

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
March 13, 2023

PRESENT:	Paul Dargie, Chairman	Lincoln Daley, Town Administrator
	Tim Finan, Vice Chairman	Tina Philbrick, Executive Assistant
	Gary Daniels, Member	Andy Kouropoulos, Videographer
	Laura Dudziak, Member	
	Dave Freel, Member	

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

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

Chairman Dargie announced that the Town Vote is postponed from March 14th until March 28th due to inclement weather per RSA 669:1V(a). Voting will be held at the Milford High School on 100 West Street from 6 am until 8 pm.

At the Board meeting on February 27, 2023, there was a comment made about Warrant Article 17 - Independence Day Celebration Fireworks. At the Deliberative Session, that article was decreased to zero dollars. Under RSA 31, if the warrant article passes, it would be legal for the town to accept donations from a third party and use that money for fireworks.

The Board discussed a report that pertained to the Federal Hill Cell Tower. At the recent Heritage Commission, they reviewed the report and voted to not move forward and take any action.

Chairman Dargie presented Selectman Dudziak with a plaque for her 6 years of service as a Selectman. Today was supposed to be her last day but because of the postponement of the town vote, she will have one more meeting at the end of the month.

2. APPOINTMENTS – (Approximate times)

5:30 p.m. - Approval to Appoint Richard Elliott as an Alternate Member to the Conservation Commission - Term Expires 2026

Mr. Elliott has attended 3 Conservation meetings, a work session, and a site visit. He has been a resident of Milford since the mid 1990s. He stated that he is seeking to give back to the community and would like to focus on trails.

Selectman Daniels made a motion to appoint Richard Elliott as an Alternate Member of the Conservation Commission. Seconded by Selectman Dudziak. Per roll call vote, all were in favor. The motion passed 5/0.

5:40 p.m. - Vietnam Memorial Update – Jerry Guthrie and Gene Gregory

Mr. Guthrie gave a brief overview of the status of the Vietnam Memorial. The Memorial Committee raised \$65,000 so far and fundraising will continue. They received a quote of \$4,900 for the fabrication of Granite pavers. They would like to have the project completed by 2025. They will be submitting the quote for payment through the Trustees of Trust Funds at their next meeting on March 22, 2023, for payment from the Vietnam Memorial Trust Fund.

Mr. Guthrie also provided a brief history of the “World War II Memorial Park” and asked the Board to rename the park to “The Memorial Park”. Chairman Dargie said he would rather wait until the park was closer to being complete. Selectman Daniels asked about the Korean War Memorial and WWI park not being in the same area. Mr. Guthrie said he doesn’t feel there would be a problem. Selectman Finan asked the Town Administrator to research to see if this can be done.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 03/13/2023

Mr. Guthrie is still researching names to be placed on the memorial. They will need more support from the town and others to get accurate information. They are also looking for 3 pieces of steel about 7' long, and are hoping someone will donate the pieces.

Selectman Finan looked up the Milford Municipal Code, section 7.6.10 and it stated that Map 25 Lot 48 is dedicated as "The Memorial Park". Mr. Guthrie said they should be start actual construction in 2024 and it should take about 1 year. If they are short on funds, the committee will change the project to match the amount of money they have available.

Selectman Freel said he wasn't aware of the 911 memorial and asked if Milford suffered direct losses to 911. Mr. Guthrie said there are people in the surrounding areas who knew about 16 people who died. Chairman Dargie said the 911 section has been part of the plan for a while

5:55 p.m. - Conservation Commission Ecological Survey Inventory Impact Assessment of the BROX Community Lands - Conservation Members, Andy Hughes, and Chris Costantino

Mr. Hughes presented an Independent Contractual Agreement between the Milford Conservation Commission and Moosewood Ecological LLC. The purpose and intent of the project is to develop an ecological inventory and impact assessment on Milford Community Land (Map 38 Lot 58). The Commission agrees to pay \$25,000 for this assessment. The Commission didn't get the previous grant application that they applied for. The main driver is the controversy about the water level in that area. They have beaver and flood control in place. The water level is important for the species that live there and if it drops too quickly species will die. We need some good information available so we can go forward. The packet provided outlines the scope of work needed through the study and deliverables to the Town.

Mr. Hughes said according to RSA, these are things that the Conservation Commission should be doing. We also need to keep the Board apprised of the situation.

Chairman Dargie asked if this would interfere with the AoT permit that the Town is trying to obtain. Mr. Hughes said not that he's aware of.

