

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
December 8, 2014

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

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

INSTRUCTIONS: Chairman Daniels called the public meeting to order at 5:35 p.m., introduced Board members and then led the audience in the Pledge of Allegiance. 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. – Budget Review. Chairman Daniels indicated that tonight’s meeting is primarily a review of the draft budget and warrant articles; all members agreed to take care of the rest of the agenda first and follow that with the budget and warrant article review. Selectman Putnam reviewed the draft budget again and did not find anything that could be cut. Finance Director Jack Sheehy indicated he and Police Chief Mike Viola did some reductions in the Police budget last week and brought it down to a 6.6% increase overall, noting that the Board has been given the latest version of the draft budget. A summary by department, was provided, which helps when looking at each department as a whole. Last week, the Board was asking about debt and when it falls off, the debt schedules have now been distributed to members. Vice Chairman Fougere stated the draft budget currently is 1.7% above the default budget. Selectman Putnam indicated at the staff meeting this week, the Department Heads requested that the Board re-think the payroll increases for the budget from 2% to 3%, which he said he would bring to the Board. Selectman Federico said the difference in doing that was previously provided to the Board from Jack Sheehy. Chairman Daniels looked at the default budget this weekend and noted in the Human Resources budget, there was a \$267 increase, but the detailed budget does not show that, what is that number? Mr. Sheehy explained that is the increase in payroll from last year, when the 2% went into affect April 1, 2014, it was not for the whole year, so now the salary is 2% over. The salary increases go into effect April through March of the following year. Chairman Daniels asked if at the staff meeting it came up where the \$45,000 would come from to change from a 2% to a 3% payroll increase. Selectman Federico said no, it was asked of him and Selectman Bauer (who was also present) to consider, but to ask Department Heads to come up with the \$45,000 across the department budgets did not seem to be right to discuss at that meeting. Selectman Bauer agreed, it came up but it was not the place to get into the detailed budget at that meeting.

Chairman Daniels asked if the end-of-year calculations are yet complete. Jack Sheehy said they are not complete yet, the Rooms & Meals Tax (revenue) does not come in until the end of December and we do not know what that will be. Chairman Daniels indicated we are in the last month of the year. Vice Chairman Fougere indicated the motor vehicles revenue is up from last year. Jack Sheehy had not planned to address the revenues tonight. Vice Chairman Fougere asked what other revenue sources are still outstanding? Mr. Sheehy said another month of motor vehicle registrations, ambulance revenues come in mid-January and Rooms & Meals tax, those are the big ones and there are some smaller ones as well. If the revenue numbers do not come in by December 31, where does the money come from to balance the budget? Mr. Sheehy said it doesn’t; he was not prepared to answer that tonight, it is not something he knows off the top of his head. Vice Chairman Fougere thought that last year we were ahead of the revenue by this time in December. Mr. Sheehy responded that right now we are behind in the ambulance revenue and looking to offset the decrease in revenue in ambulance; we are currently 1.6 million off in revenue to balance the budget. Selectman Putnam asked about the projected DPW overrun. Rick Riendeau, DPW Director, said it is about \$56,000 over. Selectman Federico indicated there was some discussion about freezing or holding off on some items, but let’s find out where all of the departments stand instead of just taking a stab at it. Selectman Federico wants to get all the information on one page to compare. Chairman Daniels is hearing that we will not know the revenue until 2015 but how can we balance the budget? Jack Sheehy said we can have a projection, but we will not have all of the revenue until January. Chairman Daniels is looking at 2014 revenue and the default budget.

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1 Chairman Daniels asked if the Board could have the projected revenue for the next meeting from Mr.
2 Sheehy. Mr. Sheehy said he will have that. At this point, Chairman Daniels said the draft budget is at a 6.6% in-
3 crease, the default is the starting point at a 4.9% increase. Vice Chairman Fougere said the budget is \$58,927 less
4 than last week from the tweaking. Chairman Daniels asked if anyone attended the Budget Advisory Committee
5 meeting on Wednesday. Selectman Bauer attended and said they were surprised at the proposed increase. Select-
6 man Putnam asked if they knew the default was already at 4.9% increase. Selectman Bauer tried to explain that.
7 Chairman Daniels indicated the BAC had that information. Vice Chairman Fougere asked if the 7.1% increase was
8 brought to them. Selectman Bauer said that is correct. Chairman Daniels said people need to understand that, but
9 also need to understand the budget is bare bones.

