

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
December 9, 2013

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

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

INSTRUCTIONS: Chairman Daniels called the public meeting to order at 5:30 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. – Request for Reconsideration and Reclassification of Abatement. Chairman Daniels explained that Gretchen Ham has submitted a request for reconsideration in the case of the Land Use Change Tax abatement denial for 100 Lovejoy Road, Milford, NH. In order for the Board to reconsider this decision, a motion must be made by a person on the Board that voted in the affirmative at the September meeting. Selectman Putnam moved to reconsider. Chairman Daniels stated that since Selectman Putnam voted in the negative, he cannot make this motion to reconsider. Selectman Bauer indicated that Ms. Ham has requested this Board to reconsider its decision, why does there need to be a motion to reconsider? Chairman Daniels clarified that according to Roberts Rules, a motion to reconsider can only be made by someone on the prevailing side of the original decision. Selectman Bauer asked if no motion is made to reconsider, then will the former vote stand. Chairman Daniels responded yes. Hearing no motion to reconsider, Chairman Daniels stated the request to reconsider will not be accepted.

7:00 p.m. – Budget Advisory Committee (BAC) Update. Matt Lydon and Jim Roccio, members of the Budget Advisory Committee explained that the BAC has seen a good portion of the presentations from departments and discussed the revenue projections for 2014. The BAC has been busy with the meetings and they have not had an opportunity to have discussions or to decide if they are going to support certain things. There are a few things that need to be addressed such as the bridges. Chairman Daniels said the Board of Selectmen is in favor of setting up a Capital Reserve Fund with \$250,000 for bridges to include the Jennison Road bridge and then to begin assessing and /or fix bridges if they break. Mr. Lydon asked if that \$250,000 would be every year. Chairman Daniels indicated the \$250,000 is to get the town started. Vice Chairman Fougere indicated once the analysis is done, we can tell how much we can put into the fund going forward. Mr. Lydon asked if \$250,000 is enough to look at all bridges. Vice Chairman Fougere thinks that \$90,000 will be used on the Jennison Road Bridge. Guy Scaife added that it might not be enough for all the bridges but it might be enough for 4-5 bridges. Chairman Daniels stated this Board wants to make sure something gets started so that it is presented and approved by voters. Selectman Bauer asked if the BAC would have further discussion on that. Mr. Lydon responded he is sure the BAC will discuss the Capital Reserve Fund (CRF), and whether it should be bonded or a CRF, but the BAC has not looked at it enough at this point. The BAC recognizes there is another Fire Truck coming down the line. Selectman Bauer has been watching the BAC meetings and it is really a good group and they have some great questions. Chairman Daniels asked if the BAC has looked at the Fire Truck and if it could be fixed or repaired. Mr. Lydon said they have not, but it does not sound like it can be repaired based on what Chief Kelly presented and it would be cost prohibitive to repair rather than buy new. Chairman Daniels has only heard of it having rust but he does not know where the rust is located on the vehicle. Selectman Federico stated it is not standard vehicle rust; it is the platform where the ladder is located and the piston that spins the ladder which is cost prohibitive to repair.

Jim Roccio said that Chief Kelly also explained the flooring is rusted and if we tried to sell it we would not get much money for it, the life span of this vehicle is 15 years; the arms that stabilize the vehicle are also rusted. Mr. Roccio has no doubts about what the Chief presented. Mr. Lydon has no major items to discuss tonight. There

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1 are no BAC meetings Christmas Day or New Year's Day but meetings are on Wednesday nights. Steve Sareault
2 indicated there is not surface rust on the fire truck, it is not repairable, and the only value is for salvage. He suggest-
3 ed separating the bridge study from the Jennison Road repair for the warrant as well, since items that are not well
4 defined on the ballot ever get approved, and Jennison Road must be finished. Mr. Sareault suggested that thought be
5 given to having a warrant article just for the Jennison Road repair to be done as soon as the State has the money, but
6 it should be kept separate from the other warrant article for the engineering study. Selectman Putnam agreed. Mr.
7 Sareault asked if the Board has agreed to support the Osgood Pond reclamation. Chairman Daniels indicated the
8 Board has approved moving forward with the permitting process. We were considering putting a warrant article on
9 the ballot to do Phase 1 of the project. For the next Board meeting Chairman Daniels plans to find out what Phase 1
10 will cost and put it on the ballot. Mr. Sareault asked about the Capital Reserve Fund for Osgood Pond. Chairman
11 Daniels responded there is one. Mr. Sareault suggested that money was set aside for Osgood Pond but it just sat
12 there, he feels that the money set aside should be used for bridges and not Osgood Pond, that priorities need to be
13 made, he feels that Osgood Pond is a "want" and not a "need". Chairman Daniels explained that the Capital Reserve
14 Fund for Osgood Pond was set up for Osgood Pond, and cannot be used for something else. Vice Chairman Fougere
15 indicated that one person's "want" is another persons' "need". That is the beauty of putting something on the War-
16 rant. Mr. Sareault agreed.

