

4:30 Non-Public (RSA 91-A:3, II(a) Personnel

**There are no appointments
scheduled for tonight's meeting.**

Mark and Gary can't be inside at the polls as they are running for Selectmen

**Schedule of Selectmen at Polling/Voting Location
(RSA's 658:23, 658:24, & 659:9)**

Date of Vote: March 13, 2018

Location of Vote: Milford Middle School, 33 Osgood Road

5:00 am: Café on the Oval Breakfast (invitation from Pete Basilere to poll workers)

6:00 am: Polls Open

Selectman that will be present

6:00 am – 7:00 am: _____

7:00 am – 8:00 am: _____

8:00 am – 9:00 am: _____

9:00 am – 10:00 am: _____

10:00 am – 11:00 am: _____

11:00 am – 12:00 pm: _____

12:00 pm – 1:00 pm: _____

1:00 pm – 2:00 pm: _____

2:00 pm – 3:00 pm: _____

3:00 pm – 4:00 pm: _____

4:00 pm – 5:00 pm: _____

5:00 pm – 6:00 pm: _____

6:00 pm – 7:00 pm: _____

7:00 pm – 8:00 pm: _____

8:00 pm (Three Selectmen must be present to close polls and sign ballot boxes):

Laura Duzack, Mike Putnam and Kevin Federico

Town Status Report – February 12, 2018

Deliberative Session Summary – I just wanted to share a few thoughts from the Deliberative Session this past Saturday.

- Very good participation and input from residents.
- Finished in record time according to a few long-term participants.
- Excellent work by Moderator, Town Clerk, Presenters, Town Attorney, Granite Town Media and everyone involved.
- Good input and guidance from Selectmen and BAC members.
- Great lunch with Dollars for Scholars.

Voter's Guide and Town Report are with the printer. Expect delivery end of February.

Gravel Operator Agreement Extension – NE Sand and Gravel has incurred significant cost and unanticipated delays in starting the gravel removal operation at the Community Lands. They have requested a two year extension to the five year agreement that was signed in June 2016. The market for materials remains strong and the expectation is that the operation should be complete in the 3 – 5 year time frame. We recommend approval of the request and authorization to sign the amendment.

Perry Road Bridge Update – Hoyle Tanner engineers completed their structural analysis regarding the load limit on the Perry Road Bridge over Tucker Brook. As noted in the email included in your packets, their recommendation, approved by NH DOT, is to remove the E-2 load posting. No sign means the bridge can be crossed by all normal and certified vehicles without restriction.

**TOWN OF MILFORD, NEW HAMPSHIRE
1 UNION SQUARE
MILFORD, NEW HAMPSHIRE 03055
February 12, 2016**

**OPERATOR AGREEMENT – AMENDMENT 1.0
MILFORD “BROX” SAND & GRAVEL FACILITY**

I. Introduction

The Town of Milford (Town) with a principal address at 1 Union Square, Milford, NH 03055 desires to mine and sell materials from the “marketable gravel resource area” of its sand and gravel pit located off Heron Pond Road and known as the “Brox” pit. Northeast Sand and Gravel, LLC (Operator) a New Hampshire limited liability company with principal address at 1 Harwich Court, Merrimack, NH 03054 will be responsible for all facets of the operation with oversight and approval of the Town. The Operator recognizes that compliance with all permit conditions is paramount. Work will only proceed after all required permits are received. The parties executed an agreement on June 10, 2016 detailing the terms of the Operator Agreement.

II. Requirements

Article 11 on Page 2 of the Operator Agreement established a 5 year term for the agreement. Due to unforeseen circumstances that have delayed the start of the sand & gravel removal operation, the Town and Operator have agreed to a two (2) year extension of the agreement above referenced. All other terms and conditions of the agreement shall remain in full force.

IN WITNESS WHEREOF, this Agreement Amendment has been executed in the name of Town by its officer thereunto duly authorized, and Operator as of the day and year first written.

“TOWN”

TOWN OF MILFORD

By: _____
Mark Bender, Town Administrator

Date

“OPERATOR”

Northeast Sand and Gravel, LLC

By: _____
Kevin Brown, Member

Date

Mark Bender

From: Bicja, Josif <jbicja@hoyletanner.com>
Sent: Thursday, February 8, 2018 1:08 PM
To: Mark Bender
Cc: 907210 - Milford Perry Road Bridge over Tucker Brook; Rick Riendeau
Subject: FW: Milford 074/128 - Perry Road over Tucker Brook
Attachments: image001.jpg

Mark,

The email below came in this morning from NHDOT and they were ok with the load rating. Just wanted to make sure you also had this email.

Thanks and let me know if you need anything else from me.

Josif Bicja, PE

Phone: (603) 669-5555, ext 124
Cell: (603) 867-0733
Licensed in NH, VT

From: Poisson, John [mailto:John.Poisson@dot.nh.gov]
Sent: Thursday, February 08, 2018 11:03 AM
To: Bicja, Josif <jbicja@hoyletanner.com>; Goulas, Nicholas <Nicholas.Goulas@dot.nh.gov>
Cc: Rick Riendeau (rriendeau@milford.nh.gov) <rriendeau@milford.nh.gov>
Subject: RE: Milford 074/128 - Perry Road over Tucker Brook

Josif,

The load rating looks good. I do not have any comments to offer.

