

APPROVED  
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING  
July 8, 2013

**PRESENT:** Gary Daniels, Chairman  
Mark Fougere, Vice Chairman  
Katherine Bauer, Member  
Mike Putnam, Member  
Kevin Federico, Member  
Guy Scaife, Town Administrator  
Darlene J. Bouffard, Recording Secretary  
David Bosquet, Videographer  
Mike McMahon, Videographer

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

**INSTRUCTIONS:** Chairman Daniels called the public meeting to order at 5:30 p.m. and introduced Board members; he 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:**

**5:30 p.m. – Hazardous Waste Mitigation Plan Update, NRPC.** Jill Longval introduced herself to the Board, indicating she is here because NRPC is about to begin the process of updating the Hazardous Mitigation Plan Update for Milford. This plan assesses natural hazards in the town, identifies facilities in the town and identifies mitigation plans. FEMA requires the town to write and update this plan every five years to retain the ability to receive Federal funds. The primary contact person in town and a group of involved employees will participate in no more than four meetings, once the meetings are done, a plan is written and when all parties involved are happy with the plan, it gets submitted to FEMA and if they are satisfied they approve it. If FEMA accepts it, the plan will come back before the Board of Selectmen for approval. The Board should be involved; if possible, a website can be set up where agendas can be posted and the draft of the plan can be posted where Board members can review. Also, NRPC can provide updates to the Board or if ever a member wants updates to be provided, they can be. For tonight, NRPC is seeking the primary contact from the town of Milford, who they will work directly with. Chairman Daniels asked if this must go before town vote. Ms. Longval indicated that some towns do that and others have nobody that participates so it does not go to town vote. The website is nice because people can review the draft at their leisure. Chairman Daniels again asked if it is up to the public to approve this plan. Ms. Longval said no, it is up to the Board. There is a plan in place now that expired in November 2011, so this is just to do an update to that plan. Vice Chairman Fougere said it is an important document, this is a good thing. Chairman Daniels indicated that the contact person should be Town Administrator Guy Scaife. Selectman Putnam agreed, there were no objections. Guy Scaife said the Fire Department should also be involved. Mr. Scaife indicated that Ms. Longval works hard on other things for NRPC noting that about 20 months ago, Ms. Longval got together with other towns to purchase electricity at a reduced price; she got 8 municipalities and four SAUs and we have been saving money over those years, NRPC got that to happen. This Hazardous Waste Mitigation Plan is a complicated situation and Ms. Longval has been great to work with. Ms. Longval indicated a new contract will begin shortly so this Board will be hearing from Ms. Longval soon.

**5:45 p.m. – Non-Public Session – Reputation.** Selectman Putnam moved to enter into non-public session at 5:40 in accordance with RSA 91-A:3,II(c) for Reputation. Selectman Bauer seconded. All were in favor. Motion passed 5/0. After discussion, Selectman Putnam moved to come out of non-public session at 6:15 p.m. Selectman Bauer seconded. All were in favor. Motion passed 5/0. Selectman Bauer moved to seal the minutes of the non-public session. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Chairman Daniels announced that in non-public session, the Board made no decisions and took no votes. The Board will have a decision at the next Board meeting July 22, 2013.

**6:05 p.m. – Employment Appeal – Dawn Griska.** This appointment began at approximately 6:20 p.m. with Dawn Griska joining the Board for a public discussion regarding her employment termination. Chairman Daniels repeated what he said earlier this evening that if you speak if you could use the microphones to the left or the right, the re-

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1 quest has been made that this be conducted in public session, however, according to the Right to Know law, there  
2 are restrictions on things that can be said in public and non-public, and so when we start talking about individuals  
3 and personalities and things like that, um, that is non-public in nature when we are talking about somebody else's  
4 reputation and so if any of the testimony heads in that direction, I will be asking you to suspend immediately and  
5 take that up in a non-public session if you wish to have that said, as long as we understand that, I would ask Dawn if  
6 you would come forward. Chairman Daniels continued by saying that we have received a few communications  
7 from you, a reminder that this public session here is an appeal of your employment termination, which was based on  
8 performance and so, what I'm going to ask is that, when you make your comments, your testimony, that they be  
9 restricted to the performance and your side of the issue, I know there were some other things that were in some of  
10 the communications that really went off on some other ideas but would really have nothing to do directly with your  
11 performance issues.