17 Peg Seward asked the Board of Selectmen to look at the legislative update which states there can be a de-
18 fault budget for water and sewer. That is a change. Guy Scaife indicated Milford submitted that legislation and
19 pushed for approval. If the Water and Sewer budget failed, we would have no budget, this is to fix an unintended
20 consequence, all it does is to allow a default budget for Water and Sewer just like the town has.

21 Chairman Daniels asked if there is anything the BAC needs from the Board of Selectmen. Mr. Lydon re-
22 sponded if there is something the Board of Selectmen is likely to support, let us know, as we get closer, it helps to
23 have the whole picture. Chairman Daniels indicated one change to talk about tonight is the town hall renovation
24 which went from \$500,000 to \$2.5 million and the Board of Selectmen agreed not to put that forward in 2014, but
25 the Board of Selectmen did identify that the transformer that provides power to town hall must be replaced in a war-
26 rant article. Jim Roccio asked if that transformer was a significant part of the \$2.5 million. Vice Chairman Fougere
27 responded that the transformer is what supplies power to town hall, the current transformer does not supply enough
28 power, and it is a separate issue from the renovation. The transformers all around town hall are maxed out, it cannot
29 wait and it should be addressed because it is impacting our equipment. Currently we are waiting on the transformer
30 price estimates. Chairman Daniels asked if any Board members had anything else to ask the BAC members. Se-
31 lectman Federico asked that the BAC and BOS have a conversation after the BAC decides on what to support to
32 make sure the BAC and Board of Selectmen are on the same page or to see if anyone disagrees. Mr. Lydon re-
33 sponded that the timing might be difficult, we are processing departments as quickly as possible and January 8 is the
34 first BAC meeting after the holidays. We will need to find another day to meet to discuss items. Chairman Daniels
35 asked if we should get together Wednesday January 8 after we both nail down our positions, that way we can talk
36 about any differences. Chairman Daniels hopes that the BAC can remain independent from the Board of Selectmen
37 and the Town Administrator; there is value of having an independent committee.

38 Selectman Bauer indicated the Board of Selectmen is in the same meeting, we may not agree but at least we
39 will understand each other. Guy Scaife thinks that discussion could be at the January 27 meeting. Peg Seward
40 asked if the Board of Selectmen has a cap on spending, it would require the Town Administrator and department
41 heads to look at all of their requests. Are there any projects that can be pulled into 2013? Guy Scaife said we have
42 already done that and will provide an update on Wednesday; it was mostly in DPW.

43 Mr. Lydon asked about ambulance transports and if they are having to hire more people to handle it? We
44 can come up with a meeting for the BAC and Board of Selectmen to get together. Chairman Daniels said if we get
45 together and discuss the articles for which we may have differing opinions, there should not be many changes to be
46 made after deliberative session.

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

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50 **4. DECISIONS**

- 51
52 a) **CONSENT CALENDAR.** Chairman Daniels asked if any items need to be removed from the Consent
53 Calendar for discussion. No items were removed. Selectman Putnam moved to approve the Consent Calendar as
54 presented. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

- 55
56 **1) Approval of Unanticipated Revenues and Gifts Under \$5,000 (RSA 31:95 b & e).** The listing of unan-
57 ticipated revenues under \$5,000 was reviewed as follows:
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59

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Source	Amount	Purpose
First Congregational Church	\$ 600.00	Donation for the Police K-9 Safety Cage Special Purpose Fund.
Milford Police Department-Evidence	\$ 164.00	Monies returned to the Milford Police Department for the State Drug Forfeiture Special Purpose Fund per the court's Order.
Eco Stone Works		Donation of granite marker for Kaley Park softball Field. This has an estimated value of \$200.

This request was approved.

2) **Approval of Zoning Board Membership Change.** The Zoning Board of Adjustment (ZBA) Chairman, Fletcher Seagroves, requested a change in ZBA membership for existing members to switch membership as follows:

Michael Thornton will become a full member (March 2016).

