

**APPROVED**  
**MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING**  
March 28, 2016

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

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

**INSTRUCTIONS:** Chairman Fougere 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 Fougere 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. – Land Use Change Tax Map 56, Lot 54-1.** Town Assessor Marti Noel explained that she is recommending the property at Map 56 Lot 54-1 be removed from Current Use as a transfer of this parcel is being developed into residential use and no longer qualifies for Current Use. The owner has been made aware of this recommendation. Selectman Putnam moved to approve. Selectman Daniels seconded. Selectman Putnam, Selectman Daniels, Vice Chairman Federico and Chairman Fougere were in favor, with Selectman Bauer abstaining. Motion passed 4/0/1.

**5:40 p.m. – Request for Approval of Blind Exemptions, Veterans Credits, Solar Exemptions and Residential and Commercial Exemptions.** Town Assessor Marti Noel presented one application for blind exemption. Selectman Putnam moved to approve the application. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

Town Assessor Marti Noel presented 12 applications for Veteran’s Credit. Selectman Putnam moved to approve the applications for Veteran’s Credit. Selectman Daniels seconded. All were in favor. Motion passed 5/0. Selectman Daniels asked how many veteran’s apply that do not qualify Ms. Noel did not have that information but could research and provide that to the Board. Selectman Daniels said there is legislation going through now that would qualify additional people for the credit which might add additional applications in the town. Ms. Noel said she would look into that.

Town Assessor Marti Noel presented 12 applications for Solar Exemption which would calculate into \$34,000 in taxes that are not being redistributed, so it is a savings for those that do not have solar. Anyone who has not applied for the solar exemption should get the applications in by April 15. Selectman Putnam moved to approve the 12 applications for solar exemption as presented. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

Town Assessor Marti Noel presented 28 applications for residences in Industrial or Commercial Zone, including five new applicants. Selectman Putnam moved to approve as presented. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

**5:50 p.m. – Request for Denial of Residence in Industrial or Commercial Zone.** Town Assessor Marti Noel explained that one request for exemption for residence in industrial or commercial zone is being recommended for denial as the applicant has decided to withdraw the application because the property is currently being rented to the daughter and is not the primary residence of the applicant. Selectman Putnam moved to accept the application withdrawal. Selectman Bauer seconded. Motion passed 5/0.

**6:00 p.m. – Badge and Patch Project.** Captain Craig Frye explained that when Chief Viola joined Milford he did not make a whole lot of changes to the patches and badges. Milford has the same badge as the State; he has looked at other badges that might work for Milford. The plan is to raise \$12,000 through fundraising. It would cost \$4,000 for the patches including removal of existing patches and replacing with the new one. A new badge was also developed and more reflects the town. This project has been in the works for two years. The history of the patches was

1 reviewed. The plan is to purchase this through donations, not tax dollars. Selectman Daniels asked how many  
2 patches are needed. Captain Frye responded 92. Selectman Daniels asked how much does each cost? Captain Frye  
3 responded the badges cost a total of \$7990, and the patches cost a total of \$4010. Each uniform uses two patches  
4 and one badge. To raise the money, Captain Frye wanted to have interaction with people to explain what the money  
5 will be used for. and avoid any scams. Chief Viola said these badges will be unique to Milford and the patch design  
6 is unique to this town. Chief Viola asked if the Board of Selectmen has any problem with moving forward with this  
7 program. Selectman Putnam thinks it is a great idea. Selectman Bauer thanked Captain Frye; all members con-  
8 curred to move forward.  
9

