

APPROVED  
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING  
January 28, 2013

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

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

**INSTRUCTIONS:** Chairman Daniels called the public meeting to order at 4:30 p.m., introduced Board members and then led the audience in the Pledge of Allegiance. Chairman Daniels 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:**

**4:30 p.m. – Discussion and Pre-Deliberative Session Vote on 2013 Warrant Article #4 – Town Operating Budget.** Fire Chief Kelly wished to provide additional information on the SUV being requested for the Fire Department. Chairman Daniels indicated that everyone understands there is a significant amount of frame deterioration on the current SUV, but the question that was raised was the purchase price of \$40,000 and he asked if something other than a brand new SUV (Expedition) could be looked at. Chief Kelly feels a pickup truck would be better for all uses, including carrying crews to training in Concord. The vehicle would also be used to carry hoses which is currently being done with firefighter personal vehicles. The price for a pickup would be about the same, it is about \$35,000 for a new Tahoe, but a pickup truck would be better utilized. Chairman Daniels asked if we could get something a couple of years old because a new vehicle drops value as soon as it drives off the lot. Chief Kelly has looked into that but the price is about the same at \$33,000 or \$34,000 but the vehicle would need to be painted red, which costs another \$4,000. If a new vehicle is bought it would already be red. There is also less warranty on a used vehicle. The vehicle runs every day. Guy Scaife said the purchase of a \$32,000 vehicle with approximately 50,000 miles, with diesel fuel is not what the town would want with the current cost of diesel fuel. If buying a new vehicle, it is bought off the State contract; with a used vehicle the town runs the risk of the vehicle condition. If going to a used vehicle, we do not know what the problems might be and we have the issue of paint. Chairman Daniels did not understand the town was not looking specifically at an SUV. Guy Scaife said they have been debating SUV or truck, the SUV must be replaced, whether by an SUV or a truck.

Selectman Bauer remembers when Chief Kelly first presented this, a truck was mentioned, and it had been run by the Board previously. Chairman Daniels asked if the town has looked at dealers yet. Chief Kelly said the State uses specific bid dealers. Chairman Daniels asked how much of a discount is gained through the state versus buying a second hand vehicle. Chief Kelly responded it comes out about the same for what we are looking for. Selectman Putnam knows how bad the SUV condition is and agrees with what Chief Kelly has stated, a truck will be versatile and enhance what the department does without using any member's vehicles, and we should not be using their vehicles. Selectman Putnam is okay with this. Selectman Bauer feels the questions have been answered, asking what would really be saved by going with a used instead of a new vehicle? She is in favor of what Chief Kelly is looking for, which is a new vehicle as proposed. Chairman Daniels asked how often a warranty is actually used. Guy Scaife did not have that information but noted that it varies. Chief Kelly also noted that all of the tool boxes in the current SUV and the lights would be moved into the new (or used) vehicle. There were no further questions.

Chairman Daniels asked if any Board member wished to change the Town Operating Budget figures. Selectman Putnam said that he does not support the full time police position, nor does he support changing the Recreation Coordinator position from Part Time to Full Time. Selectman Bauer asked if a half year of the police position could be put in the budget. Chief Viola did not have a total year in the budget, but the next academy starts in June so he would hire in about May to get them in the June academy. Selectman Putnam asked if there is a period of time before they go to the academy. Chief Viola indicated they would do field training, he could hire someone tomorrow and get them in the June academy. Chief Viola would like to get them in before June. Vice Chairman Finan asked if Chief Viola can fill three slots by June. Chief Viola feels he can, the oral boards are coming up. He would like to

