

**APPROVED**  
**MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING**  
July 14, 2014

**PRESENT:** Gary Daniels, Chairman  
Mark Fougere, Vice Chairman  
Katherine Bauer, Member (arrived 5:55 p.m.)  
Mike Putnam, Member  
Kevin Federico, Member  
Guy Scaife, Town Administrator  
Darlene J. Bouffard, Recording Secretary  
Niko Giokas, Videographer  
Scott Schaeffer, 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., introduced Board members and then led the audience in the Pledge of Allegiance. Chairman Daniels 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. – Assessing – Elderly Exemption, Veteran’s Credit, Non Acceptance of 2013 Exempt Properties, PA-28/Inventory of Taxable Property Form and Property Abatement.** Town Assessor Marti Noel, explained that July 1 is the time by which the town must respond to all exemption applications and because of the cancellation of the Jun 23 Board of Selectmen meeting, she has the remainder of those tonight. Ms. Noel is recommending denial for one elderly exemption application (file #1965) as the applicant has not provided information that was requested. One Veteran’s Credit application (map/lot 30-2-C-3) is also recommended for denial, as the applicant does not qualify according to statute. One property which had requested to receive the Charitable Exemption (14 Armory Road), has been non-communicative and the application is lacking information, therefore the Assessor is also recommending denial of the application. Selectman Putnam moved to make all these decisions at the same time. Selectman Federico seconded and all were in favor. Selectman Putnam moved to deny the elderly exemption as requested, the veteran’s credit as requested and the charitable exemption as requested, as recommended by the Town Assessor. Selectman Federico seconded. All were in favor. Motion passed 4/0.

Ms. Noel indicated there are two applications seeking abatements for which she is recommending denial. Ms. Noel recommends denial for the FairPoint application (#1345) which is currently going through the court system. Selectman Putnam moved to deny the FairPoint abatement application as recommended by the Town Assessor. Vice Chairman Fougere seconded. All were in favor. Motion passed 4/0.

The other abatement application for condominium units on Old Wilton Road (#1348) is being recommended for denial by the Town Assessor as it is real estate and it is taxable real estate. Since the abatement was filed, three of the condominiums have been transferred, which shows it is real estate. Selectman Putnam moved to deny application number 1348. Selectman Federico seconded. All were in favor. Motion passed 4/0.

Ms. Noel explained that the PA-28/Inventory of Taxable Property Form for 2015 is also due, however, for several years the town of Milford has opted to not utilize this form and have staff annually review properties with open building permits or where a transfer has occurred. Ms. Noel therefore requests that once again the town opt to not use the PA-28. Selectman Putnam moved to opt out of using the PA-28 form. Vice Chairman Fougere seconded. All were in favor. Motion passed 4/0.

**5:50 p.m. – Departmental Update – Department of Public Works.** Public Works Director Rick Riendeau, provided the departmental update highlighting many of the road improvements that have recently been made, most recently the Armory Road improvement. Vice Chairman Fougere asked how deep the Reclaimer equipment goes? Mr. Riendeau said it can go pretty deep, about 18 inches. Selectman Putnam asked if there was any drainage work on Armory Road? Mr. Riendeau said there was not, but a couple of catch basins were fixed up. The first round of street sweeping was done on the roads and the second wave will now begin. There have been a lot of truck repairs.

**APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 7/14/14**

1 Chairman Daniels asked if there is a gate at the entrance of Kaley Park and is it locked at night? Guy Scaife be-  
2 lieves the gate is locked by the police every night. Guy Scaife said the Pergola project is moving along and he  
3 wished to recognize all of the work Jerry Guthrie has put into that project including its design. Chairman Daniels  
4 asked if the granite has been delivered for the pergola project? Mr. Riendeau said yes Mr. Guthrie is almost done  
5 the project, it is very close. In other news, the clock face work is in process, Mr. Riendeau received some quotes on  
6 the cost for the clock faces, now the choice whether to use wood or composite must be made. The Transfer Station  
7 office has been ordered. Vice Chairman Fougere asked if the irrigation system for the skating hut has been finished?  
8 Mr. Riendeau answered not yet, we just met with someone today and work starts next week. None of the grading is  
9 done yet, and the drainage and irrigation will all get done soon. Selectman Federico asked if there have been any  
10 good candidates for the open job positions? Mr. Riendeau said he has not heard anything yet from Ruth Bolduc.

