

**5:30 p.m. – Fire Department Upgrade**

**Handouts will be provided at the BOS  
meeting**

4. a) 1) Request for approval of donation to the Heritage Commission "Save the Swing Bridge" fund:

Timothy & Celeste Barr \$194

David & Suzanne Asselin \$50



## Milford Heritage Commission

Town Hall

1 Union Square

Milford NH 03055

Date

Dec 11 2017

To: Board of Selectmen

Re: Public Funds Donated for the "Save the Swing Bridge" project

The Heritage commission requests permission from the Board of Selectmen to accept Current donations totaling \$ 244.00 from the general public. We request that these funds be placed in the Heritage Commission Non-Lapsing financial account to be used exclusively for the repairs and restoration of the Swing Bridge located between Bridge St and Souhegan St here in Milford.

Respectfully Submitted

A handwritten signature in cursive script that reads "Charles T. Worcester".

For the Heritage Commission

Meets 2<sup>nd</sup> Wednesday of each month 7:00PM  
Wadleigh Memorial Library  
Lull Room

4. a) 2) Request for approval of (2) yield tax Levys,  
Map 51 Lot 24 and Map 38 Lot 58

**ORIGINAL WARRANT  
YIELD TAX LEVY**

**THE STATE OF NEW HAMPSHIRE**

**HILLSBOROUGH**

TO: KATHY DOHERTY, Collector of Taxes for Town of MILFORD, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the sum of : **\$98.65**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00 or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at MILFORD

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

**DATE SIGNED:**

NAME & ADDRESS	MAP & LOT	OPERATION #	YIELD TAX DUE
Maureen Keithan Patricia Mcaloney 22 Keithan Ln Dresdan, Me 04342	51-24	17-303-02	\$98.65

**TAX DUE DATE:**

**TOTAL YIELDTAX:**

**\$98.65**

TIMBER CUT FOR INTENTS FILED DURING: April 1, 2017 to March 31, 2018

**CERTIFICATION OF YIELD TAXES ASSESSED**  
**INTENT FILED DURING TAX YEAR: April 1, 2017 to March 31, 2018**

**TOWN / CITY OF:** MILFORD  
**COUNTY OF:** HILLSBOROUGH  
**CERTIFICATION DATE:**

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

\_\_\_\_\_  
 (Selectmen/assessor)

**SEND SIGNED COPY TO:** DEPT. OF REVENUE ADMINISTRATION  
 MUNICIPAL AND PROPERTY DIVISION  
 P.O. BOX 487  
 CONCORD, NH 03302-0487

# 1	# 4	# 5	# 6	#6	#7	# 8	# 9	# 10
<u>NAME OF OWNER</u>	SPECIES	NUMBER OF BOARD FEET IN THOUSANDS	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VAL.	TAX AT 10 %	
Maureen Keithan Patricia Mcaloney 22 Keithan Ln Dresdan, Me 04342	WHITE PINE	8.500			\$106.90	\$908.65	\$90.87	
	HEMLOCK	0.000			\$31.70	\$0.00	\$0.00	
	RED PINE	0.000			\$39.25	\$0.00	\$0.00	<b>TOTAL TAX</b>
<u>ACCOUNT OR SERIAL #:</u>	SPRUCE & FIR	0.000			\$80.10	\$0.00	\$0.00	<b>DUE ON THIS</b>
	HARD MAPLE	0.000			\$150.50	\$0.00	\$0.00	<b>OPERATION</b>
<u>BY WHICH LOT WAS DESIGNATED</u> IN NOTICE OF INTENT  <u>MAP &amp; LOT NUMBER</u> 51-24	WHITE BIRCH	0.000			\$53.50	\$0.00	\$0.00	<b>(TOTAL OF COL. # 9)</b>
	YELLOW BIRCH	0.000			\$97.85	\$0.00	\$0.00	
	OAK	0.000			\$241.35	\$0.00	\$0.00	
	ASH	0.000			\$90.20	\$0.00	\$0.00	
	SOFT MAPLE	0.000			\$56.05	\$0.00	\$0.00	
	BEECH/PALLET/TIE LOGS	1.200			\$29.25	\$35.10	\$3.51	
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00	
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00	
					<b>TONS</b>	<b>CORDS</b>		
<u>OPERATION NUMBER</u>  17-303-02	SPRUCE & FIR		0.00		\$ 1.00	\$0.00	\$0.00	
	HARDWOOD & ASPEN		0.00		\$ 2.84	\$0.00	\$0.00	
	PINE		0.00		\$ 0.59	\$0.00	\$0.00	
	HEMLOCK		0.00		\$ 1.26	\$0.00	\$0.00	
	BIOMASS CHIPS		68.00		\$ 0.63	\$42.67	\$4.27	
	HIGH GRADE SPRUCE		0.00		\$ 21.70	\$0.00	\$0.00	
	CORDWOOD			0.00	\$ 8.19	\$0.00	\$0.00	
						\$986.42	\$98.65	

**ORIGINAL WARRANT  
YIELD TAX LEVY**  
December 11, 2017  
**THE STATE OF NEW HAMPSHIRE**

**HILLSBOROUGH**

TO: KATHY DOHERTY, Collector of Taxes for Town of MILFORD, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the sum of : **\$456.76**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00 or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at MILFORD

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

**DATE SIGNED: December 11, 2017**

NAME & ADDRESS	MAP & LOT	OPERATION #	YIELD TAX DUE
Town of Milford, NH 1 Union Sq Milford, NH 03055	38-58	17-303-01	\$456.76

**TAX DUE DATE: January 10, 2018      TOTAL YIELDTAX: \$456.76**

TIMBER CUT FOR INTENTS FILED DURING: April 1, 2017 to March 31, 2018

**CERTIFICATION OF YIELD TAXES ASSESSED**  
**INTENT FILED DURING TAX YEAR: April 1, 2017 to March 31, 2018**

**TOWN / CITY OF:** MILFORD  
**COUNTY OF:** HILLSBOROUGH  
**CERTIFICATION DATE:** December 11, 2017

**SEND SIGNED COPY TO:** DEPT. OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
P.O. BOX 487  
CONCORD, NH 03302-0487

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

\_\_\_\_\_  
(Selectmen/assessor)

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET IN THOUSANDS	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VAL.	TAX AT 10 %	
Town of Milford, NH  1 Union Sq Milford, NH 03055	WHITE PINE	12.600			\$112.95	\$1,423.17	\$142.32	
	HEMLOCK	0.000			\$39.95	\$0.00	\$0.00	
	RED PINE	0.000			\$43.15	\$0.00	\$0.00	<b>TOTAL TAX</b>
<b>ACCOUNT OR SERIAL #:</b>	SPRUCE & FIR	0.000			\$81.45	\$0.00	\$0.00	<b>DUE ON THIS</b>
	HARD MAPLE	0.000			\$199.25	\$0.00	\$0.00	<b>OPERATION</b>
<b># 2</b> <b>BY WHICH LOT WAS DESIGNATED IN NOTICE OF INTENT</b>  <b>MAP &amp; LOT NUMBER</b> 38-58	WHITE BIRCH	0.000			\$59.85	\$0.00	\$0.00	<b>(TOTAL OF COL. # 9)</b>
	YELLOW BIRCH	0.000			\$116.25	\$0.00	\$0.00	
	OAK	6.575			\$299.25	\$1,967.57	\$196.76	
	ASH	0.000			\$119.60	\$0.00	\$0.00	
	SOFT MAPLE	0.000			\$86.35	\$0.00	\$0.00	
	BEECH/PALLET/TIE LOGS	6.750			\$43.15	\$291.26	\$29.13	
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00	
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00	
					<b>TONS</b>	<b>CORDS</b>		
<b># 3</b> <b>OPERATION NUMBER</b>  17-303-01	SPRUCE & FIR		0.00		\$ 1.00	\$0.00	\$0.00	
	HARDWOOD & ASPEN		22.50		\$ 2.99	\$67.28	\$6.73	
	PINE		0.00		\$ 0.67	\$0.00	\$0.00	
	HEMLOCK		0.00		\$ 1.99	\$0.00	\$0.00	
	BIOMASS CHIPS		472.00		\$ 1.00	\$469.64	\$46.96	
	HIGH GRADE SPRUCE		0.00		\$ 23.30	\$0.00	\$0.00	
	CORDWOOD			42.00		\$ 8.30	\$348.60	\$34.86
						\$4,567.52	\$456.76	



TOWN OF MILFORD, NH  
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055 TEL: (603)249-0620 WEB: WWW.MILFORD.NH.GOV

**Date:** December 7, 2017  
**To:** Mark Fougere, Chair Board of Selectmen  
**CC:** Mark Bender, Town Administrator  
Jack Sheehy, Finance Director  
**From:** Lincoln Daley, Community Development Director  
**Subject:** Gravel and Earth Removal - Project Completion  
Steve Trombly, 196 North River Road, Map 8 Lot 31

This memorandum serves a confirmation that Mr. Trombly has successfully completed the gravel and earth removal operations located at 196 North River Road and a recommendation to release the \$5,000 cash escrow held by the Town.

Mr. Trombly submitted a request to release \$5,000 cash escrow required under the Milford Gravel and Earth Removal Regulations. The gravel and earth removal operations was completed in November and confirmed by Staff. The site has been regraded and reseeded with the expectation of returning the area to farmland.

Should you have any questions and/or require further information, please do not hesitate to contact me.

