Dudziak. The motion passed 3/1 with Selectman Labonte opposed

Selectman Labonte made a motion go with Hillsboro Ford for the new motor if the warrantee isn't 3-years with Jasper. Seconded by Selectman Dargie. All were in favor. The motion passed 4/0.

c. Municipal Aid Update-

Last week Governor Sununu visited Milford along with many of our State Congressional delegates to award our share of the \$40 million of budgeted unrestricted state aid to municipalities. Milford will receive \$378,645 over the next two years. The first 50% payment will be deposited this week. It is considered unanticipated revenue for this year. The second payment is due next year and will be included in our revenue budget. We expect additional information from the Department of Revenue Administration about the classification and use of this municipal aid this week. We know it can be used to offset taxes and other purposes. Milford schools received approximately \$2.1 million in additional education funding.

Selectman Dargie said the Governor is taking credit for this but it was the Democrats who pushed this state aid to be divided to the Towns and Schools.

6. DISCUSSIONS: N/A

7. PUBLIC COMMENTS:

8. SELECTMEN'S REPORTS/DISCUSSIONS.

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

Selectman Labonte asked if we've heard back from Dominic on potential PILOTS. Administrator Bender said he will follow up later this week.

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

9. APPROVAL OF FINAL MINUTES. Selectman Dargie moved to approve the minutes of September 23, 2019 and September 30, 2019. Selectman Dudziak seconded. All were in favor. The motion passed 4/0.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

a) Treasurers Report February 2019 and March 2019

Selectman Dargie said it seems like we are far behind on the Treasurers Reports is there a way to get them quicker. Administrator Bender said he would check with Finance.

11. NOTICES. Notices were read.

12. NON-PUBLIC SESSION. Selectman Dudziak made a motion to enter into a non-public meeting in accordance with (RSA 91-A:3,II (a)) Personnel and (RSA 91-A:3,II (c)) Reputation and for Approval of non-public minutes for (RSA 91-A:3, II(c)) Reputation – September 23, 2019, and two sets of (RSA 91-A:3, II(c)) Reputation – September 30, 2019. Seconded by Selectman Dargie. All were in favor. The motion passed by roll call vote 4/0.

13. ADJOURNMENT: Selectman Dudziak moved to adjourn at 9:20. Selectman Dargie 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