Lincoln Daley, Town Administrator said as part of the 2017/2018 AoT permit issued to the town, the Town and contractor contributed \$12,000 towards a three-year species inventory assessment by NH Fish and Game. This will be an additional tool to utilize and determine uses that would be appropriate for this property. He asked Mr. Hughes if this would hurt opportunities going forward for items being included in the master plan designated this property. Mr. Hughes said he didn't think this would affect what goes on there. Administrator Daley said 75 acres are being put into permanent Conservation in some form and asked if this tool will help in managing those areas. Mr. Hughes said yes.

Chris Costantino, a Conservation Member, said it would be nice to know in advance if something is found if the town moves forward to use the parcel in any way. Selectman Daniels asked if Fish and Game already had a wildlife action plan. Mr. Hughes said not for this area. Selectman Daniels said he finds it hard to believe that this hasn't already been done and is this a duplication of what's already been done. Chairman Dargie said the last study is eight years old.

Ms. Costantino said they are expecting an impact assessment. What does it look like if a school is put out there or what does it look like if we raise or lower the water level. This is the next step beyond the ecology study. Chairman Daniels asked how much money is currently in the Conservation fund. Ms. Costantino responded, \$105,000.

Selectman Finan asked why the grant application was denied. Mr. Hughes said because of the uncertainty of what is going on at this property. The status of the AoT will not affect this study. Chairman Dargie clarified that the

Conservation Commission has the authority to do this, and they don't require approval from the Selectmen. Mr. Hughes said yes.

6:10 p.m. - Comfort Dog Program Overview – Police Chief, Mike Viola

Chief Viola gave an overview of the Comfort Dog Program. The company is called Cold Springs Healing Paws Foundation. 20 communities currently have comfort dogs. All training and supplies needed for this program to be successful would be through donations from the company and other contributing entities. There would be little or no cost for our taxpayers to implement and maintain this program.

The dogs help with:

- Providing comfort for people during times of crisis.
- Reducing anxiety during investigations to increase communications with officers.
- Support victims of all crimes, engaging with families and children during difficult times and being a resource that the community, as a whole, can access.
- Provide aid and comfort to individuals and the community that is impacted by violence, tragedy, or traumatic events.
- Helps to gain trust and continue to build a positive connection between the residents and the Police Department.
- Aid the First Responders of our town in times of need and help them maintain morale during difficult times.

It takes approximately a year to train the dog. The main handler and other officers will interact with the dog during the training time. Merrimack, Nashua, Goffstown, Hudson, and Bedford already have this program in place and other communities are going through the process. Chief Viola stated that he plans to set up a demonstration with the handler at the next meeting. The Police Department had a call today and something like this would have made a big difference.

Chief Viola said the handling of this dog would be different from how we handle our current K9. The department would have a different handler for the comfort dog and it would be with the officer and interact with community events more often. We will anticipate receiving donations for veterinarian costs and food. We would also use the dog if needed, for issues that occurred in surrounding towns. There is a network where the towns all work together with the dogs, similar to what we do with our current K9.

Selectman Freel doesn't understand why there would be no tax impact to the residents. Chief Viola said officers will be cross trained with this dog. Again, donations will be available for most of what is needed. It isn't any different than our other K9. If the officer is at a special function and gets called out, he will go. The other handlers will take over the dog at that point. Our other K9 can only work with one officer. He explained that the officer would continue his/her regular schedules.

Administrator Daley said a public hearing to accept this "gift" will be scheduled at the next meeting if the Board approves this tonight. The Board agreed to go ahead with the comfort dog.

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

Chris Labonte, a Milford resident, asked about the Keyes Park Study. Administrator Daley said they are completing the final points and hope to have something soon.

4. DECISIONS

a. CONSENT CALENDAR

1. Approval to Re-Appoint Chris Costantino as an Alternate to the Wadleigh Library Board of Trustees – Term Expires 2024
2. Approval to Re-Appoint Shirley Wilson as an Alternate to the Wadleigh Library Board of Trustees – Term Expires 2024
3. Acceptance of Conservation Donations
 - from Runners Competing in the 2023 Ghost Train Trail Races - \$41,027
 - from Eagle Scout, Tyler Card – remaining fundraising monies used to install several duck boxes along the Granite Town Rail Trail - \$87.08.