Bob Pichette will become an alternate member (March 2015).

This request was approved.

3) **Approval of Supplemental Load Agreement (SLA) Water Pollution Control Revolving Fund Program.** The Water and Sewer Commissioners requested Board of Selectmen signature on the American Recovery & Reinvestment Act – Revolving Fund Program Document. This was originally approved in a town Warrant Article. This request was approved.

b) **OTHER DECISIONS.**

5. **TOWN ADMINISTRATOR REPORT:**

a) **Town Hall Space Analysis RFP Update.** The Town Hall renovations analysis review with SMP was held December 2. During that discussion, the project's cost was in excess of what we all projected. There was some talk about breaking the project into two phases. This would give additional time to develop precise cost data. Voters would appreciate having a solid number and contractors committed to a fixed amount. Guy Scaife asked the Board of Selectmen to consider the proposal submitted by SMP and consider \$110,000 for engineering design, the impact on the tax rate would be about \$24,000. Guy Scaife asked for feedback from the Board. Selectman Putnam is not in favor of moving forward at all because the debt service increased 28% and we have some big ticket items on the warrant in 2014. Selectman Putnam feels we can do something to get the space problems addressed in town hall. Selectman Putnam feels we will have to say no to some things. Selectman Bauer has concerns with moving this out to 2015 which is when the Library is coming up for their addition. Selectman Bauer asked how members feel about that coming up in 2015. Selectman Putnam suggested if this Board follows the CIP for the next five years, the tax rate is going to go up a lot. Selectman Bauer has trouble with the two renovations landing in the same year. Selectman Putnam said we have to start looking at things being pushed out; we are looking for a lot of money. Vice Chairman Fougere is in favor of doing the analysis to help us get to a number we can afford. The present proposal is too expensive. Vice Chairman Fougere likes the concept and the ideas but not the price. If we go through an analysis and get the number down to two million, that is still too expensive. If it gets down to one million, that is better. We need to do some things in this building because it is outdated. Vice Chairman Fougere indicated that in comparing this with the ambulance facility, he feels these estimates are high. Selectman Bauer said if it passed in 2014, but we intend to do the renovation later, a few years out, would the figure still be valid two years later? Vice Chairman Fougere said it could be higher.

Selectman Bauer indicated if the renovations would not go forward next year, she would not vote for the engineering design. Vice Chairman Fougere said it is a catch 22, we cannot propose something without having real numbers. Vice Chairman Fougere would like to have the study done. Selectman Putnam suggested we might have to make do with what we have for a while; this is not a high priority to Selectman Putnam. Selectman Bauer agreed with Selectman Putnam at this time. Vice Chairman Fougere indicated the price of \$2.5 million put this in a different place, he agreed with Selectman Bauer about the engineering plans and if it will be on the warrant articles the following year to do the work he is in favor. Selectman Federico does not agree with the \$2.5 million for renovations at town hall, asking how much it would cost to renovate just the essential services of town hall. Vice Chairman Fougere agrees and feels there is some heavy construction in the proposal, if we do some parts to take care of the immediate needs and the HVAC, that will save a lot of money. Selectman Putnam does not feel the payback will be that big, the boiler room is not moving, the first thing to be fixed is the electrical coming into town hall. The transformer needs to be added because it is a problem. The boilers and air handlers could be updated later. But we should not spent two million dollars at once. We have to make do with what we have for right now but take care of the electrical problem. We spent a lot of money last year with the ambulance facility, if we follow the CIP, we will

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1 continue to spend a lot of money. Selectman Bauer said the electrical needs attention; she asked if that is something
2 that we can support. Selectman Putnam will support the transformer because we do not have enough power feeding
3 the building. Vice Chairman Fougere asked what the drop dead date is for submitting a warrant article. Guy Scaife
4 said it must be presented prior to Budget & Bond meeting which is January 13. Vice Chairman Fougere said if we
5 will not support the 2015 renovation, it is not worth doing an analysis but what type of renovation will we support?
6 Selectman Putnam said at this point, he does not think we can support any renovation. The CIP has a lot of big tick-
7 et items. Chairman Daniels asked if the Facility committee is involved with the renovation yet. Guy Scaife said no.
8 Vice Chairman Fougere asked if it would benefit the Board to have them look at it to break it into smaller pieces.
9 Selectman Putnam asked if that is what we need the Facility Committee working on. Or can Guy Scaife, Ricky
10 Riendeau and Russ Works make that decision? Chairman Daniels is not sure how long it will take but the Facility
11 Committee might have more time now. Maybe the Board could start working on some of the smaller items that can
12 be taken care of. We have some big tickets items coming up. Selectman Bauer said at the last Facility Committee
13 meeting there was a lot of discussion about the HVAC and electrical, if this Board wants to have them do some of
14 the work but not all, more input should be provided. Selectman Putnam said we would not need engineering to up-
15 grade the electrical, if we did the transformer and the electrical panels but not the HVAC since electrical is a prob-
16 lem. Going forward we can talk about breaking the renovation into smaller tasks.
17