12  
13 Dawn Griska thanked the Board and Guy for their time this evening, for giving me the opportunity to appeal my  
14 termination from my employment with the Town of Milford, the basis of my appeal is a few things, first and fore-  
15 most, I think I had good performance, I think I performed positively to the Town, I think I have constructive skill  
16 sets, I think I have good customer service skills, I know my job, I know how to do it, um, and I think I did well at it  
17 for a very long time. I do see the performance issues that were raised that were cited in my termination. I feel that  
18 beyond the issues themselves, the level of response to my performance was disproportionate to the offense that I was  
19 terminated for. I think, speaking to my performance in a general fashion, I think it would be in the town's best in-  
20 terest to maintain my employment. I think the skill set, experience and job performance that I bring to the town  
21 would be difficult to recreate, not impossible, certainly, anyone can be replaced but I think it would be difficult. The  
22 issues cited for my termination, there were two major aspects that had different issues related to them. One of them  
23 was relative to a filing project that I was tasked to do and one of them was relative to a contract renewal that I  
24 wasn't tasked to do. For the filing project, there were a multitude of issues that I felt that project had. First and  
25 foremost, while that was obviously a part of any job was to maintain the files, the nature, urgency and degree of in-  
26 tense communication regarding it, I thought was disproportionate to the necessity and timeliness of the project. In  
27 the communication environment we had developed, it was difficult to bring up productive issues. It was difficult to  
28 speak to any concern and have those concerns met in an open and productive environment. This task was no differ-  
29 ent than those. Frequently the communication within our department was met with issues relative to hostility, excit-  
30 ability, escalated response relative to the task at hand and I think this issue fell in that very same category. From the  
31 get go I wasn't quite certain the degree of pressure relative to the circumstance that I was under to complete this task  
32 on the timeline that I was put on to complete it. At the time, also I had a great deal of uncomfortable feeling about  
33 the nature in which it was put to me, I was told very specifically that I could come in early, that I could stay late, that  
34 I could do all the overtime necessary to complete this project, when quite frankly I had a concern that the task didn't  
35 warrant use of tax dollars for the overtime. Through my own fault, I didn't speak up, I should have, it is what it is. I  
36 had family circumstances at that same time that made it difficult for me to do a lot of overtime and I did miss the  
37 deadline that I was given to complete the project.

38  
39 Dawn continued by stating as odd as it might sound, even under the circumstances I was in, I really did not foresee  
40 that the gravity of the situation as it was put to me was directly connected to the nature of the task. I am an employ-  
41 ee at will and I understand that my function is to do as I am told but at the same time I am also an employee of the  
42 Town of Milford and had a concern that the weight of this project to the expressed urgency, importance and need,  
43 the expressed urgency of the task and at no time was the filing in jeopardy, yet there was a pervasive attitude that  
44 this was the end all, be all of what I need to be doing at that time. I expressed my concerns in the meetings that we  
45 had to discuss as best I could, I don't know that I was particularly effective. At the last meeting we met to discuss it,  
46 there was an unfortunate communication made regarding my family issues that I took extreme offense to, and from  
47 that understood most succinctly that most every other need needed to take a back seat to this project despite my not  
48 quite understanding the gravity with which it was presented to me. I re-doubled my efforts and put it through.  
49 Throughout the project, one of my greater concerns was the sheer volume of materials that I was told to dispose of.  
50 I think quite frankly that my opinion, if the druthers were given, it would have all gone. I made efforts to cull  
51 through as best I could, yes there was a great deal of material that needed to go certainly, I'm not arguing that, but  
52 there was a great deal of material that I had serious concern about getting rid of. Again, I could have communicated  
53 but, I can only say that it was not an environment that was conducive to open and productive communication. To-  
54 wards the end of the project, there were materials that I couldn't in good conscience dispose of. Original reports,  
55 original documents, original files, materials that I could see of a reference nature at some point. I was asked to dis-  
56 pose of them as well and after we discussed we came to a mutual ground and decided they could go back to the de-  
57 partment that was most connected to them so that they could be evaluated for originality and if they weren't needed

