

6:15 NON-PUBLIC (RSA 91-A:3, II(e)) – Legal

7:00 OPEN FORUM

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

April 23, 2018

- PRESENT:** Kevin Federico, Chairman
- Gary Daniels, Vice Chairman
- Mike Putnam, Member
- Laura Dudziak, Member
- Paul Dargie, Member
- Mark Bender, Town Administrator
- Tina Philbrick, Recording Secretary
- Amy Concannon, Videographer

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

INSTRUCTIONS: Chairman Federico 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 Federico 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. Chairman Federico recognized Selectman Dargie who received an award from the Lions Club. Selectman Dargie is a Lions member and he received the Melvin Jones Fellow Award, which is the highest award that the Lions Club gives out. The Lions Club stated that Paul has always gone above and beyond serving as a Lion and humanitarian to our community.

2. APPOINTMENTS: (Approximate times)

6:30 p.m. – Pumpkin Festival Update: The Board was running early so Wade Campbell gave a status update about the Pumpkin Festival at 6:00 instead of 6:30. The Pumpkin Festival group has been working closely with Rotary and Milford Lions Club who are taking over the activities on the Community House Lawn. The entertainment is going well. We have about \$18,000 in vendor applications so far. We are working to get the sponsorship letters sent out. We are close to getting the insurance binder. We still have bids out for electricians and are waiting for final responses.

Chairman Federico said it looks as though they are on track. Wade said he is in the process of arranging a meeting with support and emergency personnel in May. Selectman Dudziak asked if they feel that they are on schedule. Wade said yes. Selectman Dargie asked what would be the major differences from past Pumpkin Festivals. Wade said it will be about the same. He would like to see a big closing act on Sunday but right now they are just going by previous ones. Selectman Dargie thought there was some discussion about scaling it back. Wade said it may not be as large, but they won't know until everything comes back, we are planning for the same size. Selectman Putnam asked if there was going to be any change in traffic patterns. Wade said no. They will be talking with the VFW about using their parking lot for something.

Selectman Putnam said that he heard a rumor that they will be placing dump trucks full of sand around for security purposes. Wade said no. Carol Gates, resident repeated what Wade said about everything being the same or close to what it was, and Rotary and Milford Lions Club helping with the activities on the Community House lawn. There was some conversation about dump truck and roadblocks and if we would need them for insurance purposes because of the size of the group, but we don't need them. It needs to be set up like previous years.

Administrator Bender asked if the non-profits are on board for this year. Carol said that they are working on it as far as where they will be put. We are trying to work out what fees should be charged for non-profits. Chairman Federico clarified that the Rotary and Lions Club would be handling all of the Community House Lawn activities. Carol said yes. The GTFC will oversee all the other areas.

Janet Langdell, resident and member of Rotary and Lions Club said that they stepped forward to try and help with this activity. We are basing activities on what we saw last year. The GTFC is the group in charge of everything. We report to them and they report to the Board.

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1 Administrator Bender asked what's driving GTFC crazy and what can we do to help. It doesn't need to be an-
2 swered tonight and you have our numbers. Carol said that just making sure that the information is out there and
3 that it goes to the right people. We were going to e-mail people in charge of the cable access channel and having
4 a information put up and something on the Town website. Chairman Federico said that Tim Finan can assist you
5 with that. Carol said that they may also need help with printing. Chairman Federico said that he appreciated eve-
6 rything that they are doing and the open communication. Carol said that they are also doing a fundraiser; \$20
7 from 1,500 people will help raise money for the Pumpkin Festival. Information can be found on the go fund me
8 page or mail it in. Everyone that donates will be entered into a raffle. Selectman Dargie asked what the name of
9 the go fund me page was. Chairman Federico asked them to send him the links to those pages and he will get
10 them posted to the Town's website. Janet asked if we could get it posted to the Pumpkin Festival web page that
11 is under control of the town. Chairman Federico said yes.