4. a) 4) Request for Acceptance of Gifts of Property under \$5,000 (NH RSA 31:95(e)) - Donation from the Attorney Generals Office to the Milford Police Department a 2002 Nissan Altima, seized and forfeited, approximate value of \$1,500

**Board of Selectmen**

**Agenda Date: 12/11/2017**

**Acceptance and Appropriation of Unanticipated Revenues Under \$10,000 (31:95(b))**

Source	Amount	Purpose
None at this time.		

**Acceptance of Gifts of Property Under \$5,000 (31:95(e))**

Attorney General - Department of Justice (NH)

The Town of Milford is retaining the 2002 Nissan Altima which was seized and forfeited to the State of NH. The vehicle will be primarily used for undercover work. This has an approximate value of \$1,500.



## **Town Status Report – December 11, 2017**

**2017 Expense Analysis** – Jack Sheehy & I reviewed 2017 expenditures through November 30, 2017. We project that total 2017 expenses will be under budget \$238,000 or 1.7%. The analysis by department is in the board packet.

We adjusted the budget to include the second FT Firefighter and we can cover the dispatch consulting fees discussed at the last board meeting.

Additionally, the board can consider purchasing or encumbering some item now from the 2018 budget using these funds. We compiled a list of potential items for the board's consideration on the same spreadsheet. The total of all these items would reduce the 2018 proposed budget by \$64,400 or just under 0.5%.

**Warrant Articles** – The most recent version of proposed warrant articles was distributed this evening. We have a few additional copies. An analysis of the Bridge Capital Reserve account is in your packets. We can discuss it when we get to that warrant article.

**Inclement Weather Maintenance Policy** – Review and approve the Public Works Inclement Weather Maintenance Policy. Changes from last year include listing of appropriate statutes and ordinances relating to roads & sidewalks, placement of snow, snow emergency parking light & towing. Policy will be posted at Town Hall, Public Works, Transfer Station, Library and the Town Website. Use NIXLE to issue reminder alerts. Remind elected officials (selectmen and town clerk) and police, fire and public works personnel of their duty to promptly alert public works or town administration of road deficiencies observed.

**Town of Milford, NH  
2017 Expense Analysis**

<b>Projected Department Expenses under budget for 2017 (as of 11/30/17)</b>	<b>Amount</b>	
Town Administration - Environmental Consultants & Other Contracted Services	25,000	
Employee Benefits - Retirement & Health Insurance	58,000	
Assessing - Consulting Services	5,000	
Police - Salaries & Wages	30,000	
Fire - PT Temp & Call Wages	35,000	
Buildings - Contractual Buildings	25,000	
Cemeteries - Wages	15,000	
Highways & Streets - Wages	30,000	
Parks - Wages	15,000	
<b>Total</b>	<b><u>238,000</u></b>	<b>1.70%</b>

**We can cover the Dispatch Consulting fees projected at \$20,000 in 2017.**

**Potential 2018 Operating Budget items to encumber in 2017:**

Ambulance - Paramedic Vehicle	22,000	
Police - Refurbish Cruiser A-15	10,000	
Highways & Streets - Salt	10,000	
IT - Network Storage Device	10,000	
IT - Backup Software	4,000	
IT - Fiber Runs	4,000	
Finance - Time Clocks	4,400	
<b>Total 2018 budget reduction</b>	<b><u>64,400</u></b>	<b>0.46%</b>

**Town of Milford, NH**  
**Bridge Capital Reserve Fund Analysis**

Description	Amount	Comments
Balance at September 2017	602,297	
<b>Priority Projects</b>		
<b>2018</b>		
Mason Road over Tucker Brook 056/096	200,000	Replace. Wetlands Permit received 9/2017
Hartshorn Road over Hartshorn Brook 102/165 (near Dam)	150,000	Concrete invert liner
Hartshorn Road over Hartshorn Brook 103/163 (near Joslin)	-	DPW recommends closing. Built in 1910. Stone slab on dry stone abutments Replacement cost is \$500,000.
Mason Road culvert @ Wilton Town Line	90,000	Not technically a bridge - Just under 10' span. Replace with 9' 6" box culvert. Would require language change in Warrant Article to allow larger culvert work.
Mason Road over Great Brook 089/106	50,000	Preliminary engineering work.
<b>Total</b>	<b>490,000</b>	
<b>2019</b>		
Joslin Road culvert over Hartshorn Brook	90,000	Culvert span 8' 6". Options include liner, concrete pipe or box culvert. Would require language change in Warrant Article to allow larger culvert work.
<b>Remaining Balance</b>	<b>22,297</b>	
<b>State Bridge Aid (SBA)</b>		
Mason Road over Great Brook 089/106	685,000	State estimate. Town share is \$137,000
Rt 13 over Souhegan 123/133	887,000	HT estimate 2015
Wilton Road over Souhegan 052/135	586,000	HT estimate 2015
N River Road over Hartshorn 096/147	1,033,000	HT estimate 2015
<b>Total</b>	<b>3,191,000</b>	<b>Town Share is \$638,200</b>
Swing Bridge	520,000	HT estimate 2015. Town share is \$104,000

**Town Of Milford  
Budgets and Bond Public Hearing**

***Pre-Deliberative Draft***

**January 8, 2018**

To the inhabitants of the Town of Milford in the County of Hillsborough, in the State of New Hampshire, qualified to vote in Town affairs:

You are hereby notified that the Budget & Bond Hearing Meeting of the Town of Milford will be held, in accordance with "Senate Bill 2" (RSA 40:13), in said Milford, on Monday, the ninth (8<sup>th</sup>) day of January 2018, in the Milford Town Hall Board of Selectmen's Meeting room at six-thirty o'clock (6:30 p.m.) in the evening to discuss bond and budget hearing Articles to be presented at the Deliberative Session.

## ARTICLE 1 – ELECTION OF OFFICERS

## ARTICLE 2 – BALLOT VOTE – ZONING CHANGES

### WARRANT ARTICLE # - MAIN FIRE STATION UPGRADE – BOND - \$3,500,000

Shall the Town vote to raise and appropriate \$3,500,000 for design and construction of needed electrical upgrades, parking lot expansion, facility renovations, and expansion of the downtown fire station, and to authorize the Selectmen to raise this appropriation by borrowing not more than \$3,500,000 in bonds, bond anticipation notes, or notes therefore in accordance with the Municipal Finance Act, (RSA 33) and, further, to authorize the Selectmen to issue and negotiate such bonds, bond anticipation notes, or notes and to determine conditions and the rate of interest thereon, such funding to be repaid from general taxation, and to authorize the Selectmen to contract for and expend any Federal or State aid that may be available for this purchase. This is a Special Article in accordance with RSA 32. Note: As this is for issuance of long-term debt, this vote requires, under State law, sixty (60%) percent affirmative vote to pass. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### WARRANT ARTICLE # - TOWN OPERATING BUDGET - \$ \_\_\_\_\_

Shall the Town vote to raise and appropriate an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth in the budget for the purposes set forth herein, totaling \$ \_\_\_\_\_? Should this Article be defeated, the default budget shall be \$ \_\_\_\_\_, which is the same as last year with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### WARRANT ARTICLE # - WATER DEPARTMENT OPERATING BUDGET - \$ \_\_\_\_\_

Shall the Town vote to raise and appropriate the sum \$ \_\_\_\_\_ to operate and maintain the Water Department, said appropriation to be offset by income received from the water user charges, or take any other action relative thereto? Should this article be defeated, the default budget shall be \$ \_\_\_\_\_, which is the same as last year, with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This warrant article is paid for by the water user fees. The Board of Commissioners supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### WARRANT ARTICLE # - WASTEWATER TREATMENT OPERATING BUDGET - \$ \_\_\_\_\_

Shall the Town vote to raise and appropriate the sum of \$ \_\_\_\_\_ to operate and maintain the Wastewater Treatment Facility and the Sanitary Sewer Collection System, said appropriation to be offset by income received from wastewater user charges, or take any other action relative thereto? Should this Article be defeated, the default budget shall be \$ \_\_\_\_\_, which is the same as last year, with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This warrant article is paid for by the wastewater user fees. The Board of Commissioners supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE #- BRIDGE REPLACEMENT CAPITAL RESERVE - \$ 175,000**

Shall the town vote to raise and appropriate the sum of \$175,000 to be placed in the Bridge Replacement Capital Reserve Fund? This fund was identified in the May 2014 Hoyle, Tanner Associates, Inc. study that identified needed rehabilitation for 18 Town bridges. The \$175,000 builds upon the Bridge Replacement Capital Reserve approved by voters in 2014. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - DPW VEHICLES AND HEAVY EQUIPMENT – CAPITAL RESERVE - \$40,000**

Shall the Town vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of DPW Vehicles and Heavy Equipment, and to raise and appropriate the sum of \$40,000 to be placed in this fund? Expenditures from this fund will require a vote at town meeting. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - FIRE APPARATUS REPLACEMENT – CAPITAL RESERVE - \$25,000**

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Fire Apparatus Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 builds upon the Fire Apparatus Replacement Capital Reserve approved by voters in 2017. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - TOWN FACILITIES RENOVATION AND MAJOR REPAIR REPLACEMENT – CAPITAL RESERVE - \$25,000**

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Town Facilities Renovation and Major Repair Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 builds upon the Town Facilities Renovation and Major Repair Replacement Capital Reserve approved by voters in 2017. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - AMBULANCE VEHICLE REPLACEMENT – CAPITAL RESERVE - \$25,000**

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Ambulance Vehicle Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 builds upon the Ambulance Vehicle Replacement Capital Reserve approved by voters in 2017. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - PUBLIC SAFETY COMMUNICATION EQUIPMENT REPLACEMENT – CAPITAL RESERVE - \$20,000**