Thanks for sending this in. Is the Town of Milford looking to load rate their inventory to determine which postings are truly needed per calculated capacity? Should we expect to see more of these coming in?

I hope all is well.

Thanks,
John

John T. Poisson, P.E.
NH Department of Transportation
Bureau of Bridge Design
Existing Bridge Section
Tel: (603) 271-2731 | Fax: (603) 271-2759
John.Poisson@dot.nh.gov

From: Bicja, Josif [mailto:jbicja@hoyletanner.com]
Sent: Wednesday, February 7, 2018 7:46 PM
To: Goulas, Nicholas; Poisson, John
Cc: Rick Riendeau (rriendeau@milford.nh.gov)
Subject: Milford 074/128 - Perry Road over Tucker Brook

Nick, John,

Please see attached for the load rating report and Form 4 of the above bridge for your review and approval. Please let me know if this is acceptable and if you need any hard copies. It is recommended to remove the E-2 load posting.

Thank you,

Josif Bicja, PE
Associate/Senior Structural Engineer
Licensed in NH, VT

Hoyle, Tanner
Associates, Inc.

Responsive. Consistent. Competent.™

150 Dow Street | Manchester, NH 03101
(603) 669-5555, ext 124 | Fax: (603) 669-4168
Cell: (603) 867-0733
jbicja@hoyletanner.com
www.hoyletanner.com

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DRAFT
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
January 22, 2018

PRESENT: Mark Fougere, Chairman
Kevin Federico, Vice Chairman
Gary Daniels, Member – left the meeting at 6:30
Mike Putnam, Member
Laura Dudziak, Member
Mark Bender, Town Administrator
Tina Philbrick, Recording Secretary
Mitchell Hemmer, Videographer

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

INSTRUCTIONS: Chairman Fougere 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 Fougere informed the public that prior to this meeting, the Board was in a non-public meeting for (RSA 91-A:3, II(c)) – Reputation. Chairman Fougere 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:

5:00 p.m. – Non-Public (RSA 91-A:3, II(a)) - Personnel

5:30 p.m. – Approval for Land Use Change Tax Warrant – Map 50 Lot 1 – Assessing Director Marti Noel

Land Use Change Tax (LUCT) 247 Mile Slip Road Map 50 Lot 1 - Marti stated that on July 2017 a letter was sent to the previous property owner notifying that upon sale of either lot, the lot know as 50-1 would need to be removed from Current Use unless the property owner re-filed a Current Use application. No application was submitted. Multiple conversations took place about the tax that would be due upon sale, including the amount due. The lot was sold in October 2017, and neither the seller nor the closing company informed the buyers of the impending LUCT. A letter was sent to the new owners and they were informed that they had the same option to place enough undeveloped land into Current Use to re-establish the status. She recommends the Board allow the new property owner to put the land into Current Use. and forgive or abate the LUCT billed. Selectman Daniels moved take the land out of Current Use as recommended. Selectman Putnam seconded. All were in favor. The motion passed 5/0. The owners would also like the Board to forgive the LUCT billed. Selectman Daniels moved to accept the recommendation of the Assessor. Selectman Putnam seconded. All were in favor. The motion passed 5/0.

The second abatement was a mobile home that was being rented out and was determined unlivable in 2017. The mobile home cannot be removed from the property because it has asbestos in it and the property owner doesn't want to put any money into it. We reduced the mobile home to "shed status". The abatement is the difference between what the rental amount was and what the shed value is. Chairman Fougere asked if there were any questions. Selectman Daniels asked if the description of the property changes when reduced to shed status. Marti said that it would but there is a second unit on the property so it didn't change the status of the land and house. Selectman Daniels moved to accept the recommendation of the Assessor. Selectman Putnam seconded. All were in favor. The motion passed 5/0.

Marti also let the Board know that equalization ratio was approved from the DRA and it is 90.9%.

3. PUBLIC COMMENTS. (items not on the agenda). There were no public comments this evening.

4. DECISIONS.

a) **CONSENT CALENDAR.** Chairman Fougere asked if there were any items to be removed from the Consent Calendar for discussion. There were no items removed for discussion. Selectman Federico moved to approve the Consent Calendar as presented. Selectman Dudizak seconded. All were in favor. Motion passed 4/0.

- 1) Request for Board Certification of Default Budget (MS-DTB) (Department of Revenue Administration Form)
- 2) Approval of Gravel Tax Levy, Map 8 Lot 31
- 3) Request for Approval of Donation to the Conservation Commission from Rodny Richey for Rail Trail Maintenance - \$500.00
- 4) Request for Approval to use Town Owned Land for the Annual Police Department Fishing Derby on May 26, 2018.

