

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
July 25, 2011

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

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

INSTRUCTIONS: The meeting was called to order by Chairman Carmen at 5:30 p.m. who introduced Board members and led the audience in the Pledge of Allegiance. Chairman Carmen 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. – 31:95 (b & e) Public Hearing for Acceptance of Unanticipated Funds Over \$5,000 and Gifts Over \$5,000. Chairman Carmen opened the public hearing at 5:30 p.m. and read the listing as follows, asking for public input.

<u>Amount</u>	<u>Source</u>
\$35.00	Fire – Rescue Donations Special Purpose Fund General Donation from James and Deena Spanos to the Milford Fire Department. The Fire Dept wishes to designate the donation to the Fire – Rescue Donations Special Purpose Fund
\$6,276.00	Police K-9 Unit Special Purpose Fund – Fundraising efforts from the 2011 golf tournament for the purpose of benefiting and assisting the Milford Police K-9 Unit
\$6,300.00	Donation from the Arthur L. Keyes Memorial Trust to the Milford Recreation Department. The Recreation Department wishes to designate the donation to the Kiddie Pool Shade System Special Purpose Fund.
\$3,000.00	Host Homes Program – Contribution from the Town of Amherst

There were no public comments. Chairman Carmen closed the public hearing at 5:35 p.m. Selectman Finan moved to accept the funds as listed. Vice Chairman Daniels seconded. All were in favor. Motion passed 5/0.

5:35 p.m. – Departmental Update. Fred Douglas, Police Chief, provided activity for the first half 2011. Sean Plumer has transferred to the patrol unit and Kevin Furlong has transferred to the detective unit. There is one new hire under conditional offer and one certified officer in the process of completing a background check, which leaves the department with one full time opening. Thus far in 2011 there have been over 24,000 calls for service. Property-related crimes are up and it is difficult to stay ahead of that curve. It appears that because of the economy and people being out of work, people involved in drug activity have resorted to this type of crime. In the first six months of 2011, we have had two motor vehicle fatalities in town. Juvenile petitions have increased; Chief Douglas believes this has to do with families becoming stressed and then becoming dysfunctional due to people being out of work. Years ago, a program was put into place to protect Keyes Park from juvenile activity; last year there were 3-4 incidents where a person was suspicious because of their conduct. Milford has a zero tolerance policy and this year there have been 23 suspensions from Keyes Park and a few expulsions for repeat offenders. The DPW Director and the Recreation Director have been on board with this and all agree the town cannot accept this type of behavior.

Guy Scaife said the Recreation Director agrees that this has been very proactive in this type of activity. Prudent and consistent actions will eventually reduce those numbers. Chief Douglas indicated the economy has forced families to stay home so there is a larger volume of people at the park which brings more possibilities of conflict. Selectman Finan asked if there have been any activities such as this at Kaley Park. Chief Douglas responded there was not any until recently when a car was down there doing donuts, which was quickly resolved. It has not been a problem so far. Milford is doing well in the gang area; there has been minimal involvement in Milford. There has been ongoing

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1 activity with training and the community training room is being used by many groups and is booked at least 3 or 4
2 times per week. Public Service Announcements continue and an update will be put on PEG to get the word out that
3 criminals are looking for cars that are unlocked in the driveway. Chief Douglas stressed to the public to lock their
4 vehicles. Cars that are locked are not being broken into but cars that are unlocked are being ransacked for anything
5 and everything that is not bolted down.

