

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
April 14, 2014

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

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

INSTRUCTIONS: Chairman Daniels called the public meeting to order at 5:36 p.m., introduced Board members, explaining that the late start is due a non-public meeting at 5:30. Chairman Daniels led the audience in the Pledge of Allegiance, then introduced members of the Board. Chairman Daniels indicated 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. – NON-PUBLIC RSA 91-A:3, II(e) - Legal. Selectman Federico moved to enter into non-public session at 5:30 p.m. Selectman Putnam seconded. All were in favor. Motion passed 5/0. After discussion, Selectman Putnam moved to come out of non-public session at 5:32 p.m. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Chairman Daniels announced that in non-public session the Board discussed a legal issue, no decisions were made.

5:45 p.m. – Review and Approval of Special Appraisals of Properties in Industrial or Commercial Zones (28). Town Assessor Marti Noel presented 28 applications for Special Appraisals of Properties in Industrial or Commercial Zone that she is recommending for approval. Ms. Noel also announced that April 15 is the deadline for the elderly exemption and veteran's credit applications. Selectman Putnam moved to approve the 28 applications as recommended by the Town Assessor. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. The listing of Special Appraisals for Residential Properties in Industrial or Commercial Zone are attached to these minutes as a part of the permanent record.

5:50 p.m. – Review and Approval of 2013 Property Abatements Approval (4)/Denial (1). Town Assessor Marti Noel indicated the deadline for abatement applications has passed, there were 48 requests, 35 of which were from a single applicant. Four of those applications are recommended for approval tonight and one is recommended for denial. Ms. Noel explained the four that are recommended for approval seemed to have changes or the town had not gotten into the property for several years and required a reduction in the assessed value. Ms. Noel recommends approval of those four requests. Chairman Daniels asked if all of the applications have been notified of her recommendation. Ms. Noel said they have. Selectman Putnam moved to approve the four abatement requests as recommended by the Town Assessor. Selectman Bauer seconded. All were in favor. Motion passed 5/0. Selectman Putnam moved to deny the one abatement application that is recommended for denial by the Town Assessor. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. The listing of the Property Abatement Applications for approval and for denial are attached to these minutes as part of the permanent record.

6:00 p.m. – Review and Approval of Investment Policy Re-Adoption and Treasurer's Delegation. Finance Director Jack Sheehy indicated each year the town Investment Policy must be re-adopted and the Treasurer Delegation must be authorized for the coming year. Selectman Putnam moved to re-adopt the Investment Policy for the coming year. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Selectman Putnam moved to re-delegate the Treasurer, Brian Sanborn, for the coming year. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0.

6:10 p.m. – Review and Approval of Purchasing Policy. Finance Director Jack Sheehy reviewed the changes to the Purchasing and Procurement Policy that were discussed in September 2013. The amounts requiring approval were changed as the Board directed at that time. Selectman Putnam moved to approve the revisions to the Purchas-

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 4/14/14

ing and Procurement Policy. Selectman Bauer seconded for discussion. Chairman Daniels asked about the bidding process and if someone wants to submit a bid, do we guarantee they are included in the bid discussions? Mr. Sheehy said no, but we will discuss them if an RFP goes out and we approach some vendors if they have the product we are looking to purchase. Mr. Sheehy indicated the bids are open and publicized so anyone can bid. Vice Chairman Fougere indicated that when the ambulance facility was bid, there was one person that spoke out that they wanted to bid but was unable, however, the bidding is published and there is a deadline. All were in favor of the motion to approve the revisions. Motion passed 5/0.

Chairman Daniels asked about when tax payments will be able to be made on line. Mr. Sheehy indicated he is working with the vendor who is working on it, there were some issues in the first issue of that software with the dates and amounts, so they have asked for a new file definition. Mr. Sheehy said he hopes to have it on line for the May/June property tax billing. Vice Chairman Fougere asked if a debit card can be used. Mr. Sheehy said yes, it will be handled like a credit card with a charge. Chairman Daniels asked if an electronic check can also be used. Mr. Sheehy said yes, and there will not be a fee for that, as the charge comes directly from the account.