1 5) Request for Approval and Acceptance of a new road - West Meadow Court.
2

3 **b) OTHER DECISIONS.**
4

5 **5. TOWN STATUS REPORT**

6 **1) Storm Water Cooperative Agreement** – Administrator Bender said that Milford has been working cooperative-
7 ly with other communities in southern New Hampshire toward meeting the responsibilities of the MS4 (municipal
8 separate storm sewer systems) Permit. The purpose of the collaboration is to minimize cost and effort for require-
9 ments common to all nearby towns. Recently, the Nashua Stormwater Coalition and the Manchester Stormwater
10 Coalition combined efforts thereby increasing the number of member towns.

11 The newest EPA MS4 permit has been issued and towns are required to obtain coverage under the permit starting in
12 October of this year. Our coalition has been working to identify the common areas and develop solutions. This has
13 been coordinated by the regional planning agencies and DES with the assistance of UNH and the Seacoast Storm-
14 water Coalition. We are now reaching the point where additional outside assistance is required. The
15 Nashua/Manchester Coalition has drafted a Cooperative Agreement to share resources and accomplished this as a
16 group. The Nashua Regional Planning Commission has agreed to be the fiduciary agent for the group as allowed by
17 their enabling legislation. Milford staff worked closely with other coalition members to draft the agreement which
18 calls for an investment of \$2,000 by each community member. The money will be used to hire consultants and peo-
19 ple to work towards our goals. There has been unanimous agreement among the active member towns to seek to
20 proceed with this agreement. (Not all eligible towns have been active but the agreement allows these towns to join
21 at a later date. This can further increase the cost effectiveness of the process). The program is run by the member
22 towns.

23 Benefits of the funds will be assistance in developing town-specific data, such as:

- 24 1. Mapping outfalls relative to water quality impaired river segments and seeking common solutions. This would
25 resolve portions of the NOI.
- 26 2. Develop Public Education and Public Outreach Programs.
- 27 3. Preparation of the Annual Report.
- 28 4. Costs will only be a fraction of the costs otherwise required to prepare this information under town-specific
29 consultant contract or even in-house.

30 Fred and Lincoln have led this project and attended the meeting. Staff supports this cooperative effort and asks the
31 Board of Selectmen to authorize the document. Cost was included in the 2018 Operating Budget. Administrator
32 Bender said that they would like a vote on this project. Chairman Fougere asked if there were any questions or
33 comments. Selectman Putnam made a motion to authorize Administrator Bender to sign the Cooperative Agree-
34 ment. Selectman Dudizak seconded. A motion was made and seconded. Chairman Fougere asked if there was any
35 other discussion, hearing none. The motion passed 4/0.
36

37 **2) Snow Removal & Equipment Update** – Rick Riendeau, Public Works Director provided a mid-winter update
38 on snow removal & equipment challenges including use of the grader.

39 We have had 11 snow events to date this season, very cold weather, an Indian summer thaw for a few days with
40 rain following. We also have had 2 full snow removal operations this season so far.

41 **Equipment** – We have had many mechanical issues this season. Repairs in-house on resources have been challeng-
42 ing

- 43 • Truck 16 - Out for refurbishing, a used dump body was installed. It was due back before Thanksgiving and
44 didn't get it till Dec 14. Upon preparing it for service it was found the heat vent door was not operating correct-
45 ly and could not be fixed unless the dashboard was removed, but it was temporarily repaired. We are searching
46 for a used dashboard.
- 47 • Truck 39 – The front plow assembly was bent and twisted during plowing and had to be removed and replaced
48 with a new hitch assembly
- 49 • Truck 63 – Lost a spreader chain that was only 1 ½ years old and had to be manufactured due to the unique
50 dump body style of the truck.
- 51 • Truck 5 – Had issues with the front plow trip edge and wing arm assemblies, metal fatigue and finding them
52 are the issues
- 53 • Truck 6 – Same wing arm issues as truck 5 and a hydraulic control box needs to be replaced, we found a new
54 one but all the lines to it may have to be replaced which will take some time.
- 55 • Truck 11 - Had broken manifold bolts that had to be sent out and replaced
- 56 • Other issues – Cables and hydraulic lines (been through 75 gallons of hydraulic oil already)

57 **Employees** – We have had some hurdles this year: We had at least 4 people out at one time.

- 58 • One open position (employee left in the fall was the grader person)

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- 1 • Sprained ankle – out for 2 weeks
- 2 • Resignation given first of year
- 3 • Employee in hospital for a week with potential of being out a month
- 4 • One employee out with the flu for a week
- 5 • One employee out 1 week personal (Son to boot camp)

6 **Salt** - We have had many discussions with the supplier

- 7 • We received many loads this year with large solid chunks, they get caught in the gates and chains
- 8 • Wet salt, we have received some very wet salt that froze in the salt bin and it took lots of time to break it up for
- 9 use.

10 The distributor gave us 4 loads of salt to replace the bad stuff. One load of salt is about \$1,800. Chairman Fougere

11 asked if it was a supplier issue. Rick said he can only speculate and doesn't know for sure.

12 Two new employees plowing with wings, trained another employee on plowing with large truck

13 **Turnover** – We have 4 new people in the snow operations (Lots of training and learning)

14 Ads placed – We advertised for contractor, spent \$800 and did not receive any calls. We have also searched for part

15 time plow drivers and laborers with no luck.