Shall the Town vote to raise and appropriate the sum of \$40,000 to be placed in the Public Safety Communication Equipment Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$40,000 builds upon the Public Safety Communication Equipment Replacement Capital Reserve approved by voters in 2017. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - ASSESSING REVALUATION CAPITAL RESERVE - \$15,000**

Shall the Town vote to raise and appropriate the sum of \$15,000 to be placed in the Assessing Revaluation Capital Reserve Fund? The purpose of Revaluation of Real Estate Assessment is to meet our constitutional and statutory requirement that periodically these assessments are at full and true value. The Board of Selectmen has authority to expend from this fund. The \$15,000 builds upon the Assessing Revaluation Capital Reserve approved by voters in 2017. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

## **WARRANT ARTICLE # - OSGOOD POND PHASE II - \$350,000**

Shall the Town vote to raise and appropriate the sum of \$350,000, (\$175,000 to be raised by general taxation and \$175,000 from a federally funded grant that requires matching funds? The Town was awarded a Land and Water Conservation Fund (LWCF) Grant of \$175,000 in 2017. The grant requires matching funds. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

## **WARRANT ARTICLE # - REPLACEMENT AMBULANCE LEASE/PURCHASE - \$56,860 (Annual Payment \$56,860/Total Purchase Price \$273,000)**

Shall the Town vote to authorize the Board of Selectmen pursuant to RSA 33:7-e to enter into a 5-year lease/purchase agreement, subject to a fiscal funding clause, which will protect the Town in the event of non-appropriation, for the purpose of lease/purchasing an ambulance with the appropriate equipment for the Ambulance Department operation (it will become the primary response vehicle and replace the 2001 ambulance that is kept as a back-up or "ready spare" vehicle in case one or both of the two front-line ambulances is out of service for a prolonged time due to maintenance or accident), and to raise and appropriate the sum of \$56,860 for the first year's payment for this purpose. The total purchase price of this vehicle is \$273,000. If this article passes, future years' payments will be included in the operating budget. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

## **WARRANT ARTICLE # - REPLACEMENT SIDEWALK PLOW LEASE/PURCHASE – \$155,000 (Annual Payment \$32,300/Total Purchase Price (\$155,000)**

Shall the Town vote to authorize the Board of Selectmen pursuant to RSA 33:7-e to enter into a 5-year lease/purchase agreement, subject to a fiscal funding clause, which will protect the Town in the event of non-appropriation, for the purpose of lease/purchasing a Sidewalk Plow, and to raise and appropriate the sum of \$32,300 for the first years payment? This will replace the 2000 Holder tractor plow with a sander that is no longer in service. This piece of equipment is used for winter maintenance to plow more than ten miles of sidewalks during winter conditions. The total purchase price of this vehicle is \$155,000. If this article passes, future years' payments will be included in the operating budget. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

## **WARRANT ARTICLE # - SOCIAL SERVICES - \$40,000**

Shall the Town vote to raise and appropriate the sum of \$40,000 for the purpose of providing funding to Social Service agencies for Milford residents as proposed by the Social Services Committee and submitted to the Board of Selectmen? This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

## **WARRANT ARTICLE # - NON-EMERGENCY COMMUNITY TRANSPORTATION BUS SERVICES – \$30,000**

Shall the Town vote to raise and appropriate the sum of \$30,000 for the purpose of providing the Town's share of funding to the Souhegan Valley Transportation Collaborative (SVTC) in order to continue operating a regional, non-emergency, wheelchair-accessible transportation service providing rides within the designated service area to seniors, people with disabilities, and the general public? This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

## **WARRANT ARTICLE # - PUMPKIN FESTIVAL, HOLIDAY DECORATIONS AND PLANTINGS - \$23,000**

Shall the Town vote to raise and appropriate the sum of \$23,000 Dollars for purposes of Pumpkin Festival support by Public Works, Police, Fire, and Ambulance Departments; purchase and planting of flowers for the Oval and Stone Bridge areas; purchase of lights, garland, etc. for holiday decorations; or to take any other action relative thereto? This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - CONSERVATION LAND FUND - \$20,000**

Shall the Town vote to raise and appropriate the sum of Twenty Thousand (\$20,000) Dollars for the purpose of adding it 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 allowable purposes, or take any other action relative thereto? Contributions further the protection of the town's natural resources. This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - SUMMER BAND CONCERTS - \$9,000**

Shall the Town vote to raise and appropriate the sum of \$9,000 for the purpose of holding the annual summer evening Band Concerts (bands, sound system, crossing detail)? This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - 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 Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - FUNDING OF THE ANNUAL LABOR DAY PARADE – \$10,000**

Shall the Town vote to raise and appropriate the sum of \$10,000 for the purpose of funding bands, musicians and other allied expenses directly attributed to the annual Labor Day Parade? This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - MEMORIAL, VETERANS & LABOR DAY PARADES AND RECOGNITION - TOWN SUPPORT - \$6,500**

Shall the Town vote to raise and appropriate the sum of \$6,000 for the purpose of town support relative to the observance of Memorial, Veterans and Labor Day Parades? These funds shall be used to cover parade costs incurred by Public Works, Police Department and other Town departments, and to purchase flags to be placed on the graves of veterans on Memorial Day. Departmental support costs and materials associated with the provision of these services will be charged against this appropriation. This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

### **WARRANT ARTICLE # - APPOINTING AGENTS TO THE KEYES PARK EXPANSION COMMITTEE PROJECT CAPITAL RESERVE – \$0**

Shall the town vote to appoint the Board of Selectman as agents to expend from the Keyes Park Expansion Committee Project Capital Reserve Fund. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0). **This article has no tax impact.**



## **WARRANT ARTICLE # - AUTHORITY TO GRANT COMMERCIAL AND INDUSTRIAL DEVELOPMENT TAX RELIEF**

Shall the town adopt temporary property tax relief as outlined in RSA 72:80 for commercial and industrial development within approved zoning districts of the town? The intent is to provide incentives to businesses to build, rebuild, modernize, or enlarge with the town. The exemption shall apply only to municipal and local school property taxes. State education and county taxes are excluded from the exemption. The exemption shall be \_\_\_\_ percentage (not to exceed 50%) of the increase in assessed valuation attributed to new construction, additions, renovations or improvements and shall run for \_\_\_\_ years (maximum of 10 years). Approved zoning districts include Commercial, Limited Commercial, Industrial, Integrated Commercial – Industrial and Integrated Commercial – Industrial 2. If approved by voters, the percentage rate and duration shall be granted uniformly to all projects for which a proper application is filed. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).

**This Article has no tax impact.**

## **WARRANT ARTICLE # - RENAME BRIDGE REPLACEMENT CAPITAL RESERVE FUND**

Shall the town vote to rename the Bridge Replacement Capital Reserve Fund to Bridge Repair and/or Replacement Capital Reserve Fund. This would clarify the intent of the capital reserve fund which has always been “high priority projects for either replacement or repair in place”. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0). **This Article has no tax impact.**

## **WARRANT ARTICLE # - SWING BRIDGE**

Should we ask voters to utilize bridge repair and/or replacement capital reserve funds along with donations as matching funds to refurbish the Swing Bridge when grant funds become available? The Swing Bridge has been placed on the NH DOT Ten Year Plan. Rehabilitation funding is scheduled for 2028 and will require matching funds. Using the Bridge Capital Reserve Funds would expedite the work, should other grant funds become available. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0). **This Article has no tax impact.**

## **WARRANT ARTICLE # –MILE SLIP TOWN FOREST EASEMENT**

Shall the Town vote to authorize the Board of Selectmen to transfer or convey such property rights in the below described parcel of town owned land as may be necessary so that the same shall be subject to a conservation easement, in perpetuity, the particular terms of the easement to be determined by the Board of Selectmen, with the concurrence of the Conservation Commission? Said authorization to include the authority to execute any and all deeds, documents or other instruments in the name of the Town that may be necessary to accomplish the foregoing. It is understood that the intent of this article is to cause the conservation easement to be held by a “qualified organization,” as defined in section 170(h)(3) of the Internal Revenue Code of 1986, existing for the purchase of or holding of property interests or facilitating transactions relative thereto when such purchase carries out the purposes of RSA 36-A, said organization may be the Society for the Protection of New Hampshire Forests or other similar qualified organization as determined by the Board of Selectmen with the concurrence of the Conservation Commission. The property to which this authorization, if approved, will apply is land known as Map/Lot 50-9 and 55-5, which properties are commonly known as the Mile Slip Town Forest, the same having been acquired by the Town of Milford by purchase dated August 24, 2005 and recorded in the Hillsborough County Registry of Deeds at Book 7531 and Page 2372. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0). **This Article has no tax impact.**

# TOWN OF MILFORD, NEW HAMPSHIRE

## DEPARTMENT OF PUBLIC WORKS

### Inclement Weather Maintenance Policy

Pursuant to RSA 231:92-a, 507-B:2-b the Milford Board of Selectmen hereby establishes the following policy for winter maintenance.

#### **Objective:**

The Town of Milford seeks to provide timely, efficient and cost effective winter maintenance, snow removal, and ice control on the town's public highways, bridges and sidewalks, for the safety and benefit of the town's residents and the general motoring and pedestrian public.

#### **Procedure:**

The objective stated above will be achieved by implementation and execution of this policy, and the DPW Snow Removal and Ice Control SOP. Due to the many variables that are inherent in New England weather, each storm or weather event may require slightly different effort or emphasis on any number of maintenance tasks which, together, determine the overall winter maintenance, snow removal or ice control strategy.

#### **Level of Service:**

It is not reasonably possible to maintain snow and ice free roads or sidewalks during storms or adverse weather events. The town intends to utilize its best efforts, within the means available, to provide practical, safe access to the town's public highways, bridges and sidewalks for travel.

