

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
December 11, 2023

PRESENT: Gary Daniels, Chairman Lincoln Daley, Town Administrator
Chris Labonte, Vice Chairman Tina Philbrick, Executive Assistant
Paul Dargie, Member Mitchell Hemmer, Videographer
Tim Finan, Member
Dave Freel, Member, via phone

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

Chairman Daniels called the meeting to order at 5:30 p.m., introduced Board members, and then led the audience in the Pledge of Allegiance.

2. APPOINTMENTS – (Approximate times)

5:30 p.m. - ATC/MHS Renovation - Christi Michaud, Superintendent, Jan Radowicz, MHS Principal, Samantha Belcourt, Director of Technology Studies, and Fred Hobbs, Steering Committee Member.

Jan Radowicz and Samantha Belcourt provided a presentation of the CTE renovation which includes adding a second floor to the current high school. They are expecting a one-time funding opportunity of 28 million dollars and expect increased enrollment and revenue by attracting students from neighboring communities as well as a reduction of \$70,000 in annual transportation costs. They are expecting to add automotive and health science to existing programs. There will be opportunities to partner with Community College and Adult Education.

They will be putting two warrant articles on the warrants; the ATC/MHS Renovation warrant article at \$58.8 million to include state funding of \$28 million and the Bales School Renovation warrant article at \$3.8 million. A cost analysis was done on energy savings. There was some discussion on how many additional students could attend the new programs and the types of recruitment process.

5:50 p.m. - Land Use Change Tax – Map 45, Lot 3-35 – Assessing Director, Marti Noel

Ms. Noel said that this is a 15.01-acre parcel located in the Autumn Oaks subdivision. Recently construction for a single-family home has begun. The remaining 13.01 acres will remain in Current Use as undisturbed and left in a natural state. Owners have been notified. Ms. Noel recommends approval.

Selectman Dargie made a motion to approve the Land Use Change Tax for Map 45, Lot 3-35 as recommended. Seconded by Selectman Finan. Roll call vote. The motion passed 5/0.

5:55 p.m. - Property Abatement Application Recommendation – Map 47 Lot 13-2 – Assessing Director, Marti Noel

Ms. Noel the abatement presented tonight was a request due to a fire that occurred on 5/21/2023. On November 2, the building received a Certificate of Occupancy indicating the structure had been returned to a usable state. The building was left unusable for a total of 166 days.

Selectman Dargie made a motion to approve the property tax abatement application for Map 47, Lot 13-2 as recommended. Seconded by Selectman Labonte. Roll call vote. The motion passed 4/0.

The phone/zoom connection was lost by Selectman Freel at this time.

6:00 p.m. - Timber Yield Waiver of Tax – Assessing Director, Marti Noel

Ms. Noel reminded the Board that they voted to waive the timber tax for the Timber Operation conducted on Town-owned property known as Map 50, Lot 9, and located at the end of Mile Slip Rd. The timber cut involved a small area where the Conservation Commission was seeking to re-establish and encourage early succession habitat. That Operation has been completed. RSA 79:3-b allows for municipalities to Waive a Timber Tax for Timber cut on their own land:

Selectman Dargie made a motion to approve the Timber Yield form for Map 47, Lot 13-2 as recommended. Seconded by Selectman Labonte. Roll call vote. The motion passed 4/0.

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6:05 p.m. - Municipal Assessment Data Sheets (MADS) – Assessing Director, Marti Noel

Ms. Noel presented the Municipal Assessment Data Sheets which contain the real estate transfers that have taken place in Milford between October 1, 2022, and September 30, 2023. The report is due for completion and submission to the DRA by December 15 each year. She assured the Board that she reviewed every sale and confirmed the sales data with knowledgeable parties whenever possible. The data is correct and complete to the best of her knowledge. The board's signatures are required when this data is submitted to the DRA for final review and analysis. By March, and hopefully sooner, we can expect to have the Equalization Ratio for 2023 as determined by the NH Department of Revenue.