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11 Selectman Putnam noted the town is growing and costs have gone up for everything. Selectman Bauer said
12 if the Board slashes the budget, it is going to come back to haunt the town. In 2008 the Board cut back drastically
13 and she does not see how we can cut it like that without paying for it next year. Selectman Putnam said the Board
14 struck a good balance and we cannot cut any more without it hurting. Vice Chairman Fougere said we could take
15 away some items that were requested, but there are things that have been put off for years; we could cut staff; that is
16 what we are down to. Selectman Bauer agrees things have been put off. Selectman Putnam is comfortable present-
17 ing this draft budget to taxpayers and let them vote on it. Vice Chairman Fougere wants it to be under 7% and to-
18 night it is there. We can see if we can reach out to the Police and DPW to each find \$50,000. Jack Sheehy said that
19 the Police Department just cut \$50,000. Selectman Federico said we are asking DPW to do more and more with less
20 and less. We have been holding the budget back and asking them to do more; in two years we will be retiring some
21 debt, then it will be different. The Default budget versus what we are proposing is a 1.7% difference. Selectman
22 Federico said the Board can start talking about a budget that is less than the default. Chairman Daniels does not
23 want to use language that is deceiving to the people. Selectman Bauer said we need to communicate whatever we
24 decide. If it is a 6.6% increase but 4.9% of that is default, we need to communicate that, said Vice Chairman Foug-
25 ere. Selectman Putnam noted that 4.9% of that is not the Board's doing, only the 1.7% difference. Chairman Dan-
26 iels said the Board discussed giving a figure to the BAC this week. Vice Chairman Fougere asked Rick Riendeau to
27 come up to the Board table. Selectman Federico said if we asked DPW to reduce their budget by \$50,000, what
28 would the department not be able to do? Mr. Riendeau has been working on this for a while and broke it down with-
29 in the department. The essentials include Buildings, which is 24 structures, Purchased Services, Supplies and Mate-
30 rials and the Balance of the budget. Purchased services is inspection services, contractors and utilities. There is a
31 buffer of \$34,331 if something breaks. There is not a lot of wiggle room. Jack Sheehy asked about Parks & Ceme-
32 teries, noting they come under the same account, and have a total of five people. Selectman Putnam asked where he
33 could cut \$50,000? Mr. Riendeau does not have any one project he could cut; he would have to take it from the bot-
34 tom line and make due. Vice Chairman Fougere said if the Board asks for \$50,000 to be taken off, would you need
35 to figure it out? Mr. Riendeau said that is correct. Vice Chairman Fougere said if it does not snow for the rest of the
36 year, we might be okay. Selectman Bauer said if the board presents a budget 6.6% higher than last year, the Board
37 has to be able to defend it. The Board is being told by Department Heads the budget cannot be cut any more, she
38 thinks the town will pay for it next year. We cannot keep doing this.