16 The grader is 38' long with the plow on it and 12' wide. When the wing is down its 15' wide and fully extended,

17 the machine is 18' wide. We had a driver that left and we have been advertising for another driver. It's difficult to

18 compete against the private sector.

19 Plowing and removal are different. Plowing is getting the snow out of the road to either side of the sidewalk. Re-

20 moval is taking it from the road. We have limited space downtown. We need to remove it every 6 to 8 inches we

21 get. A typical operation takes up to three nights to clean up.

22 We use the grader to plow sidewalks on Tonnella, Ledgewood, Patch Hill and sections on Mt. Vernon roads. It's

23 not good for sidewalks with utility poles, signs, raised curbs, walls, trees, hedgerows and other obstruction found on

24 most sidewalks in Milford. Some of the sidewalks are so narrow that we can't even use the sidewalk plow.

25

26 Selectman Putnam asked how the repairs and winter were impacting the DPW budget. Rick said they are going

27 through a lot of salt. For maintenance, we budgeted \$59,000 and we have used \$125,000 as of today for the 2017

28 budget. Rick welcomes anyone who wants to do a ride along.

29

30 Selectman Federico said that he has done a ride along and there are numerous issues. The trucks take a beating. The

31 only person qualified to drive the grader is Rick. We need to have an emphasis on hiring for that position. The

32 DPW director should not be out in it at 2:00 in the morning. We need to take another look on how we are funding

33 the larger vehicles, and maybe use the highway block grant for replacement equipment. He will bring more infor-

34 mation at the next couple of meetings. Two weeks ago he went for a drive and Rick showed him a refurbished truck

35 that had air duct material and duct tape in it to warm the drivers feet because didn't have heat and the dashboard

36 was broken. The lead time for ordering these trucks is 6 to 8 months.

37

38 Administrator Bender asked what we were offering for a contractor to plow. Rick said he modeled the offer after

39 the state model and bumped the rates up higher than the state. He talked to some of the contractors and state guys

40 and they were also having a hard time finding people.

41

42 Bob Labonte asked if it ever occurred to anyone that we bought too big of a machine. He knows that our old one is

43 50 years old and still sitting at the barn. It needs to be scrapped. The Board was after a truck so they put the grader

44 on the warrant article. He asked how many dirt roads Milford had. Rick said 1.5 miles. Bob said that wherever the

45 grader goes, a truck needs to be following to sand and salt the road. What is the advantage? Chairman Fougere said

46 they rely on staff to make recommendations and the voters approved the grader last year. It has multiple purposes.

47 Bob said it doesn't serve a purpose in the summer. Chairman Fougere said it was discussed at length last year and

48 every one agreed to it. Bob said that the people weren't educated enough on what it could do.

49

50 **3) Dispatch Consulting Update** – Administrator Bender said that Milford Police Department received two re-

51 sponses to our recent comprehensive study request for dispatch services. Chief Viola and Captain Frye provided a

52 summary and recommendation. Chief Viola said that they received two reports, one from Communication Design

53 Consulting Group and one from Municipal Resources. In December 2017, a purpose and scope document was

54 completed in reference to identifying the Town of Milford's concerns and needs for a town owned and operated

55 dispatch center. This approved document was forwarded to vendors who would be able to complete a comprehen-

56 sive study. The study would take into account:

- 57 • A dispatch center owned and operated by the Town of Milford for the Town of Milford only. To include all
- 58 our emergency services and DPW.

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- A regional dispatch center owned and operated by the Town of Milford. The town would then offer dispatch services to other towns for a fee.
- The Town of Milford to continue to use MACC Base for their dispatch needs, paying approximately 71% of their annual budget and paying for needed upgrades to the equipment and infrastructure.

The purpose of using an independent consultant company is to have an independent non biased review, should the town decide to move their dispatch operation in the future. Communication Design Consulting Group gave an estimated cost of \$24,485 for the study and can start on February 5th. Municipal Resources Inc. gave an estimated cost of \$19,500 for the study and can start on March 1st. Chief Viola and Captain Frye recommend Municipal Resources, Inc. to conduct the comprehensive study for the Town of Milford. Selectman Putnam made a motion to approve Municipal Resources Inc. for the study. Selectman Federico seconded for discussion. He said that this is what we asked for, and what we are looking for in a study. A motion was made and seconded. Chairman Fougere asked if there was any other discussion, hearing none. The motion passed 4/0.

4) Approval of Selectmen’s Rules of Procedure – Administrator Bender said that the Selectmen reviewed this document and made a few changes last year. It is intended to be a working document and a good information tool for any new selectmen. If there are no changes or discussion on the document we are asking the Board to adopt the document effective with your signatures. Selectman Putnam made a motion to accept the Selectmen’s Rules of Procedure as their document. Selectman Federico seconded. A motion was made and seconded. Chairman Fougere asked if there was any other discussion, hearing none. The motion passed 4/0.