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1 have it be ongoing in order to keep a current list of candidates to fill the next available position. Guy Scaife indicat-  
2 ed at the last meeting there was a comment made about reducing the budget by backing off staff, but if Chief Viola  
3 misses the June academy, it will be a long time before the next one. Chief Viola indicated the next academy might  
4 be in October. Even if a person gets into the June academy, Guy Scaife said they would not go solo until the end of  
5 the year. Guy Scaife noted the population has grown and the police staff has not been increased for many years alt-  
6 hough an MRI study was done many years ago and the police was understaffed then, and that was back in the early  
7 2000's. The town had the study done but never took their recommendations. Selectman Putnam asked what the  
8 ramifications would be by not hiring the one position? Chief Viola needs one officer real bad, since we are short-  
9 staffed a lot, and bringing in officers on overtime, some numbers that were run show that overtime decreased, but he  
10 did some follow up back to the previous year when there were three retirements (which showed the overtime de-  
11 crease). This person is needed; the department wants to expand what it is doing and we want to be more proactive,  
12 with training as well and to make sure we have enough people on the road. Chairman Daniels asked how much  
13 overtime would decrease if this full time position were filled. Chief Viola did not have that figure. The figure he  
14 provided in the budget was for 8 months salary, if the hire was delayed until May, it might reduce it by about \$5,000  
15 or \$6,000. There were no further questions.  
16

17 Guy Scaife indicated that the part time to full time Recreation Coordinator position is due to the growth in programs  
18 that the community has embraced, which is demanding this increase. In four years, there has been an 83% increase  
19 in participation in programs. And programs have growth by 38%, with the pool participation increasing 29%. The  
20 Recreation Commission has fundraised approximately \$155,000 over four years. The Recreation Commission also  
21 agreed to pay 50% of the full time Recreation Coordinator position. Further, Guy Scaife stated the value to the  
22 community with the participation growth and increased programs has shown that the community embraced it. Se-  
23 lectman Putnam asked what age groups are addressed through the programs. Guy Scaife did not have that infor-  
24 mation, but it is primarily young people. Vice Chairman Finan said the part time position, in looking at the amount  
25 of revenue as a result of the coordinator organization of the programs, has been more than paid for; the town does  
26 more than what is being paid out for that person. Adding eight hours is going to be more than paid for from reve-  
27 nues. Guy Scaife said there is also potential for burnout of the staff, there is only so much work expected from the  
28 Recreation Director and there are a lot of administrative functions during the summer months. The winter festival  
29 had about 20 volunteers helping and that was a weekend event. There were several hundred people at that activity.  
30 Selectman Putnam asked how comfortable is Vice Chairman Finan with the eight hour increase being paid for  
31 through the increased revenue? Vice Chairman Finan said he is very comfortable with that and he feels it is a win-  
32 win situation. Chairman Daniels asked if those numbers are tracked regularly. Vice Chairman Finan said that Ni-  
33 cole Banks tracked those numbers and came up with the increased number of hours, further noting that Milford is  
34 fortunate to have the group of volunteers that do so much in the town, if it were not for the community volunteers of  
35 this town, everything would be very different. Our Recreation budget is probably one of the lowest in the State and  
36 the stuff they do is amazing.  
37

38 Selectman Putnam stated as long as the revenues will offset the income of the part time recreation position changing  
39 to full time, he is okay with that. Selectman Putnam would like to see where the Board is on the vac-sweeper, he  
40 thought of a possible compromise. Selectman Putnam suggested the town set up a Capital Reserve Fund for  
41 \$100,000 toward a new sweeper, budget a re-build of the existing sweeper for \$10,000 and purchase a new sweeper  
42 in the third year, he said Ricky Riendeau is confident we might be able to get two years out of a re-build of the cur-  
43 rent mechanical sweeper. Guy Scaife is in favor of a Capital Reserve Fund, the challenge is starting it, but he appre-  
44 ciates the intent; however, what Selectman Putnam is suggested is to put \$10,000 for maintenance of the existing  
45 sweeper and \$100,000 to Capital Reserves which ends up putting \$110,000 on the taxes for this year and this pro-  
46 posal is only for \$35,000, it is also too late to set up a Capital Reserve Fund for this year according to Jack Sheehy,  
47 who noted that a Capital Reserve Fund cannot be on this year's ballot, it is a Warrant Article and it is too late be-  
48 cause Budget & Bond has already taken place. There is no fund currently existing. The Capital Reserve Fund needs  
49 to be established through a warrant article, and then it needed to be funded through a warrant article, it cannot be  
50 budgeted. Selectman Putnam would support the police officer for half the year, and if the revenue offsets the part  
51 time Recreation Coordinator position changing to full time he would support that, but Selectman Putnam is dead set  
52 against the vac-sweeper for this year.  
53

