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APPROVED

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

October 26, 2009

PRESENT: Tim Finan, Chairman
Gary Daniels, Vice Chairman
Mike Putnam, Member
Katherine Bauer, 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. and welcomed those in attendance to the Board of Selectman meeting. Following introductions of Board members and the Town Administrator, Chairman Finan 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. – Request for Road Acceptance – Mooreland Street. Lorraine Carson, Town Roads Researcher, requested road acceptance for Mooreland Street and its turn-around. Chairman Finan explained this has gone back and forth since 1951 with rights of way and land transfers of ownership. The request is for acceptance of Mooreland Street and for the turn-around at the end of Mooreland Street. There were no questions from the Board. Selectman Putnam moved to accept Mooreland Street as a town road as follows, with Vice Chairman Daniels seconding and all in favor:

“Commencing at the intersection with Union Street and Mooreland Street, westerly a distance of 548.6 feet on the south side of the roadway to the commencement of the turn-around, and a distance of 546.62 feet on the north side of Mooreland Street, 50 feet wide. The roadway width is established at 50 feet according to a plan entitled “Plan of Arthur Caron lots off Union Street, Milford, New Hampshire, dated May 1951, by S.P. Grasso, C.E.” and unrecorded. The roadway length is established partly through the referenced plan and partly through deeds to all abutting properties. Whatever right, title and interest Milford Waterfalls LLC may have in and to this public street was conveyed by Quitclaim Deed dated July 9, 2009 to the town of Milford, and recorded in the Hillsborough County Registry of Deeds in Vol. 8117 Pg. 635.”

Selectman Putnam moved to accept the Hammerhead Turn-around on Mooreland Street as a town road as follows, with Vice Chairman Daniels seconding and all in favor:

“A 40 foot wide by 80 foot long hammerhead lying at the west terminus of Mooreland Street conveyed to the Town of Milford by Arthur J. Morell and Arlene F. Morell on July 27, 1990 and recorded in Vol. 5202 Pg. 237 in the Hillsborough County Registry of Deeds, and as per plan entitled “Subdivision Plan of Land, Prepared for Arthur J. and Arlene F. Morell, Milford, New Hampshire, dated August 7, 1986, final revision October 30, 1986” and recorded as Plan #20429 in the Registry of Deeds.”

5:45 p.m. – Departmental Update – Information Technologies. Information Technologies (IT) Director Bruce Dickerson, appeared before the Board to provide a departmental update for IT including a summary to date for 2009 and future IT objectives. One of the major accomplishments in 2009 was the installation of an outdoor point to point network that takes advantages of the cell tower located on town hall. This was used to get the Keyes Pool House network hooked through the town hall network. The connections worked pretty well and Bruce learned a lot and leads him to believe we can hook up the Transfer Station, Cemetery Building, DPW and WWTF. An 80 foot tower has been installed at the water facility; shortly there should be connections to water and DPW. This uses the cell tower on town hall. Guy Scaife explained the Town Hall tower is an asset of the Town of Milford. Bruce Dickerson indicated the top of the tower is 120 feet off the ground at the tip. It is a point to point WIFI and is secure. Bruce obtained licensing for Keyes Pool House and eventually DPW, WWTF and the Cemetery Building will also be on line. All phone and data lines were moved to a single source carrier; moving the phone lines to a single source carrier is saving money for the town. This will allow for migration to a new phone system and town

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1 wide number. The block of numbers is 249-0600 through 0699. Chairman Finan said he would like to consolidate
2 all the numbers and phase the old numbers out. Guy Scaife indicated the 249 series is the town number, the 673
3 numbers point to the new numbers but the 249 series are the town numbers. Bruce indicated there was time spent on
4 the recovery of a disk failure on a server, but no data was lost but some storage areas became corrupt. Out of six
5 hard drives, two failed, then a third failed within two days. Bruce is currently looking into virtual servers.
6 Chairman Finan asked about the situation with IMC software at the Police Station. Bruce responded that the
7 problem is the connection, the other towns use VPN at each work station; however, Milford has a fiber connection.
8 Bruce is working on configuring a method which will connect to the fiber connection. There was no further
9 discussion.