Selectman Labonte made a motion to approve the Municipal Assessment Data Sheets (MADS) as recommended. Seconded by Selectman Dargie. All were in favor. The motion passed 4/0.

6:15 p.m. - Public Hearing for the Acceptance for Expenditure of Unanticipated Funds over \$10K NH (RSA (31:95b)) –

- **FY24 Special One-time Highway Payment – State (HB2) - \$96,194.11 (see specific highway municipal needs)**

- **FY24 Special One-time Bridge Payment – State (HB2) - \$95,137.74 (see specific municipal bridge needs)**

Chairman Daniels opened the public hearing. Chairman Daniels closed the public hearing.

Selectman Labonte made a motion to approve both the FY24 Special One-time Highway Payment – State (HB2) - \$96,194.11 and the FY24 Special One-time Bridge Payment – State (HB2) - \$95,137.74. Seconded by Selectman Dargie. All were in favor. The motion passed 4/0.

6:20 p.m. - Fire Works Discussion – Recreation Director, Arene Berry

Ms. Berry presented two fireworks quotes.

American Thunder Fireworks Inc. proposes to provide a Fireworks Display on 6/29/2024 with a proposed budget of \$15,000. The rain date will be 6/30/2024. Pyrotecnico, formally Atlas Fireworks, proposes to provide a Fireworks Display on 6/28/2024 with a proposed budget of \$13,000. Both companies provided a breakout of shells.

Selectman Dargie asked if there would be an event going on the same day as the fireworks. Ms. Berry said yes. Selectman Dargie is in favor of the \$15,000 and he likes the Saturday night date. He is in favor of putting it on the ballot. Director Berry recommends American Thunder because of the number of shells and Saturday date.

Director Berry works with the fireworks company throughout the process. They know that they won't have an official answer until after the Town vote in March. The process has to start early to get the date needed. All the towns do this.

Jay Duffy, a Milford resident, asked if the Selectman would start looking into a fireworks display for our Country's 250th celebration in 2026. It will also be the 80th anniversary of the Labor Day Parade.

Mike Thornton, a Milford resident, suggests that Milford and Amherst combine their celebration. Director Berry said they could look into it.

Selectman Dargie made a motion to put the fireworks on the warrants for \$15,000 and approve American Thunder Fireworks Inc. as the distributor. Seconded by Selectman Finan. After some discussion, Selectman Dargie withdrew his motion so they could include Selectman Freels's input at the next meeting.

6:35 p.m. - Snowmobile Trail – Joe Vallier

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Mr. Vallier is before the Board to discuss the potential creation of a snowmobile trail connection through the Class VI portion of Foster Road between Federal Hill Road and Wallingford Road. Maps were provided for review. This portion of Foster Road could be part of a larger trail network connecting contiguous public and private properties. This will require improvements and continued maintenance to the Class VI portion of Foster Road (removal of trees, brush, and general maintenance). Any improvements to Class VI roadway require approval by the Board of Selectmen as the governing authority.

Mr. Vallier is more interested in preserving the trails and providing access to the trail system, they could install a gate on each end to prevent vehicles from entering. Administrator Daley will look into rules about the shared property. There are over 40 abutters/owners that share the green space in question. Improvements have been made in this area that were not approved by the town. Letters were sent to abutters educating them about improvements. Mr. Vallier said he removed a tree that he felt was a hazard and was blocking the walking/biking path. He works with Milford Conservation at Mile Slip and he maintains paths regularly in that area. He lives at 360 Federal Hill Road.

Administrator Daley said this will require cooperation from the property owners. The trail system should be mapped out and given to the property owners. There was some discussion about riding a snowmobile on a class VI road. Mr. Vallier said when the subdivision was implemented, they were mandated to build trails and the developer never made the trails.