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40 Selectman Federico moved to present the draft budget with a 6.6% increase to the BAC. Selectman Bauer
41 seconded. Selectman Putnam said there is always the opportunity to bring it in lower. Jack Sheehy agreed, he has
42 not seen it go up at this point, gas was looked at today, but it did not change the numbers, but things can happen.
43 Selectman Federico said this is just the next step, it is not final. Selectman Federico said if we have to cut more, we
44 cut more. Selectman Putnam is fine with the draft going to the BAC. Selectman Bauer suggested as many Board
45 members attend the BAC meeting as possible so that if questions come up we can answer them; Selectman Bauer
46 was at the last BAC meeting and tried to defend items, but it is helpful to have people there to assist with that de-
47 fense. Chairman Daniels stated it is different without a Town Administrator presenting the budget, who worked
48 with the Department Heads on developing the entire budget. Chairman Daniels indicated the BAC can make an
49 analysis of the budget. Without the Town Administrator, Vice Chairman Fougere said it is on the Board of Select-
50 men's shoulders. Chairman Daniels has answered questions from the BAC, has not promoted the Board's position.
51 Jack Sheehy has also answered questions from the BAC but has not attended all the BAC meetings. If the BAC
52 wants to know where the Board is coming from, Selectman Federico would like to answer those questions. Select-
53 man Federico asked if the BAC wants the Board of Selectmen to sit with them to go over the budget. Vice Chair-
54 man Fougere said it is usually the Town Administrator, now it is on the Board. If the BAC asks questions, and the
55 Board provides the information, Selectman Bauer said that helps the process to continue. Selectman Federico said
56 the BAC is independent of the Board of Selectmen. Chairman Daniels has been attending the weekly BAC meet-
57 ings, except for this last one. Selectman Bauer stated there needs to be a Board member at every BAC meeting to
58 provide information if it is requested. Chairman Daniels plans to continue to attend the BAC meetings. Vice

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Chairman Fougere, Selectman Putnam, Selectman Federico, Selectman Bauer were in favor of the motion, with Chairman Daniels opposed. Motion passed 4/1.

Warrant Articles: Jack Sheehy provided the following list of warrant articles that are in process:

Social Services	\$ 30,000
Blue Bus	\$ 20,000
Pumpkin Festival	\$ 20,000
MIT Operating Budget	\$ 20,000
Parades	\$ 6,000
Fireworks	\$ 8,750
Conservation Comm	\$ 30,000 (land fund)
Labor Day Parade	\$ 5,000
Library Expansion	\$ 5 million
West Elm Water Main	\$800,000
Bridge repair	\$290,980
Dump Truck	\$ 41,500
Sidewalk Plow	\$ 36,694
Stormwater video	\$216,000
Teamsters Union	\$ 11,540
Bridge cap reserve fund	\$125,000
Jones Road re-open	N/A
Brox Excavation	N/A

Jack Sheehy asked about a possible bond for the bridge repair, he is not sure about the wording, he cannot make sense of it and he would be hard pressed to vote for it as a voter (reference CIP). Mr. Sheehy is not sure exactly what it will do, he wants the Board of Selectmen to consider what it is and whether to go forward with a bond for \$300,000 which does not make any sense. This year Milford instituted a Capital Reserve Fund for Bridges. The account is there, if the Board of Selectmen wants to spend that money on bridges, you might want to consider adding money to that fund instead of a bond.

Selectman Federico was asked by Mr. Raymond about the Labor Day Parade warrant article. Vice Chairman Fougere suggested getting a letter from him so there is a specific request. Recreation Director Arene Berry indicated the Fireworks warrant article is for \$8,250 plus another \$500 to celebrate (total of \$8,750) the 50th anniversary of the Keyes Pool in 2015 which was authorized by the previous Town Administrator before he left. The contract with the fireworks vendor (Atlas) was to use them for three years, now that is over, therefore Ms. Berry is seeking other options. Vice Chairman Fougere said he will talk to Wendy Hunt of MIT regarding both the MIT budget and Pumpkin Festival warrant articles.

Chairman Daniels indicated the Board would like another copy of the bridge assessment and what condition the town bridges are in. Rick Riendeau stated the Jennison Road bridge will be bid in 2015 and will use the \$125,000 that is currently in that fund. Chairman Daniels asked if the entire \$125,000 will be needed for the Jennison Road bridge? Mr. Riendeau does not believe it will use all of it, but the town has not received any reimbursement yet from the State for the work it has done. Chairman Daniels asked what the Jennison Road bridge will cost the town? Mr. Riendeau said he would have to check on that. Chairman Daniels said it would be helpful to know how much that will cost since the Savage Road bridge also needs work. Selectman Putnam asked what the Savage Road bridge will cost to fix? Mr. Riendeau said \$200,000 to slip line it. Selectman Federico asked if the Milford Conservation Commission has asked for the warrant article to be done or if they will do a petition? Chairman Daniels said they will wait to see if the Board of Selectmen supports a warrant article and if not, they will do a petition as they did last year.