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11 **6:30 p.m. – 31:95 (b & e) Public Hearing for Acceptance of Unanticipated Funds Over \$5,000 and Gifts.** The
12 public hearing for acceptance of unanticipated funds over \$5,000 and gifts was opened by Chairman Finan at 6:30
13 p.m. Chairman Finan read the listing as follows:

<u>Amount</u>	<u>Source</u>
\$11,440.47	Host Homes Program Grant – State of NH (Division for Children, Youth, and Families) Funding for the funding period of July 1, 2009 through June 30, 2010. Program will establish safe homes for children temporarily experiencing difficult home situations.
\$10,805.47	Milford Area Mediation Grant – State of NH (Division for Children, Youth and Families) Funding for the funding period of July 1, 2009 through June 30, 2010. Program provides free family mediation services to troubled families in the participating towns.
\$ 120.00	Marital Mediation Fees from various clients.
	1996 Chrysler Cirrus with a donated value of approximately \$2,300. Item was donated by Mamie Miles to the Milford Fire Department to be used in training exercises.
	1990 Dodge Dakota with a donated value of approximately \$750. Item was donated by Mamie Miles to the Milford Fire Department to be used in training exercises.
	Six burner, dual oven with griddle, commercial stove with a donated value of approximately \$250. Item was donated by Humble Pie to the Milford Fire Department.
	1990 Isuzu Trooper with a donated value of approximately \$125 donated by Russell Kincaid to the Milford Fire Department to be used in training exercises.

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42 There was no public input. Public hearing was closed at 6:35 p.m. Selectman Putnam moved to accept the listing of
43 unanticipated funds over \$5,000 and gifts as presented. Vice Chairman Daniels seconded. All were in favor. Mo-
44 tion passed 5/0.

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

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48 **4. DECISIONS**

49 **a) CONSENT CALENDAR.** Chairman Finan asked if there were any items to be removed from the Consent
50 Calendar. He explained that if they are taken off the Consent Calendar, they will be discussed fully; otherwise they
51 will be accepted together without discussion. There were no items removed for discussion. Selectman Putnam
52 moved and Selectman Bauer seconded to approve the Consent Calendar as follows, with all members in favor.

- 53
- 54 **(1) Request for Acceptance of a Donation to the Forest funds Per RSA 36-A:4.** A request was made and
55 approved by the Board of Selectman for the acceptance of a donation in the amount of \$174 to be deposited
56 to the Forest Fund to support the maintenance of the trail system.
- 57

1 (2) **Request for Acceptance of a Donation to the Land Fund Per RSA 36-A:4.** A request was made and
2 approved by the Board of Selectman for the acceptance of a donation in the amount of \$960 to be deposited
3 to the Conservation Land Fund.
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5 (3) **Request to Amend August 24, 2009 Minutes.** A request was made by Dawn Griska, Executive Assistant,
6 and approved by the Board of Selectman to amend the Board of Selectman minutes of August 24, 2009 to
7 include the correct amount of Unanticipated Funds Under \$5,000 as presented.
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9 **b) OTHER DECISIONS**

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11 **5. TOWN ADMINISTRATOR REPORT**

12 **a) McLane / Goldman Dams Removal Feasibility Study Update.** Town Administrator Guy Scaife indi-
13 cated the Feasibility Study for Dam Removal is to pursue funding for a feasibility study to evaluate if it is prudent,
14 cost effective and feasible to look at dam removal. The study will include details of all aspects. Friday last week,
15 Guy Scaife met with the evaluation team for the grant application Milford submitted (DES & EPA) for impaired
16 waters and the town should hear by this coming Friday whether or not the town is successful. The grant is for
17 \$50,000 that the town would need to fund an additional \$33,500 of in kind funding. The second grant request was
18 for some of that matching grant funding. The town received an e-mail today to attend a conference to discuss this.
19 There are a couple other courses of funding that will be pursued later this year. The Historical Society will meet
20 November 5 to discuss what this study is all about. The Heritage Commission has some concerns about the study.
21 Guy Scaife wants issues brought to the table and be a part of this process. The Historical review will happen and the
22 list of concerns needs to be brought up. Selectman Carmen thought it was good to go to the Heritage Commission to
23 get their input. Guy Scaife did not receive the e-mail, but said it appears the specific concerns are not outlined. It
24 needs to be communicated clearly. Selectman Carmen said the list came out of the Heritage Commission meeting;
25 Ruth Heden put together the list but he will put together a formal list of the concerns they have.
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27 **b) Miscellaneous.**