6
7 Selectman Finan said he has been approached about the fireworks policy in Milford and asked about the ordinance;
8 asking Chief Douglas for his thoughts on whether the ordinance is making a difference. Chief Douglas said the po-
9 lice staff has their hands full with regular calls for service, fireworks would add to that, with having to chase down
10 the people. The point of the ordinance is that he sees no reason to eliminate the ordinance, that action would state
11 that it is okay to use fireworks more frequently and would increase the percentage of incidents, people get hurt, the
12 calls for service increase when people are utilizing things that project into the air. The cinders from the fireworks
13 also come down onto the roofs of the neighbors causing pollution or could start a fire in a field or hay field. The
14 State is considering banning fireworks throughout the state. Once a message is sent that it is okay, the number of
15 incidents will go up. Chief Douglas said the police department cannot enforce it all, not everybody stops at a stop
16 sign but we can't remove all the stop signs. Maybe the fire department could become the enforcing agency for fire-
17 works. That could be used as an educational aspect. Fireworks come with people under the influence of alcohol or
18 drugs and people getting rowdy. Selectman Finan asked if there are a lot of calls for fireworks use. Chief Douglas
19 responded that there are a lot of calls for fireworks that the department does not get to. The majority of the public
20 respects the rules of the town with no fireworks, said Guy Scaife. Chief Douglas said that a few years ago there was
21 a person that would set fireworks off which would upset the neighborhood.

22
23 Selectman Bauer asked when the ordinance does get enforced, if someone is caught is there a fine? Chief Douglas
24 said there will be a call to respond and when the police respond to the home where it was occurring, there are a
25 bunch of people and nobody says they did it so they talk to the group but it is very difficult to enforce. Selectman
26 Bauer understands that. Chief Douglas said there were some fireworks blown off this year off Old Brookline Road
27 that were totally illegal, the officers drive around the neighborhood to have a presence. If there is a dog running
28 loose, the officers do not pick up the dog it is only if there is a complaint that the dog gets picked up; fireworks are
29 the same way. This is similar to the dog ordinance, it is enforced, but only when there is a complaint. Chairman
30 Carmen asked what types of incidents are occurring at Keyes Park? Chief Douglas responded the expulsion was for
31 a person that shot a "air gun" into a car. There was also a theft and three boys were expelled. Vulgar language oc-
32 curs often, mostly by adults. Out of 23 expulsions, there has been only one appeal for a fire being started in a trash
33 barrel. The town has gotten larger and the complaints are mostly from parents that call from the park.

34
35 **3. PUBLIC COMMENTS (regarding items that are not on the agenda).** There were no public comments.

36
37 **4. DECISIONS**

38
39 a) **CONSENT CALENDAR.** There were no items on tonight's Consent Calendar.

40
41 b) **OTHER DECISIONS.**

42 1) **Request to Fill Vacancies (2) – Heavy Equipment/Truck Drive and Transfer Station / Recycling**
43 **Center Laborer – Public Works Department.** This request is from DPW Director Ricky Riendeau to fill
44 one vacancy at the Transfer Station and one vacancy at the highway department. One vacancy is due to a
45 retirement and the other was created when Steve Rougeau accepted the position of foreman at the Highway
46 Department. Selectman Putnam asked how long the positions have been vacant. Guy Scaife explained
47 that Lane retired at the end of June from the Transfer Station and Steve Rougeau was promoted effective
48 this week. Selectman Finan moved to approve the filling of the two positions as described. Selectman
49 Putnam seconded for discussion, indicating since lay-offs are always up for discussion and also not filling
50 open positions – we do not have the fund balance to tap into this year so this Board needs to remember we
51 have the default budget. There is a \$140,000 budget shortfall to be discussed later this evening. Nobody
52 wants a tax increase and we have to make tough decisions, so he questions filling these two positions. Se-
53 lectman Finan said it would be folly to hog tie the new DPW Director and Highway foreman by short staff-
54 ing the department. Guy Scaife said if the Board would like to have a discussion on cutting services, he
55 would like to set aside some time for that. The town is not at full staff now, but we use some part time help
56 to run as economically as possible.

