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APPROVED

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

May 10, 2010

PRESENT: Tim Finan, Chairman
Gary Daniels, Vice Chairman
Katherine Bauer, Member
Mike Putnam, Member
Nate Carmen, Member
Guy Scaife, Town Administrator
Darlene J. Bouffard, Recording Secretary

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

INSTRUCTIONS: Chairman Finan called the meeting to order at 5:30 p.m., after which Selectman Carmen moved to enter into non-public session, seconded by Vice Chairman Daniels, all were in favor. Following the non-public session Chairman Finan introduced Board members and led the audience in the Pledge of Allegiance. Chairman Finan noted that those people in the audience who want to speak or add to the discussion should please use a microphone in order to be heard on the PEG Access live broadcast.

2. APPOINTMENTS:

5:30 p.m. – Non-Public Session (RSA 91-A:3, II(e)) – Legal. Selectman Carmen moved to enter into non-public session at 5:30 p.m., seconded by Vice Chairman Daniels. All members were polled individually and concurred to enter non-public session to discuss a legal matter. The minutes of this meeting were sealed on motion made by Selectman Putnam and seconded by Vice Chairman Daniels. All members were in favor. After discussion, Selectman Putnam moved to come out of non-public session at 5:50 p.m. Seconded by Vice Chairman Daniels. All were in favor. Motion passed 5/0. Chairman Finan announced that in non-public session, the Board discussed a legal matter; the Board approved a settlement guideline in that matter and discussed an issue of reputation.

5:45 p.m. – Request for Approval of (2) and Denial of (4) Elderly Exemption Applications, Denial of (1) Veteran Tax Credit Application, Approval of (5) and Denial of (5) Property Tax Abatement Applications, Request to Rescind Previous Approval of (1) Veteran Tax Credit Application and Request for Partial Release of Land from Current Use (1) Application. Marti Noel, Town Assessor, joined the Board for this discussion.

Elderly Exemption

Selectman Carmen moved to approve the two elderly exemptions as recommended by the Assessor (File 2860 and 183804). Selectman Bauer seconded. All were in favor.

Ms. Noel indicated that there were four elderly exemptions recommended for denial, one of those applicants was requested to submit the required documentation and thus far has refused, therefore Ms. Noel recommends denial. Vice Chairman Daniels asked about the appeal process. Ms. Noel indicated anyone that is denied has until September of the next year (2011) to appeal to the BTLA or the Board of Selectman. Guy Scaife added that the applicants have until September 2011 to appeal. Selectman Carmen moved to deny the four elderly exemptions recommended for denial by the Assessor (File 1008, 1063, 1205 and 1220). Selectman Bauer seconded. All were in favor.

Ms. Noel noted that to date, there have been 65 applications for elderly exemption, of which 57 have been approved.

Veteran's Credit

Ms. Noel presented 3 applications for Veteran's Credit which are recommended for denial. Ms. Noel had a visit this afternoon and one of the applicants has requested that the town look further into the information that was provided, therefore one application will be postponed and two are recommended for denial since they do not have a qualifying medal.

Vice Chairman Daniels moved to deny the 2 Veteran's Credits recommended for denial. Selectman Putnam seconded. All were in favor. Motion passed 5/0. Selectman Carmen asked if the appeal date for the Veteran's Credit is also September 2011? Ms. Noel said it is.

Ms. Noel explained the one application pending will be reviewed and brought forth at a future meeting.

Ms. Noel explained to date, there have been 20 new Veteran's Credit applications, of which 14 have been approved.

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Abatement Approvals

Ms. Noel indicated that some of these properties had physical changes and adjustments were made and all properties were viewed. Chairman Finan asked if the town notifies the property owner when there has been an adjustment to the assessment based on a physical change, or does the property owner notify the town? Ms. Noel indicated that she does not go out and pro-actively contact the owners.

Selectman Putnam moved to approve the 5 abatement applications as recommended by Town Assessor Noel. Vice Chairman Daniels seconded. All were in favor. The approved abatements follow:

<u>Record #</u>	<u>Map/Lot</u>	<u>Abatement Amount</u>
809	M18/L9	\$3,913.08
1709	M53/L35-10	\$ 190.18
4109	M5/L1	\$1,953.66
4209	M5/L2	\$ 182.50
10909	M25/L24	\$ 619.04

Chairman Finan noted that on Record #10909, there was an error in the identifying location that should be corrected. Ms. Noel acknowledged and indicated that error will be corrected.

