

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
June 13, 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
Dave Bosquet, 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. Chairman Fougere announced that in the 4:45 p.m. non-public session, the Board discussed a Personnel issue and made 1 decision.

2. APPOINTMENTS:

4:45 p.m. – Non-Public Session (RSA 91-A:3, II (a) Personnel. Selectman Putnam moved to enter into non-public session for Personnel at 4:45 p.m. Vice Chairman Federico seconded. All were in favor. Motion passed 5/0. Selectman Daniels moved to come out of non-public session at 5:21 p.m. Vice Chairman Federico seconded. All were in favor. Motion passed 5/0. After discussion, Chairman Fougere announced that in non-public session the Board discussed a Personnel issue and made one decision. Selectman Putnam moved to seal the minutes of the non-public session. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

5:30 p.m. – Certificate of Achievement to Resigning Zoning Board of Adjustment Member Fletcher

Seagroves. Chairman Fougere explained that this resignation of Fletcher Seagroves from the Zoning Board of Adjustment (ZBA) is both happy and sad. Serving on the ZBA is challenging as one of the land use boards; there are a lot of hours involved and there are difficult decisions, which Fletcher has done for over ten years. Chairman Fougere thanked Fletcher very much. Selectman Bauer noted that she served as Chair on the ZBA and said it is a challenging position. Mr. Seagroves indicated that he watched the ZBA meeting the other night on the television, even though he could not attend. A Certificate of Achievement was presented and all Board members thanked Fletcher for his service. Chairman Fougere added that without all the volunteers that help with the various boards and commissions, Milford would not be such a great place to live.

5:35 p.m. – Request to Appoint Steven Bonczar as a new member of the Zoning Board. Having served previously, Selectman Putnam moved to appoint Steve Bonczar to the ZBA as a new member. Selectman Daniels seconded. Selectman Bauer noted that she served previously with Steve and said he will do a great job. All were in favor. Motion passed 5/0.

5:40 p.m. – Request to Appoint Rob Costantino as a New Alternate Member of the Zoning Board. Chairman Fougere noted that Rob Costantino is the husband of Conservation Commission member Chris Costantino and asked for him to join the Board for this appointment. Rob explained he has lived on North River Road for over 30 years and he heard there was a need for volunteers and thought he could help out. Selectman Putnam asked if Rob has any ideas of what he would like to see done in Milford? Rob answered that he has attended the last four meetings to observe but he has no specific agenda. Vice Chairman Federico thanked Rob for volunteering and noted there is always a need for volunteers on the ZBA. Selectman Putnam moved to appoint Rob Costantino as an alternate member of the ZBA. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

5:45 p.m. – Property Abatement Applications, Veteran’s Credits and Veteran’s Credits (spouses), Solar Exemption, Residences in Industrial or Commercial Zones and Elderly Exemption Applications.

Property Abatement Applications: Town Assessor Marti Noel presented five property abatement applications recommended for approval. Selectman Putnam moved to approve. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 06/13/2016

1 Veteran’s Tax Credits: Town Assessor Marti Noel presented three Veteran’s Tax Credit changes of address which
2 were recommended for approval. Selectman Putnam moved to approve. Selectman Daniels seconded. All were in
3 favor. Motion passed 5/0.

4 Veteran’s Tax Credits (transferred to spouse): Town Assessor Marti Noel presented six Veteran’s Tax Credits to be
5 transferred to spouse (in the event of death), being recommended for approval. Selectman Putnam moved to ap-
6 prove. Selectman Daniels seconded. All were in favor. Motion passed 5/0.

7 Solar Exemption: Town Assessor Marti Noel presented one solar exemption application being recommended for
8 approval. Selectman Putnam moved to approve. Selectman Daniels seconded. All were in favor. Motion passed
9 5/0.

10 Residences in Industrial or Commercial Zone: Town Assessor Marti Noel presented one application for a residence
11 in industrial or commercial zone and recommended approval. Selectman Putnam moved to approve. Selectman
12 Daniels seconded. All were in favor. Motion passed 5/0.

13 Elderly Exemption: Town Assessor Marti Noel presented one application for elderly exemption which is recom-
14 mended for approval. Selectman Putnam moved to approve. Selectman Daniels seconded. All were in favor. Mo-
15 tion passed 5/0.

16
17 **5:55 p.m. – Departmental Update – Community Development.** Director of Community Development Lincoln
18 Daley provided a status for the office of Community Development. The office has been re-organized to meet the
19 demands of the residents. A part time Zoning Administrator, Robin Dunn, was hired in May. Currently he is look-
20 ing to fill a part time GIS position and he is also looking to maximize staff between municipalities by enlisting ser-
21 vices of various building inspectors. The budget allows the department to use some inspectors on a part time basis.
22 Mr. Daley has worked with the Town Administrator on the business retention project with larger corporations in
23 town. He is looking to help the applicants get through the permitting process and answer questions easily. Master
24 Plan updates are ongoing, currently the Recreation, Economic Development and Conservation chapters are being
25 worked on. Selectman Daniels asked if a perambulation has been done or if it is planned. Selectman Putnam said
26 he was going to do that with Wilton, but cannot find the files on the town lot lines. Lincoln indicated that Town
27 Researcher Lorraine Carson is looking for the files and will talk to the Wilton Board of Selectmen about that.
28 Chairman Fougere noted that perambulation has not been done since at least the 1980’s. Selectman Putnam asked if
29 the GIS will require a flyover soon. Lincoln responded that there is a line item in the budget to do a flyover but he is
30 not sure it will be done this year.