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1 they could be disposed of and if they were needed they could be retained. They were set aside in a drawer, we pro-  
2 ceeded with town vote season, it wasn't on the top of my list to redistribute those files to the departments.

3  
4 I understood, given all of the processes, not just mine but other departments, that going through these files wasn't  
5 going to be necessarily at the top of anyone's list for these reference materials for long term retention. The year  
6 went on. Somewhere in this process, at town vote the town approved the renewal of the lease for the Scout House  
7 and it wasn't an item that was tasked to me to see to, I never thought about who might be doing it, I had some  
8 thought about what needed to be done to the contract when we get to that point but I hadn't given much thought  
9 about who was doing it and why. I had jotted down some notes, it didn't really occur to me. The Lessee did come  
10 into the office and expressed that the contract had expired and needed to be renewed, at that point I spoke with them  
11 about the changes I thought needed to be made, we had an open dialogue, no concerns were expressed about the fact  
12 that the contract had expired, it was a no-money lease, a no rental, no income, they were still using the facility.  
13 There were changes that needed to be made, pretty rote changes, I began picking at it, as time allowed, it was town  
14 vote season, I took a stab here a stab there, he and I were in communications about who does this and who does that  
15 and the details of who pays electricity, water and so forth and we went along our way, at the time that he realized  
16 that the contract had expired I looked through the file and realized that the last time the contract had been renewed,  
17 it was three years between the town vote and when the contract was finally executed by the American Legion. They  
18 seemed to be in no rush and it's not that I wasn't in a rush, I was reprioritizing based on perceived need. I went  
19 along, I was on vacation when the Commander came in and asked about the status of the contract. I wasn't here, I  
20 don't know how the nature of that conversation went, I can only speak to the conversations I had had with him pre-  
21 viously and since. As I understood from the Town Administrator, he was concerned, agitated about the fact that the  
22 contract hadn't been completed. The best I can say to that information is that, that's not how it was put to me all  
23 along and admittedly it wasn't even the way it was put to me after that contact. I did finish the amendments, sat  
24 down with the Commander, we went over the details and he saw none, he expressed no concerns about the timeli-  
25 ness of it and even beyond that, after we gave it to the Legion for their review, when last I knew, they still hadn't  
26 reviewed it, they were still in the process of reviewing. If they had had an urgency to it, they certainly didn't show  
27 that urgency when the contract was in their hands to review.

28  
29 I know relative to these issues, concerns were raised about my truthfulness, my unreliability, my untrustworthiness  
30 and I have no way to prove to you that those statements aren't true, but I would say that folks know me, I've been  
31 here a long time, I've interacted with a lot of people in the community a lot of staff members, a lot of officials and  
32 that's just not who I am. I can say truthfully there are issues in the communication system that has folks, including  
33 myself, not shooting up their hands straightaway.