28 Guy Scaife noted that the Expo held at the Hampshire Dome last week was a success; 175 exhibitors were at the
29 dome and all indications were that it was well received. People were amazed that the dome was available in Mil-
30 ford. There may be more of these types of events that come to the Hampshire Dome and people will come to town
31 to do business.
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33 This is a busy time of year getting ready for winter and finishing up the year in Finance. Tax bills were printed
34 today and Guy Scaife hopes they will be mailed Friday – with a due date of December 1. The tax rate was set last
35 week.
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37 Chairman Finan indicated he saw the winter parking ban signs posted recently, and asked if that is the plan for
38 this winter season? Guy Scaife said that is still the plan for this year.
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40 **6. DISCUSSIONS:**

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

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44 **a) FROM SPECIAL BOARDS, COMMISSIONS & SPECIAL COMMITTEES.** Selectman Bauer stated
45 that she and Guy Scaife attended an ambulance service award last week and she felt very proud that Milford is one
46 of only five NH communities that are "Heart Safe". Guy Scaife was also proud to be recognized as a community
47 with this recognition, noting that Milford has an ambulance service that brings its education and training to a high
48 level through grants. There are many employees and citizens who are trained in using the automatic defibrillators,
49 noting that the week before this award, one of those defibrillator units was used by a school staff member at the
50 High School for a medical emergency to assist before the ambulance arrived. Chairman Finan congratulated the
51 ambulance service and everyone involved in receiving this award.
52

53 Selectman Bauer asked about the Clinton Street intersection and Armory Road intersection concerns that were
54 to be brought before the Traffic Safety Committee (TSC). Vice Chairman Daniels responded that they were passed
55 on and should be taken up at the next TSC meeting. Guy Scaife indicated the TSC had a meeting today, but he did
56 not know the outcome.
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Vice Chairman Daniels notified members of the Recycling Committee of a meeting coming up November 4, 2009 at 4:30 to regroup. This will just be a reorganization meeting, after which a notice may be sent looking for volunteers.

Selectman Bauer was very happy to see the new municipal parking lot being used today, having about ten cars around noon time. Guy Scaife to follow up with Bill Ruoff about the lighting. Chairman Finan noted that the School Board had a vote for the paving of that lot which ended up tied at 2/2 and will be taken up at the next meeting. Chairman Finan to contact Peter Bragdon to be sure it is back on the agenda.

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

8. APPROVAL OF FINAL MINUTES – October 5, 2009.

A motion was made by Selectman Putnam and seconded by Selectman Bauer approve the minutes of October 5, 2009 as presented. All were in favor. Motion passed 5/0.

9. INFORMATION ITEMS REQUIRING NO DECISIONS

10. NON-PUBLIC SESSION – Non-public Session (RSA 91-A:3, II (b & d) – Personnel and Land Acquisition). Selectman Putnam moved to enter into non-public session at 6:00 p.m. to discuss a personnel and a land acquisition issue. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

After a discussion regarding personnel and land acquisition, Selectman Putnam moved to come out of non-public session at 6:28 p.m. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

Chairman Finan announced that in non-public session, the Board discussed a personnel and a land acquisition issue. No decisions were made.

11. ADJOURNMENT:

There being no further business to come before this Meeting, Selectman Putnam moved to adjourn at 6:35 p.m. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

Tim Finan, Chairman

Mike Putnam, Member

Gary L. Daniels, Vice Chairman

Katherine Bauer, Member

Nate Carmen, Member