(A) As a general policy, the town will start to conduct snow removal operations upon accumulations of 1 to 2 inches of snowfall. The Director of Public Works or Highway Manager may, at his or her discretion, based upon weather information reports or prevailing conditions, elect to not remove snow until greater or lesser amounts have accumulated.

(B) Notwithstanding any other provision of this policy, snow removal or road or sidewalk treatment operations may be suspended at any time when continuing operations would pose a hazard to persons or property.

(C) Pre-treatment and ice control may be implemented prior to, during, or after a storm, as determined to be most effective, noting that salt has a much slower effect on

melting snow and ice at temperatures below 25 degrees Fahrenheit, and thus may not be applied until it is warmer.

(D) Sidewalk snow clearance will be conducted as soon as possible during winter storms. Equipment, personnel and the need to maintain safe roadways will generally take priority.

**Implementation:**

This policy, including the standard operating procedure, is intended to serve as the normal guideline for winter maintenance operations of snow removal and ice control for the Town of Milford. One or more of the following events or circumstances, which may delay or prevent the implementation of this policy, may affect all or any part of normal operating procedures:

- Equipment breakdown
- Snow accumulation in excess of one inch per hour
- Freezing rain or other icing conditions
- Traffic congestion
- Emergencies
- Personnel illness
- Other events beyond the reasonable control of the town

**Command:**

Direction of all winter maintenance activities for the town is vested with the Director of Public Works and/or Highway Manager.

**Equipment:**

The Highway Department utilizes all the assets of the Public Works Department as needed to address snow and ice emergencies.

**RSA's, ORDINANCES And PENALTIES**

**Revised Statutes Annotated**

41:11 – Authority to manage property

47:17 VII – Regulate all streets and public ways

**Roads and Sidewalks:**

This is prohibited by law and can cause a serious hazard, Revised State Statutes Annotated as follows:

236:19 – Obstructing Water; Penalty

236:20 – Obstructions and Encroachments (snow obstructions)

**Town Ordinance relating to placement of snow within the town of Milford:**

It shall be unlawful for any person, organization or corporation to put or place, or cause to be put or placed, any snow or ice upon the surface of the traveled portion of any class IV or class V highway, or any municipal sidewalk in the Town of Milford. The provisions of this section shall not apply where snow and ice is pushed across the traveled surface of said highways or sidewalks for the purpose of snow removal from land adjoining said highway and sidewalks, so long as none of said snow or ice so pushed remains on said highways or sidewalks. May 1993, Feb 1970

Whoever shall fail to comply with the provisions of Section 7.04.050 shall be guilty of a violation and subject to a fine not to exceed five hundred dollars (\$500.00) as determined by the court. Each day of violating Section 7.04.050 shall be deemed a separate occurrence. (Ord. 4-19-93 § 2)

**Snow Emergency Parking Light When Activated**

It shall be unlawful for any vehicle to be parked upon or adjacent to the streets of the Town of Milford between the hours of 12:00 midnight and 6:00 a.m. between November 15th and the following April 15th. (Ord. 12-28-99 § 1(part); Ord.12-17-90 § 1)

Whoever shall violate this Ordinance shall be guilty of a violation and subject to a parking fine in the amount of ten dollars (\$10.00), or to be determined by the court not to exceed five hundred dollars (\$500.00). In addition, any vehicle in violation may be towed by the town without notice to the owner at the owner's expense. (Ord.12-28-99 § 2)

The purpose of parking bans is to allow maintenance crews unobstructed snow removal and ice control routes, as much as possible, and to maintain the maximum effectiveness of their efforts and prevent the possibility of bodily injury and property damage.

**Towing During Snow Emergency**

**#26 – Town of Milford Towing Policy**

At the time the snow emergency removal operation begins, police officers accompanied by Public Works personnel will direct the removal of vehicles. Wreckers will be dispatched and tow the vehicle assigned to them by the officer at the scene. Wrecker operators will not tow any vehicle that was not authorized first by the officer.

- A.** The Director of Public Works, or his designee in charge of the "Snow Emergency", will dictate when the removal of vehicles from the town streets begins.
- B.** The contractor shall have a wrecker available for each snow emergency of the season.
- C.** It is understood by both parties that in the event of a snow storm, wreckers may be tied up handling emergencies. In this event they will respond as soon as possible.
- D.** In order to recover an impounded vehicle, the owner will be required to present proof of ownership and make a payment in cash or credit card to the towing company of record.

**Notice:**

All residents are encouraged to familiarize themselves with the contents hereof as it describes conditions that one might expect to encounter before, during and after a winter storm event.

This department's snow removal and ice control policy has been based for many years on the goal of obtaining bare and dry pavements at the earliest practical time following the end of a storm. It is virtually impossible to provide bare pavement during a winter storm and the department does not attempt to do so.

**Adoption:**

This policy, encompassing standard operating procedures, have been adopted by the Milford Board of Selectmen on \_\_\_\_\_, 2017

---

---

---





# Town of Milford

POLICE DEPARTMENT

19 Garden Street  
Milford, NH 03055  
603-249-0630

**Michael J. Viola**  
Chief of Police



## PURPOSE

Complete a comprehensive study of Milford, NH and Regional emergency services dispatch needs. The study should focus on technical needs and management structure surrounding:

- Analyze Macc Base's existing communication network. Analyze known deficiencies and potential future challenges within Macc Base.
- Existing regional dispatch operation – MACC Base.
- The Town of Milford having its own dispatch center, for Police, Fire, DPW and Ambulance.
- The Town of Milford becoming a regional center for four surrounding Towns (Milford, Wilton, Mont Vernon and Lyndeborough) all linked by our computer system.

## SCOPE

### **Technology**

Evaluate current facilities and technology in the existing, Milford Area Communication Center (MACC Base) in light of ongoing issues/needs presented by member town departments.

Evaluate proposed upgrades presented to MACC Base to ensure that issues/needs will be addressed and that the upgrades present a comprehensive state of the art solution to meet member future needs.

Evaluate the facilities and technology of a proposed Milford Dispatch Center to ensure that issues/needs will be addressed and that this option presents a comprehensive state of the art solution to meet member future needs.

Identify other dispatch solutions that are available.

The assessment should include, but not be limited to, the following:

- Evaluate the current dispatch center technology at MACC Base and how they serve member communities.
- Evaluate the potential to create a dispatch center at the Milford police station, and what other locations should be considered?
- Evaluate the location of existing and needed antenna sites for Milford only coverage and regional coverage.
- Conduct a thorough assessment and provide recommendations of the type, amount, and cost of additional or consolidated voice and data systems, radio systems, telephone systems, and other related equipment required to provide the most up-to-date technology and equipment available.

Providing cost estimates for options.

### **Management**

Evaluate MACC Base current operation including Intermunicipal Agreement, operating expenses, staffing, service levels, etc. Evaluate options for a Milford only dispatch Center or continue as a regional center, (Milford acting as the host dispatch center with service agreements).

- Gather information and documentation regarding community demographics, MACC Base existing rules, regulations & standard operating procedures/guidelines, maps, square mileage calculations, budgets for the current communication center, call volume data from the current center (MACC Base), mutual aid agreements, a list of communication lawsuits, personnel rosters, department organization charts, and past annual reports.
- Meet with local officials, MACC Base personnel, department heads from Police, Public Works, Fire and Ambulance to understand their needs and expectations.
- Ensure that current and proposed solutions meet all state and federal regulatory and statutory requirements.

- Perform an interoperability assessment and develop cost estimates for stand-alone and regional connections of all the existing jurisdictions to the host center.
- Conduct a thorough assessment of the staffing requirements and operating expenses, including budget development, cost allocation, and operational issues for all options.
- Evaluate and provide recommendations concerning other transitional issues including operational and human resource. Assess moving fire alarm infrastructure to possible new location.
- Evaluate and develop recommendations for a training program for public safety dispatchers, including start-up, new employee and continuing training.

Respectfully submitted,



## HB 1749-FN - AS INTRODUCED 6. 2) HB 1749-FN

2018 SESSION

18-2544  
04/03HOUSE BILL ***1749-FN***

AN ACT relative to the state's authority to prohibit or regulate firearms and relative to the selectmen's authority to manage town property.

SPONSORS: Rep. Hoell, Merr. 23; Rep. Comeau, Carr. 5; Rep. Itse, Rock. 10; Rep. Sylvia, Belk. 6; Rep. Burt, Hills. 39; Rep. Spillane, Rock. 2; Rep. Notter, Hills. 21; Rep. Baldasaro, Rock. 5; Rep. McConnell, Ches. 12; Rep. Wallace, Rock. 33

COMMITTEE: Municipal and County Government

## ANALYSIS

This bill revises the law on the state's authority to prohibit or regulate firearms, firearms components, ammunition, firearms supplies, and knives. The bill also renders the selectmen's authority to manage town property subject to the provision of RSA 159:26.

Explanation: Matter added to current law appears in ***bold italics***.

Matter removed from current law appears [~~in brackets and struckthrough.~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

18-2544  
04/03

## STATE OF NEW HAMPSHIRE

*In the Year of Our Lord Two Thousand Eighteen*

AN ACT relative to the state's authority to prohibit or regulate firearms and relative to the selectmen's authority to manage town property.

*Be it Enacted by the Senate and House of Representatives in General Court convened:*

1 Legislative Findings and Purpose. The general court finds that:

I. New Hampshire is not a home rule state.

II. Municipal ordinances and regulations regarding firearm regulation may differ from municipality to municipality which may place a citizen in danger of inadvertently violating the law.