1 Selectman Putnam thinks the Board is being fiscally responsible by looking at it. Selectman Putnam said
2 there are other advantages to using part time help instead of full time. We have to pay benefits for full time
3 people. If we are trying to be as fiscally smart as we can, why wouldn't we keep the position part time?
4 Selectman Finan does not agree with that philosophy. The last three months, this Board has been com-
5 plaining about the roads; it would be inconsistent not to fill these positions. Selectman Putnam suggested
6 maybe we should put the focus on roads and not parks and lawns. Selectman Finan suggested these two
7 positions have just been vacated, they are not part time. There were other positions that have not been
8 filled and are covered by part timers. One position at the Transfer Station and three at the DPW are open.
9 Selectman Bauer indicated the part timers have been put in to keep the budget down. Selectman Putnam
10 understands that. Selectman Bauer said she hears Selectman Putnam saying that you understand that, but
11 yet you are asking about the part timers, these are not part time positions, these are the two full time posi-
12 tions; these are vacancies that were just created. Selectman Putnam again asked why can't these positions
13 be done with part timers. Guy Scaife indicated that is in order to get the skills needed, there is a limit with
14 what you get with part timers. Part timers only stay until they find full time work Vice Chairman Daniels
15 moved to table until after Guy Scaife's financial update to be taken up later this evening. Selectman Put-
16 nam seconded. All were in favor.
17

18 **5. TOWN ADMINISTRATOR REPORT:**
19

- 20 a) **Financial Update.** Guy Scaife did not list every plus and minus on tonight's financial update but he did
21 identify the \$166,000 of the areas that can be modified. The GIS and stormwater improvement plan could
22 be delayed saving \$25,000 this year. A work session has been set up with the water commissioners and
23 BOS to review the permit requirements. \$75,000 was budgeted every year to work on this over time. Se-
24 lectman Bauer asked what that delay would affect? Guy Scaife said that is yet to be determined, it depends
25 on what the permit says. Guy Scaife also pointed out a savings in IT equipment. The Rooms & Meals tax
26 was frozen at the 2009 rate. Guy Scaife continued that it should not be automatic that because the State is
27 changing its funding, that it automatically cuts into the budget. It could be a tax increase or it could be
28 cutting services. Selectman Bauer asked about the IT equipment reduction. Guy Scaife said some of that is
29 the phone equipment at the Library. Vice Chairman Daniels asked if the Rooms & Meals tax will go up
30 every year? Guy Scaife said that historically, it has grown but the State kept the difference on that increase.
31 That also increases from 8-9% but the State also kept that difference and did not share with municipalities.
32 The growth in sales volume would have been passed on to municipalities but the State kept it. Vice Chair-
33 man Daniels is not sure that can be called a "shortfall" from the State because we anticipated getting it in
34 our budget, it was a temporary shortfall but now it is becoming permanent. It is revenue that the town an-
35 ticipated but it was not shared with the town, the state kept it. Vice Chairman Daniels said if the State told
36 the town we were going to get it and then we did not; it would be a shortfall. Guy Scaife indicated the new
37 budget that was just passed has lowered it again. The retirement system was supposed to go back to what it
38 was as well, but the new budget changed it.
39

40 Chairman Carmen said the \$140,000 is similar to the amount we had to make up with the default. This
41 Board found \$149,000 when the default budget was passed. At that point we took away the DPW street
42 pick up of brush. As a result of the budget being voted down, Chairman Carmen asked what the tax in-
43 crease was? Guy Scaife said it was .9%. Chairman Carmen said the town cannot go into Fund Balance this
44 year. Vice Chairman Daniels asked if there will be some cost savings when filling the two positions, with
45 salaries. Guy Scaife said it would only be a partial year with five months of salaries left in 2011. If full
46 time positions are filled, Vice Chairman Daniels said they would probably not be at the same rate, what is
47 the estimate of hiring a full time person at a lower salary? Guy Scaife said it would be a difference of a few
48 thousand dollars at most, benefits are all the same. The Transfer Station position is a Laborer so it is a low-
49 er level than the highway position. Selectman Finan asked what does a laborer do at the Transfer Station?
50 Guy Scaife responded they do sorting and recyclables (bailing, etc.) It is not a heavy equipment position.
51 Selectman Finan asked about reducing the hours the Transfer Station, what would that affect and the savings
52 be? Guy Scaife has not run those numbers, but in looking at the volume of traffic it would create a problem
53 by reducing the hours of operation. It is not going to reduce the volume of trash, it would just create con-
54 gestion. The Transfer Station keeps the overtime to a minimum and they manage with a 40 hour work
55 week.
56