34  
35 Chairman Daniels stated that he is going to ask that things like that, that you talk specifically about your situation if  
36 there's problems and not about general. Dawn continued that when everyday communications are met with height-  
37 ened emotionality over issues that have nothing to do with my job or my duties and when that type of communica-  
38 tion continues over a long period of years, it starts to feel futile to make productive questions or suggestions about  
39 anything. I could cite numerous examples of communications that I had had where the issue at hand was a non-  
40 issue, but was expressed to me in such a heightened emotion that it was intimidating, it was hostile, it was not con-  
41 ductive to productive communications, it bred an environment where it was difficult to talk about anything. In those  
42 environments, it's difficult to step forward and say "I'm concerned we're throwing out too much stuff" "I'm con-  
43 cerned that this situation is gonna snipe us in the butt at some point" "I'm concerned that the level of purging that  
44 we're gonna do is gonna compromise our ability to refer back to our history." When communications about where  
45 items get left for review are met aggressively, when issues about whose piece of equipment was used at a communi-  
46 ty function that wasn't our function are expressed with heightened emotions, it's a communication environment  
47 that's difficult to speak to unless you've been through it, but I can say over the years that I've spoken to the Board  
48 members about it perpetually for many years. The Board sitting here, board's previous to this. My concerns of its  
49 affect on my performance, my concerns about its affect on our office, my concerns about how it affected the Admin-  
50 istration Department and how I did my job and how my job performance was perceived. I spoke of it for many  
51 years, to some of the folks sitting here and was always met with a "just try and do your job" and I did. Did I make  
52 bad choices in those circumstances? Clearly. In a different communication structure would I make those same  
53 choices? Probably, but I would've communicated my concerns to the overall effort and the way it was being com-  
54 municated. Following the issue with the Legion contract, I was suspended for a day without pay. Upon my return, I  
55 was asked to do a list of any unfinished tasks that were past due, near due, unfinished. I made up a list of items, it  
56 wasn't comprehensive obviously, I could've spent a great deal of time writing a very long list. I took the big issues I  
57 could think of. Two of those items on that list had to do with filing, one of them was discussing the original docu-  
58 ments not having yet been given to department heads and the other one was our code book project, as you recall we

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1 had gone through an extensive process to redo our code and the paper files relative to them previous to our project.  
2 All of those files were filed alpha, when we did the code book project, everything got assigned its own number, eve-  
3 rying was amended by that number and those paper files eventually needed to be organized for ease of reference,  
4 future reference, reorganized from an alpha system to a numeric system, it just hadn't been accomplished yet and  
5 that was one of the things I put on the list.  
6

7 As we were going over that list, the first item on the list was that I hadn't redistributed the files to the departments  
8 and in speaking of it, was questioned whether or not my statements that the project was completed was truthful.  
9 Quite frankly I said that the project was complete but the documents hadn't been given back to departments and I  
10 was told I was lying. I take issue with that statement, I suppose it's a matter of interpretation and the Town Admin-  
11 istrator is my boss and I need to go by his interpretation but at the end of the day, in a healthy communication envi-  
12 ronment, communications like that wouldn't be so misunderstood. I can speak to a specific example when I was  
13 suspended for a day without pay in regards to the contract, it was on a Tuesday and it was an agenda week and the  
14 agenda meeting had already been set for that Thursday, and it was late in the day that we had had the meeting to talk  
15 about my suspension and that morning the agenda had a great deal of appointments, a lot of negotiations of time and  
16 whose got how much time and so forth and there had been a lot of back and forth and Guy was well aware of that  
17 and he and I were discussing it throughout the morning. When we were in the meeting discussing the suspension I  
18 raised the concern that I hadn't started the agenda and that the agenda meeting was Thursday morning, if I was sus-  
19 pended for the day on Wednesday, when was the agenda going to get done. When I said "I hadn't started the agenda  
20 yet", at this point Chairman Daniels warned that if Dawn finishes her statement, she is getting into reputation.  
21 Dawn continued that she said she hadn't started "it" yet and she was countered that the statement wasn't true. And I  
22 explained when I said I hadn't started "it" yet, I meant I hadn't started typing it.  
23