Abatement Denials

Vice Chairman Daniels moved to deny the 5 abatement applications as recommended by Town Assessor Noel. Selectman Putnam seconded. All were in favor. Motion passed 5/0. The abatement denials follow:

<u>Record #</u>	<u>Map/Lot</u>
3909	M18/L47
4009	M37/L16
4709	M43/L41
4809	M6/L35
4909	M7/L30

To date, there have been 52 abatement applications, of which 37 have been processed.

Land Use Change Tax

Ms. Noel explained that there are three lots in the early stage of development that disqualifies the owner from Land Use Change Tax. Selectman Putnam moved to approve the Land Use Change Tax for this property as recommended by the Town Assessor. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

Correction to Veteran’s Tax Credit Approval

Ms. Noel has requested the Board reverse the previous decision and deny this Veteran’s Credit for M36/L94, due to the status of the property at the time of the approval. Selectman Putnam moved to reverse the decision of the Board to approve this Veteran’s Tax Credit. Vice Chairman Daniels seconded. Selectman Carmen asked if the credit is prorated? Ms. Noel explained that if the veteran moves, the credit can be requested at the new property, the town has until July 1 to process. All were in favor of the reversal.

6:00 p.m. – Presentation of 2010 Fireworks Fundraising Proposal. Bill Sprague, Milford Citizen, explained that he would like to work with the Recreation Commission to secure funding through private fundraising to support a 2010 July 4 fireworks display. It is understood that approximately \$8,500 is required for the 15-20 minute display. Mr. Sprague would like to solicit businesses in the area to raise money to have fireworks in Milford at the Fourth of July program. Chairman Finan asked when the Recreation Commission meets again. Walter Smith responded they meet this Wednesday. Mr. Sprague continued to indicate the non-profit organizations selling concessions suffered last year (MCAA and Enrichment Program) due to the lack of people. The Recreation Commission supports this effort. Selectman Carmen asked if it is only \$8,500 because it does not include staff. Walter Smith responded that it does not include any other activities occurring on the Fourth, it is just \$8,500 for the fireworks. Selectman Bauer asked why this is before the BOS? Chairman Finan indicated it is an event on town property. Selectman Bauer asked who sets off the fireworks? Walter Smith indicated if it is sponsored by the town/BOS, it will be arranged by professionals. Mr. Sprague added that the fireworks company has a spot reserved for Milford. Vice Chairman Daniels asked if liability is arranged for the event? Mr. Scaife indicated as long as it is a town sponsored event there will not be increased cost for liability coverage. Vice Chairman Daniels asked if the Finance Department can set up an account for the funds? Mr. Scaife said it would be handled as unanticipated revenue. Jack Sheehy, Finance Director, said it can be set up as a Recreation Revolving Fund or treated as unanticipated revenue and accepted by the Board like a grant, which would be preferable. Vice Chairman Daniels suggested if individual donations are collected, where would they be held until they get the full amount. Jack Sheehy said it would be put in one bucket and

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1 accepted all together. Bill Sprague asked what would happen if the full amount were not collected. Jack Sheehy
2 said there would be a record of who contributed and it could be returned. Mr. Scaife indicated it would not come
3 forward for acceptance unless the entire amount was collected. Chairman Finan thinks this is a great precedent to
4 set, and he would be in favor with the contingency that the Recreation Commission approves it.
5

6 Selectman Putnam moved to approve this request. Walter Smith asked if the Board felt that the Fireworks warrant
7 article was turned down by the town because of money? Chairman Finan thinks this year it was just financial, to
8 which Selectman Bauer agreed. Selectman Bauer seconded the motion. Vice Chairman Daniels asked if money will
9 be collected on town property and would that require permission? Chairman Finan asked if it will be corporate
10 sponsors? Bill Sprague said that corporate sponsors is the route he was going. Vice Chairman Daniels was not sure
11 if it was a matter of collecting donations from individuals or corporate sponsors. If Mr. Sprague goes the route of
12 collecting from individuals, he will come back to the Board for permission. All were in favor. Chairman Finan
13 suggested in the future, donations could be collected at the field to be used for future displays. Motion passed 5/0.
14