III. A growing number of towns and local boards are violating RSA 159:26.

IV. The issue is a growing problem as in the last 6 months, the following events have transpired, all of which violate RSA 159:26:

(a) The board of selectmen of the town of Milford has banned target shooting on town land.

(b) The city of Lebanon school board is attempting to ban firearms in or on school property and at school events that take place on non-school property.

(c) The Lebanon police department has pledged to enforce the illegal gun ban enacted by the Lebanon school board.

V. It is in the best interest of the citizens of the state of New Hampshire for the resources of local units of government to be used to enforce current law and not to waste time enforcing decisions that are in clear violation of statutes.

VI. Repealing and reenacting RSA 159:26 to clarify the intent and further, to include penalties, will prevent these violations of state law.

2 Firearms, Ammunition, and Knives; Authority of the State. RSA 159:26 is repealed and reenacted to read as follows:

159:26 Firearms, Ammunition, and Knives; Authority of the State.

I. The general court shall have exclusive authority and jurisdiction by statute over the sale, purchase, ownership, use, possession, transportation, licensing or permitting, taxation, or other matters pertaining to firearms, firearms components, ammunition, firearms supplies, and knives in the state. Notwithstanding any other provision of law to the contrary, all delegations of legislative authority shall be by statute and shall explicitly state the extent and limits of the jurisdiction or authority delegated. Except as otherwise specifically provided in statute, no ordinance, regulation, rule, or policy of an agency, political subdivision, committee, or other governmental unit of the state, or agent thereof may prohibit or regulate in any way the sale, purchase, ownership, use, possession, transportation, licensing or permitting, taxation, or other matter pertaining to firearms, firearms components, ammunition, firearms supplies, or knives in the state.

II. No public or private entity shall prohibit the sale, use, or possession of firearms, ammunition, or knives on any property owned, in whole or in part, by the state, or an agency, political subdivision, committee, or other governmental unit thereof, unless expressly authorized in statute.

III. Upon the effective date of this section, all ordinances, regulations, rules, and policies relating to firearms, firearms components, ammunition, firearms supplies, and knives, which are preempted under paragraphs I or II shall be null and void.

IV.(a) Any person, county, agency, municipality, town, or other subdivision of the state, or other entity that violates the legislature's occupation of the whole field of regulation of firearms and ammunition, as provided in paragraph I, by enacting or causing to be enforced any local ordinance or administrative rule or regulation impinging upon such exclusive occupation of the field shall be liable as set forth in this section.

(b) If any county, city, town, or other local government violates this section, the superior court shall declare the ordinance, regulation, or rule invalid and issue a permanent injunction against the local government prohibiting it from enforcing such ordinance, regulation, or rule. It shall be no defense that in enacting the ordinance, regulation, or rule the local government was acting in good faith or upon advice of counsel.

(c) If the court determines that a violation was made knowingly, the court shall assess a civil fine of up to \$5,000 for each violation against the elected or appointed local government official or officials or administrative agency head under whose jurisdiction the violation or violations occurred.

(d) Except as required by applicable law, public funds shall not be used to defend or reimburse the unlawful conduct of any person found to have knowingly violated this section.

(e) A knowing violation of any provision of this section by a person acting in an official capacity for any entity enacting or causing to be enforced a local ordinance or administrative rule or regulation prohibited under subparagraph (a) or otherwise under color of law shall be cause for termination of employment or contract or removal from office by the governor or other appropriate official.

(f) A person or an organization whose membership is adversely affected by any ordinance, regulation, measure, directive, rule, enactment, order, or policy promulgated or caused to be enforced in violation of this section may file suit against any county, agency, municipality, district, or other entity in any superior court of this state having jurisdiction over any defendant to the suit for declaratory and injunctive relief and for actual damages, as limited herein, caused by the violation. A court shall award the prevailing plaintiff in any such suit:

(1) Reasonable attorney's fees and costs in accordance with the laws of this state, including a contingency fee multiplier, as authorized by law; and

(2) The actual damages incurred, but not more than \$100,000. Interest on the sums awarded pursuant to this subparagraph shall accrue at the legal rate from the date on which suit was filed.

3 Town Property. Amend RSA 41:11-a, I to read as follows:

I. The selectmen shall have authority to manage all real property owned by the town and to regulate its use, unless such management and regulation is delegated to other public officers by vote of the town, or is governed by other statutes, including but not limited to RSA 31:112, RSA 35-B, RSA 36-A:4, **RSA 159:26**, and RSA 202-A:6.

4 Effective Date. This act shall take effect upon its passage.

LBAO  
18-2544  
11/17/17

**HB 1749-FN- FISCAL NOTE  
AS INTRODUCED**

AN ACT relative to the state's authority to prohibit or regulate firearms and relative to the selectmen's authority to manage town property.

**FISCAL IMPACT:**     State             County             Local             None

STATE:	Estimated Increase / (Decrease)			
	FY 2019	FY 2020	FY 2021	FY 2022
<b>Appropriation</b>	\$0	\$0	\$0	\$0
<b>Revenue</b>	\$0	\$0	\$0	\$0
<b>Expenditures</b>	Indeterminable Increase	Indeterminable Increase	Indeterminable Increase	Indeterminable Increase
<b>Funding Source:</b>	<input checked="" type="checkbox"/> General Fund and other funds	<input type="checkbox"/> Education	<input checked="" type="checkbox"/> Highway	<input checked="" type="checkbox"/> Other - Turnpike

**COUNTY:**

<b>Revenue</b>	\$0	\$0	\$0	\$0
<b>Expenditures</b>	Indeterminable	Indeterminable	Indeterminable	Indeterminable

**LOCAL:**

<b>Revenue</b>	\$0	\$0	\$0	\$0
<b>Expenditures</b>	Indeterminable	Indeterminable	Indeterminable	Indeterminable

**METHODOLOGY:**

This bill revises RSA 159:26 relative to the state's exclusive authority to prohibit or regulate firearms, firearms components, ammunition, firearms supplies and knives. It also stipulates the selectmen's authority to regulate the use of town property be subject to RSA 159:26.

The Judicial Branch states RSA 159:26, IV(b) and (f) provide for injunctive relief in superior court and both such actions would be considered complex equity cases. The cost to the Judicial Branch of an average complex equity case in the superior court will be \$740 in FY 2019 and \$746 in FY 2020. The civil fine of up to \$5,000 in proposed RSA 159:26, IV(c) has no enforcement mechanism and the type of proceeding in the superior court most akin to these civil actions for the imposition of a substantial penalty would be a complex civil case. The cost of processing such cases in the superior court will be \$737 in FY 2019, and \$745 in FY 2020. The Branch has no information on how many actions would be filed in superior court or how many appeals may be filed, which would add to the cost. Therefore the fiscal impact is indeterminable. It should be noted that average case cost estimates for FY 2019 and FY 2020 are based on data that is more than ten years old and does not reflect changes to the courts over that same period of time or the impact these changes may have on processing the various case types.

The Department of Safety indicates this bill may have an indeterminable impact on state, county and local expenditures related to civil penalties and attorney costs to the extent county or local government violates this law or challenges the law in court.

The New Hampshire Municipal Association indicates it is assumed that municipalities will comply with the law, and therefore there should be no impact on municipal revenues and expenditures.

The New Hampshire Association of Counties states this bill should have no impact on counties.

**AGENCIES CONTACTED:**

Judicial Branch, Department of Safety, New Hampshire Municipal Association, and New Hampshire Association of Counties

## DRAFT

## MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

November 27, 2017

1  
2  
3  
4  
5 **PRESENT:** Mark Fougere, Chairman  
6 Kevin Federico, Vice Chairman  
7 Laura Dudziak, Member  
8 Gary Daniels, Member  
9 Mike Putnam, Member  
10 Mark Bender, Town Administrator  
11 Tina M. Philbrick, Recording Secretary  
12 Mitchell Hemmer, Videographer  
13

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

15 **INSTRUCTIONS:** Chairman Fougere called the public meeting to order at 5:30 p.m., introduced Board members  
16 and then led the audience in the Pledge of Allegiance. Chairman Fougere indicated that those people in the audience  
17 who want to speak or add to the discussion should please use a microphone in order to be heard on the PEG Access live  
18 broadcast.  
19

20 **2. APPOINTMENTS:**21 **5:30 p.m. – Restoration of Involuntarily Merged Lots Map 22 Lot 119 RSA 674:39-aa– (Tabled from 11/13/17)**