12
13 Janet said that the groups wanted to increase the beer/wine tasting tent to two nights this year, for Friday and
14 Saturday night. She provided the Board with a letter requesting the waiver. They spoke to Chief Viola, Chief
15 Kelly and James Infanti, President of the Livermore Association which owns the Community House property
16 and all three have voiced support for this proposal. Rotary and Lions will be hosting the event because Rotary
17 holds liquor liability and GTFC does not currently have one. Selectman Putnam said there hasn't been a problem
18 in the past and he doesn't have a problem with a two-night event. Chairman Federico said that the beer tent is a
19 draw to the Pumpkin Festival. Selectman Putnam made a motion to run the beer and wine tent at the pumpkin
20 festival two nights in a row and waive the Open Container Ordinance #7.04.070 for this purpose only. Select-
21 man Dargie seconded. Chairman Federico said a motion has been made and seconded for discussion. Select-
22 man Daniels asked anyone has spoken to the restaurants around the oval for their input. Wade said he spoke to
23 the Pasta Loft and they had concerns that the cups being used for beer were the same as the ones they use in
24 their establishment. It was an unfounded issue. Selectman Dudziak said the tent is roped off and people are not
25 allowed to walk around with alcohol. Tricia Shea, resident said that they plan on using completely different cups
26 and there will be people on hand to make sure the alcohol doesn't go beyond the roped off areas. This is a beer
27 tasting event, you get 3 to 6 oz. The lines are very long. It's a social event and a chance to have local beer
28 crafters come out and promote themselves. This event is from 5:30 until 9:00 and she doesn't see where it's tak-
29 en from any of the businesses because you still have to wait to get in and be seated. She doesn't think that any
30 establishments would have a problem with 3 non-profits making money to put back into the community. Chair-
31 man Federico clarified that the tent will be roped off; you can't walk around the festival with an open container.

32
33 Administrator Bender said that they don't need to make a decision on this tonight; he feels that they should al-
34 low for the public to weigh in on having it two nights. Janet respectfully asks that the Board makes a decision at
35 the next meeting because they need to schedule entertainment and crafters/vendors signed up. Chairman Federi-
36 co asked the Board if they see a reason to not make a decision tonight. Selectman Putnam said no. Zoe Lantaff,
37 resident said that she's the entertainment coordinator for the Pumpkin Festival. There has been lots of interest
38 and they have been asking their performers to donate their time and talent. They are coming in to perform
39 knowing that they are not getting paid. She has 11 people committed to entertaining. A big consideration for her
40 is the beer and wine tent. The entertainment will revolve around this tent. Chairman Federico clarified there is a
41 motion to allow a beer tent on a second evening so that the activity will take place on a Friday and Saturday
42 evening, with a request to waive the Open Container Ordinance #7.04.070 for the beer tasting tent being spon-
43 sored by GTFC and being operated and hosted by The Milford Rotary and Lions Club. The motion has been
44 seconded. All were in favor. The motion passed 5/0. Chairman Federico thanked GTFC, the Rotary Club, the
45 Lions Club and everyone who's volunteering their time to keep the Pumpkin Festival going. Administrator
46 Bender asked if the Board wanted to do another update this summer.

47
48 **3. PUBLIC COMMENTS. (Items not on the agenda).** Bob Labonte, resident said that the culvert on Mason
49 Rd. was going to be classified as a bridge, what is the weight rating of it and in three years is it going to be
50 brought down to an E2 bridge. Administrator Bender said that the bridge will be replaced with reinforced con-
51 crete. The State evaluates the bridges but with the reinforced concrete it shouldn't be reclassified as E2 but it's
52 up to the state. Bob stated that there are several bridges in town that have already been classified as E2's. He
53 feels that we need to build them stronger so they don't get restricted two years down the road. Chairman Federi-