57 Chairman Carmen stated that the \$140,000 shortfall and how that can be managed seems to be a good idea,
58 it is service that would be affected, if we start with the services, and talk about doing less with what we

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1 have, it affects service. There are a lot of things we cannot do. The change with the economy is affecting
2 the community. We cannot put it on the taxpayers, we are seeing increases in the services and it is costing
3 the town more. Where do we do it? What services can we do without? As soon as the police are taken off
4 the street, then people are breaking the rules. There are consequences. We know we are \$140,000 short;
5 there are things that will save us money. Selectman Putnam asked if we can wait on these two positions
6 until we finish with the budget.
7

8 Chairman Carmen indicated the decision was tabled until Guy Scaife's financial update, but a decision
9 should be made. Does it have to be tonight? Selectman Bauer asked if there is any advantage to waiting?
10 Chairman Carmen said that Selectman Putnam would have to answer that. Selectman Putnam said we can
11 think about it and make a decision if we want to fill the positions or maintain as is. Or maybe there will be
12 another shortfall from somewhere else. Selectman Finan asked how the motor vehicle registrations are
13 doing so far in 2011? Guy Scaife is concerned about that as well. Welfare is also running \$25,000-30,000
14 above the budget. That is a direct result of cuts in Health and Human Services. The DPW is the heart of
15 what the town does; if you just do not fill these positions, it is affecting services. Selectman Bauer does not
16 understand what will be learned in two weeks for these positions, if the decision is not made. Selectman
17 Finan said we will not discuss it over the next two weeks; it will be picked up at the same place two weeks
18 from now. Guy Scaife said we also have to advance so it is not just holding up the process. Chairman
19 Carmen said of the services the town provides, do these two positions provide services that the town must
20 have to operate? If we cut these positions, would it make sense? Guy Scaife responded that these are basic
21 needs, if the Board feels like we can reduce head count, we can take out the part time positions, but we
22 need those skilled positions to be filled so that we can hold on to those people.
23

24 Vice Chairman Daniels moved to re-consider agenda item 4b1 that was previously tabled. Selectman Put-
25 nam seconded. All were in favor. Motion passed 5/0.
26

27 Selectman Finan went back to his position; he would not want to remove these two positions; there are oth-
28 er positions rather than these two that could be removed. Chief Douglas indicated that when the Police De-
29 partment was first built, a full time custodian was requested, but only a part time one was hired, and then it
30 ended up having DPW take care of the building maintenance. After 3-4 months of that, Chief Douglas said
31 he has requested certain things to be done at the Police Department but he has ended up doing them him-
32 self. Chief Douglas has to do things himself because DPW cannot get to that building. DPW had some-
33 thing that needed to be done first, so Chief Douglas tried to get another DPW person do get to the items
34 needing attention but was told the grass needed to be mowed or they do not have time. Selectman Finan
35 moved to approve the hiring of the two positions discussed. Selectman Bauer seconded. Selectman Finan,
36 Vice Chairman Daniels, Selectman Bauer and Chairman Carmen were in favor with Selectman Putnam op-
37 posed. Motion passed 4/1.
38

39 b) **Miscellaneous.** Guy Scaife indicated there were 93 properties that the town was working with on property
40 taxes, and that is now down to one person so he does not expect tax deeding for this year; we are working with the
41 owners on payment plans. It is hoped that grass will be planted at Kaley Park before the end of the season. Select-
42 man Finan asked about Osgood Pond and will there be a definite answer by the end of 2011? Guy Scaife hopes by
43 August this year, we will have a decision. We are operating under the assumption that significant matching funds
44 will need to be raised by voters. Guy Scaife hopes that all the facts come before the Board so that a decision can be
45 made by the end of August or the first meeting in September. Selectman Finan would like to put that to bed one
46 way or the other.
47