22 Assessing Director Marti Noel – stated that this is in reference to a property located on Myrtle Street. Additional ques-  
23 tions were raised during the discussion on November 13, 2017 and the Board asked Marti to research more information  
24 on Nashua St. Marti said that after further review of Nashua St., she found that it was a property that had fallen into  
25 disrepair. The Town condemned the property and asked the owners to tear it down. In the research of how that would  
26 affect the value of the property, it was brought to her attention that there were two lots. Looking further with the recent-  
27 ly established RSA, the deed of the property clearly identified that the lot line ran through the house. She did not con-  
28 sider it to be an abandoned lot line. The property owners were asked if they wanted to have the two lots or keep it as  
29 one, and that's how that lot was separated. In the recommendation and decisions regarding both the 98 Nashua St. and  
30 2 Spring St. properties which were mentioned in the November 13, 2017 discussion, the research completed by her de-  
31 partment provide sufficient and compelling evidence that there was no indication of an abandoned lot line, and the evi-  
32 dence available supported the restoration of involuntarily merged lots. With the 11 Myrtle St. property, this is not the  
33 case. The garage appears to straddle the lot line and indicates that "an owner in the chain of title" did effectively aban-  
34 don the lot line between the two parcels through that overt action. Marti recommends that the Board require proof that  
35 the garage does not straddle the lot lines before granting an un-merger of those lots. Should the garage be found to  
36 straddle the lot line, as appears to be the case, then she recommends that the property owner submit a subdivision plan  
37 to the Planning Board and follow current subdivision regulations and ordinances. Chairman Fougere said that his con-  
38 cern, the way the statue reads is that it's the towns obligation to prove that there is an issue. We are relying on an aerial  
39 photo which is hardly accurate. In the past we have reviewed old sewer maps, but there isn't any on this street. Marti  
40 said that is why she feels that the property owner should show us that the garage did not cut across the lot line. Chair-  
41 man Fougere ask the Board if they had any questions. Selectman Putnam asked what we are looking to do. Chairman  
42 Fougere said that there has been a request to un-merge the properties. Selectman Dudizak asked if the garage was on or  
43 over the property line. Marti said it looks like it's across the property line based on the photo. Selectman Dudizak con-  
44 firmed that the town would have to prove it. Marti said yes, not necessarily in a survey. The photos could be wrong, but  
45 she would like the owners to show her. This is a process that we have asked of others in the past. Selectman Daniels  
46 asked if we had any choice. Chairman Fougere said that we could accept Marti's recommendation or make a decision  
47 that we allow the un-merger. The owners don't have the money right now. At some point if it's sold, the new owners  
48 would have to do a survey. The owners have approached us with a request to un-merge, that's the question we have to  
49 make a decision on. Selectman Dudizak asked if they could do that by going to the Planning Board. Chairman Fougere  
50 said if it turns out that the lot line was through the garage, it would require going through the proper procedure with the  
51 Zoning Board. The lots are 15,000 square feet. Marti said that if the owners want to sell the property and are unable or  
52 unwilling to prove that, then it would be up to the next buyer. Chairman Fougere said it's up to the Board with evidence  
53 that we have and in this case, it a photo. Marti asked if the property owners have identified any of the markers for the lot  
54 line. Selectman Putnam said that if the garage straddles both properties, it basically turns it into one, he would leave  
55 them merged. If we un-merge them there could be a problem down the road. Selectman Daniels said the evidence that  
56 we have isn't conclusive. Selectman Federico agreed. Chairman Fougere asked if there was anyone in the audience that  
57 wanted to comment. Andrea Kokko Chappell said that the statue reads that it's on the burden of the town to show that  
58 the lot straddles the property. The land owner is ok with a stipulation in the un-merger of the lots that says that the gar-  
59 age must be taken down before the second lot could be developed. The history of the involuntary lots is that the town  
60 over the years, has taken these properties that people think that they have two lots. In this case, there is a deed that  
61 shows the two tracks and the family is asking to un-merge the lots. Going before the Planning and Zoning Board is an  
62

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/27/2017**

1 additional cost for the land owner for lots that were merged through no action of their own. She feels that it's in the  
2 Towns best interest to work with the land owners. She is sure that the Board could stipulate that the lot could not be  
3 developed until the garage comes down. The master plan downtown says that the town should be evaluating area to  
4 promote infill and higher density residential uses within a reasonable distance of the Oval utilizing current infrastructure  
5 and encouraging a variety of housing types. This is something the Board should take into consideration when un-  
6 merging these lots. Dick Fraizer, administrator of his sisters estate said that he has a plot plan of the original develop-  
7 ment that shows that it was 63', the aerial photo shows that it's 65' and he thinks in reality when the lot was purchased  
8 the driveway was on the second lot. The second lot #2 was actually two lots combined into one. It was always en-  
9 croached upon the other lot. The pin for the second lot is in the middle of the driveway. Chairman Fougere asked if  
10 there were any other questions. Selectman Daniels made a motion that we approve the separation with the stipulation  
11 that the garage be torn down. Selectman Putnam seconded. Chairman Fougere asked if there were any discussion on the  
12 motion. Selectman Federico asked would we be creating a lot that would be too small to build on, and why would we do  
13 that. Chairman Fougere said that right now it's one assessing lot, if you look at the tax map in that neighborhood; all the  
14 lots in that area are small. Selectman Daniels asked if both lots were lots of record. Chairman Fougere said if we take  
15 away the garage issue. Marti said that you can't take it away because the garage is the issue, if it had never been built  
16 then yes. It's taxed as one lot. The driveway and the garage cross each lot. Selectman Federico said its common sense  
17 from the map that the lot line comes straight across the lot. What they are asking for and what they are saying about lot  
18 line would make sense. Selectman Putnam that all over town there are lot lines that make no sense at all. Marti said that  
19 each case needs to be taken individually, but it isn't just one lot. What we do for one needs to be done with all. Chair-  
20 man Fougere agreed. Hearing no other questions, a motion was on the table. The motion passed 4/1. Chairman Fougere  
21 asked if there were any other questions, hearing none, thanked Marti.

22  
23 **5:45 p.m. – Re-approval of Veterans Credit RSA 72:28 and Spouse Veterans Credit – Assessing Director Marti**  
24 **Noel.** In an audit by the NH Department of Revenue conducted earlier this year, they identified that several original PA-  
25 29's did not have the actual signatures of the Selectmen at the time of the approval. This action is to remediate the re-  
26 sulting uncertainty from that lack of signature. Marti has reviewed the applications along with the supporting documen-  
27 tation and is recommending that the Selectman re-approve the list of qualified veterans, and qualified veterans spouses.  
28 A motion was made by Selectman Daniels to re-approve the list of qualified veterans and veterans spouses. Selectman  
29 Putnam seconded. All were in favor. The motion passed 5/0. Chairman Fougere asked if there were any other ques-  
30 tions, hearing none, thanked Marti.

31  
32 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)**

33 Chris Labonte asked for clarification on Perry Road. He asked what were the steel plates for that were installed by DPW  
34 today. Chairman Fougere said to provide extra protection for the boxed culvert where the gravel is going out. Chris  
35 asked who bought the steel plates. Chairman Fougere said that Public Works bought them. Chris said that if it's in re-  
36 gard to the gravel operation, why are we as a town spending money. This is the second time that we have installed steel  
37 plates over that culvert on tax payer's money. Administrator Bender said that the first time the plates were provided by  
38 Eversource who rented them, we had the equipment and Public Works helped put them in place. Chris asked if they had  
39 a dollar amount on what it would take each time these were installed and removed. Administrator Bender said he could  
40 get that to him. Chris asked how much the plates cost. Administrator Bender said around \$11,000. The advantage of  
41 the plates is that they are temporary and can be moved to other bridges in town if needed. We had beams and plates on  
42 Jennison Road prior to replacing the culvert. This gives the Town flexibility when we need to look at a bridge. Chris  
43 said his concern was that as a taxpayer it appears that you are spending money due to the gravel operation on the BROX  
44 property. We already said we weren't going to spend money according to the warrant article. Chairman Fougere said  
45 that the Board decided to make this decision a long time ago because they can be used anywhere. They are not some-  
46 thing that's going to be thrown away. Public Service put the plates down with the intent of using it as an access point  
47 for the next year. The project has been off and on. When they pulled them out we decide to put our plates there. We  
48 didn't have to but we are trying to be proactive. Chris also had a second question for Perry Road. He asked when the  
49 potholes will be fixed. DPW previously put crushed gravel in the holes but it's gone now. We put in a pothole request  
50 last week. We understand that it was a holiday week. Chairman Fougere said that Administrator Bender can follow up  
51 on it. Selectman Putnam asked if the steel plates were bought for Jennison Road originally. Administrator Bender said  
52 that we rented them from the state. We own the ones on Perry Road. They are not designed to strictly improve or in-  
53 crease the weight limit of the road, but it does give the Town some protection in that manner. Public Works is going to  
54 have to watch that bridge very closely. That bridge has an E2 rating. Chairman Fougere asked if there were any other  
55 comments. There were none.

56  
57 **4. DECISIONS.**

58 a) **CONSENT CALENDAR.** Chairman Fougere asked if there were any items to be removed from the Consent  
59 Calendar for discussion. Item 3 was removed from the Consent Calendar for further discussion. Selectman Putnam

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/27/2017**

1 moved to approve the consent calendar for items 1, 2, 4, 5, and 6. Selectman Daniels seconded. All were in favor. The  
2 motion passed 5/0.

- 3 1) Request for Acceptance of donations to the Conservation Commissions Rail Trail Fund:
  - 4 - Donation from James Bell (remaining money from Eagle Rail Trail Step Project -
  - 5 \$205.42
  - 6 - Donations from the 2017 Ghost Train Rail Trail Race - \$10,770.31
  - 7 - Donation from the Pumpkin Festival - \$25.00
- 8 2) Request for Acceptance of Aquatic Resource Mitigation (ARM) Grant Award of \$8,620.00 to  
9 be used toward the costs of the easement for Hitchiner Town Forest.
- 10 3) Request for Approval to Appoint Anita Stevens to the Committee. Conservation as a new  
11 member.
- 12 4) Request for Acceptance of Gifts of Property under \$5,000 (31:95(e)) –
  - 13 • Donation of 4 mobile hanging file systems to the Community Development Office
  - 14 from Hoyle, Tanner & Associates, Inc. - \$500.00
- 15 5) Request for Approval of (2) Notice of Intent to Cut Wood or Timber Map 57, Lots 3, 10, 14  
16 and 57.
- 17 6) Approval of Certificate of Authority for the sale of the 124 Prospect Street Property.