15 **6:30 p.m. – Interview of Cindy Lundberg as an Alternate Recreation Commission Member.** Cindy Lundberg
16 was in attendance for this interview. Chairman Finan asked how it is going on the Recreation Commission. Cindy
17 said she enjoys it; she works full time at the Recreation Department in Exeter and feels like she can bring ideas from
18 there. Selectman Bauer thinks it is great and appreciates her volunteering. Selectman Putnam moved to appoint
19 Cindy Lundberg as an alternate member of the Recreation Commission until March 31, 2013. Vice Chairman
20 Daniels seconded. All were in favor. Motion passed 5/0.
21

22 **3. PUBLIC COMMENTS (regarding items that are not on the agenda).** Rodny Richey asked about the website
23 RFP and the status of that, or if Guy Scaife will speak to that in the Town Administrator portion of the agenda. Guy
24 Scaife indicated he will discuss it tonight during the Town Administrator report.
25

26 **4. DECISIONS**

27 a) **CONSENT CALENDAR.** Chairman Finan asked if there were any items to be removed from the Consent
28 Calendar. He explained that if they are taken off the Consent Calendar, they will be discussed fully; otherwise they
29 will be accepted together without discussion. Chairman Finan requested that item 4(a)1 be removed for discussion.
30 Selectman Putnam moved and Vice Chairman Daniels seconded to approve the Consent Calendar items with the
31 exception of item 4(a)1 as follows, with all members in favor.
32

- 33 (1) **Request for Recognition of Emergency Medical Services Week Via Proclamation.** Chairman Finan
34 requested this item be removed from the Consent Calendar in order for him to read the proclamation as
35 follows:

36 **A PROCLAMATION TO DESIGNATE THE WEEK OF MAY 17-23, 2010**
37 **AS EMERGENCY MEDICAL SERVICES WEEK**

38 WHEREAS, Emergency medical services is a vital public service; and
39 WHEREAS, The members of emergency medical services teams are ready to provide lifesaving care to
40 those in need 24 hours a day, seven days a week; and
41 WHEREAS, Access to quality emergency care dramatically improves the survival and recovery rate of
42 those who experience sudden illness or injury; and
43 WHEREAS, Emergency medical services teams consist of emergency physicians, emergency nurses,
44 emergency medical technicians, paramedics, firefighters, educators, administrators, and other; and
45 WHEREAS, Approximately two-thirds of all emergency medical services providers are volunteers; and
46 WHEREAS, The members of emergency medical services teams, whether career or volunteer, engage in
47 thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and
48 WHEREAS, Americans benefit daily from the knowledge and skills of these highly trained individuals; and
49 WHEREAS, It is appropriate to recognize the value and the accomplishments of emergency medical
50 services providers by designating Emergency Medical Services Week; and
51 THEREFORE, We, the Milford Board of Selectman, in recognition of this event do hereby proclaim the
52 week of May 17-23, 2010 as

53 **EMERGENCY MEDICAL SERVICES WEEK**

54 And encourage the community to observe this week with appropriate programs, ceremonies and activities.
55

56 Selectman Putnam moved to approve. Vice Chairman Daniels seconded. All were in favor.
57

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- 1 (2) **Request to Approve Issuance of Timber Yield Tax Levy & Warrant.** Tax Collector Kathy Doherty
2 requested approval of a Timber Tax Levy in the amount of \$331.03 from Joseph Bedard. This request was
3 approved.
- 4 (3) **Request to Approve Issuance of Timber Yield Tax Levy & Warrant.** Tax Collector Kathy Doherty re-
5 quested approval of a Timber Tax Levy in the amount of \$1,758.59 from Russell & Marie Kincaid Trus-
6 tees. This request was approved.
- 7 (4) **Request to Allow Vending on Town-owned Property – Kaley Park.** Recreation Director Nicole
8 Banks requested permission to vend at the Kaley Park Grand Opening on Saturday May 15 from 3:00-6:00
9 p.m. This request was approved.
- 10 (5) **Request to Allow Vending on Town-owned Property – Old Police Facility.** The Knights of
11 Columbus requested permission to host the Vidbel’s Olde Tyme Circus on June 5, 2010 on the old police
12 facility grounds. This request was approved.