10 **3. PUBLIC COMMENTS. (items not on the agenda).** Suzanne Fournier, Brox Environmental Citizens Group  
11 Coordinator, indicated that two meetings ago it was discussed that taxes were being forgiven for Steve Trombly in  
12 the amount of \$6,800. It is not on tonight's agenda. Chairman Fougere indicated the Board voted to table that to  
13 which Selectman Bauer agreed. Ms. Fournier did not see that waiver allowance in the statute; eighteen months ago  
14 the taxes were waived with the condition that Mr. Trombly would restore it to farm land, now Mr. Trombly has  
15 come back to the town and again asked for the waiver. In the default budget meeting, the Board was cutting money  
16 from the budget. Why has the Board been generous with Mr. Trombly with the \$6,800 by forgiving the amount that  
17 has been due for 18 months? Ms. Fournier was under the impression that the town needs money, so why not accept  
18 the \$6,800 and the town might still be able to keep the money in the IT budget to do important work for the town.  
19 The Board should be listening to the Assessor, she was right, why is the Board deviating on what is supposed to be  
20 done? Land Use Change Tax needs to get paid, and then like any tax, if it is abated it gets returned. The public  
21 should know the reasons behind this generosity to Mr. Trombly. Chairman Fougere responded the Board talked  
22 about it in public session for 45 minutes at the last meeting. Ms. Fournier said the tax needs to be paid and that was  
23 never explained.

24 Selectman Daniels said this is a section of the statute that has been confusing as to what it pertains to. The  
25 Land Use Change Tax statute gives exceptions for charging the LUCT. Selectman Daniels explained the statute and  
26 how it is intended. The ambiguous part is not under the exception. Mr. Trombly has no intention of changing the  
27 underlying purpose of that land. Ms. Fournier said it sounds like a broken record. Ms. Noel came back with infor-  
28 mation from the State but it is as written and the Board should not avoid Ms. Noel's presentation. Things get thrown  
29 in, it has been explained to this Board. Selectman Daniels stated that Ms. Fournier is being discourteous; he ran it  
30 through Senate research. A bill would put this back under the correct location in the statute. It is currently not clear,  
31 the amendment on a bill would bring clarity. Ms. Fournier said if this is the way and the state stands by it, it should  
32 also apply to other land owners.  
33

34 **4. DECISIONS.**

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36 a) **CONSENT CALENDAR.** Chairman Fougere asked if any member wished to remove any items from  
37 the Consent Calendar for discussion. There were no items removed. Selectman Putnam moved to approve  
38 the Consent Calendar as presented. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

39 1) **Request for Re-appointment of Conservation Commission Member – Audrey Fraizer.** The re-  
40 quest to re-appoint Audrey Fraizer as a full member of the Conservation Commission was approved.

41 2) **Request from the Library Trustees to appoint Chris Costantino as an Alternate Member.** The  
42 request to appoint Chris Costantino as an Alternate Member of the Library Trustees was approved.

43 3) **Acceptance of Eagle Scout Donation to the Conservation Commission Rail Trail Fund.** The dona-  
44 tion in the amount of \$145 to the Conservation Commission was accepted.  
45

46 b) **OTHER DECISIONS.**

47 1) **Request for Input & Approval of 2016-2017 Board of Selectmen Meeting Schedule.** After discus-  
48 sion, all Board members concurred that the May 31, 2016 Fifth Monday Forum should be cancelled, so  
49 the next Fifth Monday Forum will not be until August 29, 2016. Selectman Daniels moved to adopt  
50 the 2016/2017 schedule as amended. Selectman Putnam seconded. All were in favor. Motion passed  
51 5/0.

52 2) **Request for Update to Board of Selectmen Representatives Listing 2016/2017.** All members con-  
53 curred with the listing of Board representatives as presented.  
54

55 **5. TOWN STATUS REPORT.**

56 1) **Job Fair.** Town Administrator Mark Bender indicated the job fair for seasonal summer work was suc-  
57 cessful. It was sponsored by the Recreation Department and the Chamber of Commerce, 13 employers attended  
58 and 60 applications were presented.