Ryan Retelle, a Milford resident and abutter of this property in question, isn't in support of snowmobile trails on this property. Dan Allen, a Milford resident and abutter of this property in question is in support of a walkway through this property, but not snowmobiles. He questioned a map that was put on Facebook about a snowmobile trail. Mr. Vallier said he's never seen the map in question.

David Wilson, a Milford resident and abutter of this property in question, walks his dogs in this area daily. No one rides in this area. Mr. Vallier is the master of trails for Hollis, not Milford. This benefits his club and riders only. He doesn't want a parking lot in his neighborhood. This proposal benefits an outside Hollis club. He requests a more formal meeting to include all property owners in that area.

Jeff Wells, a Milford resident said there has been unauthorized clearing on Foster Road. Trash has been dumped out there as well. He approached Mr. Vallier about cutting a tree in November and Mr. Vallier said he was making a snowmobile trail and providing access to the public for hiking and hunting. Mr. Wells isn't in favor of this.

Lea Frost, a Milford resident and abutter of this property in question, isn't in favor of this snowmobile trail. Permission has not been granted from the Society governing the land in that area. There has been no formal request about this with the NH Bureau of Trails.

Stephanie Desrochers, a Milford resident and abutter of this property in question, isn't in favor of this snowmobile trail. Here concern is the blind corner where children play and there is drainage that goes out to the protected wetlands.

Douglas Rick, a Milford resident and abutter is not in favor of the snowmobile. He's concerned about the noise this will bring.

Mr. Vallier said no one permitted him to cut the trails. He would love to see a trail up to the fire tower but is not asking for that at this time. He was clearing the underbrush. His club is the Nor'easters and has 40% of their trails in Milford and they meet in Hollis. His interest is walking the area but it's currently congested and overgrown. The trail is difficult to walk.

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Administrator Daley said the map referred to this evening is one that was introduced in 2014 and was only made as a potential town-wide trail network study.

David Wilson said the trails are not necessary and not needed. He's never seen Mr. Vallier in his neighborhood.

Jeff Wells said if there isn't a long-term agenda, why is there a need for a snowmobile trail on a dead end?

John Philbrick, a Milford resident, said there are a lot of inaccurate statements tonight. Clearing the road would be a benefit to the town whether it's a trail or not. The Town should maintain the road.

It is recommended that the Board direct staff reach out to the abutters to receive stakeholder input and continue the discussion to the next meeting in December.

3. PUBLIC COMMENTS (items not on the agenda) -

Jay Duffy, a Milford resident, said all the American flags at all the cemeteries had been retired for the winter with the help of baseball teams and they will be placed back before Memorial Day. Marie Gurella donated Christmas wreaths which have been placed at the monuments at Riverside Cemetery. Mr. Duffy would also like to thank the Public Works department for their light display this year.

4. DECISIONS

a. CONSENT CALENDAR

1. Request for Road Acceptance - Curtis Commons Circle
2. Acceptance and Appropriations of Unanticipated Revenues Under \$10K NH (RSA (31:95(b))

• Bandstand Upkeep/Restoration Special Purpose Fund

- | | |
|---------------------------------|----------|
| 1. Fae M. O'Neill | \$100.00 |
| 2. Mary Kelly Carter Rev. Trust | \$250.00 |
| 3. Martha Anne Goodwine | \$50.00 |
| 4. Milford Historical Society | \$515.38 |

• Adam's Field Upkeep Special Purpose Fund

1. Haley Mitchell (remaining monies from the Eagle Scout project \$12.13

3. Acceptance and Appropriations of Gifts of Property under \$5K NH (RSA (31:95(e))

• Donation of an Elm Tree for the Oval

1. Robert Kokko \$500

4. Donation to the Granite Town Rail Trail Revolving Fund from Faye Richey - \$500.00

Paul asked to remove number 4 a) 4) from the consent calendar because the memo wasn't included in the BOS package.

Selectman Labonte made a motion to accept the consent calendar except for 4. a) 4). Seconded by Selectman Dargie. All were in favor. The motion passed 4/0.