13
14 **b) OTHER DECISIONS**

15 (1) **Credit Card Payments.** Finance Director Jack Sheehy explained he would like to begin accepting elec-
16 tronic payments for property taxes, but the governing body needs to approve this process. About 16 years ago, cre-
17 dit card payments came into municipalities, but the fees charged were 2-5% of the payment. It was okayed to use
18 credit cards but the town did not have the ability to charge fees to the taxpayer. Credit Card company fees are built
19 into the marked up price at retail stores. The town does not price things that way. Credit card companies have now
20 allowed it to be done with a convenience fee being charged. Master Card could be used for any town payment but
21 only property tax payments could be done using Visa. There are still some inconsistencies to work out. The goal is
22 to be able to allow people to make payments on line or charge their credit card. Payments could also be done via
23 electronic payments (coming directly from their checking account). Jack would like to be able to allow computer
24 literate people to make their payments electronically. This would be another option to give the customers. It could
25 start with property tax payments and eventually go into the Recreation Department, Water & Sewer or other depart-
26 ments. There are some fees to the town and the taxpayers. A 2.75% fee (based on the charged amount) would be
27 for credit card payments which can be a considerable amount of money, but the costs will be known to the customer
28 up front. There is liability with credit card payments, regarding confidentiality, but tonight Jack is just asking the
29 Board to approve the process to accept electronic payments.

30 Selectman Putnam moved to approve electronic payments for Property Taxes. Vice Chairman Daniels
31 seconded for discussion. Vice Chairman Daniels asked how many people coming to the Town Clerk’s office for
32 motor vehicles ask if Credit Card payments are accepted? Jack responded that it is not currently tracked. Vice
33 Chairman Daniels asked if the amount would be covered to pay for the service? Jack does not know, since we do
34 not know how many people will use it; it is a gamble. Vice Chairman Daniels asked if the town can get out of the
35 program at any time if it doesn’t want to continue it. Jack said the town can. Selectman Carmen asked if the town
36 can get information from another town that accepts credit cards. Also, this will give some people an option that may
37 otherwise be delinquent. Jack Sheehy said that Kathy Doherty attends the Tax Collector’s events and different cities
38 and towns are collecting taxes on line. There have not been an overwhelming number of people doing this because
39 of the cost. Vice Chairman Daniels asked who would charge the property taxes with a 2.75% fee. Jack responded
40 that it was felt that someone who might be going to lien may choose this option. Selectman Carmen said that is a
41 good option, the ability to charge it might be better for some people than going to lien. Selectman Bauer asked how
42 many people are in that situation every year? Jack Sheehy said there are people that do not want their property to go
43 to lien, so this would be an option. At the end of the year, Jack indicated Milford taxes are about 95% collected.
44 Selectman Putnam noted this is a starting point and it will go into other departments, but this is a good starting point.
45 Selectman Bauer just wants to know how much this will be used. Chairman Finan said this is done with motor ve-
46 hicles and dogs. Jack said that is an electronic transfer.

47 Jack said Milford sent out \$900,000 to lien. Selectman Carmen said it would be good if \$200,000 of that were
48 handled with credit card payments. Vice Chairman Daniels asked why it costs more to process a property tax bill of
49 \$1,000 than for \$300, isn’t the transaction the same? Mr. Scaife explained it is a 2.75% fee based on the amount
50 charged, it is value based. Chairman Finan noted the town should be sure to clearly identify the fees, especially if it
51 is done on-line. Jack Sheehy said the customer will see the fees and make the decision of whether or not they want
52 to move forward. We can make sure the customer knows what the fees are before they sign off. Selectman Bauer
53 asked if the credit card option and fees could be identified on the property tax bill that is sent to the property owners,
54 to notify them of this new option. Jack Sheehy responded that in the future it could be done, but not on the first bill-
55 ing this year; it might be too late to get it on the fall bill this year. Selectman Bauer just wants it to be up front for
56 people that it is available. All were in favor. Motion passed 5/0.

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58 **5. TOWN ADMINISTRATOR REPORT**

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1 a) **Legislative Update.** Guy Scaife explained that HB1609 is being modified and it was changed to have a
2 short window to determine a current use change. Once the current use change is discovered it must be changed
3 within twelve months. That time period was being considered to be changed to 18 months. Senator Bragdon was
4 involved and it was passed on to the Senate. If the landowner does not bring it forward, it is up to the town to dis-
5 cover it. It was rectified and reversed and it is in an undefined period of discovery.

6 HB1393 is also being discussed and it is unfortunate that false information has gotten out. There has been
7 speculation on excessive reserves. The hearings were last week. Chairman Finan asked if Primex has taken a stand.
8 Mr. Scaife answered that they did at the meeting last week. The reserve is smaller than most commercial carriers,
9 such as Primex.