6:20 p.m. – Review and Approval of Tax Anticipation Note (TAN). The TAN was taken up at 5:36 p.m. in order to have the signatures notarized by Tina Philbrick. This Tax Anticipation Note through Lake Sunapee Bank, is for a line of credit, which incurs no cost unless the town draws on it, the town has had a TAN in place for the past four years and utilized it only in 2012. Jack Sheehy, Finance Director, hopes that this year we do not need it but we have some money budgeted to pay interest in case we do, it is at 1.87% interest. There were no questions from the Board. Selectman Putnam moved to authorize completion of the TAN documentation. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Signatures were witnessed and notarized.

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 any items need to be removed from the Consent Calendar for discussion. Item 4a2 was removed at the request of Vice Chairman Fougere. Selectman Putnam motioned to approve the Consent Calendar with the exception of item 4a2 which was removed from the consent calendar for discussion. Selectman Federico seconded. All were in favor. Motion passed 5/0.

1) Request for Approval of 31:95(b). The request for approval of unanticipated revenues under \$5,000 were approved as follows:

Source	Amount	Purpose
Milford Rec. Commission	\$ 200.00	Brick fundraiser monies to be used for the Keyes Pavilion Special Purpose Fund
Ciardelli Fuel Company, Inc.	\$ 100.00	Donation for the Annual Police Fishing Derby
Penguin Mart, LLC	\$ 100.00	Donation for the Annual Police Fishing Derby
Rocca Automotive Repair	\$ 200.00	Donation for the Annual Police Fishing Derby
Silva Properties	\$ 100.00	Donation for the Annual Police Fishing Derby

2) Request to re-appoint Paul Amato, Judy Plant, Janet Langdell and Susan Robinson to the Planning Board. This item was removed from Consent Calendar by Vice Chairman Fougere for discussion. Vice Chairman Fougere wanted to publicly thank these individuals for volunteering for the Planning Board. It is a lot of time and sometimes several nights every month on the Planning Board and is sometimes a thankless job, so Vice Chairman Fougere wanted to thank these members for volunteering. Selectman Putnam moved to approve the re-appointment of these members to the Planning Board. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0.

3) Request to Approve (1) Taxicab License. The request for approval of (1) Taxicab License for Milford Taxi through April 2015 was approved.

4) Request to Approve (2) Taxicab Operator Permit Applications. The request for approval of (2) Taxicab Operator Permits for William LaBell and Edward LaBell through April 2015 was approved.

5) Approval of Jeopardy Property Tax Warrant, Map 41, Lot 67. Request from Town Assessor Marti Noel to approve a Jeopardy Tax Warrant requiring that taxes be paid in full prior to removal or demolition of the manufactured home on the property at 462 Mason Road.

6) Conditional Approval of Luke R. Bailey as a Milford Police Officer. The conditional approval of Luke R. Bailey as a Milford Police Officer was approved as requested by Police Chief Mike Viola.

- 1 7) **Request to Approve Issuance of Gravel Tax Levy & Warrant, Map 58, Lots 2 & 3.** The requests to approve a Gravel Tax Levy and issue a Tax Warrant for Map 58, Lot 2 in the amount of \$151.46 and Map 58, Lot 3 in the amount of \$595.00 were approved.
- 2
- 3
- 4 8) **Approval of Petition and Pole License – 4/39-1 and 497/1Y on Elm Street (2).** The Petition and Pole Licenses for one pole 4/39-1 on Elm Street and one pole 497/1Y on Elm Street were approved.
- 5
- 6

7 b) **OTHER DECISIONS.**

- 8 1) **Potential Acquisition of 127 Elm Street and Petition for Special Town Meeting.** Guy Scaife described a potential property acquisition of 127 Elm Street, which is owned by the Mayo Group out of Boston; it has been on the market for a few years. It is a 5.8 acre parcel and abuts Keyes Park. The town from time to time has used that area for overflow parking for major events at Keyes Park. We have talked about a critical need as we look forward to the Fletcher site cleanup during which Keyes Drive will be closed. When that project starts, Keyes Drive will be closed for at least one season, possibly more. Today that is our only means of access to Keyes Park. A few years ago we got an easement from Mayo for two years for during the cleanup effort. The cleanup got delayed and the two year contract has lapsed. Now we have no second access to Keyes Park and if we have no road access we cannot get emergency vehicles which means we must close the park for whatever period of time we have no vehicle access. We need access to that park during the cleanup effort. We had dialog with the Mayo Group, however they would not renew the easement once the property went on the market. Mayo came back and asked the town if it would buy the property.