1 co said that we are not the ones that upgrade and downgrade the bridges. Administrator Bender that the State
2 reviews the bridges and makes the choice to reclassify them as E2's. After classification, it comes down to the
3 Town to either do a formal bridge study and send it to the state so that it can be reclassified or just accept it. The
4 State may be covering their bases by reclassifying it and putting the responsibility back on the Town. That's
5 what we did on the Perry Road bridge. Our intent is to build the bridges so that they last. Bob asked if the Se-
6 lectman understood what an E2 bridge if it's reclassified, weight wise, it's restricted. Selectman Putnam said
7 that some of the criteria that the State level has changed when it comes to their classification of these bridges.
8 What they looked at 10 years ago isn't what they are looking at now. Bob said he realizes that nothing is forev-
9 er. Chairman Federico asked if there were any other comments, hearing none, he continued with the regular
10 meeting.

11
12 **4. DECISIONS.**

13 a) **CONSENT CALENDAR.** Chairman Federico asked if there were any items to be removed from the
14 Consent Calendar for discussion. There were no items removed for discussion. Selectman Putnam
15 moved to approve the Consent Calendar as presented. Selectman Daniels seconded. All were in favor.
16 The motion passed 5/0.

17 1) Request for Approval of Certificate of Final Completion of Work – South Street

18 2) Request for Approval of Gravel Tax Levy – Map 58 Lot 3

19 b) **OTHER DECISIONS.**

20 1) N/A

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22 **5. TOWN STATUS REPORT** – Administrator Bender presented the following items for Town Status:

23 **Mason Road Bridge Update** – On Friday, April 13, our Engineer and Public Works Director met with low bid-
24 der for the replacement of the Mason Road Bridge over Tucker Brook. We completed a detailed review of the
25 bid requirements and verified references that were very good. The bid price is \$116,000 and we are awarding the
26 job to the low bidder. The contractor has an opening in their schedule and can start the week of May 7. They
27 will need three weeks to complete the work. We have posted notices and detour using the electronic signboard,
28 wood signs along the detour, on the website, Nixle and social media. We have also contacted the schools and
29 bus companies. The detour includes Whitten, Savage and McGettigan Roads.

30
31 Selectman Putnam asked for clarification of where the bridge was. Rick Riendeau, Public Works Director said
32 the bridge was right below Boynton Hill at the far end of Mason Road. Selectman Dargie asked if it was a cul-
33 vert and what was the diameter. Rick said yes, it's a twin culvert classified as a bridge and it's 5' in diameter
34 each.

35
36 **2018 Paving Plan** – Public Works Director Riendeau presented the 2018 Paving Plan along with a brief review
37 of work completed last year. Just to provide some context – we have 87 miles of roads in Town. Maps were
38 provided for the audience and will be displayed in the Town Hall Lobby. A plan for 2019 road maintenance is
39 in process.

- 40 • 12.5 miles were completed during 2010 – 2016. (green lines)
41 • 8.5 miles were completed in 2017. (pink lines)
42 • 6.4 miles are planned for 2018. (blue lines)
43 • That represents 27.4 miles or nearly 1/3 of our total road miles.

44
45 **Roads being done this year include:**

46 **Ponemah Hill Rd. from Emerson to the Amherst Line**

47 **Osgood Rd. from Burns Rd. to Noons Quarry Rd.**

48 **King St. and George St. to Osgood Rd.**, (this work will coincide with the Waste Water Department while they
49 replace a water line on King St.) additional drainage will be added to George St.

50 **Clinton St., between Nashua St. to South St.** Clinton St. also has drainage issues that will be fixed. We will
51 also be rebuilding the sidewalk along that area. The gas company will be installing a new gas line while work is
52 being done. We are coordinating with many utilities to see if we can get as much done as possible while we are
53 working on these roads.

- 1 **Ball Hill Rd. from Melendy Rd. to Annand Dr.**
- 2 **Osgood Rd. from Armory Rd. to Burns Rd.**
- 3 **Melendy Rd. from Osgood Rd. to Ball Hill Rd.**
- 4 **Elm St. from Old Wilton Rd. to Hitchiner Way**
- 5 **Nashua St. from Burger King to Ciardelli Cr.**

6

7 Selectman Putnam asked what process is used to choose the roads and what is being used for the criteria. Rick

8 said they use many types of criteria. It depends on how the roads fair through the winter. He comes up with a

9 plan and receives input from the Town Administrator, the Highway Manager, and the Waste Water Department.