10 SB450 is for additional proposed budget cuts by the Governor. The State is funding the deficit and this tries to
11 fill approximately a \$260 million shortage. There are a number of things being looked at, cuts that will affect this
12 town and go into affect in 2010, such as the Room & Meals tax. There have already been cuts in the last two years,
13 now there are additional cuts; Milford's share of this cut will be \$69,500. Another proposal is to reduce the State
14 contribution to the retirement system (fire, police and teachers). For many years the State was contributing 35%, it
15 is now down to 25% and is proposed to go down to 20%. That is \$8,600 additional expenses in Milford. That is
16 three successive downshifts of the costs to the municipalities. There should be sharing at the employee level. That
17 is Vice Chairman Daniel's understanding as well.

18 SB450 – reduced Room & Meals tax and the retirement benefit. There is a reduction in Health & Human Ser-
19 vices aid at the State level. The town is seeing that in Welfare. The April year to date numbers compared to last
20 year is up threefold. There is three times the number of clients; the cost is twice as much. The majority of clients
21 are not repeats, it is not continuing help for the same people month after month. Susan is seeing a lot of medication
22 and fuel assistance requests which is from the cuts at the state level including proposed cuts in mental health, elimi-
23 nation of the catastrophic illness program, NH Aids organization, cuts in Medicare and Medicaid, cuts to Permanent-
24 ly and Totally disabled – it is significant. The State has had a huge increase in demand. It did not affect last year's
25 numbers as much, but this year we have an increase in requests. Susan is doing well trying to assist, but now she is
26 seeing hospitals pushing back and people going to the emergency room and then going to Welfare to assist with
27 those bills. Chairman Finan asked if the town receives money from other towns for assistance? Guy Scaife said it
28 does not, the town is required to assist residents as well as people passing through. The town gets donations toward
29 Mediation and Host Homes whose funding has been reduced or eliminated, but not Welfare. It is a concern of
30 whether Host Homes can support itself long term. Guy Scaife will continue to monitor.

31
32 b) **McLane/Goldman Dams Removal Feasibility Study Update.** Guy Scaife explained the dam feasibility
33 study pre-bid conference was last Thursday morning. The evaluation committee includes some real heavyweights
34 from that committee. NOAH is the primary Federal agency, contractors were here to assist the 12 representatives
35 from 8 different companies; DES, River Restorations and NOAH were all present. There was a 45 minute session
36 for answering questions, then a tour of McLane dam and Goldman dam and up on the bridge as well as Emerson
37 Park. A second question & answer session was held after the site visit. The due date for the RFP is May 21. Once
38 the RFP is out, and responses received back, they will be evaluated by the team. By the end of June Guy hopes to
39 have a vendor selected. Selectman Bauer wished to clarify for the audience that this is for a feasibility study to de-
40 termine the feasibility of dam removal and river restoration. Guy Scaife said it is to look at all of the aspects of this
41 project. Further, Guy Scaife indicated samples were previously taken of the sediment behind Goldman Dam, but
42 samples will need to be taken behind McLane Dam. If it is highly contaminated, it could impact the cost. The po-
43 tential of flooding and damage to the bridge is significant. The Department of Historic Resources is coming in to do
44 a lengthy review as well. This process will hopefully be completed in 2011. If it is not feasible, that is the end of it,
45 if it is feasible it would be brought to town meeting. There will be outreach through the entire process. The Merri-
46 mack Watershed organization will help with outreach, Trout Unlimited also will help with outreach to brief the pub-
47 lic. This is for a feasibility study to determine if dam removal is feasible or not, this is not for the actual dam re-
48 movals.

49
50 c) **Miscellaneous.** The town is doing fairly well with revenue in planning and building and is slightly above
51 expectations, but vehicle registrations have gone down 7% for these four months of 2010. Promotions from dealers
52 might turn it around, but the first four months give the town a pretty good idea. It is being monitored closely, we
53 trimmed down the budget and fortunately the early part of 2010 was kind to us with weather. Vice Chairman Dani-
54 niels said there is a problem at the County level; he attended a meeting this morning and Hillsborough County took a
55 \$35,000 hit for the retirement at the County level. Overall the budget seems about cutting spending by \$75 million,
56 raising taxes and borrowing \$91 million including new taxes or increasing taxes. There are some interesting things
57 going on with UNH who will give back \$25 million to the State. \$80 million in stimulus funds in 2011 may move
58 into 2010 budget in order to balance.