Mr. Palance, Heritage Commission Chair, would like to withdraw the donation from the Milford Historical Society because the check hasn't been received yet. He will resubmit with a letter at a later date.

Selectman Dargie moved to reconsider the previous vote because of the approval of the Milford Historical Society. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.

Item number 4. a) 2) 4) was removed from the consent calendar.

Selectman Dargie made a motion to accept the consent calendar except for item number 4. a) 2) 4. and 4. a) 4). All were in favor. The motion passed 4/0.

b. OTHER DECISIONS

1. N/A

5. TOWN STATUS REPORT –

1. Transfer Station Proposed Holiday Hours

Leo Lessard, Public Works Director, provided a schedule to the Board and is proposing to modify the Transfer Station's hours of operations for holidays that fall on Mondays. This is to provide a three consecutive day holiday break for Transfer Station employees to be consistent with other non-emergency town employees. He proposed a more reasonable schedule to accommodate Transfer Station Hours. Any changes to the hours will be posted at many places including nixle.

Administrator Daley mentioned the floating holidays in 2024 as Martin Luther King Day on January 15, 2024, and Columbus Day on October 14, 2024. Those can be taken at any time so he suggests removing them from the list.

There was some discussion about banked hours and not being able to use those hours because they were too busy. Staff is for the hour changes.

Selectman Labonte made a motion to approve the proposed holiday Transfer Station Hours except for the two Floating holidays of Columbus Day and Martin Luther King Day. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.

2. Milford Downtown Oval Improvement Project (NHDOT – Milford #42470)

Administrator Daley said the Milford Downtown Oval Improvement is underway and advancing through the draft engineering phase to preliminary design. This is slated to begin in 2025. The required environmental impact analysis is also advanced and nearing completion. Everything has been submitted to NH DES and EPA for environmental review.

Katherine Kokko, a Milford resident asked about comments for the downtown area from the Heritage Commission. Administrator Daley said that was part of the initial study a decade ago. He will have the Heritage Commission contacted directly for any additional questions.

3. Employee Benefit/Compensation

Karen Blow, HR Director, presented recommendations to the Board for review and implementation beginning in 2024. The Compensation workgroup researched 18 Salary Exempt positions and 61 Hourly Non-exempt positions. The combined total recommendation is an increase of \$30,554. A recap was provided of what was provided last year for a point of reference. The focus was on data from 10 communities.

FIRE DEPARTMENT

The Workgroup recommends the starting rates for Call Firefighters should be adjusted to at least \$15.00/hr. by 2024.

ADMINISTRATIVE POSITIONS

The Workgroup found the Police Admins (6 positions in total – 2 full-time, 4 part-time) to be outside the range of other Town Administrative positions. To better align the Police Admins with other administrative positions within the Town, the Workgroup recommended increases in Police Admins (6 positions in total – 2 full-time, 4 part-time) with an approximate cost of \$13,884 in wages.

POLICE PATROL AND SERGEANTS

The Workgroup would like the BOS to establish a 5% wage differential between Police Patrol and Sergeants. There is a lack of incentive for Patrols to bid for Officer positions because of some of the benefits they lose (Opt-Out reimbursement rates; Education Stipend, etc.) transitioning from a Union to a Non-Union position. Establishing this 5% differential would serve to remedy this obstacle and create a greater incentive for this opportunity.

AMBULANCE DEPARTMENT

The Workgroup was provided recommendations for adjustments by the Department Director. The department has seen high turnover over the last few years. Staff is leaving for jobs that pay anywhere between \$5 and 7 dollars more than the Town is currently paying. To ensure continuity of services these adjustments, with an approximate cost of \$120,718, are considered essential. Without these adjustments, the Town may experience a loss of services (taking one ambulance out of service or only running the second ambulance 12 hours/day down from 16 hours/day). That is the reality of what we are dealing with in the recruitment arena.