18 Chairman Daniels said maybe we can get a quote on the transformer and electrical. Guy Scaife said he is in
19 process of getting a quote on the transformer right now. Selectman Federico asked if the electrical changes should
20 be done prior to any renovation if it might be torn out. Vice Chairman Fougere said the electrical could be done
21 when the transformer is done. This Board should have a consensus of what should be done within the building for
22 changes. We will need SMP to help any committee because it is beyond the ability of any committee. Guy Scaife
23 said the renovation estimated cost is high because of the unknown. The Library and Town Hall renovations will not
24 be done in the same year. 2015 is the year when a Brox bond rolls off the books. Debt service is very low for a
25 town of this size. We would need another group to help as far as what we can break off into pieces. Some of the
26 renovations must work together with other moves and renovations. Guy Scaife said a couple of months were spent
27 with the architect, Facility Committee people were involved and Russ Works was involved. They did a good job of
28 utilizing the space that we have. Breaking it up over a number of years would not work, if modification is done
29 downstairs, how do we handle the new stairs and the upstairs? Selectman Bauer said there is empty space in the
30 ambulance bays; maybe we should not do anything with it yet. We can move someone down there without major
31 renovations. It is a matter of looking at it and making the decision. If a study was done and we decided to do some
32 of the smaller projects, Selectman Bauer does not want to throw money away. Selectman Putnam asked why we
33 can't set up some cubicles and move some people downstairs to free up some space on the second floor. Why can't
34 we put someone down in the ambulance bays at no cost? Guy Scaife said we do not need to put them down there,
35 we need to look at the IT Server Room, we do not have a break room or a mailroom, the issue is not having places to
36 sit. Selectman Putnam said we could use that space down there and we can do it a lot cheaper than what we are
37 looking at now.
38

39 Selectman Federico understands where Selectman Putnam is coming from, yes we can move someone down
40 there. There are people down there but it is not a long term solution; he understands what SMP has presented is an
41 exceptional plan for overall space. \$2.5 million is the hard part; Selectman Federico understands the CIP and what
42 is in it; he likes having a committee that can help identify what pieces need to be done to see if it can be broken
43 down. Selectman Putnam would not recommend anything that is going to be wrecked in a few years but we are go-
44 ing to have to make do with what we have, we have to be practical and frugal about what is put in front of the voters.
45 Chairman Daniels reiterated that this Board all agrees that \$2.5 million is too much? The next step is the transfor-
46 mer that could be done alone. Vice Chairman Fougere said if we do nothing at all, we need to do the transformer.
47 Chairman Daniels asked if we should get quotes. All Board members concurred that quotes should be obtained and
48 it will be discussed at the December 23 Board meeting. Chairman Daniels noted there is merit to setting up a com-
49 mittee to look further into the stand alone projects for small renovations. Selectman Putnam said we would do the
50 plan but instead of all at once, we can do smaller portions and end up with the same result. The Board agreed with
51 the plan that SMP prepared. Selectman Bauer feels that some of the areas downstairs could be used for various
52 things. Chairman Daniels said we can set up some meeting rooms down there temporarily. Over the next year, we
53 could have a committee work on breaking the project down.
54

55 Guy Scaife asked if the Board wants to go to the voters again and again for small projects. Selectman Putnam
56 answered yes. Vice Chairman Fougere suggested the committee will need some help with this. Guy Scaife said that
57 will have to be funded, SMP has completed the task we paid for. Selectman Federico asked how much that will
58 cost. Vice Chairman Fougere said in order to get a cost, there needs to be analysis. Selectman Putnam said he has