6. DISCUSSIONS

1) Petition Warrant Articles – Chairman Fougere said that they had to vote on appropriation petition warrant articles tonight. These articles were reviewed at the Budget and Bond Hearing, but no votes were taken. We are opening up a public hearing on this:

Warrant Article 28 – Fireworks \$8,500

Shall the Town vote to raise and appropriate the sum of \$8,500 for the purpose of providing the Independence Day celebration fireworks display at a time and location to be determined by the Board of Selectmen? This is a Special Warrant Article in accordance with RSA 32. The Budget Advisory Committee supports this Article (7-2). This Article has an estimated tax impact of \$0.006 or \$0.60 on a home value of \$100,000.

Chairman Fougere asked if there were any questions. There were no public comments. Selectman Federico said that it should have stayed with the other warrants for the tax payers to decide. Selectman Federico made a motion to support the Fireworks Warrant Article for \$8,500. Chairman Fougere seconded. Chairman Fougere asked if there were any other questions. Selectman Daniels said that he felt that the \$8,500 could be better used elsewhere. A motion was made and seconded. Chairman Fougere asked if there was any other discussion, hearing none. The motion did not pass 2/3. Chairman Fougere said that he would write the minority report. Selectman Daniels said that he would write the majority report.

Warrant Article 29 – Keyes Park Expansion Committee Project Capital Reserve \$25,000

Shall the town vote to raise and appropriate the sum of \$25,000 to be placed in the Keyes Park Expansion Committee Project Capital Reserve Fund? The purpose of this fund is for the design, development and construction of improvements to Keyes Memorial Park, as outlined in the Keyes Memorial Park Expansion Committee Report, (December 20, 2016 and as amended). The \$25,000 builds upon the Keyes Park Expansion Committee Project Capital Reserve approved by voters in 2017. The Budget Advisory Committee supports this Article (9-0). This Article has an estimated tax impact of \$0.018 or \$1.80 on a home value of \$100,000.

Chairman Fougere asked if there were any questions. There were no public comments. Selectman Daniels made a motion to not support the Keyes Park Expansion Committee Project CR. Selectmen Putnam seconded. Chairman Fougere asked if there were any other questions, hearing none. A motion was made and seconded. The motion did not pass 1/4. Chairman Fougere said that he would write the minority report. Selectman Daniels said that he would write the majority report.

Warrant Article 30 – Conservation Land Fund \$20,000

To see if the town will vote to raise and appropriate the sum of \$20,000 to add to the Conservation Land Fund created in accordance with RSA 36-A, said land fund being allowed to accumulate from year to year and to be available for the acquisition of property, conservation easements and other RSA 36-A purposes? Contribution furthers the protection of

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1 the town’s natural resources. The Budget Advisory Committee supports this Article (9-0). This Article has an estimated
2 tax impact of \$0.015 or \$1.50 on a home value of \$100,000.

3
4 Chairman Fougere asked if there were any questions. There were no public comments. Selectman Federico asked how
5 much money was currently in the Conservation Land Fund. Administrator Bender said the fund had just under \$100,000
6 in it. Selectman Dudizak made a motion to support the Conservation Warrant Article for \$20,000. Selectman Federico
7 seconded for discussion. He understands why they want to increase the money in the fund, but does Conservation feel
8 that \$100,000 isn’t enough, and what goal do they need to get to before determining they have enough. He feels that we
9 need to get more information out as to what the fund will be used for. Selectman Daniels said that we have over
10 \$300,000 going into capital reserve funds and we took this off the original warrants because of priorities. We have this
11 account with more than \$99,000 in it which is way more than most of the capital reserve accounts. We need to be sensi-
12 tive to what we are asking the taxpayers to give. Chairman Fougere asked if there were any other questions, hearing
13 none. A motion was made and seconded. The motion did not pass 1/4. Selectman Daniels said that he would write the
14 majority report. Selectman Dudizak said that she would write the minority report.

15
16 **Warrant Article 31 – Compact Part of Town \$0**

17 Shall the town designate the Town Community Lands (BROX) to be deemed a “Compact Part” of the town in accord-
18 ance with RSA 644:13? The Board of Selectmen did not take a position on this article. The Budget Advisory Committee
19 did not take a position on this article. This article has no tax impact.

20
21 Chairman Fougere asked if there were any questions. There were no public comments. Selectman Daniels said that
22 something needs to put out as far as educating the public. Administrator Bender said that the Budget Committee did a
23 good write up describing all the warrant articles and we will make sure the information is included in the voter’s guide
24 and on the web. The Board chose to not take a position on Warrant Article 31.

25
26 **Warrant Article 17 – Pumpkin Festival, Holiday Decorations and Plantings\$23,000.**

27 Chairman Fougere said that they spoke with the Souhegan Valley Chamber of Commerce and they have decided not to organize the festival going
28 forward. Usually MIT runs the festival, but their director resigned midyear and accepted a job with the chamber. They
29 didn’t want to leave the festival hanging, so they decided to help. MIT paid the chamber \$38,745 to run the festival last
30 year. This subject always generates a lot of discussion.