48 **6. DISCUSSIONS.**
49

50 a) **2011 Town Leadership Objectives.** Chairman Carmen said this list of objectives is moving along, Os-
51 good Pond will be completed with a decision. The Community Facilities Committee is working on the
52 Ambulance Facility, which will come back before the BOS and the Board is looking forward to having a
53 vote in 2012. This Board may not want to take the recommendation of the CFC, but we must keep the fo-
54 cus on the Board's goal. The number one goal is to have a facility to bring forward to the voters. If a rec-
55 ommendation comes from the CFC, Selectman Bauer said it will be well presented and thought out, it may
56 be that some money is needed for the design, or inspections; they may need some money and we have to
57 decide how much, it is not going to be free. The communication between the CFC and BOS is important,
58 without stepping on each others toes. Chairman Carmen continued that the Economic Development of Mil-

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1 ford is another big goal; at this point the EDAC is looking to get a hotel into town. This is a huge goal and
2 EDAC is very focused. The Brox plan is reaching out 30 years; the Planning Board presentation for the
3 Overlay District (for the Brox property) is a good example of moving ahead and being pro-active. This
4 Board needs to maintain communication with EDAC and the public. Last week, during the oval concert,
5 Sarah Marchant set up a table with information on the Overlay District to begin promoting it.
6

7 Chairman Carmen continued that the budget is another leadership objective and this Board needs to look at
8 the budget items. What does the Board think we can live without? Selectman Bauer noted there is always
9 tension regarding the services people want and the taxes people are willing to pay. We need to find out
10 what is most important to the public. What services can be reduced? As far as cutting personnel, Chairman
11 Carmen asked what we can do without? Selectman Bauer indicated this Board needs to base that decision
12 on each situation. Selectman Finan suggested it is not based on ability; we need to look at how important
13 each aspect is, such as recreation, cutting the grass at the cemeteries for example, how important is each
14 task. We could prioritize each activity and Guy Scaife can implement savings by having this Board identi-
15 fy what services it feels are less important. Selectman Bauer would want to have the DPW Director here to
16 identify exactly what they do; it seems they are already maxed out. Selectman Finan said making cuts or
17 affecting service is different. Selectman Bauer would want the hours spent in each department and then the
18 Board can identify where we are being smart and where we are not. Selectman Finan asked if we are being
19 pound foolish right now?
20

21 Guy Scaife reminded the Board that he pays taxes in this town too, Chief Douglas raised the issue about re-
22 sponse time from DPW, and there is no record of things we have cut in the past. We used to have 1.5 cus-
23 todians at Town Hall, we now only have 1. We had an outside maintenance contractor at the Police Station
24 and it is now under Connie's department (DPW). We are at the bottom of the barrel of per capita spending
25 and taxes as compared to communities in the 10,000 to 20,000 population group in NH. What is a reasona-
26 ble tax rate? Guy Scaife does not feel cutting services is the only approach; we have less head count today
27 than five years ago. We are doing more as a town, but the head count is down. Employees are doing more.
28 Guy Scaife feels we are bare bones right now. There are not a lot of frills with the town services. He be-
29 lieves most services are critically important to the fabric of this community. Guy Scaife thinks about this
30 as a taxpayer as well as being the Town Administrator.
31

32 Speaking in terms of process, Selectman Finan said it does not have to be difficult. Things can be priori-
33 tized. This board can prioritize services in town. Chairman Carmen said it is difficult to do off the cuff. If
34 we just look at what the BOS' job is, this should be a primary goal. What are the unintentional conse-
35 quences of cutting services? We need to look at short term and long term. If the goal is to keep the tax in-
36 crease down, we just keep the increase low and reduce services and that is when Guy Scaife must help.
37 Chairman Carmen said we know we have the same problem as last year, in budget season; we are going in
38 with \$140,000 under. Before Selectman Bauer would vote on a limit for a tax increase, she would want to
39 know what the ramifications would be. She does not want to pick a percentage to shoot for without know-
40 ing the ramifications. Guy Scaife noted that the town should maximize the services with the ability of the
41 taxpayers to fund those services. That is why Selectman Finan thinks things like closing the Transfer Sta-
42 tion one day a week or closing the pool one day might be something to consider. Vice Chairman Daniels
43 felt the BOS could brainstorm for some ideas of where to cut. We could put a value to the services and
44 work from there.
45