1
2 Guy Scaife indicated that Verizon Wireless is having an issue with oval parking. The municipal parking lot
3 has been good for people bringing kids to school, but he questioned whether or not tenants have used it to park; this
4 will be discussed at the next regular Board meeting.
5

6 There is a Public Service Announcement (PSA) on the website regarding auto thefts, there has been a rash
7 of thefts from automobiles in Milford; the police did a great job with the PSA. Regarding Rodney Richey's earlier
8 question, Mike McInerney, Community Media Director, met with the consultant that was the early first choice to
9 work on the website; modifications have been made to the proposal. Milford will be moving to Drupal as a platform
10 from Dave Kirsch's suggestion. Many municipalities are using it; it is good for large applications and small. Mike
11 is meeting with Tracey Bardsley who is Chair of the Economic Development Advisory Committee (EDAC) website
12 subcommittee to help with layout of the site. The generics are established; it is a work in progress. This will allow
13 us to make changes as the website evolves. Chairman Finan asked if there is a template yet? Guy Scaife said there
14 is not, it is just laid out in tracks and sequence. It will take throughout the summer and needs to be tested. Progress
15 is being made and the bigger item is the overall communications at a broad level. Faye Richey asked if there is a
16 target date for the launch of the new website? Guy Scaife said it will be late summer, but there is no specific date.
17

18 **6. DISCUSSIONS:**

19 **a) Federal Hill Road Traffic Speed Issue.** A memo was received from the Director of Public Works, Bill
20 Ruoff, regarding the speed issue on Federal Hill Road, with the suggestion to improve signage and indicate the vari-
21 ous speeds on the road which is supported by the Traffic Safety Committee (TSC). Selectman Carmen asked when
22 this change will be done. Guy Scaife said the signs need to be ordered then they will be installed, but it will be a
23 priority if approved by this Board. Chairman Finan read the suggested sign modifications as recommended in the
24 memo.
25

26 Selectman Putnam moved to approve as recommended by the TSC and Director of Public Works. Selectman
27 Carmen seconded for discussion. Vice Chairman Daniels is on the TSC but was unable to attend this particular
28 meeting. This is a 1.5 mile stretch of Federal Hill Road and he suggested it is ridiculous to have six signs that fluc-
29 tuate the speed limit on this stretch. If there was a problem, he could support it, but it has been studied many times
30 and it is a State road posted at 35 mph with one complaint and we are now going to put up signs saying it changes
31 from 35, 30 and 20 mph. Vice Chairman Daniels will vote against this. Chairman Finan agreed and asked if it is a
32 scenic road. Selectman Putnam asked why this was sent to the TSC and then this Board is just disagreeing with the
33 recommendation. Selectman Bauer indicated it began with a citizen complaint and the TSC looked at it and Bill
34 Ruoff also looked at it, but there are so few signs that warn the driver on a road that is narrow and dangerous, it
35 seems this Board should do something. We should go forward with the TSC recommendation instead of second
36 guessing. Vice Chairman Daniels said this is the third time it was sent to the TSC. Selectman Bauer said this Board
37 does not know why they reconsidered the original recommendation of making no change. Vice Chairman Daniels
38 was at the first two meetings of the TSC where they had gone out to the road and the recommendation was to not do
39 anything. Guy Scaife said they changed their mind because it came back to them because it was unsatisfactory to
40 this Board. Selectman Bauer had questions on the first memo (with no change). The first memo did not address her
41 questions. The original proposal is that it needed more signs; she would like to put this to bed. Selectman Carmen
42 would not want to move forward on this without hearing from the people who are making the recommendation.
43 Guy Scaife was at one of the visits and all concurred that there is a need for signage. Six signs seem like a lot but it
44 is in both directions. The curves are educational signs. There was some agreement that additional signs could be
45 added. Selectman Bauer agrees with this recommendation. Chairman Finan asked if this Board approves every sign
46 in town? Guy Scaife thinks there is something wrong with the system when this request is debated this much. Se-
47 lectman Putnam, Selectman Bauer were in favor of the motion. Vice Chairman Daniels, Selectman Carmen and
48 Chairman Finan were opposed. Motion failed 2/3. Selectman Putnam moved to disband the TSC and appoint the
49 Board of Selectman to make these decisions. There was no second; motion failed. Chairman Finan said if DPW
50 feels a sign should be added, they should just add it.
51