The Workgroup met throughout the year (2023). Collection of information and any drawn conclusions were established utilizing methodologies from similar studies and reports from, primarily, municipalities and to some degree the private sector. Director Blow gave examples of savings and incentives to attract people.

She provided ongoing turnover information. We need to be mindful of natural attrition. We have 37 staff, (19%) between the ages of 50 and 59. We have 33 staff, (17%) between the ages of 60 to 69 and 7 staff (3.61%) at 70+ years of age. Of these numbers, 48 staff, (25%) are full-time and 29 staff (14.95%) are part-time. They will continue to monitor positions and wages yearly.

Selectman Labonte asked if they were trying to get employees at the mid-level or 80%. Director Blow said mid-level of the Towns wage scale. There was additional discussion about the process worked to get to these numbers. Selectman Labonte questioned some of the minor increases. Director Blow said Selectmen Labonte likes details and if she had omitted the smaller ones, it would have been brought to her attention. Selectman Labonte asked if was a fair statement that our employees are not far out of this realm. Director Blow said she would not say that was a fair statement.

Administrator Daley said this is phase II and recognizes the value of our employees. There will be significant changes in the outer years. Milford is still below many towns. There was discussion about losing benefits by being promoted in some of the departments. Selectman Labonte asked if money was the answer or if culture was the answer. Director Blow stated some of the things that employees brought to her.

Selectman Labonte asked where the money would come from for these increases. Administrator Daley said surplus. Selectman Labonte said he won't vote on anything until he sees what the list for surplus is. Administrator Daley appreciates that but would like the Board to support the idea of moving forward with Phase II.

Selectman Finan feels the increasing number of \$30,554 is reasonable but we should be looking at the range, not the target. Director Blow agrees but the scale needs to be adjusted first.

Selectman Dargie questioned a number on page 13. Director Blow said it was a mistake. The number should be 14% plus NHRS. Selectman Dargie supports the \$30,554 increase.

Selectman Labonte said Milford has always been known as a training ground, doesn't matter what department. Administrator Daley said they try hard to train and recruit employees. There is a high turnover rate in all industries. Director Schelberg said industry turnover at 10% is normal. Higher than that is bad for business. Money doesn't buy everything but culture starts with the Board of Selectmen on how they want to see the Town of Milford run. There was additional discussion about a reasonable budget and spending money more smartly.

Chairman Daniels asked Administrator Daley where the additional money would come from to support the increase. Administrator Daley said surplus for this year. They can look at other areas while reviewing the budget.

Selectman Labonte asked what the would cost be in 2024 if this were to pass. Director Calabria said about \$31,200.

Paul Calabria said the difference between the default for 2024 and the proposed for 2024 is \$856,000.

After additional discussion, the Board decided to wait to make any decisions on this until after the budget meeting on Wednesday.

4. Third-Party Payroll Services Request for Proposal

Administrator Daley previously provided a DRAFT request for a proposal to outsource payroll services to a third-party company on November 27th. To give the Board time to review it, the RFP was tabled for this meeting. He asked for the board's input at this time.

Selectman Labonte would like the RFP simplified. Administrator Daley followed a model from another town.

There was additional discussion on what should or shouldn't be included in the RFP. The hard copy of the RFP was copied incorrectly. Administrator Daley said this would be a good time to understand the payroll system to see if there are better efficiencies and understand what the true issues are. We need to understand where this system isn't working for all departments. In some cases, the employees don't understand how to use the system. Using the system effectively needs to be addressed first. Is our current system effective or truly faulty?

Selectman Labonte said putting an RFP forward is just giving you additional information. Selectman Finan agrees but he feels they are moving forward too quickly. Administrator Daley said in some cases, there will be human error no matter who you go with. There is a lot involved in going forward.

5. Town Department Transfer Request

Administrator Daley provided transfer request forms submitted by Department Heads exceeding \$10,000 for the boards review. Administrator Daley said in some cases these requests have already occurred. They will be getting up to speed to bring these to the Board regularly.