24 That conversation was met with a heightened sense of emotion and I use that as an example of what we each meant  
25 as "it" were two different things. In a more conducive, less corrosive communication structure, that would never  
26 have become an issue, but our communication has degraded to the point that we were at words with each other about  
27 the definition of the word "it" and what that pronoun meant. I use that as an example. I offered to come in after my  
28 appointment, I was given permission to come in, I quickly did the agenda, I was suspended for the day, I came back  
29 on Thursday, we had the agenda meeting and in the end I did what I needed to, to make sure the work flow hap-  
30 pened. I don't know how suspensions go but I tend to think if folks don't rework their schedules on the day they are  
31 suspended to make sure the job gets done so that when they come in they can still meet the expectations meant of  
32 them that day they return. But I knew it was more important to the town to get that job done than to get in a disa-  
33 greement about the details. I thought long and hard at that point whether I wanted to appeal the suspension. It was a  
34 difficult choice. I spoke with some of the members of the Board, I spoke with other members of staff and decided it  
35 was more important for the sake of Milford and its reputation and our sense of productivity that I try and work with-  
36 in the system to better the situation I was in and my fellow employees were in.  
37

38 On that list was this code book project and when referring to that, the code book filing was farther down on the list  
39 than the initial one of the returning of the original documents. He asked me some of the details of the bullet points  
40 on the list and he questioned why that project needed to be done and questioned if the documents shouldn't all be  
41 tossed now that they were on line did we really need those files and I said "these are the documents, this is the  
42 code's history, these are our laws and if we ever need to refer back we need these" and I cited a specific example of  
43 not that long ago when we needed to look back to the codes for the history of a parking issue and how cumbersome  
44 it was because we didn't have a system where it was organized in such a way that it was reasonable. I cited that  
45 example and we discussed and we came to the neutral conclusion that yes that was something that the files should be  
46 retained, but that this filing should have no pending prioritization, that I shouldn't waste my productivity on plan-  
47 ning to do this project and in the back of my mind I was thinking "so how is it that one file project has a deeper pri-  
48 oritization versus another and that we were still back at that same issue of destroying original documents versus a  
49 timeline that I wasn't necessarily agreeing with. Out of that list percolated the concept that I needed to be terminat-  
50 ed for the way I handled the situations, for the way I handled the list, for the way I handled the projects, for my  
51 truthfulness, for my veracity, for my unreliability, for my untrustworthy nature. I don't think the circumstances met  
52 the level of discipline and for those reasons I am appealing my termination. I think there are communication issues  
53 within my own department, within my own job performance that affect my productivity, that affect my department's  
54 productivity, that affect my job productivity and most of the time I manage to pull a rabbit out of the hat, I don't  
55 always, nobody's perfect. I think I made reasonable judgments in the prioritization of my job list to get done what I  
56 needed to get when I needed it to get done. In retrospect, yes there was a conflict of view on prioritization, I still  
57 don't believe that it was, I still don't believe the discipline met the merit of the offense.  
58

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Chairman Daniels thanked Dawn for her input and asked if there were any questions from the Board. There were none. Chairman Daniels asked when Dawn had the conflict between the filing and the family matters, did you ever pursue FMLA? Dawn replied no she did not, what I needed to do could be taken care of in customary evening and weekend hours, it just didn't allow me the opportunity to do overtime as I was told I could do. I wasn't looking to take time off to do that but I looked at everything and decided I needed to do what I needed to do in 40 hours and I need to do this task and I was working on it. I don't believe FMLA would have been an appropriate response to the circumstance. Chairman Daniels thanked Dawn for the response. Chairman Daniels asked if there were others that wish to speak. There were none. Chairman Daniels thanked Dawn for coming. Guy Scaife stated that the filing issue spoken about was an issue of 2012 and when you look at the termination, there were four specific areas, filing was not mentioned, that was a task that was in the background from 2012 that carried over multiple years. Lastly Guy stated that he disagrees with some of the statements made and that starting in early 2012, the HR Director was present because there seemed to be a very different opinion as to what was said and none of the sessions were had without HR's presence and he believes HR is in concurrence with different versions than what some of the positions that were stated tonight.