31 The current MIT Board has been operating this for a long time and they are tired of fighting over this article. They do
32 not want to oversee the festival going forward. We have some options:

- 33 1. Recruit new members for the MIT Board and re-energize the Committee. Hire a new director and continue the
34 Mission of MIT. Review revenues to determine if monies can be returned to the Town to offset costs.
- 35 2. Form a Festival Committee to run it. These would be volunteers, so administrative expenses would be mini-
36 mized.
- 37 3. Hire a staff person. We could hire a temporary seasonal worker in the town hall to oversee the festival. Mon-
38 ies raised could offset costs for the position and other department costs.

39
40 If no one can run it, it can’t proceed. We will be putting this on the web site. We need input from people on where to go
41 with this if we want it to continue. Selectman Putnam asked if we hire someone to run the festival, would the money
42 have to come out of the operating budget. Chairman Fougere said yes. Selectmen Federico said it’s a huge undertaking
43 for one person to do and it needs a large support staff to help. The money has gone into many places. We need to have
44 serious conversations about what are we going to do. It’s not a do we let it happen, it’s is it going to happen. Chairman
45 Fougere said that it ran from 1990 to 2002 with no warrant article. In 2003 we had the first warrant article. All the pre-
46 vious years it was in the budget, where it should be. In 2004 to 2014 DO-IT funding warrant article added \$10,000 to
47 \$20,000 in addition to the support article for \$20,000. Since 2015, the Pumpkin Festival warrant article has only been
48 for \$20,000 for support services. The festival helps many non-profits around, and in most cases it’s the biggest fund
49 raiser they have. It’s great PR for the town. If anyone has any thoughts please contact Administrator Bender.

50
51 **2) Review of DRAFT MS-636 Proposed Budget** – Jack Sheehy said it was the budget for the Town that needs to
52 be submitted to the DRA. It’s in front of you because you needed to vote on the petition appropriation warrant articles
53 before he could finish it. This needs to be signed this week and posted with the warrants. Selectmen Putnam made a
54 motion to accept the MS-636. Selectman Dudizak seconded. A motion has been made and seconded. The motion
55 passed 4/0.

56
57 **3) Transfer Station: Pay as you throw** – Selectman Daniels said that the Recycling Committee was charged with
58 reviewing and assessing a pay as you throw option for Milford. The committee submitted a report to the Board a couple
59 of weeks ago with the information that was requested. We are presenting it, not as a recommendation, but as data that

1 has been collected so that you can take that information as consideration if you wish to go forward. We didn't get in-
2 formation on "where did the other town's start" from nothing, or did they already have something in process. Milford
3 already has a good recycling system compared to other towns. Some towns like it, some didn't. There are cost in-
4 volved and considerations of disruptions, to include bag distributions. We will need to hold public hearings to get addi-
5 tional input. Chairman Fougere said that on the surface it could work, but it would need a large amount of public dis-
6 cussion. The transition could be very challenging. Selectman Federico said the only pay as you throw he knows of is
7 from relatives in other communities. He said that they are frustrated because of the bag issues. Selectman Putnam said
8 that it will be a very lengthy drawn out process. Celeste Barr, recycling committee member said that most of the towns
9 recommend that if you are going to consider this, you need to spend a good year and a half educating the public. Most
10 of the places that we interviewed sold their bags in the stores. The store owners received a few cents for selling them in
11 their stores, and the rest of the money went back to the town. She is in favor of it because it treats trash like other utili-
12 ties. The more you accumulate, the more it cost. Why should you recycle all your stuff and your neighbor just brings
13 truckloads of stuff to the transfer station for nothing, and both parties pay the same. You pay for only what you use.
14 The recycling program in Milford is good, but the pay as you throw program has been shown to recycle up to 2 times
15 more. It reduces trash waste by about 40%. You start to think about buying something in a smaller container or differ-
16 ent packaging so that you won't have as much trash. People will think more about what they are consuming or throwing
17 away because they have to pay for it. Other municipalities were very helpful. Rob Canty, recycling committee member
18 does not support this. He has concerns about the amount of money, increase of personnel and size of the location. We
19 were talking about places that didn't have something in place already, not places that set it up after. We didn't vote on
20 anything. Rodney Richey has previously helped with a study to do with solid waste management by large multifamily
21 dwellings in Milford. We lose a lot of recycling because of companies that provide trash pickup and don't offer recy-
22 cling. We have a lot of multifamily dwellings that are actually subsidized because these people don't use the transfer
23 station. He thinks it may be a good idea for some towns, but not Milford. We have a good recycling program that's al-
24 ready in place, although it can always be improved upon. If we are going to consider this, it will need lots of discussion.
25 It also appears to some to be a second tax. We need to make sure about why we would be making a change. There is
26 always concern about someone not recycling as opposed to someone recycling. He would like to suggest a change at the
27 Transfer Station to accommodate additional recycling, or moving the Transfer Station to a larger place. Advertising and
28 putting out more information would be advisable as well. The still good shed is a recycling center, but we don't have
29 power to it. In the winter after 4 makes it difficult to see in the shed. Maybe putting solar panels on the shed would
30 show people that you are serious about recycling and making changes. Gil Archambault, recycling committee member
31 said that we do have a good recycling program. We have one of the best records for recycling, about 80%. What was not
32 mentioned in the report was that we would have to hire 2 or 3 more people. He does not recommend this program. Ce-
33 leste Barr said that most of the municipalities interviewed put the revenues generated by the bag sales back into the
34 budget so that people were not being taxed twice. The committee didn't do research on additional staffing. It would
35 make sense that less trash would require less people. Tilton got out of pay as you throw because their town decided to
36 go with total curb side pickup and they didn't want to do the bag sale anymore. Administrator Bender said that he at-
37 tended some of the recycling meetings and has followed this through their minutes for almost 2 years. They did a thor-
38 ough job and compiled a great deal of information. He would like to commend them for the thoroughness and dedica-
39 tion they gave this project whether they were for or against it. Kate Kokko said that she puts a high priority on recy-
40 cling and takes hers to another community because this town doesn't recycle everything that can be recycled. Dover has
41 a model that doesn't require recycling so she wanted to speak up because she's hearing the word cohesion in discussion
42 about getting people to recycle. Dover's model relies on a voluntary process. If you chose to create more trash and
43 you chose to put your recyclables in that bag, then you pay more. You cut down on your expenses if you chose to recy-
44 cle. There needs to be some consideration of the different ways it can be implemented. She doesn't like the pay model
45 but she would like to see more options in this town. The ability to recycle and the revenue generated from that is im-
46 pacted in part by the size of the stream that the town is able to generate and she thinks that we lose a lot by having pri-
47 vate haulers take the trash. The school system does something different. She is wondering what we are doing in our
48 municipal buildings to encourage recycling as well, or are we only pulling in residential trash. Gil Archambault said that
49 China stopped taking a lot of recyclables and the market is getting full because of it. We can't always find a buyer for
50 the recyclables. Chairman Fougere asked if there were any other questions, hearing none he thanked the committee for
51 their work and said that we would put this back on the agenda in the Spring.