18 Selectmen Putnam questioned why we are accepting \$10,770.31 for Conservation; he thought we needed a public hear-  
19 ing to accept the money. Tina said that we do not need a public for donations for Conservation; we only need them for  
20 large donations for the Town. Selectman Putnam said ok.

21  
22 Chairman Fougere asked Anita (consent calendar number 3) to come forward so the Board could meet her. Without  
23 volunteers in the community we would be in tough shape. Conservation Chairman Andy Huges recommends adding  
24 Anita as a full member to the Conservation Commission. Her background in horticulture will be an asset to the Com-  
25 missions deliberations. Anita said she wanted to join because she now has time because she is retired. She wants to give  
26 back to the community that means so much to her. Living in Milford is a privilege but a privilege has responsibility and  
27 it's her turn to be responsible. Chairman Daniels asked how long has Anita lived in town. Anita said about 30 years.  
28 She is please to get to know the Conservation Committee and how hard they work. Selectman Daniels moved to appoint  
29 Anita to the Conservation Commission as a full member. Selectman Daniels seconded. All were in favor. The motion  
30 passed 5/0.

31  
32 **b) OTHER DECISIONS.**

33  
34 **5. TOWN STATUS REPORT. – Administrator Bender**

- 35 1. Budget Overview – The 2018 Operating Budget was presented to the Board and Budget Advisory Committee  
36 on Saturday, November 18<sup>th</sup>. The budget is \$14,146,243. This is an increase of \$172,962 or 1.2% from the  
37 2017 approved budget. Jack has calculated the Default Budget at \$14,062,606 which is an increase of \$89,325  
38 or 0.6% from the 2017 budget. There were several open items from Saturdays meeting including:

39  
40 **- Full Time Firefighters:** We included one FT Firefighter in the budget and Jack completed an analysis of a couple  
41 different options for a second firefighter. Option A was to add the second firefighter also in April. The cost would be an  
42 additional \$56,508 @ .4% to the budget. Option B would be to add the second firefighter into the budget for Q4, start-  
43 ing in October. The cost would be an additional \$18,836 @ .13% to the budget. Option C would be just to keep one for  
44 now and add a second firefighter in 2019. He asked the Board how they would like to proceed. Selectman Daniels said  
45 he would like to find the money within the proposed budget and not add it to it. Chairman Fougere asked Selectman  
46 Daniels if he had a preference on the scenario. Selectman Daniels said no. He heard the Fire Chief say that he could  
47 wait until next year. Chairman Fougere asked Chief Kelly to come up to the table. Assistant Chief Mark Britton joined  
48 Chief Kelly. Chairman Fougere asked the Chief for his thoughts. Chief Kelly said that the April/October was a good  
49 scenario. Selectmen Putnam asked how much time would be taken off getting to the scene with the 1<sup>st</sup> firefighter. Chief  
50 Kelly said they would not be waiting for anyone, it would be faster. Selectman Putnam asked if it would cause any  
51 safety issues for the men on the truck getting to the fire. Chief Kelly said he no, he would still use a per diem guy so we  
52 would still have 4 people. Selectman Putnam asked what was in the budget for a per diem. Administrator Bender said  
53 that per diem was budgeted at \$146,900 for part-time and temp., call firefighters. Selectman Putnam asked if he could  
54 do without the part-time and temp guys. Chief Kelly said no because they were needed at night as well. Selectman  
55 Federico asked if they knew what the daytime/nighttime split was. Chief Kelly said he could get the numbers. Select-  
56 man Putnam said his concern was the safety of the firefighters on the scene, making sure we have enough guys and pro-  
57 tecting the public. He asked what are the odds that we could save someone with the second person that we wouldn't  
58 save with the first person. Chief Kelly said that every call was different. Selectman Putnam said you can't put a cost on  
59 safety. Selectman Federico said that he would be in favor of adding some full-time staff because he thinks it is a safety

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/27/2017**

1 issue. The town has been very lucky so far with the coverage that they have with the volunteer and per diem fire fight-  
2 ers. Our luck is going to run out and we need to make sure we are ahead of the game. He agrees with Selectman Put-  
3 nam, it's a life safety issue and we also need to be mindful of the money. If we put a full-time person in, are we going to  
4 pull back on per diem day hours. Chief Kelly said that there will be just one per diem day slot. There are two now,  
5 when we can get him. Tomorrow we are down to two guys. Selectman Putnam asked, when they are down to two guys,  
6 are they confined to the station. Chief Kelly said no, they still have to do their inspections. The odds of them being in  
7 the station when a call comes in is about 50/50. Chairman Fougere confirmed that the Chief is down on part-time wages  
8 for this year, from \$167,000 to \$146,000. Chief Kelly said yes and we are using some of that money for a full-time slot.  
9 Chairman Fougere asked the Board which scenario they wanted to go with. Selectman Dudizak confirmed one starting  
10 in April and one in October. Chairman Fougere said yes. Administrator Bender said that in a budget that is only going  
11 up 1.2% he thinks they can look hard and try to cover the \$18,000. Selectman Putnam made a motion that we go ahead  
12 with a full-time firefighter in April of 2018 and October of 2018. Selectman Daniels seconded for discussion. Selectman  
13 Federico said that we are adding \$126,000 to the budget overall, it's a lot when we aren't even talking about warrant  
14 articles yet. Administrator Bender said that the \$56,000 for the first full-time firefighter is already in the budget. We are  
15 talking about adding another \$56,000 or \$18,000. Chairman Fougere said that there was just a motion to add \$18,000.  
16 It's a good compromise. Selectman Putnam said it's a lot of money, but public safety should be our number one priori-  
17 ty. Selectman Dudizak confirmed one starting in April and one starting in October. Chairman Fougere said yes. Se-  
18 lectman Federico told Selectmen Daniels that we shouldn't hold it to pulling it out of the budget because he doesn't  
19 know if we will be able to find it. We will review priorities and disagree. He will support one in April and one in Octo-  
20 ber but not with a caveat saying "find the money in the current budget". He would lean towards trying to find it, but not  
21 require it all come out of the budget. Chairman Fougere said he would like to see where it's coming out of. Selectman  
22 Dudizak said that she is in support of one in April 2018 and one in April of 2019. Chairman Fougere asked if there were  
23 any other discussions. A motion is on the table to support the fire budget as presented with adding one staff member if  
24 the budget is approved and then adding a second person in October at a cost of approximately \$18,836. The motion  
25 passed 4/1. Administrator Bender confirmed that they want to cover the cost in the 2018 budget. Chairman Fougere  
26 said yes. We will see where it's coming from and if we have to discuss it again, we will.

27  
28 - **Ambulance:** new or used paramedic vehicle. Administrator Bender said that we included a used vehicle in the budget.  
29 New would add about \$18,000. Eric looked at a used vehicle last year and was comfortable with it. We already took a  
30 used police vehicle and transitioned it to a paramedic vehicle and it works well at about 10,000 miles per year. Chair-  
31 man Fougere asked if everyone was good with that. The Board said yes.

32  
33 - **Education Reimbursement:** The budget includes \$9,000 total. Administrator Bender said that questions were raised  
34 about the education reimbursement budget. Average expenditure over the past 5 years is \$5,392. The costs vary widely  
35 from zero in 2016 to \$17,139 in 2013. We have two known requests that may be payable in 2018 for \$4,050 and antici-  
36 pate two additional requests. The Budget seems reasonable as presented, does the Board want to make any changes.  
37 The Board said to leave it as is. Administrator Bender said that if there were any other thoughts on the budget they  
38 could e-mail their questions.

- 39  
40 2. **Warrant Articles** – Administrator Bender referred the Board to the most recent version of proposed warrant  
41 articles in front of them and asked them how there were going to proceed this evening. The board reviewed the  
42 list; there were no positions to support/not support taken at this meeting. Several warrant articles were dis-  
43 cussed for various reasons.

44  
45 **Main Fire Station Upgrade** – The Board will make a decision when they find out what the actual number will be.  
46 Chief Kelly said that they would be in at the December 11<sup>th</sup> meeting with final numbers.

47 **Bridge Replacement Capital Reserve** - Selectman Putnam wanted to lower it from \$175,000 to \$100,000. There is  
48 concern about the bridges that are red listed and what may be needed in the future. Administrator Bender will provide  
49 the Board with a list of bridges for future discussion.

50 **Public Safety Communication Equipment Replacement CR** - This warrant article is for other radios and equipment.  
51 Selectman Federico felt that if they are looking to cut, he would recommend cutting this by \$20,000, everyone agreed.  
52 The amount was changed from \$40,000 to \$20,000.

53 **Keyes Park Expansion Committee Project CR** - Selectman Federico recommended lowering it, Selectman Putman  
54 recommended removing the warrant article this year to save money. All Selectman were in favor of removing this war-  
55 rant article for this year.

56 **Replacement Ambulance Lease/Purchase** – Selectman Putnam recommended removing this warrant article all to-  
57 gether. Selectman Federico said no. We are trying to get on an even rotation to keep the ambulances current. Pushing  
58 this forward will keep you in the rotation. This falls into the life safety and upgraded equipment category. Administra-  
59 tor Bender said that the mileage on the A ambulance is 112,000, the B ambulance is 70,000 and the older ambulance  
60 used as a "ready reserve" the 2001 is at 123,000. The consensus was to keep this warrant article on for now. Chris La-



**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/27/2017**

1 bonte said that if the Board is worried about rotation, what about getting rid of one of our 5 year old ambulances and  
2 that would start the rotation. We could still keep the back up one, but this will keep the two front line ones in a rotation.  
3 He asked if our 5 year old ambulance worth anything as a trade in. Selectman Federico said he didn't know what the  
4 market is for a used ambulance. Chris said it was just a suggestion. Selectman Putnam said it was a good idea. Admin-  
5 istrator Bender said he would ask Eric. Selectman Daniels asked Administrator Bender to ask Eric how many miles  
6 have been put on the "ready reserve" ambulance since we took ownership. Chairman Fougere said that Eric may know  
7 how many times it has gone out on a call as well.