10 Many departments work together on this. He also likes to include the volume/heavily traveled roads if possible.

11

12 Chairman Federico asked what role Cartograph has in the road decisions. Rick said that he uses the OCI's

13 (Overall Conditional Index) from Cartograph. He gets three levels of road work input from Cartograph: recon-

14 struction, rehabilitation, preventive maintenance and dirt road work. He will provide the Board with the numbers

15 that were used in all three categories. We are trying not to let the good roads go bad while we are trying to make

16 the bad roads good. Selectman Putnam asked where the dirt roads were. Rick said Mile Slip and Wolf Road.

17

18 Selectman Dargie asked if the \$900,000 included \$600,000 from the bond and \$300,000 from the regular budg-

19 et. Rick said yes. That is his target number although sometimes my estimate comes in a little higher depending

20 on the bids that come in. Selectman Dargie asked if that dollar amount included the extra work, like drainage.

21 Rick said no, that's part of his regular budget.

22

23 Administrator Bender said to clarify Selectman Putnam's earlier comment, at an earlier meeting we announced

24 that we were working on the paving plan, and we encourage the public to contact us if they have comments or

25 questions about roads.

26

27 Chairman Federico asked if the Board had any other questions, hearing none, the Board thanked Rick for com-

28 ing in.

29

30 **6. DISCUSSIONS – N/A**

31

32 **7. SELECTMEN'S REPORTS/DISCUSSIONS.**

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

34

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

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37 **8. APPROVAL OF FINAL MINUTES.** Selectman Daniels moved to approve the minutes of April 9,

38 2018. Selectman Putnam seconded. All were in favor. The motion passed 5/0.

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40 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.**

41

42 **10. NOTICES.** Chairman Federico read the notices and asked Wade Campbell to speak about the Volunteer

43 roadside cleanup which will take place on Saturday, April 28th.

44

45 Wade said the start time is 7:00 to 2:30. Bags, donated from the DPW, and vests can be picked up at Keyes

46 Park. Several trucks will be going around picking up the roadside trash that the volunteers picked up. A dump-

47 ster will also be at Keyes Park for trash. There will be donuts and coffee from Dunkin Donuts provided in the

48 morning and Domino's pizza provided in the afternoon. You can come down to Keyes and be assigned a road

49 that hasn't been picked up yet. If anyone finds any syringes, Wade will handle them. Chairman Federico donat-

50 ed some bio boxes/sharps containers for syringes. Administrator Bender asked if they have enough trucks to

51 help. Wade said they have 5 people with trucks that will help pick up the trash. Wade wanted to give credit to

52 the Dog Park people for helping to organize this. They are the ones who took up the donuts and pizza. Chair-

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1 man Federico said that Wade’s e-mail is Twolf3@hotmail.com and he can be found the residents Facebook page
2 if you want additional information.

3 **11. NON-PUBLIC SESSION.** Selectman Putnam made a motion to enter into non-public meeting in accord-
4 ance with (RSA 91-A:3, II(a)) Personnel and (RSA 91-A:3(e)) Legal and for Approval of non-public minutes
5 (RSA 91-A:3, II(c)) Reputation and (RSA 91-A:3, II(d)) Land – April 9, 2018. Selectman Daniels seconded.
6 All were in favor. The motion passed 5/0.

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8 **12. ADJOURNMENT:** Selectman Putnam moved to adjourn at 6:32 p.m. Selectman Daniels seconded. All
9 were in favor. The motion passed 5/0.

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12 _____
13 Kevin Federico, Chairman

Gary Daniels, Vice Chairman

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15 _____
16 Mike Putnam, Member

Laura Dudziak, Member

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18 _____
19 Paul Dargie, Member