52 **b) Milford Municipal Code 3.20 Taxicabs – Next Steps.** Chairman Finan asked where this ordinance
53 stands. Vice Chairman Daniels has researched the medical card and why the State uses it. The State uses those
54 cards for drivers of commercial motor vehicles, Interstate commerce, vehicles over 10,000 lbs or more, designed to
55 transport more than 8 passengers for compensation, and transporting materials found to be hazardous and require a
56 placard. Based on that, that part of the ordinance should be taken out. The Board was trying to be consistent with
57 the State, but did not understand who that card was meant for. Selectman Putnam agreed, but felt the drug testing
58 should still be done for drivers, just strip out the health card but put in the drug testing. Chairman Finan indicated

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1 the City of Nashua has random drug testing for taxi drivers, maybe that can be done. Selectman Putnam is not
2 working on this ordinance again, since he worked on it last time. Selectman Carmen and Selectman Bauer agreed to
3 work on this ordinance and will look into random drug testing from towns that have it. Chairman Finan noted that
4 when Selectman Bauer and Selectman Carmen meet, it must be posted and minutes must be taken.
5

6 c) **Board of Selectman Education/Outreach to Citizens Via PEG Access.** Selectman Carmen has attended
7 LGC meetings and is learning the rules about what must be done. Selectman Carmen feels that the town should let
8 people know what is being done by the Board. Posting rules are being followed to explain things, but maybe we can
9 do more. As a Board, it is easy to say it is posted, it is said as though everyone should know. In looking at that,
10 Selectman Carmen felt that there is information on the website that should be more up to date. The town might want
11 to consider timelier public access to items. Some citizens have explained they did not know about meetings that
12 affect them. There could be a banner format on the web that is one click away from the home page. Information on
13 the web is excellent, but it is difficult to find. PEG access could also be used for public outreach to residents. That
14 banner could be run on both the web and PEG. The Board of Selectman could also have a box in the newspaper
15 where residents could look for what is being discussed and decisions made by the Board of Selectman. With all of
16 this, there might be better interaction from the public. Topics that might affect people in general could be in the
17 Board of Selectman box in the newspaper. Whatever is done, it should be done as a Board to support getting infor-
18 mation out to residents. Chairman Finan asked if this falls in the communication policy? Selectman Carmen feels
19 that it does because it is supported by the Board. Selectman Putnam asked how far the Board should go? Do we do
20 an agenda mailing before the meeting? The Cabinet costs money; PEG does not. There is an agenda on the website
21 for those people who are interested. How far does the Board go and would that be considered micromanaging by
22 stating what should be on PEG.
23

24 Selectman Bauer thinks improvements on the web can be made, the Cabinet would need to go through public
25 services and it might be provided at no cost. Selectman Bauer asked who will update the website? We need to get it
26 easily accessed but it needs to be done timely. Guy Scaife said we have a person overseeing the website, but it is
27 decentralized as far as updates. The new platform should assist with that. Selectman Carmen has good ideas but the
28 town has been have criticized for being a banner Board, it is whatever is appropriate for the season, for example the
29 H1N1 information, there are lots of things going on and we run the risk of just looking like a big bulletin board.
30 How far does it go to explain things to people? Who calls the shot of what is posted? Some of the clicks depend on
31 how intuitive the site is. If you go the wrong direction, there might be more clicks to get through. As a department,
32 you want to be consistent, who deserves the banner announcements on the home page? The announcements will
33 compete with each other and there could be just a bulletin board of announcements. There needs to be a strategy
34 and the devil will be in the details.
35