Vice Chairman Fougere suggested the Board to not meet the week of Christmas (December 22) and to have a regular meeting on December 29 at 5:00 instead of the 5th Monday forum. All concurred.

3. PUBLIC COMMENTS. Selectman Putnam asked that members review the current winter parking ban to make sure that is what the Board of Selectmen approved last year, then we can talk at the next meeting about any changes required. Suzanne Fournier, BROX Environmental Citizens Group, asked when the minutes of November 17, 2014 will be posted on the website. Darlene Bouffard, Recording Secretary, indicated those minutes are in the review

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1 cycle with Chairman Daniels. Ms. Fournier noted that the non-public minutes of the November 17, 2014 meeting
2 have been approved, when will the public minutes be approved, since this meeting was not broadcast? Chairman
3 Daniels indicated he has been out of town for a week, so he fell behind on reviewing, noting that those minutes will
4 be on the website as soon as they are approved.

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6 **4. DECISIONS.**

- 7 a) **CONSENT CALENDAR.** There was no consent calendar this evening.
8 b) **OTHER DECISIONS.**

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10 **5. TOWN STATUS REPORT**

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12 **6. DISCUSSIONS**

13 1) **Solar Exemption Follow up Review.** Chairman Daniels indicated the Board was sent the language from
14 the Portsmouth NH policy regarding solar exemptions that was adopted to compare with what the Milford Assessor
15 had come up with. Chairman Daniels and Ms. Noel talked about the Portsmouth language; the city allows for five
16 years of the exemption, sometimes when the equipment is put on, it is a redundant system and does not add value to
17 the property. According to the language, Portsmouth states that it runs out after five years. We were looking at it
18 increasing the value on the home. Chairman Daniels' feeling is the IRS only allows for a one year exemption, why
19 should the town be exempting a home owner for their property taxes for five years, those funds must be paid by oth-
20 er property owners and it is split among them like an elderly exemption. We should change what we have in place
21 now. Vice Chairman Fougere said we need to do something because what we have now is not fair for the town.
22 Selectman Federico agreed, stating Ms. Noel is just looking to have some language of what we do want in Milford.
23 Chairman Daniels has not drawn anything up because the Board did not talk about where we want to go with it.
24 Vice Chairman Fougere asked if the Board can just rescind what is on the books now. Vice Chairman Fougere un-
25 derstood that Milford has to do something; Selectman Bauer thought Ms. Noel would be here tonight to review, but
26 let's wait until we have more information. All members concurred. Selectman Federico would also like for Ms.
27 Noel to be present for these discussions. It was agreed to put this on the next agenda, December 15, 2014.

28 2) **Traffic Safety Concern** – Intersection of Phillips Way onto Ledgewood Drive. A letter from Ledgewood
29 was received, requesting that a stop sign be added at the intersection of Phillips Way and Ledgewood Drive. Vice
30 Chairman Fougere moved to send this request to the Traffic Safety Committee. Selectman Putnam seconded. All
31 were in favor. Motion passed 5/0.

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

34 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Selectman Bauer
35 thanked the Garden Club for the Christmas decorations and lights on the oval, with the assistance of the Fire De-
36 partment and DPW departments. Chairman Daniels indicated the Traffic Safety Committee met just before to-
37 night's meeting regarding Wallingford Road, Cahill Place and George St/King St intersection. The re-opening of
38 Jones road was also discussed briefly.

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

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42 **8. APPROVAL OF FINAL MINUTES.** There were no minutes presented for approval this evening.

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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.** Vice Chairman Fougere moved to enter into non-public session at 7:00 p.m. in
49 accordance with RSA 91-A:3II(b) Personnel. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

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51 **12. ADJOURNMENT:** There being no further business to come before this meeting, Selectman Putnam moved to
52 adjourn at 8:24 p.m. Selectman Bauer seconded. All were in favor. Motion passed 5/0.

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58 Gary L. Daniels, Chairman

Mark Fougere, Vice Chairman

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Katherine Bauer, Member

Mike Putnam, Member

Kevin Federico, Member