54 Selectman Bauer agrees with a Capital Reserve Fund but also the there could be resistance to one, and it could be  
55 voted down. Selectman Fougere said Capital Reserve Funds have pros and cons and we need to flush that out. He  
56 cannot support the Recreation Coordinator going full time but will support the police officer for fewer months.  
57 There are a lot of increases in the budget we have no control over, but he believes everything in it is needed, but we  
58 cannot get back on track in one year. Selectman Bauer stated for what this town does for recreation, and with such a

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1 low recreation budget, we get a lot from the people that work for recreation. Guy Scaife said the Recreation budget  
2 is \$107,000, and most towns of our size are over \$300,000. Chairman Daniels agrees with the Recreation Coordina-  
3 tor position, but we are looking at 5.1% unemployment in Milford, BAE is laying off another 200 people. We work  
4 for the people, he would support the half police officer, not the full time recreation coordinator, he wishes there was  
5 more time to talk about repairing the fire department vehicle but there is not. Vice Chairman Finan agreed that we  
6 work for the people but we work for all of them, there are a lot of people raising families, and they want to live in a  
7 good community that is safe and clean, we need not lose sight of that and we should not always focus on the bottom  
8 line. There are people that are doing okay and they need a voice at this table too. Selectman Putnam asked if the  
9 status quo is good for another year. For those people that are doing well, can they live another year with what they  
10 have had for the past year?

11  
12 Selectman Fougere said things are starting to fall apart but we can't do it all in one year. Guy Scaife said he will  
13 consider reducing the budget by the \$43,000 as discussed and allow the staff to find it within the budget, but allow  
14 the capital program in place to move forward. The sweeper will probably break down again. By reducing the bud-  
15 get by that amount that would get the tax rate down to a 4.8% increase. Chairman Daniels talked to a lot of people  
16 about the vac-sweeper, his understanding is that the vac-sweeper is a piece of high-maintenance equipment, people  
17 have used them two days a week and every year they have to have major repairs on them. The suction creates prob-  
18 lems in the equipment. It seems there was a lot of research of people or businesses that have this piece of equipment  
19 and their track record. Guy Scaife said if there is proof of that maintenance, he would like to see it; this is a piece of  
20 equipment that few businesses would ever use and he asked what the application is? Municipalities use this type of  
21 equipment. Chairman Daniels said it was a vac-sweeper used for a private business parking lot. Selectman Bauer  
22 agrees the board is a little late, she would have liked to see apples to apples and to research the municipal sweepers  
23 but to come in now is not quite fair, Selectman Bauer thinks this Board is late and more information should have  
24 been requested earlier.

25  
26 Chairman Daniels indicated when a department head comes to us, they should present justification for the equipment  
27 and part of that should be maintenance schedules. Selectman Bauer feels that Ricky Riendeau came in and covered  
28 everything. Some of the specific questions to ask him could have been asked earlier. Guy Scaife said that Rick  
29 Riendeau did get answers from the manufacturer on the warranty. There were no specifics on model or make, and  
30 we are out of time now. Chairman Daniels said he will change his vote to be in opposition to the vac-sweeper.

31  
32 Selectman Putnam moved to vote on the vac-sweeper. Chairman Daniels stated that he is opposed. Selectman Bau-  
33 er seconded that she is in favor. Chairman Daniels, Selectman Putnam and Selectman Fougere are opposed. Vice  
34 Chairman Finan and Selectman Bauer are in favor of the vac-sweeper. Motion failed 2/3.

35  
36 Selectman Putnam moved to support the budget as presented. Selectman Fougere seconded. All were in favor of  
37 the budget. Motion passed 5/0.

38  
39 Selectman Putnam moved to support the water / sewer budget as presented. Selectman Bauer seconded. All were in  
40 favor. Motion passed 5/0.

41  
42 Selectman Bauer moved to support the Nashua Street Warrant Article. Vice Chairman Finan seconded. Selectman  
43 Bauer in favor. Vice Chairman Finan, Selectman Putnam, Selectman Fougere and Chairman Daniels opposed. Mo-  
44 tion failed 1/ 4.