Lee Mayhew is not a resident of Milford, but he wished to comment that many years ago, the last time he was in this room, he tripped on the rug, so a new rug was put in. Tonight I'm coming up the steps on the ramp, and Dick D'Amato is also here and he has a cane, and I tripped on your ramp, you have two deteriorated concrete spots that should be fixed for your own liability on the ramp as you are coming up the walkway. Thank you. Chairman Daniels thanked Mr. Mayhew for that input.

**7:00 p.m. - Naming of Softball Field at Kaley Park.** Nicole Banks, Recreation Director, and members of the Recreation Commission were welcomed. Walter Smith, Chairman of Recreation Commission, said the members of the softball league asked for the new Kaley Park softball field to be named after Robert Carson Jr. who served on the adult softball league for the past ten years. Mr. Carson meets the requirement for a field to be named after him. Mr. Smith asked for the Board's permission to do so. Selectman Federico comes from a recreation background and never met Mr. Carson, but understands the generosity and support that he gave members of the league. Selectman Putnam moved to accept the recommendation of the Recreation Commission. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

A recess was called for five minutes.

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

**4. DECISIONS**

a) **CONSENT CALENDAR.** Chairman Daniels asked if any items need to be removed from the Consent Calendar for discussion. No items were removed. Selectman Putnam moved to approve the Consent Calendar as presented. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0.

**(1) Request for Approval to Hang a Banner for the 45<sup>th</sup> Annual Rotary Swim Meet on the EPA-owned Fence at the Entrance to Keyes Park July 20, 21, 2013.** The request for approval to hang a banner for the 45<sup>th</sup> Annual Rotary Swim Meet on the EPA-owned fence at the entrance to Keyes Park on July 20 and 21, 2013 was approved by the Board.

**(2) Approval of Annual Junkyard License for Gary Laplante on North River Road.** The request for approval for the annual junkyard license through June 30, 2014 for Gary Laplante was approved by the Board.

**(3) Request for Acceptance of Unanticipated Funds Under \$5,000 and Gifts Under \$5,000 Per NH RSA 31:95(b&e).** The listing of unanticipated funds under \$5,000 was approved as follows:

Source	Amount	Purpose
Hitchiner Manufacturing	\$ 2,500.00	Donation to the Milford Community Media Department for the purchase of a portable Sound system to be used on the Oval.

Vice Chairman Fougere noted that he was in attendance at the Granite Town Media meeting and Hitchiner stepped up for this, the town very much appreciates this donation. Guy Scaife added that it was unsolicited,

1 they saw a problem and asked if they could help. We can partner with these groups for town events that uti-  
2 lize this equipment. Chairman Daniels added that we all appreciated all that Hitchiner does for the town.  
3

4 **b) OTHER DECISIONS.**

5 **(1) Request for Banner on the Oval for Boston Strong Blood Drive on July 19, 2013.** The request  
6 from Milford resident, Mitchell Banuskevich, to hang a banner on the Milford oval advertising a Bos-  
7 ton Strong Blood Drive to be held at St. Patrick's Church on July 19, was approved. Selectman Put-  
8 nam moved to grant permission for the banner to be displayed. Selectman Federico seconded. Guy  
9 Scaife said if this is allowed, where could it be hung, we have been very restrictive about hanging  
10 things from the band stand. This is not a town-sponsored event, what does the Board feel would be  
11 appropriate? Selectman Putnam suggested the Town Administrator work through the custodial staff  
12 for placement of the banner. Chairman Daniels added that the banner may have to be free-standing,  
13 not put in the ground, but it should be worked out through custodial staff. Selectman Putnam agreed  
14 with the amendment that it will be worked out through custodial staff regarding placement. All were  
15 in favor. Motion passed 5/0.  
16  
17