9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59

What they have offered Milford is for the town to buy the property paying cash of \$190,000 (it is appraised at \$498,000), have Milford abate the back taxes at about \$88,000, and the remainder of \$221,000 would get donated to the town as a tax write off by Mayo Group, but that is only if Milford moves on it in 2014. The staff and Recreation Commission support the purchase of the property because it guarantees access to the town's most important recreation facility. It allows additional parking for Keyes Park and the town would gain 5.8 acres giving the town flexibility as we grow and expand, whether in three years or in 20 years it is space for future needs, possibly a senior center or recreation center, office space, additional fields could also be put in there. It is the only abutting property to Keyes Park that would allow for this. It is the single piece of property that could provide the immediate need that we have and the long term flexibility. It is April now and we normally take these issues to the voters in March at town election, but to get approval from the public this year requires a town meeting. Attorney Drescher prepared a timeline for the process of a Special Town Meeting. Superior Court determines whether it is an emergency or not. To have such a meeting requires all of the regular things we do prior to a regular town meeting (budget/bond hearing, deliberative session). Notices must be posted, a formal budget or bond hearing must be held and then a deliberative session to deliberate that one article and then a town vote. We are already having a State Primary vote in September. All of the normal voting things will happen for the Primary anyway, the only additional cost will be for the filing of the petition. Guy Scaife asked the Board approval to move the process forward.

Mr. Scaife indicated there is no signed agreement with the Mayo Group, we do have a draft Purchase & Sales Agreement that Attorney Drescher has drawn up. The document has numerous contingencies, and it requires Mayo to resolve some environmental issues.

Recreation Commission members Tim Finan, Heather Romeri and Joan Dargie were all in attendance and are in support of this request. Mr. Finan indicated that the Recreation Commission supports this and thinks it is a very good idea to go forward with this purchase. Fundraising has begun, whatever amount is raised will lower the amount needed to be raised through taxes. The Recreation Commission supports what was presented by Mr. Scaife. Just having that property right next to the largest park in town to provide access during the cleanup effort and additional parking is a plus. Security by having more than one entrance and exit in the future is a plus; the Commission has talked about dog parks, fields, senior center, all of which are great ideas. If that building can be salvaged in any way, that could be a plus. Selectman Bauer said it is almost six acres, some engineering is going to be done but it is very flat too. We could easily get two fields out there. Mr. Finan added that the MCAA fields use 5.1 acres, so with 5.8 acres, we could realign all of the fields at Keyes. Vice Chairman Fougere feels there should be some kind of conceptual plan that might help voters understand the land and how it could be used. Long term it will help the voters decide. Mr. Finan indicated the Recreation Commission can be the spearhead for fundraising on this effort and are willing to run with it and get assistance from Recreation Director Arene Berry. Bill Parker will assist with a basic conceptual plan. Vice

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 4/14/14

1 Chairman Fougere suggested looking at Trust Funds for donations. Chairman Daniels asked if the
2 timeline will be given to the court. Mr. Scaife said it will not, that is internal for the town.

3
4 Vice Chairman Fougere moved to authorize Bill Drescher to file the petition to Superior Court to re-
5 quest approval of a Special Emergency Town Meeting. Selectman Federico seconded. All were in fa-
6 vor. Motion passed 5/0.

7
8 Guy Scaife recommended the Recreation Commission be given the mission of fundraising because
9 Milford has several local trust funds that we have had some preliminary discussion with and we hope
10 things will move forward with that. There are major businesses in town and they might see the value
11 in this proposal. For the bond hearing we need to have a precise number that identifies how much in
12 donations would be collected. Some organizations might want to donate in the next few years, which
13 can be used as well.