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gone on jobs as a contractor with just a sketch and information from the engineer, and that was enough, why do we need to continue paying extra money to bring down the cost? It is not complicated; we spend way too much money on the architects and the engineering. If we are going to charge the committee with this, Chairman Daniels said let them do what they can and only go after additional architectural review if it is needed. Vice Chairman Fougere said if there is \$20,000 available, it is just there for the engineering. We need to support the committee - there is going to be a cost. Selectman Putnam said the Facility Committee we have is great, but the committee for this needs to know how to renovate. Vice Chairman Fougere agreed people that do this type of work need to be used. A committee with people that have this type of experience in this type of renovation would be best, said Selectman Putnam.

b) Financial Update. Mr. Scaife said the Expenses budget is down to a 6.2% increase. Most increases are at about 3% or below. Selectman Bauer confirmed the Library budget is the purview of the Library Trustees. Guy Scaife said that is correct, but it comes under the Board of Selectmen budget that is presented. Selectman Putnam asked about bridge repair and if we should have an engineering analysis done on which bridges should be repaired first. Guy Scaife explained it is expected that each bridge repair will cost approximately \$40,000 and we have nine or ten bridges that need an analysis. By using a Capital Reserve Fund that is non-lapsing, that would be used for the engineering and/or on a failed bridge. The CIP identifies a Capital Reserve Fund to collect \$250,000 per year for bridge repair. Vice Chairman Fougere said if that Warrant Article passed, that amount would be used just for the Jennison Road bridge and some engineering. We need to get more involved in the budget analysis rather than having Guy go out and come up with a number, then he has to go back to staff and cut expenses; this Board should be more involved in the process. Selectman Bauer disagreed, stating the process now is that Guy Scaife does the research and pares down the requested needs; we are heavily involved after that. Selectman Bauer wants to know what the needs are. Vice Chairman Fougere thinks the Board of Selectmen should set the goal to cap it, such as a certain percentage. Guy Scaife said the Board can still do that, this is an unusual year, but the DPW projects are driving the budget. The other departments have not really changed a whole lot. DPW was able to pull in some projects to 2013 instead of having them in the 2014 budget. The Board of Selectmen will need to make the decision of what gets cut.

Chairman Daniels said this Board put Guy Scaife in charge of the operations in town; in budget season it ends up being crunch time every year. Guy Scaife said the budget can still be modified after the Budget & Bond hearing. Getting the input from taxpayers is important. We still have time to analyze and work through the budget. Chairman Daniels said if we want to set a cap on what we are looking for, we should provide that sooner rather than later. Selectman Bauer asked about the MACC Base Board of Governor’s meeting, at which there was going to be a discussion about the money the town was going to get back. What is that status? Selectman Putnam said the Board of Governor’s is meeting Wednesday and has not met since that discussion.

6. DISCUSSIONS.

a) CIP Review. Chairman Daniels wanted to review the CIP to look at the 2015 projects and talk about if we would like to put off any of them or take them off the priority list to get the Town Hall renovation as a higher priority. Vice Chairman Fougere asked if the \$26,000 for a truck will be on the Warrant for 2014. Guy Scaife said it will. Vice Chairman Fougere also commented that the Ponemah Hill Road / Nashua Street sidewalk project might get resolved by the apartment complex being proposed behind Burger King. Selectman Federico asked if this Board can kick back projects to the CIP committee that we have talked in earnest about to work into the CIP. Vice Chairman Fougere indicated the Osgood Pond reclamation could be put in the CIP. Selectman Federico asked if this Board should talk about when the Brox debt is retired and will that relieve taxpayers or will that allow bonding of larger projects. Chairman Daniels said if it is not \$75,000 or more it does not need to go on the CIP. Vice Chairman Fougere would oppose putting Phase 1 for Osgood Pond on the Warrant in 2014. We just need to get a number. Guy Scaife will ask Fred Elkind about the cost of Phase 1.

b) Board of Selectmen Goals / Tasks Review and Board of Selectman’s 2013-2014 Goals / Tasks Development. Chairman Daniels indicated the Board goals have been in progress. Milford’s unemployment has been reduced from 4.7% (October) to 4.6% (November). The website has been overhauled but we still need to monitor minutes being put up by various committees. VOIP (Voice Over Internet Protocol) is not at DPW yet. The MACC Base contract has been renewed, but we need to start putting together an analysis for the next renewal. The Ambulance Facility construction is completed and they have moved in; ribbon cutting is December 14. The Ambulance entrance sign is still outside of Town Hall; Selectman Bauer asked that it be removed. Updates are continuing on the Administration of Commissions, Committees and

1 Special Boards policy. One bill was submitted for the 2014 legislative review to prorate the elderly exemp-
2 tion. It was determined that the town wants to move forward with the Osgood Pond reclamation and have
3 it done in four phases. Guy Scaife is awaiting an update from the EPA on the Fletcher site; he hopes by the
4 end of the year to have something. Also waiting to hear from the EPA on the dam removal feasibility
5 study. Chairman Daniels will send out the 2014 Board goals and tasks to members to provide updates.