8 **Nashua Street/Ponemah Hill Sidewalks and Signalization** - Administrator Bender said that this article would only  
9 come into play if we were approved for a CMAQ grant. Total appropriation is \$800,000, 20% would be the Town's  
10 share of \$160,000. Selectman Daniels said he would be ok with removing this from the warrant articles. All Selectman  
11 were in favor of removing this warrant article for this year.

12 **Replacement Sidewalk Plow Lease/Purchase** – This will replace the 2000 Holder tractor plow with sander that is no  
13 longer in service. Selectman Daniels said that he would like to know how much the grader was used on sidewalks this  
14 year. Administrator Bender said that we just purchased it after the Deliberative Session in March and it hasn't been used  
15 for snow removal yet. Selectman Putnam asked if it has been used for anything. Administrator Bender said it has been  
16 used for the parking lot at Adams Field, and road and ditching work. The consensus was to keep this warrant article on  
17 for now.

18 **Social Services** – This warrant article was recently raised by the Social Services Committee from \$35,000 to \$40,000.  
19 Selectman Daniels asked for a list of the Social Services that make up the \$40,000 amount. Administrator Bender said  
20 he would have it tomorrow.

21 **Fire Works** – This warrant article is for \$8,500. Selectman Putnam said that he would be ok with removing this. Se-  
22 lectman Dudizak and Federico said to leave it on. Chairman Fougere said that this warrant article is one that they  
23 should let the voters decide on. The consensus was to keep this warrant article on for now.

24 **Memorial, Veterans & Labor Day Parades and Recognition** – This is for support details and flags for the veterans  
25 graves. Jack Sheehy, Finance director said that we have been going a little bit over the past couple of years and would  
26 like to suggest that we raise it from \$6,000 to \$6,500. Selectman Daniels asked if the town purchases the flags and put  
27 them out. Administrator Bender said that we bought the flags and the DAR puts them out. Selectman Daniels asked if  
28 we pick them up after or leave them out all year. Administrator Bender said that they are picked up, but he would check  
29 with Cemetery on the procedure. The consensus was to raise this warrant article \$500.

30 **Authority to Grant Commercial and Industrial Development Tax Relief** – Administrator Bender said that this is the  
31 result of Legislative action signed by the Governor in August. Selectman Daniels asked if they Board had to decide on  
32 the percentage. Administrator Bender said yes, the percentage and number of years. Chairman Fougere said they would  
33 have to pick a district where it would apply and any new use built there would get the discount. Selectman Putnam likes  
34 this idea. Administrator Bender said that they could take some of the areas out of the warrant article i.e. commercial,  
35 limited commercial, industrial, integrated commercial, industrial and integrated commercial and Industrial 2. The con-  
36 sensus was to keep this warrant article on for now and think about it.

37 **Rename Bridge Replacement Capital CR** – We proposed to rename the Bridge Replacement CR Fund to Bridge Re-  
38 pair and/or Replacement CR Fund. The intent was always to replace or repair in place.

39 **Osgood Pond Phase II** – We received an LWCF grant of \$175,000 which expires in two years and requires 50%  
40 matching funds. Selectman Daniels asked why we are asking for \$350,000. Administrator Bender said that we have the  
41 raise and appropriate the whole amount and then get reimbursed for the \$175,000. Phase I is done and this would com-  
42 plete the project. Selectman Federico and Chairman Daniels said we have too many other priorities. Selectman Daniels  
43 said to leave it on for now and continue to look for other places to get grant money and donations. Chairman Fougere  
44 asked when do we need to know on this. Administrator Bender said two years from the date we were awarded the grant  
45 which was this summer. We could wait until 2019. Chairman Fougere said that if we wait and try to find matching  
46 funds we would have to know by the Deliberative Session. We can leave it on for now.

47 **Swing Bridge** – This is to ask voters to utilize the Bridge Repair and/or Repair Capital Reserve funds along with dona-  
48 tions as matching funds to refurbish the Swing Bridge. The bridge is now on the DOT ten year refurbish plan with a  
49 date of 2028, if a grant became available we could use matching funds from the Bridge CR, we could get the grant and  
50 get this done sooner. Selectman Federico said that as long as we are not diverting funds from the road bridges. Select-  
51 man Daniels asked if the swing bridge could be included in the list of bridges that needed repair. Administrator Bender  
52 said that he will add it to the bridge list.

53 **Conservation Land Fund** – This warrant article is for \$20,000, it was for \$25,000 last year. Selectman Federico said to  
54 leave it on for now.

55  
56 **6. DISCUSSIONS** – Chairman Fougere said that they charged staff with putting together a scope of services to look  
57 at MACC Base and communication needs. There is a draft kicking around and we would expect the 1<sup>st</sup> pass by the  
58 next meeting.  
59  
60

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/27/2017**

**7. SELECTMEN’S REPORTS/DISCUSSIONS.**

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

Selectman Federico (GTA BOS Rep.) told board that the bata website will be available for staff to test over the next couple of weeks and hopefully we will have it up and running around the third week of December and go live by the beginning of the New Year.

Selectman Daniels (Recycling Committee BOS Rep.) said that they would be focusing on educational information. December they will focus on electronics and recycling Christmas trees. In the future they will look at metals and different types of paper. It would be an educational thing for the public if they could tune into the town channel. We have a couple more people interested in joining the committee, and can always use the help. They are also looking into “pay as you throw” information report to give to the Board before the end of the year. Chairman Fougere read an article on the recycling market where China may be getting out, it could alter the way we do things. Selectman Daniels said it is numbers 3 through 7 where there isn’t really a market for them so we have been shipping them overseas.

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

Selectman Daniels asked if the dock that is at Osgood Pond stays in for the winter or is it removed. Administrator Bender said that the recommendation is to let it stay in so that it floats and isn’t attached to the shore.

Selectman Daniels would also like to thank the Lions Club for the holiday decorations on the Oval.

Chairman Fougere brought up communication with the public and how can we improve it. He asked Selectman Federico to look into GTA for better communications. Selectman Putnam said that we already have Nixle which sends information out to anyone out who signs up. Chairman Fougere said people need to be better educated on it. Selectman Federico said that you have to consider the source of information, not everyone cares about computers or technology. There are many ways to communicate. There is also common knowledge for the town. He monitors social media and people e-mail him information. We dropped the ball and didn’t post that the Transfer Station was closed on Friday after Thanksgiving, although it’s always been closed after Thanksgiving. We have to do a better job on releasing and clarifying the information that we put out. Nixle is great for emergency alerts, closings etc., but people don’t necessarily want text messages. We need to be consistent on how we let people know what’s going on and where the information will be located. Social media is good, but we need more. If you want a constant source, it needs to go up on the web page and/or in community e-mails. Moving to the new web platform will help with this. It will require a lot of staff involvement. Feedback and people telling us what they want will help. Chairman Fougere said he would appreciate the committee’s thoughts on it. You can’t post everything, but keeping the public informed on an on-going basis would be good. We have an A-Frame at the transfer station, we need to use it. Selectman Federico said it was up there. Chairman Federico said that announcements are also made at the Selectman’s meetings, but things change. Selectman Putnam asked if it was the Boards responsibility or staff. Chairman Fougere said it’s everyone’s responsibility. Selectman Putnam said that it’s been addressed over the years, he assumes that staff knows what’s going on and is making the correct notifications. Administrator Bender said that web site was noted that town offices were closed Thursday and Friday and there was a sign at the Town Hall. We didn’t explicitly single out the Transfer Station and maybe we should have. Going forward we will try to remember and we will also put out an A-frame ahead of time notifying people that we will be closed Thursday and Friday of Thanksgiving week, just like most people have that holiday. Tina Philbrick came up to clarify that the closings were posted on all social media sites, at the town hall and on the web site. She assumed that when she said “Town offices” are closed, it meant all of them to include the Transfer Station, apparently she was wrong. She will in the future list all town offices that are closed. The A-frame signs have already been made to put on the Oval for the next closing. It doesn’t matter where you post, people are going to complain. We are also working on Nixle to get more information out pertaining to individual departments. Chairman Fougere said he’s been thinking about this for a while now and not everyone reads the paper, or looks on the web site. We just need to look into more ways to keep people informed.

**8. APPROVAL OF FINAL MINUTES.** The minutes of November 13, 2017 were presented for review and approval. A motion was made by Selectman Putnam and seconded by Selectman Daniels. All were in favor. The motion passed 5/0

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

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

**11. NON-PUBLIC SESSION.** Selectman Putnam moved to enter into a non-public session at 6:50 p.m. for approval of non-public minutes (RSA 91-A:3,II(c)) Reputation and (RSA 91-A:3,II(d)) Land – October 30, 2017. Selectman Daniels Seconded. All were in favor. The motion passed 5/0.

**12. ADJOURNMENT:** Chairman Fougere moved to adjourn at 6:52 p.m. Selectmen Daniels seconded. All were in favor. The motion passed 5/0.

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING - 11/27/2017**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14

\_\_\_\_\_  
Mark Fougere, Chairman

\_\_\_\_\_  
Kevin Federico, Vice Chairman

\_\_\_\_\_  
Gary Daniels, Member

\_\_\_\_\_  
Mike Putnam, Member

\_\_\_\_\_  
Laura Dudziak, Member

DRAFT