Selectman Daniels motion to approve the consent calendar. Seconded by Selectman Finan. Per roll call vote, all were in favor. The motion passed 5/0.

b. OTHER DECISIONS

1. N/A

5. TOWN STATUS REPORT – Town Administrator, Lincoln Daley

1. Town Master Plan Steering Committee –

The Planning Board formed a Master Plan Steering Sub-Committee to help in the development and preparation of the Town's new Master Plan. The Committee will work with the Planning Board, the Office of Community Development, and the consultant selected to prepare an updated Master Plan. There are 18 members on the committee comprised of people in the community. The first meeting was held on Monday, March 6th. Working with the Nashua Regional Planning Commission, they will host two public/stakeholder input sessions one on April 11th and the 2nd on April 15th, to allow for an interactive discussion of the major planning issues of interest to the community and to develop the primary themes/vision for the Master Plan. After those meetings, the Town will be submitting a Request for Proposal to hire a consultant to assist the Town in the development of a new Master Plan. The project is set to begin in June and will last approximately 12 – 18 months.

Selectman Finan asked what money would be used for the consultant. Administrator Daley stated that the unspent money from the vacancy in the Town Planner's position in 2022 was used to hire NRPC to establish the foundation/themes for the Master Plan. The Town will use allocated ARPA funds to hire a consultant to work with the town to develop/draft the Master Plan.

2. Downtown Oval and Nashua Street Improvements Project

A public input session was held on February 15th to discuss and receive input on the Conceptual Design Alternatives for the Milford Oval and the Nashua Street corridor / Nashua Street (NH101A) from Clinton Street to Tonella Road. The meeting was well attended with good public input. There will be a discussion on the design at the March 27th Board of Selectmen meeting.

3. Reconvening the Economic Development Advisory Council

The Economic Development Advisory Council (EDAC) was developed in the early 2000s but has been inactive for a while. We would like to have it active again to help with inputs for the Master Plan. The Community Development Office will reach out to local businesses, residents, and property owners to look for volunteers for this Council. If interested, please contact Terrey Dolan, Community Development Director at 603-249-0620 or email tdolan@milford.nh.gov.

Selectman Daniels asked why we were activating EDAC so soon. It was originally developed to help with the first Master Plan and it will be 12 to 18 months before the new plan is complete. Administrator Daley said

originally the EDAC group was very productive and he thinks they will work well in developing strategies with the Master Planning group. Members of the EDAC group could also be members of the Steering Committee.

4. Town Vote – March 14, 2023

The Town Vote will occur on March 28th at the Milford High School Gymnasium, 100 West Street. Polls will be open from 6:00 am to 8:00 pm. The Milford Voters Guide and information can be found on the main page of the Town website at www.milford.nh.gov.

If you have any questions regarding any of the items that will be on the ballot on March 28th, please feel free to contact the Town Clerks' Office at 603-249-0650 or Town Administration Office at 603-249-0602.

5. Town Hall Alternative Hours of Operation – Additional Input Opportunities

Staff continues to review implementing alternative hours for the Town Hall and DPW. Staff views the alternative schedule as a means to respond to the demand for services, offer additional flexibility to residents/property owners/development community, and provide a tool/benefit to retain and recruit employees. Town staff will be present at the March 28th vote seeking additional input from the public. There is also an on-line and paper survey that can be filled out. We are hoping to present the findings at the April 10th Board meeting for review and consideration.

6. DISCUSSIONS

N/A

7. PUBLIC COMMENTS (regarding items that are not on the agenda) There were no comments at this time.

8. SELECTMEN'S REPORTS/DISCUSSIONS

- a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES
- b) OTHER ITEMS (not on the agenda)

9. APPROVAL OF FINAL MINUTES – February 27, 2023

Selectman Daniels moved to approve the minutes of February 27, 2023. Seconded by Selectman Finan. Per roll call vote, all were in favor. The motion passed 5/0.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

a. N/A

11. NOTICES. Notices were read.

12. NON-PUBLIC SESSION – Selectman Daniels made a motion to go into non-public in accordance with NH (RSA 91-A:3, II (c))- Reputation for approval of non-public minutes from February 27, 2023, only. Seconded by Selectman Finan. Per roll call vote, all were in favor. The motion passed 5/0.

Selectman Daniels made a motion to come out of non-public. Seconded by Selectman Finan. Per roll call vote, all were in favor. The motion passed 5/0.

In non-public the Board approved 1 set of non-public minutes for February 27, 2023, as amended.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 03/13/2023

258 **13. ADJOURNMENT:** Selectman Daniels moved to adjourn at 7:06. Seconded by Selectman Finan. Per
259 roll call vote, all were in favor. The motion passed 5/0.
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Paul Dargie, Chairman

Laura Dudziak, Member

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Tim Finan, Vice-Chairman

Dave Freel, Member

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Gary Daniels, Member
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