18 **5. TOWN ADMINISTRATOR REPORT:**

19 a) **Financial Update.** Guy Scaife indicated that expenses have been kept reasonable, Welfare expenses are  
20 now down and the town might under-run Welfare expenses for the year if this continues. Vehicle registrations have  
21 picked up, they were in a deficit early in the year, and that is now erased with the increase. We might exceed the  
22 anticipated revenue. Ambulance revenue looks to be about \$70,000 over anticipated. Based on revenue, Selectman  
23 Putnam suggested those old ambulances are being run pretty hard, is there any anticipated maintenance or personnel  
24 impacts? Guy Scaife answered there might be additional personnel costs, but both of the old ambulances are hang-  
25 ing in there. There were some expenses in late 2012 and early 2013. Selectman Putnam asked about the transports  
26 contract, is that for five years? Guy Scaife believes it is, the revenue should offset the expenses. Selectman Putnam  
27 asked if we estimated extra miles per year on the ambulances? Guy Scaife answered that we will have some extra  
28 expenses, the Planning Department had more money coming in with permits last month. A newsletter is now being  
29 published by that department, the activity level has picked up. Building permits have picked up. All of the added  
30 revenue has put us in a position to put out an RFP for an engineering firm to analyze the Town Hall for redesign  
31 once the ambulance is moved out of the building. Bill Parker has started an RFP and worked with Mark Fougere to  
32 get the RFP out this week. Vice Chairman Fougere indicated that 99% of the RFP is done, we are not starting from  
33 square one. The architect will take that work done previously and look at what will make sense and how much it  
34 will cost.

35 b) **Miscellaneous.** One Capital Improvement Program (CIP) meeting was held, the second one is Wednesday  
36 night with the Fire Department and DPW. Guy Scaife and Mark Fougere attended the SJ hospital meeting earlier  
37 today, and the CEO was having public information meetings about their reorganization and redesign of the Milford  
38 Medical Center. About twelve people were there including Executive Councilor Pignatelli, Ruth Heden and a  
39 SHARE representative. They are considering changing the operation in Milford to shut down the Emergency Room  
40 and make it an Urgent Care facility. The CEO announced that the decision had been made. That facility will be  
41 closed in the fall and a different type of service for urgent care will be available for 12 hours per day. The concern  
42 was raised when then Executive Councilor Wheeler met in 2012 to approve a major addition with one stipulation –  
43 and they agreed to continue providing emergency services. Guy Scaife does not know if that is binding. That will  
44 be checked by Executive Councilor Pignatelli. The CEO's position is that the decision has been made. In the last  
45 year, there has been a 30% reduction of the ER use of that facility. With the cost of healthcare, people are avoiding  
46 using the ER. Selectman Fougere attended that session, stating that they are losing money each year with the 7am to  
47 11 pm hours, it is not that far from Nashua. They proposed to have the urgent care open 12 hours per day. Right  
48 now, our residents are used to an ER open from 7am to 11 pm, they are willing to keep it open later than the 12 hour  
49 shift if there is enough activity. Selectman Bauer asked if the ambulance would take people to urgent care? Vice  
50 Chairman Fougere said they would not, they would go to Nashua. Chairman Daniels asked if anyone has talked  
51 with Mr. Wheeler? Guy Scaife has not, he was shocked this evening to hear the decision has been made. Vice  
52 Chairman Fougere agreed, stating there was no input, it was a presentation of what has been decided already. Guy  
53 Scaife just received a call this past Wednesday and today received a call that the time had changed to a 4:30 start  
54 instead of 5:00 start time. Selectman Bauer said the plans presented to the Planning Board showed that it will still  
55 be an Emergency Room.