14
15 Chairman Daniels asked if the Recreation Commission has discussed this at all. Mr. Finan answered
16 that they have. Chairman Daniels asked if they have talked about selling advertising. Mr. Finan said
17 they have not discussed that, but they can look into that. Vice Chairman Fougere suggested the Board
18 authorize the Recreation Commission to proceed with fundraising.

19
20 Vice Chairman Fougere moved to authorize the Recreation Commission to begin fundraising for this
21 effort. Selectman Putnam seconded. All were in favor. Motion passed 5/0.

22
23 **5. TOWN ADMINISTRATOR REPORT:**

24 a) **Review of Department of Labor Building Inspection.** Guy Scaife explained that the Department of La-
25 bor inspections were held March 25 and April 4, 2014. The inspectors were extremely professional. Joel and Russ
26 both accompanied the inspectors and it went quite well; it took a lot of preparation. There are some important im-
27 provements, but outside of those we did very well. Once the report comes down, the town has 30 days in which to
28 respond. There is a portion of the form that allows the town to request an extension. As soon as we get the report,
29 Guy will get that out to members. The three areas of concern were due to security and isolation: Welfare, Tax Col-
30 lector and Town Clerk. It is about not having the proper security for staff. Welfare and Southern NH Services
31 (SNHS) over at the Annex have the issue of isolation. Guy had briefed the inspectors about the plan to move Wel-
32 fare and SNHS over to the SHARE facility and we have a strong indication of SHARE's willingness and desire to
33 relocate them there. The SHARE site plan has been approved and they hope to break ground soon. It is the intent to
34 have them in their new space by Thanksgiving. The inspectors would not comment on if it would be acceptable to
35 wait for 7 months for that change. Mr. Scaife hopes they will think that is acceptable.

36
37 Vice Chairman Fougere asked if there is a code being violated? Mr. Scaife is not sure but will investigate. Joel and
38 Russ will meet with the building inspector and fire department to see what change we can make and we hope to
39 have a plan in another week or so.

40 b) **Miscellaneous.** Last fall a committee was formed to look at the World War II Memorial. It is a committee
41 of 8-9 people which includes the Garden Club, Historical Society, Heritage Commission, MIT, VFW and town em-
42 ployees. They are all excited and think the Board of Selectmen will be happy with what they are proposing to reno-
43 vate the memorial and the re-dedication. A presentation will be made at the next Board meeting.

44
45 **6. DISCUSSIONS.**

46
47 a) **Town Hall Renovation: Approach – Priority.** Selectman Bauer said Milford has two very crowded facil-
48 ities; on the CIP we have the Library renovation for 2015, she wants to make sure we do not have a conflict
49 between the Town Hall Renovation and the Library Renovation. Guy Scaife asked to have this discussion,
50 stating there was discussion about the options moving forward. Many members of the Board thought it
51 would be good to look at breaking up the town Hall renovations into smaller projects. The Facilities Com-
52 mittee, made up of people in the community that have expertise, could evaluate the options and possibly
53 separate into separate projects. We have to come up with some plans that meet code and that make eco-
54 nomic sense. If it is broken up into pieces, how much more will that cost? Guy Scaife asks the Board to
55 appoint a committee of people that are experienced in this type of work. Secondly, Guy Scaife would like
56 to bring up the priorities. The CIP is the organization that is tasked with prioritizing projects. We want to
57 give them a heads up that it (town hall renovation) is coming back.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 4/14/14

