

1 MILFORD PLANNING BOARD WORK SESSION MINUTES ~APPROVED

2 DECEMBER 5, 2023 Board of Selectmen Meeting Room, 6:30 PM

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4 **Members Present:**

5 Doug Knott, Chairman

6 Janet Langdell, Vice Chairman

7 Paul Amato, Member

8 Susan Robinson, Member

9 Pete Basiliere, Member

10 Andrew Ciardelli, Member

11 Tim Finan, Selectman's Rep (alternate) only Non-public portion

**Staff:**

Terrey Dolan, Community Development Director

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13 **Excused:**

14 Dave Freel, Selectman's Representative

15 Darlene Bouffard, Recording Secretary

16 Susan Smith, Alternate

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19 **1. Call to order:** Chairman Knott called the meeting to order at 6:30 p.m. indicating that tonight is  
20 a work session. Planning Board members and staff were introduced by D. Knott who noted that  
21 Dave Freel is excused from the meeting tonight, therefore T. Finan, will participate in discussions  
22 and voting.  
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24 **2. Meeting Minutes:** S. Smith is unable to be here tonight but sent e-mail to D. Knott requesting an  
25 amendment to the minutes of 11/7/23. P. Basiliere also asked for an amendment to those minutes  
26 and provided the correct language to T. Dolan for the 11/7/23 minutes. P. Basiliere moved to  
27 approve the minutes as amended. P. Amato seconded. All were in favor. Motion passed.  
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29 **3. Second & Final Planning Board Public Hearing for of Capital Improvement Advisory**  
30 **Committee's (CIP) Draft Report for 2024-2029**

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32 Peter Basiliere, as the Committee Chairman, indicated Other CIP Committee members John  
33 Andruszkiewicz is also here tonight and on the Zoom call is Patti Kenyon. P. Amato asked if the  
34 Committee members should be listed in the report? P. Basiliere indicated they are on the front  
35 page and also in the back. J. Langdell asked if T. Dolan can be listed as a non-voting member?  
36 He is noted as a member but it should say he is a non-voting member in the document. It is not a  
37 substantive change.  
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39 P. Basiliere took into account comments made at the last meeting, the recommendations still  
40 remain the same. Things have been made more consistent. J. Langdell reminded all that this is  
41 only a slice in time report in the CIP / Budget process. P. Basiliere continued to present the  
42 recommendations. P. Amato asked about the two school recommendations and if both are being  
43 recommended? P. Basiliere said yes, that is what is being proposed. A. Ciardelli asked about the  
44 rankings and if that takes into account the tax impacts and offsets? P. Basiliere answered that it  
45 does and that is reflected in the tables. Part of the driver for the High School is the age and the  
46 maintenance of the existing building and the changing philosophy of teaching students.  
47

48 P. Amato asked how the schools will market this for the election? P. Basiliere responded that they  
49 are aggressively marketed and have offered to attend a BOS meeting to provide information. J.  
50 Langdell suggested they should also come before the Planning Board, Rotary and other civic  
51 groups to get the word out. P. Amato commented without a local newspaper it can be hard to get  
52 the word out. P. Amato asked P. Basiliere if it is felt the town warrants will be affected by the  
53 school warrants being voted on? P. Basiliere stated those that do vote in March, are typically up  
54 to date on things happening in town and are aware of things happening at the schools. There may

be people that only want to vote on the schools and not the town. J. Langdell asked if this opportunity is to get State money, what happens if it is voted down? P. Basiliere said if it fails two years in a row the state money will no longer be available and the school will need to take another approach. That will impact what can be offered to students.

P. Amato asked if the schools will run out of space if this is not done or are the student numbers going down? J. Langdell asked if the town would have the capacity to accept students from outside of Milford if this does not get done? P. Amato stated it took 3-4 years for the CTE to pass years ago and every year it needed to be looked at again; his opinion is that this is a wish and a dream and does not think Milford needs all of this, but if it is voted in, the more power to them. In the last 20 years, P. Basiliere said there has been a decline in students in the state of NH. He does not know the Milford numbers but they are working those and trying to forecast where the town is going. The data is partly out there, the physical space to even offer the programs needs to be there too.

S. Robinson was aware that the student numbers were going down, but also heard that since COVID the numbers were actually going up a bit, asking if he has any knowledge of that? All that P. Basiliere read was about the trends, not the last five years. The schools are ranked number two on the CIP listing, there must be a reason more than the State funding, is it a space thing, or the cost of the CTE? P. Basiliere said the urgency was a part of it, but the need played into it as well, there are 12 other criteria involved and it rated well on almost all of those criteria, the school is a capital program but it also has a lot of other elements as well. J. Langdell indicated that criteria is on page 34-35. P. Basiliere continued that the criteria is based on all nine members of the CIP Committee. J. Langdell noted that page 23 regarding the West Milford Fire Station may be considered sometime in the future. On page 22, she indicated the 2021 study that was originally referenced should still be here.

D. Knott opened the public portion of the meeting and asked for comments or questions from anyone on zoom? There were none. D. Knott closed the public hearing. J. Langdell noted that some of the recommendations in the back would only be for the next round not this time period. T. Dolan indicated next year, the CIP process will start earlier. J. Langdell moved to approve the CIP Report for 2024-2029 and thanked all members that were on the committee. A. Ciardelli seconded. All were in favor. Motion passed. Attorney Ratigan noted that he has arrived for the zoom call and will wait until the Board is ready for the discussion.

4. **Non-Public Session under RSA 91-A:3:II(e):** T. Dolan stated he missed the II on the referenced RSA. J. Langdell moved to enter non-public session to have a discussion with Town counsel; seconded by P. Amato for discussion. T. Finan asked if he should be part of the roll call, since he is sitting in for Dave Freel for this discussion D. Knott agreed. T. Finan yes; S. Robinson yes; P. Amato yes; A. Ciardelli yes; J. Langdell yes; P. Basiliere yes; D. Knott yes. Motion passed. End of video.

Once NPS concluded the Planning Board returned to public session. D. Knott announced that no decisions were made during non-public session. P. Amato moved to seal the minutes of the non-public session, seconded by J. Langdell. T. Finan yes; S. Robinson yes; P. Amato yes; A. Ciardelli yes; J. Langdell yes; P. Basiliere yes; D. Knott yes. Motion passed to seal the non-public minutes of December 5, 2023.

5. **Upcoming Meetings:**  
12/19/23 – Planning Board Meeting

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The Planning Board minutes of 12-05-23 were approved 2/6/24