There was a lengthy discussion about following the policy and when things should have started. Director Calabria said the final modified policy didn't happen until late October. We were waiting for the final wording from the Chairman of the Board. Selectman Labonte wants to see when the money was spent as of now. We should be following our policies.

Chief Viola said we have to have coverage for services and verbally, the Board has been informed of overspending. It was discussed at the joint BOS/BAC meeting in November. Selectman Labonte feels he's been wasting his time going over the policies. What do we do to enforce our policies?

Selectman Finan said having a policy like this is procedurally impracticable because of the way things happen. He knows another community close to us that tried this for a year and they stopped this for that very reason. You can't keep your thumb on it constantly. What did you expect, we said this was going to happen.

Selectman Labonte said regardless if it becomes redundant or wrong, we put a policy in place and we should be following it. Selectman Finan said this is where micromanagement gets tied up in knots. This is why people argue against micromanaging. Selectman Labonte doesn't consider this micromanaging. Selectman Finan said it doesn't matter if he considers it micromanaging or not, this is what happens when you do it. We could say that we trust our Town Administrator to make sure things don't get out of control and then we wouldn't be having this conversation at all. Chairman Daniels said we will look into it and address it.

Selectman Finan would like to see the Chairman and Town Administrator discuss this and see if any issues have come up that need addressing.

6. Mason Road Bridge Replacement Project (NHDOT #43115)

Administrator Daley said the purpose of this agenda item is to award the contract bids for the construction of the bridge and construction inspection services for the Mason Road Bridge Project. The Board will also need to determine whether the project will include a temporary bridge or closure of a portion of the road during construction. The Town previously received \$1.5 million in state bridge aid from NHDOT. State funding is subject to an 80%/20% split and the town will be responsible for approximately \$249,460 of the total cost.

Director Lessard said that Hansen Bridge, LLC was the low bidder for both scenarios. GM2 has completed a review of the bids and determined that the bids received from Hansen Bridge were complete and correct. Therefore, the DPW would like to recommend that the construction of the bridge be awarded to Hansen Bridge, LLC. As required by the DOT, the Town also has to obtain construction engineering services from a third-party engineering firm. We have followed the Qualifications-Based Selection process as outlined by the DOT and interviewed the two firms that submitted qualifications. The firms were ranked by an in-house panel consisting of myself, Town Administrator, Lincoln Daley, and Town Engineer, Nicole Crawford. As the higher-ranking firm, the DPW would like to recommend the selection of Fuss & O'Neill to perform construction engineering services for this project.

Selectman Dargie is in favor of a full road closure. Emergency services were on board with these suggestions.

Selectman Finan asked if there were public disclosure requirements. Director Lessard said we should and we have time.

Scott Kimball, a Milford resident asked if a study has been done on the impact of the added traffic next to Market Basket once this bridge is being closed. Director Lessard said no. Mr. Kimball suggests something be put in place if the area gets busy.

Selectman Dargie made a motion to go with Hansen Bridge LLC, for both scenarios. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.

Selectman Dargie made a motion to allow staff to enter into a scope fee with Fuss & O'Neill. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.

7. Board, Commission, Committee Volunteers

The Town is actively seeking volunteers to serve on the various boards, commissions, and committees. The following is a listing of current vacancies:

- | | |
|---|-----------------------|
| • Board of Adjustment | 2 Alternate positions |
| • Conservation Commission | 2 Alternate positions |
| • Economic Development Advisory Council | TBD (January 2024) |
| • Recycling Committee | 1 Full-Time position |
| • Planning Board | 2 Alternate positions |

If you are interested in applying, please contact the Administration Office or visit the Town website at www.milford.nh.gov and download /complete the volunteer application.

6. DISCUSSIONS

1. 2024 DRAFT Warrant Articles

WARRANT ARTICLE – DISCONTINUE OSGOOD POND CAPITAL RESERVE TRUST FUND - \$0

At the last meeting, Chairman Daniels never called for reconsideration of the vote at the last meeting for removal of this warrant.