1           **2) Keyes Expansion Committee Draft Charge and Potential Members.** Town Administrator Mark  
2 Bender presented the draft charge for the Keyes Expansion committee. Chairman Fougere said the draft charge  
3 was distributed for comments from Board members. Selectman Daniels asked how long items might take; there  
4 should be target dates. Vice Chairman Federico thought we would include the committee in that decision so  
5 they had some input. Chairman Fougere would like to set a date with the charge as well. If the committee has  
6 an issue, the committee can come back to the BOS. Selectman Putnam said the size of the committee might  
7 bring things forward. Chairman Fougere said let's put a date in. Selectman Bauer thinks that should be a com-  
8 mittee decision. Chairman Fougere suggested adding that the committee will add the due date. If funds are  
9 needed they will need to be included. Vice Chairman Federico said let's put that to the committee, the numbers  
10 should be brought forward by August 31, 2016. However it is worded, Selectman Daniels would like it to be in  
11 the Charge. Selectman Daniels would like it all to be in the Charge. Chairman Fougere said there are com-  
12 ments from the Planning Board as well, for example they should look at it as part of Keyes Park and it should  
13 take into consideration the whole park. It should not be looked at as an island. It is part of Keyes Park. Se-  
14 lectman Daniels said short-term and long-term goals should be identified. Town Administrator Mark Bender  
15 said there is a big building on the property, are there opportunities to lease any part of it short term? Represent-  
16 atives from committee donors could be on the committee such as the foundations that contributed financially.  
17 Chairman Fougere asked how big the committee should be. Selectman Putnam feels seven members would be  
18 good, when you get more people there is more input but it takes more time. Chairman Fougere agreed 7-9 peo-  
19 ple.

20           Town Administrator Mark Bender said there is a list of people that have volunteered in tonight's packet.  
21 Vice Chairman Federico asked if the list includes Department Heads and a Board of Selectmen member?  
22 Chairman Fougere said the Department Heads do not need to attend every meeting but the Recreation Director  
23 should be at every meeting. Selectman Putnam said the joint school and town committee had nine people which  
24 took too longer to coordinate people getting together. Selectman Putnam thinks sooner is better to hold meet-  
25 ings and get things done. Selectman Daniels asked how many were on the Facilities Committee? Janet Lang-  
26 dell, Planning Board member, responded that the Facilities Committee for the Police and Ambulance facilities  
27 had 12 members, the benefit is that we could get more work done. A certain day of the week was chosen to  
28 meet and the majority of people could make it, but if not, they got the minutes of the meeting. This is more of a  
29 master plan committee and it should be more of a larger size. Vice Chairman Federico said if this list is used  
30 but take off the Department Heads and Board of Selectmen, that is ten people. Take off one more and it is at  
31 nine members. Selectman Daniels wants to set guidelines for those members that cannot make the meetings.  
32 Arene Berry, Recreation Director, suggested adding someone from the school athletic staff to the committee.  
33 Janet Langdell said that Jacob L. will bring a younger perspective. There were no other comments.

34           Janet Langdell added that the Milford Area Seniors would like someone from their group participating but  
35 they do not have a person's name yet, but she asked if a place holder could be kept for someone. Selectman  
36 Daniels said let's just state "not to exceed 15 members."

37           **3) Town Administrator 2016-2017 Goals and Objectives.** Mr. Bender reviewed the town administrator  
38 goals and objectives.

39           **4) South Street Update.** Mr. Bender indicated that Lincoln Daley, Director of Community Development,  
40 has contact daily with the Department of Transportation (DOT) regarding the South Street work and continues  
41 to follow up and is seeking to see if we can schedule a meeting with the contractor for a schedule and timeline.  
42 This will continue to move forward.

43           **5) Transfer Station.** Selectman Bauer asked do we have a Pay as You Throw Committee? Selectman  
44 Daniels said that was looked at years ago. Selectman Bauer thought there was a little research done on that.  
45 Selectman Daniels said we would need to look at some of the things that we did at that time and will we need  
46 more people at the Transfer Station to monitor how many bags people put in at the Transfer Station. There is a  
47 lot to look at. He would not discount it, we can talk further about it. Selectman Bauer asked who would admin-  
48 ister it and would it hold things up at the Transfer Station? Selectman Daniels said we have only one pay sta-  
49 tion right now, would we need someone to collect that money? It could cause a traffic jam. Town Administra-  
50 tor Mark Bender said the residents would have to pre-buy the bags. Selectman Bauer agrees it needs to be  
51 looked at.