46 Selectman Putnam noted that Guy Scaife has done a great job of bringing things together to this point.
47 When a job pays for any tax increase that is fine, but when a person's income has gone down, it is a strug-
48 gle to pay those tax increases. Selectman Finan noted the NH unemployment rate is the lowest in the coun-
49 try. Selectman Putnam indicated that things like safety services are needed, but he would hate for someone
50 to lose their house to pay for flowers on the oval. Selectman Bauer also noted that for seniors and people
51 that have lower paying jobs, they do appreciate some of the things a small town such as Milford does that
52 add value to the type of life we want to live but may not necessarily have a dollar value attached to them.
53 Some people will always say they do not want the services to suffer. Selectman Putnam indicated some
54 changes may not have to be permanent. Selectman Finan asked if we are looking at a level budget next
55 year? Guy Scaife said the only thing that might cause an increase is the GIS for part time hours but not a
56 head count increase, the only additions are those things we have no control over such as electricity and gas
57 that are out of our control. Selectman Finan asked if we budgeted some fund balance growth last year?
58 Guy Scaife responded yes, however, tonight's numbers include no increase in fund balance. The plan to

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1 increase fund balance by \$100,000 was with the original budget, not the default budget we received. It was
2 agreed that further budget discussions would be held prior to the fifth Monday forum on August 29 at 5:00
3 p.m.
4

5 **b) Proposed Recycling/Solid Waste Committee Charge.** Vice Chairman Daniels summarized the ideas that
6 were discussed at the last Recycling/Solid Waste Committee meeting and presented a draft charge for the
7 committee requesting input from members. A timeline was absent from the charge. If it is needed for a
8 warrant article, we would need dates for when the timeline should be. Vice Chairman Daniels is thinking it
9 should be the end of 2011. The committee meets once per month and is working with the current needs and
10 looking at the Aries 2008 report about a new transfer station location. Also looking at ways to see if there
11 is a way to increase recycling. The ordinance currently is mandatory recycling for only those that bring the
12 trash to the Transfer Station. Selectman Putnam moved to charge the recycling committee with the draft
13 charge as amended with a December 26, 2011 deadline. Selectman Finan seconded. All were in favor.
14 Motion passed 5/0. Vice Chairman Daniels noted most of the discussion at the meeting was about recy-
15 cing and he wanted to get more information and discuss solid waste. Guy Scaife felt that solid waste
16 should be in the charge; we can amend the charge at some point. Guy Scaife also added that the current fac-
17 facility has approximately 15% recycling and the other 85% is solid waste.
18

19 **c) Town of Milford Terms and Conditions for Use of Town Hall Auditorium Request to Waive Fre-**
20 **quency of Use Condition – Town Hall Auditorium and Banquet Hall.** Chairman Carmen indicated this
21 Board talked about this at length at the last meeting. Selectman Bauer has asked if this could be moved off
22 the agenda until the next Board meeting, noting that Nicole Banks, Recreation Director, would like to talk
23 about her problems with this; there are more and more people that want to use these facilities. Chairman
24 Carmen said the fee change will be on the agenda at the next meeting and to tie it together with the policy
25 at that meeting. Selectman Putnam moved to table this subject until the next regular Board of Selectman
26 meeting so that Nicole may attend. Selectman Bauer seconded. Vice Chairman Daniels asked if someone
27 keeps track of the people that use the facility? Guy Scaife said there is a form that must be filled out by the
28 person using the facility, which is kept. Different organizations have different structures and some might
29 be more private and when we discuss them we might want to try to look at what kinds of organizations use
30 the facility so that the policy will take that into account. Selectman Bauer said that Dawn Griska has a
31 record of all of that information and she could pull it together. Guy Scaife will have Dawn pull information
32 for the past 2-3 years for the next Board meeting. Chairman Carmen said if we need her to attend the next
33 meeting, we can invite Dawn.
34