1 Chairman Daniels does not support adding Osgood Pond and the Permattach building to the list of currently
2 scheduled projects, but would be open to discussing a shifting of priorities to accommodate these opportu-
3 nities. Maybe put some things off to make way for opportunities that have merit. Selectman Bauer said the
4 Library renovation has been on the CIP since about 1995, both facilities have needs, the Library is over-
5 crowded. The Library serves everyone in town and the Library Director Michelle Sampson has stated that
6 about 10,000-12,000 people come through their doors every month. Selectman Bauer is making a plea for
7 when we talk about priorities that we keep those facts in mind. Vice Chairman Fougere asked about the
8 space downstairs where the Ambulance Department vacated last fall, is there a shift in priorities since that
9 space opened up? At the time they vacated, it was agreed that the priority had not shifted, we do not know
10 what the numbers are for the Library project proposed costs. Selectman Federico understands both build-
11 ings have priorities, we need to work as best we can but not put the entire burden on the taxpayers. Select-
12 man Federico said we need real numbers. What is comes down to is what will it cost? Selectman Bauer
13 said the estimate for the library is \$5.5 million offset by \$550,000 in the Library Reserve Fund. Vice
14 Chairman Fougere said there are needs on both sides, there has not been a consensus as to what needs to be
15 done, and there has been a lot of debate about what needs to be done. Selectman Bauer indicated the bot-
16 tom line is there is a need for space. Vice Chairman Fougere said there is a need in this building (town
17 hall) and with the roads in the shape they are in, it goes on and on. Selectman Bauer feels the Library
18 serves thousands of people every day; she feels the Library is a higher priority.
19

20 Vice Chairman Fougere said the Library Trustees are coordinating the plan for the Library, the Technical
21 Program at Milford High School can help and could maybe do some work at town hall. Selectman Bauer
22 said the Facilities Committee could work with the Library Trustees. Selectman Federico said he needs to
23 see what the Trustees need for assistance to get the numbers. Selectman Putnam thought the Facilities
24 Committee already was helping with the Library Trustees. Vice Chairman Fougere said they were but the
25 Library Trustees changed what they wanted and wanted a different architect.
26

27 Selectman Putnam suggested that he could come in with a plan for the Town Hall Renovation as he previ-
28 ously suggested. Guy Scaife was not aware of any formal plan for that to happen. Selectman Putnam said
29 it might have been at a meeting that Guy Scaife was not in attendance. Selectman Federico remembers it
30 and remembers that there was a suggestion to wait until after the election. Selectman Putnam indicated if
31 the Board is comfortable with him looking at the facility and working on smaller projects, that offer is still
32 on the table. How can we implement what has already been basically designed and what are the immediate
33 needs and priorities? Selectman Bauer would like to have the Facilities Committee work with the Library
34 Trustees to get information. Selectman Bauer said the bottom line is we need solid numbers for projects;
35 Selectman Putnam can work on a comprehensive plan for the Town Hall Renovations in phases. Selectman
36 Bauer said the numbers is what the Facilities Committee would research. Michelle Sampson said they are
37 meeting with the architect and Library Trustees tomorrow and she hopes to have the cost estimates by late
38 April. We have not started from the figures submitted to the CIP last year, \$5.7 million is still the estimate.
39 Vice Chairman Fougere asked when the CIP process begins. Guy Scaife said that begins in late spring be-
40 fore summer, they could be engaged earlier however. Vice Chairman Fougere felt that is good. Michelle
41 Sampson added that there are two options being considered, we want to get the closest cost estimate we
42 can, including a cost per square foot with our building. Selectman Federico said the timing will work out
43 well; we are going to take a look at it before the next budget season. Vice Chairman Fougere said if we can
44 come up with phasing for the Town Hall renovation, that is information we need. Michelle Sampson said
45 the Facilities Committee has been staying involved in the Library discussions with the architect. Guy Scai-
46 fe said the pricing available today is the square foot pricing. The meeting tomorrow night is to talk about a
47 new building or remodeling the current facility. The first big decision to be made is which one of those we
48 will do.
49

50 Chairman Daniels thinks it is good to get any additional information. How the two things get put on the
51 CIP is one item. Guy Scaife said things are submitted by the Department Head and considered by the CIP
52 Committee. Selectman Putnam asked if the (Library) plans include demolition of the existing building or
53 starting a new one, or adding to the existing. Michelle Sampson responded those are the two different op-
54 tions that are being looked at. Selectman Bauer indicated the Library owns three properties including the
55 Annex building and the house next door and also the property where the house was razed. Selectman Put-
56 nam agrees about wanting to see numbers and keeping the tax rate down; there are a lot of things we have
57 to take into consideration. Chairman Daniels asked where the Facilities Committee can be used best.
58 Michelle Sampson said they are waiting for the numbers. Chairman Daniels asked how long Selectman

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 4/14/14

1 Putnam will take to bring in a proposal with cost estimates for the Town Hall Renovation. Selectman Put-
2 nam said he can get quotes and pull a plan together, and he will talk with Guy Scaife when he has ques-
3 tions. Selectman Federico noted that the Board has no basis to put one priority over the other. The Library
4 Trustees need to do what they are doing and get their numbers, the Town Hall renovation has a game plan,
5 and we just need to get some costs and how to break it into smaller projects and Selectman Putnam can
6 probably do that.