52           **6) Oval Repairs.** Town Administrator Mark Bender indicated that DPW will put out stakes for required  
53 brickwork repairs around the oval. The contractor is coming tomorrow to discuss the project and he will meet  
54 with DPW. Adding cement bricks in the ribbons would be too problematic so we will be going back to the orig-  
55 inal plan. If we touch any of the handicapped ramps, we have to do them to meet ADA requirements. DPW is  
56 looking at that in house and plans to do one at a time. Fundraising effort are planning to be done for the ramps  
57 and work will be done in house. Dube Landscaping was the low bid for the project. Mark Bender said the transi-  
58 tions to the ramps should be more durable. One good advantage of going with concrete with the ADA re-

quirements is durability but the bricks allow us to maintain the aesthetics on the oval. Chairman Fougere said the town does have bricks leftover from 20 years ago that can be engraved, so if people want to buy a brick, they cost \$50 and will be installed on the oval. This information will be added to the website. Selectman Daniels asked if the current handicapped ramps comply with ADA? Mark Bender said they do not, but once they are touched, the town must bring them up to ADA standards. Janet Langdell asked if that will be done with Federal money. Chairman Fougere said no, the Federal money is for the island re-work which is more expensive. Vice Chairman Federico said the cement is a no go because it is problematic in getting the color correct to match. Mark Bender indicated it was good to explore that as an alternative but the bricks maintain the aesthetics.

6. DISCUSSIONS.

Board of Selectmen 2016-2017 Goals and Objectives. Chairman Fougere forwarded a list of goals to members today. Selectman Putnam likes the list and said it looks manageable. Vice Chairman Federico is looking at ways to share the information with social media.

7. SELECTMEN'S REPORTS/DISCUSSIONS.

a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.

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

8. APPROVAL OF FINAL MINUTES. Selectman Putnam moved to approve the minutes of February 22, 2016 as amended. Vice Chairman Federico seconded. All were in favor. Motion passed 5/0.

Selectman Putnam moved to approve the minutes of February 29, 2016 as amended. Vice Chairman Federico seconded. All were in favor. Motion passed 5/0.

Selectman Putnam moved to approve the minutes of March 14, 2016 as amended. Vice Chairman Federico seconded. All were in favor. Motion passed 5/0.

9. INFORMATION ITEMS REQUIRING NO DECISIONS.

10. NOTICES. Notices were read by Chairman Fougere.

11. NON-PUBLIC SESSION. Selectman Daniels moved to enter into non-public session at 6:45 p.m. for RSA 91-A:3II(a and c) Personnel and Reputation. Vice Chairman Federico seconded. All were in favor. Motion passed 5/0. Selectman Daniels moved to unseal the non-public minutes of February 22, 2016. Selectman Bauer seconded. All were in favor. Motion passed 5/0. Vice Chairman Federico moved to approve the minutes of non-public session of February 22, 2016 as presented. Selectman Putnam seconded. All were in favor. Motion passed 5/0. A Personnel issue was discussed. After discussion, Selectman Putnam moved to come out of non-public session at 7:30 p.m. Selectman Daniels seconded. All were in favor. Motion passed 5/0. Selectman Putnam moved to seal the non-public minutes of this session. Selectman Daniels seconded. All were in favor. Motion passed 5/0. Selectman Daniels moved to re-seal the non-public session minutes of February 22, 2016. Selectman Putnam seconded. All were in favor. Motion passed 5/0. Chairman Fougere announced that in non-public session a personnel issue was discussed and one set of non-public minutes was approved from February 22, 2016 (reputation). No decisions were made and one vote was taken to approve the non-public minutes of February 22, 2016.

12. ADJOURNMENT: Vice Chairman Federico moved to adjourn at 7:35 p.m. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

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Mark Fougere, Chairman

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Kevin Federico, Vice Chairman

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Gary Daniels, Member

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Katherine Bauer, Member

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Mike Putnam, Member