36 Chairman Finan said access to information and ease of accessibility is key. So it is a matter of improving the
37 way to communicate, said Selectman Bauer. Selectman Carmen said that consistency and familiarity are key. Guy
38 Scaife said we already know the site is not desirable and we are working on fixing it. Selectman Carmen under-
39 stands that but wanted to bring up some ideas of how to get to links quickly on the site. He is hoping more people
40 come in and are better informed. Chairman Finan suggested having a Board blog. Selectman Putnam said those
41 things are great for computer people, but what about people that do not use computers? Selectman Carmen said it
42 should also be in the Cabinet. Selectman Putnam has no problem with transparency but with the computers at this
43 point the town should allow the website to be at point where we do not need staff just to maintain it. The only point
44 Selectman Carmen was making was that it should not be so difficult to find things on the website or to maintain it; if
45 things are consistent it is easy to find things. Selectman Putnam commented that nobody has ever been happy with
46 the website, more should be done to notify people in other ways. Selectman Carmen agreed there has been an evo-
47 lution of the website and that is why people gravitate to one thing. We have to live with the technology and once it
48 is decided to utilize it, we can grasp it. Car registrations can be done on line and we are working to pay taxes on
49 line, fewer and fewer people will come into town hall with these options available. Selectman Bauer indicated the
50 web has changed and it is still not good enough and we need to work on it until it is user friendly. It needs im-
51 provement and EDAC is working on it. EDAC felt it needs improvements, it is in process and we should move on.
52 Vice Chairman Daniels thanked Selectman Carmen, saying it is good to bring in ideas and encourage the profes-
53 sionals to do their job.
54

55 Faye Richey agreed it is an evolution. She asked how work sessions are publicized? Posting is done, but is
56 there an agenda? May 17 there is a work session to discuss the CIP, but is there a schedule for what will be dis-
57 cussed? Is there an agenda? Chairman Finan said there are no agendas for work sessions, but they are posted be-
58 cause the work sessions are public, but it isn't interactive with the public. There isn't a need for an agenda. The

Board has tried not to discuss things at work sessions other than what it is called for to discuss. The fifth Monday forums also do not have an agenda. Chairman Finan said the Board always has open information, but has to be careful not to handle a work session as a public hearing, that is different. It is truly a work session for the Board to take care of business. Selectman Bauer said a work session is public, but is not a public hearing. Work sessions are public, but are not publicized, meaning the public can attend, but it is not broadcast. Faye Richey asked if something can be said in the announcements that there will be a work session, when a work session is called, it could also be broadcast on PEG (an announcement). Selectman Bauer thinks the South Street project has brought up a lot of questions. Rodney Richey indicated that Milford is not that far behind with the PEG broadcast in comparison with other communities. Two mediums should be utilized for notifications; if there is a presentation at a meeting, it should be broadcast as well. Let's try to give the people something so they feel like they are getting their money's worth.

7. SELECTMEN'S REPORTS / DISCUSSIONS

a) FROM SPECIAL BOARDS, COMMISSIONS & SPECIAL COMMITTEES. Selectman Bauer indicated the Office of Community Development Annual Conference for Planning and Zoning had good representation from Milford and was worthwhile. Chairman Finan asked about the Kaley Park grand opening May 15 indicating if anyone plans to attend to let Nicole Banks know. Selectman Bauer said she will attend. Hampshire Hills will provide a bus service, since it is limited parking.

8. APPROVAL OF FINAL MINUTES – April 12, 2010.

A motion was made by Selectman Bauer and seconded by Vice Chairman Daniels to approve the minutes of April 12, 2010 as presented. All were in favor of approval. Motion passed 5/0.

9. INFORMATION ITEMS REQUIRING NO DECISIONS

10. NON-PUBLIC SESSION – RSA 91-A:3, II(d) Land Acquisition & Approval of Non-public Minutes (RSA 91-A:3, II (c & d) Reputation & Land Acquisition – April 12, 2010. Selectman Putnam moved to enter into non-public session at 8:30 p.m. to approve two sets of non-public minutes of April 12, 2010 and discuss a land acquisition issue. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0. The minutes of the meetings were un-sealed on a motion made by Vice Chairman Daniels and seconded by Selectman Bauer. All members were in favor. After discussion, Selectman Putnam moved to come out of non-public session at 8:50 p.m. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

Chairman Finan announced that in non-public session, two sets of non-public minutes of April 12, 2010 were approved. The Board then discussed an issue regarding land acquisition. No decisions were made, no votes were taken.

Selectman Putnam moved to re-seal the non-public session minutes of April 12, 2010. Selectman Carmen seconded. All were in favor. Motion passed 5/0.

11. ADJOURNMENT:

There being no further business to come before this Meeting, Selectman Putnam moved to adjourn at 8:50 p.m. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

Tim Finan, Chairman

Gary L. Daniels, Vice Chairman

Katherine Bauer, Member

Nate Carmen, Member

Mike Putnam, Member