Chairman Daniels moved for reconsideration on the warrant article – Discontinue Osgood Pond Capital Reserve Trust Fund. Seconded by Selectman Dargie. All were in favor. The motion passed 4/0.

The original motion was to remove the Discontinue Osgood Pond Capital Reserve Trust Fund from the warrants. The motion failed 1/3 with Selectman's Daniels, Dargie, and Finan opposed.

WARRANT ARTICLE – PENNICHUCK BOOSTER PUMP STATION - \$1,507,000 BOND – NEEDS TO REFLECT THE FULL AMOUNT OF THE WARRANT ARTICLE.

WARRANT ARTICLE - TOWN HALL HVAC REPLACEMENT - \$674,000 BOND NEEDS TO REFLECT THE FULL AMOUNT OF THE WARRANT ARTICLE.

WARRANT ARTICLE - WADLEIGH LIBRARY ELECTRICAL SYSTEM SAFETY AND EFFICIENCY UPGRADES - \$100,000

Selectman Labonte asked Director Lessard if he was aware of this warrant article since we have determined that the library is a town building. Director Lessard said no. Kathy Parenti, Library Trustee said the electrician will give her a more accurate price. Selectman Labonte asked if this is a town building, should these repairs go through DPW. Director Lessard with get with the Library Trustees on this.

WARRANT ARTICLE - WADLEIGH LIBRARY MAINTENANCE AND UPKEEP CAPITAL RESERVE - \$25,000

Selectman Labonte asked if this should be on the ballot. If we keep this for the library, how do we change it so the Board can be the ones spending the money? Since the town is now taking care of the library building, should this be changed? Director Calabria said it would need to be changed through a warrant article. Administrator Daley will look into this.

7. SELECTMEN'S REPORTS/DISCUSSIONS

Chairman Daniels said the JLMC committee met but didn't have a quorum. There was additional discussion about how to run this committee to have a quorum.

a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES

b) OTHER ITEMS (not on the agenda)

8. PUBLIC COMMENTS -

Katherine Kokko referenced the bandstand warrant article. It was removed from the warrants and put into the budget. She asked if they could take the surplus this year and put it into the restricted bandstand account. Administrator Daley said it could be done. Ms. Kokko said she would like to be part of the conversation when there is a discussion about surplus funds. Selectman Labonte asked if they would have numbers on Wednesday about the surplus. Director Calabria said it could done by Wednesday.

9. APPROVAL OF FINAL MINUTES – November 13, 2023 and November 27, 2023.

Selectman Dargie made a motion to approve the Final minutes of November 13, 2023, as amended. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.

Selectman Dargie made a motion to approve the Final minutes of November 27, 2023, as amended. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 12/11/2023

Tina Philbrick, Executive Assistant, suggested having the next Board meeting on Wednesday, December 27th instead of Tuesday, December 26th which is the day after Christmas. The Board agreed.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

a. Selectmen's Goals and Initiatives

11. NOTICES. Notices were read.

12. NON-PUBLIC SESSION – Selectman Dargie made a motion to go into non-public at 9:38 in accordance with (RSA 91-A:3, II(a)) Personnel and (RSA 91-A:3, II(c)) Reputation. Seconded by Selectman Finan. All were in favor. The motion passed 4/0 by roll call vote.

In nonpublic the board approved two sets of non-public minutes.

Selectman Labonte made a motion to partially un-seal the non-public minutes of September 11, 2023. Seconded by Selectman Dargie. All were in favor. The motion passed 4/0.

13. ADJOURNMENT: Selectman Finan moved to adjourn at 9:50. Seconded by Selectman Dargie. All were in favor. The motion passed 4/0 by roll call vote.

Gary Daniels, Chairman

Tim Finan, Member

Chris Labonte, Vice-Chairman

Dave Freel, Member EXCUSED

Paul Dargie, Member