56 Selectman Putnam asked if an engineer has gone over to Johnson Street yet? Guy Scaife said he did not know  
57 but he will find out. Vice Chairman Fougere asked if there is an update on the vestibule for the Nashua Street en-  
58 trance, the steel that is bulging should be looked at. Guy Scaife said the ADA requirements person came out to talk

**APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 07/08/13**

1 about those requirements. Selectman Bauer asked if there are plans for that project yet? Guy Scaife said we do not  
2 have the revised plans yet. Vice Chairman Fougere would also like to see the revised plans.  
3

4 **6. DISCUSSIONS.**

- 5  
6 a) **Request for Nominees to Serve as Milford’s Representative on the Nashua Regional Planning Com-**  
7 **mission.** Chairman Daniels has not heard any nominees for NRPC representatives. They meet four times  
8 per year. That information should be put on PEG Access and the website.  
9  
10 b) **2012-2013 Board of Selectmen Goals / Tasks Review and Board of Selectman’s 2013-2014 Goals /**  
11 **Tasks Development.** Chairman Daniels indicated that the State now has a law that the State cannot  
12 charge municipalities more than \$10,000 for permits for dredging local lakes or ponds.  
13  
14 c) **Draft Board of Selectmen’s Policy Regarding Administration of Committees, Commission and Spe-**  
15 **cial Boards.** Chairman Daniels has not done any further work on this policy. Selectman Federico asked  
16 for an electronic copy of the latest version, Chairman Daniels agreed to send it to all members of the Board.  
17  
18

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

- 20  
21 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Vice Chairman Fougere  
22 indicated the building is finally above ground, so there is something to see. Selectman Putnam asked if the  
23 building will be to the “essential building specs”? Vice Chairman Fougere said it will, we did go to the Plan B,  
24 with the wood structure, but it is still meeting those specs. Selectman Putnam thought that it was supposed to  
25 be done to the essential building standard (concrete), that is what was voted on, but now it is a wooden struc-  
26 ture. Vice Chairman Fougere stated there was a number of ways to get there, the budget came out high and we  
27 needed to cut \$300,000 from it and that was one of the things that was cut. Vice Chairman Fougere agrees that  
28 was one of the things we wanted to provide but it does meet the essential building requirements. Selectman  
29 Bauer stated that was said at one of the meetings. Selectman Bauer went to the Pine Valley Mill renovation  
30 meetings, where there will be 50 residential units. At the groundbreaking, we got to take a tour of the ground  
31 floor where they are beginning to create the first unit. Selectman Putnam is still working on the MACC Base  
32 information package pro’s and con’s. Selectman Bauer asked about the town hall renovations subcommittee  
33 that was previously discussed. Vice Chairman Fougere explained the CFC gave the Library renovations back to  
34 the Trustees, the original concern was that the CFC would be tied up too much but that is no longer the case, a  
35 few new people might be added to the CFC but there will not be a subcommittee formed now that the library  
36 renovation is off of their plate.  
37

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

39  
40 **8. APPROVAL OF FINAL MINUTES.** Vice Chairman Fougere moved to approve the minutes from June 10,  
41 2013 as amended. Selectman Federico seconded the motion. All were in favor. Motion passed 5/0. Vice Chairman  
42 Fougere noted he will not be here for the July 22, 2013 Board meeting.  
43

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

45  
46 **10. NOTICES.** Notices were read by Chairman Daniels.  
47

48 **11. NON-PUBLIC SESSION.** Selectman Federico moved to enter into Non-public session at 8:00 p.m. Select-  
49 man Bauer seconded. All were in favor. Motion passed 5/0. Selectman Bauer moved to approve the non-public  
50 minutes of June 10, 2013 as amended. Selectman Federico seconded. All were in favor. Motion passed 5/0. After  
51 discussion, Chairman Daniels announced that the Board made one decision regarding personnel and approved one  
52 set of non-public minutes of June 10, 2013.  
53

54 **12. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Putnam moved to  
55 adjourn at 9:00 p.m. Selectman Federico seconded. All were in favor. Motion passed 5/0.  
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**APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 07/08/13**

1 \_\_\_\_\_  
2 Gary L. Daniels, Chairman

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Mark Fougere, Vice Chairman

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5  
6 \_\_\_\_\_  
7 Katherine Bauer, Member

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Mike Putnam, Member

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9  
10  
11 \_\_\_\_\_  
12 Kevin Federico, Member

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