7
8 Guy Scaife asked what will be the end product. It must have an architect's stamp and pass building codes,
9 we normally hire certified architects to do that. Guy Scaife indicated this is the first he has heard of this
10 proposal. Guy Scaife would like Selectman Putnam to explain how he will do the structural engineering
11 and certification that needs to meet current code. Selectman Putnam said he will do that by using the books
12 that the building inspector uses; we are just looking at a plan and a rough estimate of how much it will cost.
13 Vice Chairman Fougere asked how we can break up the projects to prioritize them. Once we decide, we
14 have to take care of the first priority first. Right now we cannot afford a \$2.5 million project so we can
15 look at the smaller projects. Chairman Daniels said there needs to be a method to keep the functionality of
16 the building going. Selectman Putnam said he can always use the fire department or building department
17 for all the codes. The town has used a professional architect and now we are going to walk away from that
18 and we are going to have Selectman Putnam design the town hall renovations when he is not a licensed
19 plumber, mechanical engineer or architect. We will need to be able to do a section at a time and understand
20 the ramifications to the rest of the building, maybe he can do this but it makes Guy Scaife nervous. He
21 would like to know what are the deliverables and timeframe from Selectman Putnam. Vice Chairman
22 Fougere said one disadvantage of doing it as a whole is that everything has to be brought up to code. The
23 stuff that is frivolous and unnecessary will be left out so there is some advantage to doing it piece meal.
24 Selectman Putnam has the skills to break the project up, but he needs to bring in an analysis of how he will
25 do it so that the Board can decide if there is something it is not in favor of, and then move on from there.
26 Vice Chairman Fougere said if we need an architect for a phase in order to make it happen, then we will do
27 that. If we have to hire someone, we hire someone. Vice Chairman Fougere thinks it is an approach we
28 should try. Selectman Bauer said there has to be deadlines. Vice Chairman Fougere said that Selectman
29 Putnam said in three months he will have a plan and we need to stick to that. Guy Scaife asked if we can
30 get a timeline and set of deliverables so we know what to expect. All concurred.

31
32 Chairman Daniels asked if the renovation plan will be done by July 1. Selectman Putnam said no, it will be
33 done by the end of July. Chairman Daniels indicated the Board would like to see a timeline, a list of what
34 would be delivered and what would be proposed. It is important that we look at these things and look at the
35 cost of each phase. Selectman Putnam stated he would have a timeline drafted for the next meeting.

36 **b) Board of Selectmen Goals Review 2014.** Chairman Daniels asked if anyone had any comments on the
37 goals for 2014. Selectman Putnam suggested they get pared down, there are too many. Chairman Daniels
38 said if people want to grab specific goals and run with them to let him know. Vice Chairman Fougere vol-
39 unteered to take a look at the downtown parking; suggesting that on Middle Street if angle parking were
40 used more spaces could be created with little or no expense so he would like to try to push that before DPW
41 starts striping downtown. On Sunday, Vice Chairman Fougere took a look at the crowded oval and he feels
42 Middle Street should be able to be kept two-way if the angles are at the right angle. Chairman Daniels said
43 it would be better to keep it two-way, rather than change it to one-way. Selectman Bauer agreed. Vice
44 Chairman Fougere said it is a wide street and he will take that goal. Chairman Daniels also suggested peo-
45 ple could also go down Bridge Street; to which Vice Chairman Fougere responded he wants to keep it as
46 simple as possible.

47 A Board member asked if Osgood Pond is dammed up. Guy Scaife said it is not, it is just that time of year
48 that it fills back up. Selectman Bauer will review the goals and let Chairman Daniels know what she will
49 take. Chairman Daniels noted at the next Board meeting, we are talking about goals we might take indi-
50 vidualy or take off because the list is too long.