45  
46 Chairman Daniels moved to reduce the police budget by a half year salary of a new police officer (\$14,890). Se-  
47 lectman Putnam seconded. All were in favor.

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49 Selectman Fougere moved to reduce the Recreation Coordinator position back to part time. Chairman Daniels se-  
50 cunded. Chairman Daniels, Selectman Fougere, and Selectman Putnam in favor. Vice Chairman Finan and Select-  
51 man Bauer opposed. Motion passed 3/2. Further reduction \$9200.

52  
53 The budget was reduced to \$12,405,693 by the above actions. Selectman Putnam moved to accept the changes.  
54 Selectman Bauer seconded. All were in favor. Motion passed 5/0.

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56 Vice Chairman Finan asked if money should be added to the budget for rebuild of the current sweeper as suggested  
57 earlier. Selectman Putnam said that because the Board of Selectman does not support the sweeper, it does not go on

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1 the ballot, right? Chairman Daniels said yes. Selectman Putnam said that staff could find money to pay for the  
2 maintenance of the old sweeper. Guy Scaife said that we will do what we need to do.  
3

4 **5:30 p.m. – Interview of Zoning Board Candidates Kevin Taylor and Laura Horning.** Chairman Daniels invit-  
5 ed Kevin Taylor and Laura Horning to the table for this discussion. Chairman Daniels asked why Kevin and Laura  
6 wish to volunteer their time on the ZBA. Ms. Horning indicated Milford has a great group of people that volunteer  
7 in town and it is great that the Board encourages volunteers. Chairman Daniels thanked her for her service to the  
8 town. Ms. Horning would encourage people to give their time to the town and keep themselves involved, especially  
9 those who are unemployed; the ZBA could use another four volunteers. Kevin Taylor has been on the ZBA before,  
10 for which Chairman Daniels thanked him for stepping back up. Mr. Taylor indicated he had been working second  
11 shift and his schedule is now free so it was time to come back. Chairman Daniels asked for further questions from  
12 the Board. Chairman Daniels indicated he may have another person that is interested in getting involved. With  
13 Kevin Taylor, the ZBA will have a full 5-member Board. Ms. Horning added that being on the ZBA is a humbling  
14 experience to meet the residents and she has heard the Milford ZBA is the friendliest board. Selectman Fougere said  
15 it is a hard board to serve on. Selectman Bauer agrees that people do not understand, when you get involved, you  
16 then see how much work is involved. The ZBA wants to respect the other boards to keep the flow going. Chairman  
17 Daniels asked if Kevin or Laura have run across things that they felt needed to be changed in the ZBA process. Ms.  
18 Horning responded that sometimes in the ordinance it can conflict and it is brought to the Planning Board for re-  
19 view. This is to try making the process easier for the applicant to come in to talk with the Board. She does not want  
20 people to feel intimidated when they come to talk to the Board. Kevin Taylor added that it is important to work with  
21 the Planning Board. Ms. Horning heard that sometimes it can be combative in other towns, but those boards in Mil-  
22 ford have been nothing but respectful.  
23

24 Selectman Fougere moved to appoint Kevin Taylor as a full member of the Zoning Board of Adjustment until  
25 March 31, 2016. Selectman Bauer seconded. All were in favor. Motion passed 5/0.  
26

27 Selectman Fougere moved to re-appoint Laura Horning as a full member of the Zoning Board of Adjustment until  
28 March 31, 2016. Selectman Bauer seconded. All were in favor. Motion passed 5/0.  
29

30 **5:40 p.m. – Non-Public Session (Legal).** Vice Chairman Finan moved to enter into non-public session for legal.  
31 Selectman Fougere seconded. All were in favor. Motion passed 5/0. After discussion, Selectman Putnam moved to  
32 come out of non-public session at 6:10 p.m. Selectman Bauer seconded. All were in favor. Motion passed 5/0.  
33 Chairman Daniels announced that in non-public session the Board discussed a legal matter. No decisions were  
34 made. No votes were taken. Vice Chairman Finan moved to seal the minutes of the non-public session. Selectman  
35 Bauer seconded. All were in favor. Motion passed 5/0.  
36