52
53 **7. SELECTMEN'S REPORTS/DISCUSSIONS.**

54 **a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.**

55 Selectman Dudizak said that the passport operation is going well at the Library and they are bringing in a lot of money.
56 You no longer have to go to Nashua to get one.

57
58 Selectman Federico asked if there were any complaints about the new web site. There were none.

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 01/22/2018

1 **b) OTHER ITEMS (that are not on the agenda).**
2

3 **8. APPROVAL OF FINAL MINUTES.** Selectman Putnam moved to approve the both the minutes of January
4 8, 2018 (regular meeting) and January 8, 2018 Budget and Bond Hearing as presented. Selectman Federico seconded.
5 All were in favor. Motion passed 4/0.
6

7 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.**
8

9 **10. NOTICES.** Notices were read by Chairman Fougere.
10

11 **11. NON-PUBLIC SESSION.** Selectman Putnam Federico to enter non-public session for approval of non-public
12 minutes RSA 91-A-:3,II(e) Legal, January 8, 2018. Selectman Dudziak seconded. All were in favor. The motion passed
13 4/0.
14

15 **12. ADJOURNMENT:** Selectman Federico moved to adjourn at 7:00 p.m. Selectman Putnam seconded. All were in fa-
16 vor. Motion passed 4/0.
17
18
19
20

21 _____
22 Mark Fougere, Chairman
23

Kevin Federico, Vice Chairman

24 _____
25 Gary Daniels, Member
26

Laura Dudziak, Member
27

28 _____
29 Mike Putnam, Member
30

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN FIFTH MONDAY FORUM

January 29, 2018

PRESENT: Mark Fougere, Chairman - excused
Kevin Federico, Vice Chairman
Gary Daniels, Member
Mike Putnam, Member
Laura Dudziak, Member
Mark Bender, Town Administrator
Tina M. Philbrick, Recording Secretary
Mitchell Hemmer, Videographer

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

INSTRUCTIONS: Vice- Chairman Federico called the public meeting to order at 7:10 p.m. after the non-public session was completed. Vice-Chairman Federico announced that in non-public session there were no decisions made. Vice-Chairman Federico introduced Board members and then led the audience in the Pledge of Allegiance. Vice-Chairman Fougere 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. This meeting is to allow the public to come in to talk about any town issues in an open forum without an agenda.

2. APPOINTMENTS:

6:15 p.m. – Non-Public RSA 91-A:3II(a) Personnel. Vice Chairman Federico moved to enter into a non-public session at 6:15 p.m for Personnel under RSA 91-A:3II(a). Selectman Putnam seconded. All were in favor. The motion passed 4/0. After discussion, the Board came out of non-public session at 7:05 p.m.