- 6 c) **Capital Reserve Funds Discussion.** Board members are in favor of using Capital Reserve Funds for
7 roads and bridges. Guy Scaife asked if this Board is willing to raise taxes by establishing a Capital Reserve
8 Fund for use in the future. Vice Chairman Fougere said we can save some money for five years to take
9 some of the sting out of a large purchase. Selectman Bauer said we have a way of putting things off be-
10 cause of the tax rate. Chairman Daniels asked if this Board wants to set up a Capital Reserve Fund for
11 2014 for bridges. Consensus was to set it up
12

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

- 14
15 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Vice Chairman
16 Fougere indicated the ambulance department has moved into the new facility, the sign is up, punch list has
17 been completed, and staff is keeping an eye out for any potential issues. Selectman Bauer stated the ambu-
18 lance sign was erected a few days ago and was donated by Milford Improvement Team (MIT). Selectman
19 Putnam thanked the Facility Committee for putting it all together and donating all of their time, they did a
20 great job. Vice Chairman Fougere indicated that George Infanti dedicated a lot of time to the town; he was
21 a great resident and served on the Board of Selectmen for Milford, Wilton and Amherst; Vice Chairman
22 Fougere feels it would be appropriate to dedicate the Town Report to George. In future meetings, Vice
23 Chairman Fougere suggested this Board should talk about the South Street project and have Bill Parker
24 come in with the engineer to give a full briefing on the status and what it will look like. We need to start
25 pushing on this project since it has been going on for a very long time and residents are asking about it.
26 Guy Scaife will try to get that on the next Board agenda. Vice Chairman Fougere asked about the MACC
27 Base software update. Selectman Federico indicated he will know more about that after the Wednesday
28 meeting.

29 Chairman Daniels indicated the Traffic Safety Committee (TSC) met this afternoon about Pro-
30 spect Street and will recommend adding a "No Through Trucking" sign at the beginning of Prospect Street,
31 keep the speed limit on Prospect Street at 30 mph and keep Phillip's Way one way. A recommendation
32 will be coming to the Board of Selectmen for a decision. Vice Chairman Fougere asked if that is a public
33 hearing or a discussion. Chairman Daniels said we should get all the material that the TSC got when we
34 get our packets and we can discuss this at the next Board meeting. Chairman Daniels said the recommen-
35 dation is coming from the TSC so this Board can make the final decision.

- 36 b) **OTHER ITEMS (that are not on the agenda).** Vice Chairman Fougere passed out a photo of the Middle
37 Street parking, with a suggestion of creating additional parking spaces now that the ambulance department
38 is no longer located in Town Hall. Middle Street would need to become a one way in order for this to
39 work, however the Fire Department must be on board with this idea.
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41 **8. APPROVAL OF FINAL MINUTES.** Selectman Putnam moved to approve the minutes of November 12, 2013
42 as presented. Selectman Bauer seconded the motion. Motion passed 5/0.
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44 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.**

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46 **10. NOTICES.** Notices were read by Chairman Daniels.
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48 **11. NON-PUBLIC SESSION.** Selectman Bauer moved to enter into Non-public session at 7:40 p.m. in accord-
49 ance with RSA 91-A:3 II(a,c&d). Selectman Putnam seconded. All were in favor with none opposed. Motion
50 passed 5/0. After discussion, Selectman Putnam moved to come out of non-public session at 8:15 p.m. Selectman
51 Federico seconded. All were in favor with none opposed. Motion passed 5/0. Chairman Daniels announced that
52 in non-public session the Board approved non-public minutes of November 12, 2013 (reputation). Selectman Put-
53 nam moved to re-seal the non-public minutes reviewed this evening. Selectman Bauer seconded. All were in favor.
54 Motion passed 5/0.
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56 **12. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Putnam moved to
57 adjourn at 8:17 p.m. Selectman Federico seconded. All were in favor with none opposed. Motion passed 5/0.
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Gary L. Daniels, Chairman

Mark Fougere, Vice Chairman

Katherine Bauer, Member

Kevin Federico, Member

Mike Putnam, Member