37 **6:15 p.m. Jennison Road Bridge Replacement Project Update.** Guy Scaife invited HTA Vice President Matt  
38 Low and Project Engineer Jason Lodge to provide an update of the Jennison Road bridge replacement project. Mr.  
39 Scaife explained the representatives are here to give insight to the Board into the permanent replacement structure  
40 for the Jennison Road bridge and explain what it will take and what it will cost. Mr. Low explained the original  
41 bridge was red-listed in late 2010, it had two large culverts, the State did an inspection and it was in a weak condi-  
42 tion but they saw that the sidewalls were also deteriorating. Within a short time, an engineering study was done and  
43 a temporary structure was in place. The culverts all over the state are failing; they have a 20 year life cycle. Calcu-  
44 lations were done and it was determined that \$200,000 would provide a permanent solution. Since then, we have  
45 learned that it is a Tier 3 crossing which is what drives the sizing. The State did the calculations based on a program  
46 that put the estimate closer to \$500,000. The State helped with the estimate, but it is now about \$550,000. The pro-  
47 ject was put out to bid and the State concurred that Hoyle Tanner would be the contractor. The State has reviewed  
48 the plan and given permission for detailed engineering to be done.  
49

50 Guy Scaife asked Matt to step through the criteria and the Army Corps of Engineers steps that must be met. The  
51 State will only share the cost if it meets those specs. Because it is costing so much, we are looking at a permanent  
52 replacement in 2016. If it moves to 2016, it would allow funds to be set aside to take it in small pieces for the  
53 Town's 20%. Matt Low recommended a solution and spoke with Selectman Fougere and Rick Riendeau about the  
54 proposed solution. Bridge design is changing; it used to be based on things other than what it is based on now, wet-  
55 land crossings and DES guidelines for sizing structures in the State. The permit for this will be reviewed by the  
56 Army Corps every number of years, it gets reviewed. Wetland crossings guidelines are changing as well. The  
57 stream crossing takes into account the character of the river and flood areas. This being a Tier 3 category means the  
58 drainage area that collects is one square mile, which is pretty substantial. Most stream crossings around here are

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Tier 3. Span and open bottom structures that facilitate wildlife passage are required. The metal pipes do not facilitate passage of wildlife. Structures are sized to allow for that passage. This area could be defined as swamp and there are size requirements, an entrance ratio must be prepared, it is a wide flat area so it is a large size. Jason Lodge said the ratio does not have anything to do with the water going through the system. Selectman Fougere asked what is driving the huge width. Mr. Low indicated it is 28 feet long with an open bottom; soil borings were also done and it was found to be very poor soil. A three-sided box culvert without a bottom, which requires a footing, is being considered.

Jason Lodge indicated this is not the first time there has been a situation like this, these pipes are failing across the State. Chairman Daniels asked if this has to be in the 10-year plan. Matt Low said it is already in the 10 year plan but only with \$200,000, Guy Scaife has been working with the DOT person and it looks like it will be in about 2016 when money is available. Selectman Putnam asked how deep the borings were. Matt Low responded 40 feet. There is also a \$64,000 contingency, which is standard. Funding comes out of the State General Fund, this type of project used to be about \$550,000, and the State only does about 9 of these per year. Matt Low indicated the 10-year plan gets reviewed every October. Guy Scaife is already in touch with DOT to keep in touch with the 10-year plan and talk to legislatures to keep funding these programs. There were no further questions.

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

4. DECISIONS

a) CONSENT CALENDAR. Chairman Daniels asked if there were any items to be removed from the Consent Calendar. There were no items removed. Selectman Putnam moved to accept the Consent Calendar as presented. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

(1) Request for Approval of Petition from PSNH for Police License (Nye Drive). PSNH has requested approval for a pole license on Nye Drive. The Board approved this request.

(2) Request for Board Certification of Default Budget (MS-DT). The default budget (MS-DT) was presented for Board certification. This item was accepted by the Board of Selectman.