51
52 **7. SELECTMEN'S REPORTS / DISCUSSIONS.**

53
54 **a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Selectman Putnam
55 indicated that MACC Base and the Water/Wastewater Treatment Facility (WWTF) are moving along
56 smoothly. The WWTF is getting ready to put out an RFP for the Elm Street water main project. The
57 sludge transfer is going well. Selectman Bauer indicated the ZBA and Planning Board both could use more
58 members, especially the Planning Board, these should both be posted on the website.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 4/14/14

A memo regarding the Brox Master Plan was sent to the Board of Selectmen from Bill Parker. This is an update to the 2005 Master Plan which follows the same goals including Recreation, Schools, DPW, Fire Department, Cemetery space and open space and laying them out for the future. Recreation is the highest priority with the shortage of fields in town and it is planned to start a field out there this summer. A few comments will be sent to the Planning Board. Vice Chairman Fougere wants to make sure that we can still remove gravel from the Brox property and then let it return to its natural state. The sooner the town engages in engineering services, even if it is just for gravel, we should do it to get information for the voters so we can have it on the ballot next March. It will be in phases, it will not be a big gravel pit operation but will be in smaller portions. Building a road will be required to haul out gravel, there is not a lot of it, but it should be preserved so that we can build a road. A Transfer Station was originally planned out on the Brox property down near Perry Road, but that is just a conceptual plan. Vice Chairman Fougere wanted to get the comments back to the Planning Board. Chairman Daniels asked how many playing fields in town will be enough. Guy Scaife responded it is to meet the demand. Vice Chairman Fougere said the area on Brox is designated as fields but that could be 100 years from now. We have land set aside for future use, it could change to another use. Selectman Putnam asked about how the fields get scheduled, he sees vacant fields all the time. Selectman Federico responded they are scheduled by the Recreation Department. A request goes to the Director of Recreation who will approve it or not, it might be there is no action because it was not needed, certain sports dig up the fields or are rough on the fields, there could be practice and then the next day the field must rest so they are inactive for some periods of time. The MCAA fields alone are scheduled 700%. An average of 2-3 years you are supposed to re-crown a field so it is taken out of service for a full year. Selectman Federico said as long as we get out the message about Brox and where that stands, regarding this property next to Keyes. One question that comes up a lot is what Brox will look like after the gravel comes out. The reclamation at Brox is good to remind people of.

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

8. APPROVAL OF FINAL MINUTES. Selectman Putnam moved to approve the Board of Selectmen minutes of March 10 and March 24, 2014 as presented. Selectman Bauer seconded the motion. All were in favor. Motion passed 5/0.

9. INFORMATION ITEMS REQUIRING NO DECISIONS.

10. NOTICES. Notices were read by Chairman Daniels.

11. NON-PUBLIC SESSION. Vice Chairman Fougere moved to enter into Non-public session at 7:55 p.m. in accordance with RSA 91-A:3 II for Personnel. Selectman Federico seconded. All were in favor. Motion passed 5/0. After discussion, Selectman Federico moved to approve the non-public minutes of March 24, 2014 as amended. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Selectman Putnam moved to re-seal the non-public minutes of March 24, 2014. Selectman Fougere seconded All were in favor. Motion passed 5/0. Vice Chairman Finan moved to seal the minutes of this non-public session. Selectman Fougere seconded. All were in favor. Motion passed 5/0. Selectman Putnam moved to come out of non-public session at 7:15 p.m. Selectman Bauer seconded. All were in favor with none opposed. Motion passed 5/0. Chairman Daniels announced that in non-public session the Board approved non-public minutes of March 24, 2014 as amended and discussed a Personnel issue.

12. ADJOURNMENT: There being no further business to come before this Meeting, Selectman Putnam moved to adjourn at 8:15 p.m. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

Gary L. Daniels, Chairman

Mark Fougere, Vice Chairman

Katherine Bauer, Member

Kevin Federico, Member

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 4/14/14

1
2
3

Mike Putnam, Member