31
32 **6:15 p.m. – Departmental Update - Ambulance.** Ambulance Director Eric Schelberg provided an update for the
33 Ambulance Department and explained he has been having staffing issues with the second ambulance. We have to
34 prepare the run sheets for what the billing company needs and that is what the part time billing clerk does. Select-
35 man Daniels asked about statistics regarding Narcan, are we seeing a trend with Narcan that people think it does not
36 matter if they overdose because they can just be brought back. Mr. Schelberg said yes that is a trend, it is an unfor-
37 tunate problem that we have. If people have access to Narcan, they will not call 911. There were no further ques-
38 tions.

39
40 **6:30 p.m. – Review of National Night Out – Police Function.** Police Chief Viola explained that Officer Matt Fi-
41 field provided a letter for the Board’s review for a Police Department National Night Out which is to build police
42 and community partnerships. This will be Milford’s first time trying this concept and it will be held at Emerson
43 Park on August 2, 2016, 6-8 p.m. Everyone is welcome to come to a relaxed atmosphere to bring the community
44 together with the Police. Selectman Daniels commended the Police Department for reaching out to the community
45 and he feels it makes all the difference in the world.

46
47 **3. PUBLIC COMMENTS. (items not on the agenda).** Suzanne Fournier, Coordinator Brox Environmental Citi-
48 zens Group (BECG), stated that recently Chairman Fougere wrote a Letter to the Editor about Brox excavation and
49 asked if he was speaking for only himself or all Board members or just some of the Board members? Selectman
50 Putnam said he did not see the article but is sure he agrees with Chairman Fougere’s position. Vice Chairman Fed-
51 erico does not wish to engage Suzanne Fournier in a public meeting nor would he subscribe to a small town news-
52 paper since he finds it more of a gossip. Selectman Daniels does not subscribe to the Cabinet, has not read the edito-
53 rial and has not read any article. Suzanne Fournier asked again if Chairman Fougere was speaking for the entire
54 Board or not? There was no response. Ms. Fournier stated that is her answer, and then she asked if the Board has
55 given any thought to the NH Endangered Species Act? The town could be breaking the law by excavating, noting
56 the Hognose Snake is a threatened and endangered species and has been seen on that site. It would not be enough to
57 say to “just be careful when using a bulldozer.” It is a misdemeanor to disturb or harass endangered species. Ms.
58 Fournier asked if there is a meeting with the Conservation Commission and the Planning Board soon. Mark Bender

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 06/13/2016

1 said there is. Ms. Fournier asked when those meetings are being held? Mark Bender stated a meeting date has not
2 been set. Ms. Fournier suggested that everyone read the endangered species law before anything proceeds on Brox.
3 There were no further comments.
4

5 **4. DECISIONS.**
6

7 a) **CONSENT CALENDAR.** Chairman Fougere asked if any member wished to remove any items from
8 the Consent Calendar for discussion. There were no items removed. Selectman Putnam moved to approve
9 the Consent Calendar as presented. Selectman Daniels seconded. All were in favor. Motion passed 5/0.
10

11 **1) Request for Acceptance and Approval of 31:95(b) Unanticipated Revenues under \$10,000 and**
12 **31:95(e) Acceptance of Gifts of Property Under \$5,000.** The unanticipated revenues under \$10,000
13 and acceptance of gifts under \$5,000 was approved as follows:
14

<u>Source</u>	<u>Amount</u>	<u>Purpose</u>
Cirtonics Corp	\$1,500	Donation for the 2016 Oval Brick Renovation Project Special Purpose Fund
Kaley Foundation	\$1,000	Donation for the 2016 Oval Brick Renovation Project Special Purpose Fund
Custos Morum Lodge	\$ 50	Donation to be used for the Annual Milford Fishing Derby
Ricciardi Hartshorn Post 23	\$ 250	Donation to be used for the Annual Milford Fishing Derby
Silva Properties	\$ 100	Donation to be used for the Annual Milford Fishing Derby
Sons of Amer. Leg. Sq 23	\$ 100	Donation to be used for the Annual Milford Fishing Derby
Annual Milford Police Fish. Derby	\$ 568	Proceeds from Fishing Derby raffle ticket sales to be used toward future fishing derbies
Milford Improvement Team	\$1,000	Donation to the Milford Police Department to Be used for the Badge and Patch Project Special Purpose Fund
Various checks	\$4,100	Donations to the Milford Police Department to Be used for the Badge and Patch Project Special Purpose Fund
Kaley Foundation	\$8,500	Donation to the Milford Fire Department to be Used for the purchase of a BullEx Digital Fire Extinguisher Training System with transport case
Paul Amato (Alene Candles)		Donation of an office desk and credenza to the Milford Community Development Department; approximate value \$400