(3) Request for Board Certification of 2013 Polling Notification Forms. The 2013 Polling Notification form was presented for Board certification. This request was approved.

b) OTHER DECISIONS.

(1) Request for Board Certification of 2013 Budget. This item was presented by Jack Sheehy, Finance Director, for signature.

(2) Pre-Deliberative Session Voting/Re-voting on All Appropriation and Non-Appropriation 2013 Warrant Articles. This item was complete.

(3) Designation of Majority/Minority Report Authors on 2013 Warrant Articles. The designation of majority/minority report authors was as follows:

Article	Description	Majority	Minority
3	Nashua Street Sidewalk	Gary Daniels	Kathy Bauer
4	Town Operating Budget	Gary Daniels	not applicable
5	Wastewater Op. Budget	Mike Putnam	not applicable
6	Water Op. Budget	Mike Putnam	not applicable
7	2 Ambulances	Mark Fougere	not applicable
8	Social Services	Tim Finan	not applicable
9	Non-Emerg Comm. Trans. Svc	Kathy Bauer	not applicable
10	Dump Truck	Mike Putnam	not applicable
11	Conservation Land Funds	Mark Fougere	Mike Putnam
12	Pumpkin Festival/Plantings	Tim Finan	not applicable
13	MIT Op. Budget	Tim Finan	not applicable
14	Teamsters	Gary Daniels	not applicable
15	Summer Band Concerts	Mike Putnam	not applicable
16	Parades Town Support	Mark Fougere	not applicable
17	Fireworks	Tim Finan	Gary Daniels
18	Inclusion of Tax Impact	Tim Finan	not applicable

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- (4) **Scheduling of Selectmen at Polling Location for March 12<sup>th</sup> Town Vote.** Assignments were made for different time slots.
- (5) **Consideration of Conducting Public Information Sessions at Transfer Station / Recycling Center and Other Locations for 2013 Warrant Articles.** It was agreed this form of session was not very effective in past years; therefore there was no schedule set.
- (6) **2013 Town Vote Timelines/Deadlines.** The deadlines were reviewed and no amendments were made.
- (7) **Request to Approve George Hoyt, T. Lindsay D'Anna and Gerry Guthrie to the Recycling/Solid Waste Committee.** Selectman Putnam moved to approve the three new members of the Recycling/Solid Waste Committee. Selectman Fougere seconded. All were in favor. Motion passed 5/0.
- (8) **Recommendations on the Cottage and Prospect Street Speeding Issues from the Traffic Safety Committee.** No further action is required for the Cottage or Prospect Street traffic issues discussed by the Traffic Safety Committee.

5. **TOWN ADMINISTRATOR REPORT:**

- a) **DES Land Resources Complaint #2013-00107 Update.** Guy Scaife indicated the town has not received a response from DES regarding the Brox complaint that was filed; they will probably want to have a site visit at some point. Guy Scaife has not been able to identify any other members of the group that filed the complaint; however, he found that there is no non-profit group under the name given filed with the Secretary of State office of New Hampshire. Guy Scaife will continue to look at that and hopes to have some feedback from DES by the next Board meeting.
- b) **Miscellaneous.** Guy Scaife was notified last week of a burst pipe at the Police Department, it is in the cold space where there should not be water. It was a galvanized line but there should not have been any water present in that pipe. We are still trying to figure out what happened. The Board has an outstanding request from citizens regarding a town policy on the tow policy and how citizens can be charged different rates for the same service. The town needs to go to a fixed rate. The Police Chief agrees. In the past, Chief Douglas did not want to be responsible for managing the rates. Chief Viola is in agreement that a reasonable fixed rate could be used. At least then the citizens would know what the rate will be. Chairman Daniels asked if the Police Department is willing to enforce a set rate. Selectman Bauer asked if the Police Department would be in charge of the rotation schedule. Guy Scaife said no, that would work the same as it does today, we have got to have fair terms to be consistent, but MACC Base would manage the rotation as it does today. Chairman Daniels asked who would determine the rotation list. Guy Scaife responded that the businesses that agree to the terms of the policy and wish to be on the list would be on it. Rates would be based on a typical automobile in town, not on larger vehicles. Chairman Daniels asked if someone dropped off the rotation list for some reason, is that the Police decision? Guy Scaife said it would be.