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12 **6:30 p.m. – Special Town Meeting Budget Public Hearing.** This meeting began at 6:30 and the minutes are rec-  
13 orded separately.  
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15 **3. PUBLIC COMMENTS (regarding items that are not on the agenda).** There were no public comments.  
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17 **4. DECISIONS**

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19 a) **CONSENT CALENDAR.** Chairman Daniels asked if any items need to be removed from the Consent  
20 Calendar for discussion. No items were removed. Selectman Putnam moved to approve the Consent Calendar.  
21 Vice Chairman Fougere seconded. All were in favor. Motion passed 4/0.  
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23 1) **Request for Approval of Petition and Pole License – Nashua Street (912/4.5).** The Board approved the  
24 petition and pole license for Nashua Street, Map/Lot 912/4.5 as presented.  
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26 2) **Request for Approval of 31:95(b) Acceptance and Appropriation of Unanticipated Revenues Under**  
27 **\$5,000.** The request for acceptance and appropriation of unanticipated revenues under \$5,000 in accord-  
28 ance with RSA 31:95(b) was approved as follows:  
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<u>SOURCE</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Marmon Utility	\$ 500.00	Donation to the Milford Fire Department who wishes To designate these monies to the Fire & Life Safety Education Special Purpose Fund.
Milford Recreation Commission	\$ 100.00	Brick fundraiser monies to be used for the Keyes Pavilion Special Purpose Fund
NH Charitable Found.	\$1,000.00	Grant monies for the UNH Business Retention & Expansion Program. The Town of Milford’s Contribution of \$500 is from the 2014 Comm. Development Budget. The Town of Amherst is Contributing \$500.

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42 3) **Conditional Approval of Stephen M. Rush and David R. Duquette as Milford Police Officers.** The  
43 Board approved the conditional approval to hire full time police officers Stephen Rush and David Duquette.  
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45 b) **OTHER DECISIONS.**  
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47 **5. TOWN ADMINISTRATOR REPORT.** Guy Scaife indicated that EPA correspondence was received regard-  
48 ing the Fletcher cleanup site; it is a report with very specific dates, Tom Roy has reviewed it as well. With the  
49 scheduled lay out, the contractor would get chosen early next year, it is not clear if it will begin by next winter, but  
50 we will need to be prepared for when Keyes Drive will be shut down in late 2015 or early 2016. Guy Scaife indicat-  
51 ed the town has also received notification for immediate closure of the “Green Bridge” which has been bolted up  
52 and closed and will eventually need to be removed. We will need insight from DES of what can and cannot be done  
53 as far as removal above the river. Vice Chairman Fougere noted that any bids must include taking care of the lead  
54 paint that might be on the bridge.  
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56 **6. DISCUSSIONS.**

57 1) **Board of Selectmen Goals Review 2014.** There was no update to this.

58 2) **NHMA 2015-2016 Legislative Policy Process Review.** Chairman Daniels asked Board members to re-  
59 view the list so that positions can be taken on each item or issues can be discussed at the next few meetings.

Vice Chairman Fougere asked if positions will be taken on each item? Chairman Daniels said yes but not tonight. Guy Scaife said the NHMA meeting is scheduled for September 26, 2014 and Milford needs to take positions by sometime in early- to mid-September. Selectman Bauer arrived at 5:55 p.m. Vice Chairman Fougere said it will take a while to get through all of these. Chairman Daniels said the Board can start taking some positions at the next meeting and chip away at the list.

- 3) **Brox Property Draft Request for Proposal for Phase 1-Preliminary Engineering-Brox community Lands, and Phase 2-Permittig Activities.** Guy Scaife explained that he sent Board members the Draft RFP for the Brox Property to review and come up with any questions. Chairman Daniels asked when the Town of Milford will stop calling it the "Brox" property, since the town has owned it for many years now. Selectman Putnam indicated people would be confused if we called it something else. Vice Chairman Fougere agreed, stating he will speak with Bill Parker about it and maybe we can change the term we use and slowly get out of using the term "Brox property."

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

- a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Selectman Putnam said the Board of Water Commissioners would like to get put on the Board of Selectmen agenda to talk about funding for the West Elm Street Water Main; it was requested to be put on the August 11, 2014 Board of Selectmen agenda, however they were told that is the night of the Deliberative Session for the Special Town Meeting, so the agenda that night is limited. Selectman Putnam will work with Tina to identify what date and time will work.

Chairman Daniels indicated the Heritage Commission met July 9 and is looking at two properties: 9 Powers Street is looking to change to a coffee shop and a 9000 square foot garage is planned at 256 Elm Street where there is currently an old house. The Heritage Commission is looking to see if there is something that might be done with that building. Selectman Bauer said those two items are coming to the Planning Board in July, the coffee shop proposal is the building on the right hand side right after the railroad tracks.

- 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 May 27, 2014 as presented. Selectman Bauer seconded. 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.** Selectman Putnam moved to enter non-public session at 6:10 p.m. under RSA 91-A:3,II(c) - Reputation. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. At the completion of non-public session, Selectman Putnam moved to seal the non-public minutes. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Selectman Putnam moved to come out of non-public session at 6:25 p.m. Vice Chairman Fougere seconded. All were in favor. Motion passed 5/0. Chairman Daniels announced that in non-public session the Board addressed an issue regarding personnel, approved two sets of non-public minutes and the minutes of this non-public session were sealed.

12. **ADJOURNMENT:** There being no further business to come before this meeting, Selectman Putnam moved to adjourn at 6:29 p.m. Selectman Federico seconded. All were in favor. Motion passed 5/0.

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Gary L. Daniels, Chairman

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Mark Fougere, Vice Chairman

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Katherine Bauer, Member

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Mike Putnam, Member

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Kevin Federico, Member