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

36 **a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** The Traffic Safety
37 Committee (TSC) met tonight, Gil Archambault has now replaced Bill Ruoff as the Chairman and Rodny Richey is
38 Vice Chairman. The parking on Bridge Street was discussed and it was determined that the congestion is primarily
39 caused by trucks violating the parking for unloading. The vendors have been notified and it has since not been a
40 problem. If the trucks are not on Bridge Street to unload where do they park? Guy Scaife said the one parking
41 space that was created when the pedestrian crosswalk was shifted in front of the Red Arrow, can be made into an
42 unloading zone for those trucks as it was prior to the last change. The TSC currently has two people from Commu-
43 nity Development on the committee and they thought it would be better to have someone from another department
44 on the committee that is versed in safety issues. Vice Chairman Daniels suggested it be someone that is familiar
45 with all the emergency services. There are eight members of the TSC including the Selectman’s representative.
46 Selectman Bauer asked if there is a term limit? Vice Chairman Daniels thinks they are supposed to have one but it
47 is confusing going through the minutes, by the next Board meeting it is hoped that will be sorted out. Vice Chair-
48 man Daniels said a letter is coming to the Town Administrator and Board of Selectman requesting someone be on
49 the TSC from emergency services.
50

51 **b) OTHER ITEMS (that are not on the agenda).** The Budget Advisory Committee (BAC) is being put
52 together so if anyone is interested, people can contact Peter Basiliere. It is unknown when that committee will be
53 finalized; however, they become active in the fall. October 12, the Executive Council will be at Town Hall. Guy
54 Scaife indicated that the five year permit for storm water is being processed and it is critical that the water utilities
55 and Board of Selectman meet to discuss prior to budget season to identify how this may affect the budget.
56

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1 **8. APPROVAL OF FINAL MINUTES – July 11, 2011.** Vice Chairman Daniels moved to approve the minutes
2 of July 11, 2011. Selectman Finan seconded. All were in favor of the motion to approve the minutes as presented,
3 with Selectman Putnam abstaining. Motion passed 4/0/1.
4

5 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.**
6

7 **10. NON-PUBLIC SESSION.** Selectman Finan moved to enter into Non-public session at 7:45 p.m. in accordance
8 with RSA 91:A3(c) Reputation and approval of non-public minutes of June 27, 2011 (Personnel). Vice Chairman
9 Daniels seconded. All were in favor. There were three property tax payment plans presented to the Board by Kathy
10 Doherty, Tax Collector, and recommended for approval. Selectman Putnam moved to approve all three payment
11 plans as presented. Vice Chairman Daniels seconded. All were in favor. The non-public minutes of June 27, 2011
12 were unsealed on motion made by Selectman Finan and seconded by Selectman Putnam. All were in favor. Se-
13 lectman Putnam moved to approve the non-public minutes of June 27, 2011 (Personnel). Vice Chairman Daniels
14 seconded. All were in favor. Motion passed 5/0. After discussion, Selectman Finan moved to come out of non-
15 public session at 7:58 p.m. Selectman Putnam seconded. All were in favor. Motion passed 5/0. Chairman Carmen
16 announced that in non-public session, the Board discussed and approved three tax payment plans and approved one
17 set of non-public minutes (June 27 Personnel). The NPS minutes were re-sealed on motion made by Selectman Fi-
18 nan and seconded by Vice Chairman Daniels. All were in favor. Motion passed 5/0.
19

20 **11. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Putnam moved to
21 adjourn at 7:59 p.m. Selectman Finan seconded. All were in favor. Motion passed 5/0.
22
23

24 _____
25 Nate Carmen, Chairman
26

Gary L. Daniels, Vice Chairman
27

28 _____
29 Katherine Bauer, Member
30

Tim Finan, Member
31

32 _____
33 Mike Putnam, Member
34