As far as the vac-sweeper not moving forward, Guy Scaife would like to be able to give staff information on what we will do in the future. Next year already has some big ticket items. They will be wondering if this change has ramifications for next year. Chairman Daniels does not feel an answer is available tonight; he would like to do a little research to determine what costs we can expect to put into the budget for the new vac-sweeper if it requires significant amounts of maintenance. Selectman Fougere expects the request to come back. Selectman Bauer wants to see how the CIP will deal with it. It could be next year instead of this year and she would like to see how the mechanical sweeper performs over the next few months. Selectman Putnam said it also depends on the economy, there might be some things we have to do without and that might be street sweeping. Guy Scaife said there is an element here he does not understand; he looked at the dispatch service in 2008 and the savings for that, but it has not been brought to the board table to consider the savings and he does not understand how that would not be analyzed but this equipment is being put off. We have some big dollar items next year.

6. **DISCUSSIONS.**

- a) **2012/2013 BOS Goals/Tasks Review and Board of Selectman 2013-2014 Goals/Tasks Development.** Chairman Daniels did not send out the 2013 goals yet but will send by Wednesday this week and he can add any other additions from Board members. Selectman Fougere would like to have budget items discussed earlier than was done this year. A presentation from the Recreation Department was done last summer, but the earlier the process starts, the better so that the Board is not scrambling at the end and then the Board has more time to make the decision. Selectman Bauer noted that the Board did start discussing earlier, but a lot of questions

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1 came up in the end. Selectman Fougere would like to see things hashed out by late November. Selectman  
2 Fougere would like to see Capital Reserve Funds on the goals for next year.  
3

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

5  
6 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Selectman Fougere  
7 indicated the Ambulance Building is out to bid. A few people did come to get information at the Job Fair  
8 and the committee is looking at contractors; all the information is on the website and it is moving forward.  
9

10 b) **OTHER ITEMS (that are not on the agenda).** Selectman Bauer has some good pictures of the clock  
11 tower and she has talked to Dawn Griska about recognizing Fire and Water Departments and MACC Base  
12 for their awards; these items may be incorporated into the Town Report and/or Voter Guides.  
13

14 **8. APPROVAL OF FINAL MINUTES.** Selectman Putnam moved to approve the minutes of December 10, 2012.  
15 Selectman Bauer seconded for discussion. Selectman Bauer requested an amendment. Selectman Putnam amended  
16 his motion to approve the minutes of December 10, 2012 as amended. Selectman Bauer seconded. All were in fa-  
17 vor. Motion passed 5/0.  
18

19 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.** There were no information items discussed.  
20

21 **10. NOTICES.** Notices were read by Chairman Daniels.  
22

23 **11. NON-PUBLIC SESSION.** Selectman Putnam moved to enter into Non-public session at 7:25 p.m. in accord-  
24 ance with RSA 91-A:3 II (b) (Reputation, Land Acquisition and Legal) and approval of non-public minutes. Se-  
25 lectman Bauer seconded. All were in favor. Motion passed 5/0.  
26

27 Selectman Bauer moved to un-seal the non-public minutes of the January 14, 2013 meeting. Selectman Fougere  
28 seconded. All were in favor. Motion passed 5/0.  
29

30 Selectman Bauer moved to approve the non-public minutes of the January 14, 2013 meeting. Selectman Fougere  
31 seconded. All were in favor. Motion passed 5/0.  
32

33 Selectman Bauer moved to re-seal the non-public minutes of the January 14, 2013 meeting. Selectman Fougere  
34 seconded. All were in favor. Motion passed 5/0.  
35

36 **12. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Putnam moved to  
37 adjourn at 7:37 p.m. Vice Chairman Finan seconded. All were in favor. Motion passed 5/0.  
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42 Gary L. Daniels, Chairman  
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42 Tim Finan, Vice Chairman  
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46 \_\_\_\_\_  
47 Katherine Bauer, Member  
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46 \_\_\_\_\_  
47 Mark Fougere, Member  
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51 \_\_\_\_\_  
52 Mike Putnam, Member