3. OPEN FORUM – 7:00 p.m.

Wade Scott Campbell and Carol Gates came up to discuss the future of the Pumpkin Festival. They are looking into ways to keep the Festival going. They are not sure how they will do this, but they know that they can do it. It won't be easy. Carol was on the Pepperell fireworks committee as President so she has knowledge of taking on a big task. We were thinking that after the Deliberative session we can start, but we need help. We are gathering information people throughout the town, Wendy and business owners about the wants and needs. Obviously, the amusement rides are not wanted by some people. We are not sure if we need to do three days or just one or two. Carol said that there are steps that we have to go by. One step is organizing this group. We originally started with just the fireworks, taking it off the warrants and making it a privately funded event and now it's grown into running the Pumpkin Festival. We need information about how its setup. It should be just plug and play after this many years. One of the challenges is that the group that we are forming is not a non-profit yet. MIT is non-profit. We received the paper that suggested the options to keep it going. My concerns from a fund raising stand point, is can we fund raise \$100,000 in 9 months, and the answer is yes. Can we do it legally, no. Vice Chairman Federico said he was glad that they brought this up. He thanked them for expressing interest in coming out. This town runs on volunteers and we are looking for some organization to be able to step in and run the Festival. It is a lot of work and you have to know the moving parts. Wendy is familiar with the parts and we are glad you are talking to her. There have been other organizations in town that have reached out about this and I told them to get their ducks in a row, like you are doing and come to the Board. Ideally it would be good if everyone could work together. He asked what help can we offer you at this point. Carol said that with the festival being nine months away, any person or organization that is going to do this needs to be able to start immediately. Nine months moves quickly. Forming a 501 3C isn't going to happen quickly. We would like to see if there is a group out there that is already established, or if the town is interested in forming a committee that can work under the town, that is not a private non-profit and can report back to the Board. Selectman Daniels asked them if they've done any research identifying how much seed money they would need. Carol said that they have MIT's budget from last year. It's breaking down what's going to stay and what's not going to stay. Selectman Daniels said that they need to understand that some of this is done on private land and you don't have any control over that. Some people love the amusement rides and some hate them but they usually have the longest lines. Wade said that is what draws people from out of town; it gives people something to do while they are waiting for their next event. It's a draw but also a draw back. Selectman Daniels said that it's always been an issue. Wade said it was the biggest complaint that he's heard so far. Carol said that in a town of 15,000 when you received 190 comments and maybe 40 said that they didn't like the rides, it's actually a small percentage. Administrator Bender thanked them for stepping up and expressing interest. We have had a few other people express interest

**DRAFT MINUTES OF BOARD OF SELECTMEN FIFTH MONDAY FORUM –
1/29/2018**

1 in being involved. After the Deliberative session we can look into holding an informational/organizational session
2 and try to get the other interested parties as well as the groups you mentioned that have been involved in the past to
3 come. There are expenses and revenues from a sponsorship standpoint as well as booth rentals and ticket sales.
4 There is an income side that will offset part of the expenses. Vice Chairman said that there are very few people that
5 know how the festival runs so it will be nice to get everyone in the same room and on the same page.
6

7 Chris Labonte asked if they had an update on the gravel operation, where it stands and what they are doing. Vice
8 Chairman Federico said that he didn't have one for this evening. Administrator Bender said that the operator will be
9 installing the culvert for the species crossing this week, weather dependent. They will be bringing gravel in to work
10 on the road. Chris asked if they have done anything about the bridge on Perry Road. Administrator Bender said
11 they have a contract for an engineering firm to do a structural inspection. Chris asked who was paying for it. Ad-
12 ministrator Bender said the contractor were. Chris asked when they will start maintaining Perry Road, the Class 6
13 section. Administrator Bender said they would start maintaining it when they start using it. Chris said they have
14 already been using it. The loader has been going back and forth. He hasn't seen maintenance being done on it.
15

16 Vice Chairman read a letter from Reverend Dennis Baily that was sent to the DPW director. The letter thanked
17 them for the work they have done this season. He expressed disappointment that the voters didn't vote for the
18 equipment that was much needed last year.
19

20 **4. DECISIONS:**

21
22 a) **CONSENT CALENDAR.** Vice-Chairman Federico asked if there were any items to be removed from
23 the Consent Calendar for discussion. There were no items removed for discussion. Selectman Putnam moved to
24 approve the Consent Calendar as presented. Selectman Daniels seconded. All were in favor. Motion passed 4/0.

- 25 a) NH RSA (31:95(b)) Request for Acceptance and Appropriation of Unanticipated Revenues under
26 \$10,000 –
27 1. Donation from HealthTrust to the Milford Fire Department for Fire Wellness Campaign -
28 \$500.00
29 2. Donation from HealthTrust to the Milford Administration Department and Police De-
30 partment for the Town Wellness Campaign - \$1,000.00
31

32 **5. NOTICES.** Notices were read by Vice-Chairman Federico
33

34 **6. ADJOURNMENT:** Selectman Putnam moved to go back into non-public under **Non-Public RSA 91-A:3II(a)**
35 **Personnel.** Selectman Dudziak seconded. All were in favor. The motion passed 4/0.
36
37
38

39 _____
40 Mark Fougere, Chairman

Kevin Federico, Vice Chairman

41
42
43 _____
44 Gary Daniels, Member

Laura Dudziak, Member

45
46
47 _____
48 Mike Putnam, Member