44 **2) Request for Approval of Donation to the Conservation Commission for \$450 in Memory of Bill**
45 **Kokko, Sr.** A donation in the amount of \$450 was accepted for the Conservation Commission in
46 memory of Bill Kokko Sr. who was the first Chairman of the Conservation Commission 48 years ago.
47

48 **3) Request for Approval to Renew Three (3) Licenses to Sell Pistol and Revolver Permits.** Three re-
49 newals for licenses to sell pistols and revolvers were approved for the following:

- 50 a. Nicholas D'Augustine
- 51 b. John X. Murphy
- 52 c. Greg S. Danas dba AG Guns Inc.

53 **4) Request for Acceptance of 2016 Preliminary Property Tax Warrant.** The first real estate tax bill-
54 ing has been released for 2016 with a net sum of \$18,459,490.86; the warrant for which to be collected
55 was approved.

56 **5) Request for Approval to Appoint Douglas Knott as a Full Member of the Planning Board.** Dou-
57 glas Knott was approved as a full member of the Milford Planning Board, previously having been an al-
ternate.

- 1 **6) Capital Reserve Funding Exploratory Committee – Appointment Change.** A Capital Reserve
 2 Funding Exploratory Committee membership appointment change from Chris Pank, who has resigned,
 3 to Jim Roccio was approved.
 4 **7) Request for Approval of Four (4) Timber Tax Levy’s – Map 45, Lot 3; Map 47, Lot 14-1; Map 3,**
 5 **Lot 8; and Map 10, Lot 52.** The following Timber Tax Levy’s were approved:

Name	Map/Lot	Timber Tax
San-Ken Homes Inc.	43-3	\$225.38
Gretchen Ham	47-14-1	\$138.04
Valerie McLeod	3-8	\$5,629.50
Linda Devine	10-52	\$2,558.79

- 12
 13 **8) Approval of Junkyard License Renewal for 387 North River Road.** The one year junkyard license
 14 renewal for 387 North River Road was approved.
 15 **9) Request for Approval to Release Securities for JEG Properties Map 18, Lot 13.** The release for
 16 the balance of cash escrow for JEG Properties (for DTM Autowerks) in the amount of \$3,400 was ap-
 17 proved.
 18

19 **b) OTHER DECISIONS.**

- 20 1) **Approval of Tax Anticipation Note (TAN) Funding.** Town Administrator Mark Bender indicated
 21 that Finance Director Jack Sheehy has asked that the Board sign a Tax Anticipation Note (TAN) for
 22 2016 in case one is needed. Selectman Putnam moved to approve. Selectman Daniels seconded. All
 23 were in favor. Motion passed 5/0.
 24

25 **5. TOWN STATUS REPORT.**

- 26
 27 1) **South Street Update.** Town Administrator Mark Bender indicated the South Street project is on schedule.
 28 They are currently working on the conduit installation and should be completed this week and then the wir-
 29 ing. We are working with Fairpoint to install poles once the conduit is installed, then the paving work can
 30 proceed. It is moving along nicely. Lincoln Daley and Mark Bender have been spending a good amount of
 31 time on South Street to track the progress and it is expected to be done by September.
 32
 33 2) **Osgood Pond Update and Authorization to Sign.** Town Administrator Mark Bender indicated that the
 34 town is currently waiting for approval by the Governor and Executive Council on Osgood Pond funding.
 35 We were hoping to be on this week’s agenda (for the funding). There were four bids for dredging that
 36 came in, of them Philip Matthewson Companies was selected. They presented a very detailed plan to opti-
 37 mize the acreage and demonstrated that they have the personnel and the equipment. The Osgood Pond
 38 agreement is in the packet tonight with the plan. This includes five acres of dredging with 2-5 feet in depth
 39 which will provide 7 feet of water depth in the middle. The plan was approved by Fish & Game; the
 40 24,000 cubic yards of spoils will be transported to the Brox property for reclamation of other acreage if we
 41 find the spoils are suitable for those projects. They will be de-watered at Osgood Pond before they are
 42 transported. Reclamation of areas will be done. Work will begin this summer and the contractor asked the
 43 town to drain the pond as soon as is reasonable after the Independence Day Holiday. The cost is \$270,000
 44 with \$30,000 being retained for contingency. Mark Bender asked for questions.
 45

46 Selectman Daniels asked when the map provided was prepared? Mark Bender said that map had more de-
 47 tail of the scope of work; it shows work from Matthewsson. Selectman Daniels was talking today about
 48 this, stating the original proposal was to have one area be ten feet deep that was adjacent to the pier, but
 49 what was just presented was that it would be seven feet deep at the center; has that changed? Mark Bender
 50 indicated that area is directly out from where the pier will be located. Selectman Daniels asked if people
 51 can reach that area to fish? Mark Bender will need to check on that. Fred Elkind, Environmental Coordi-
 52 nator, indicated the fishing is for young kids to fish off the pier; the area will be more shallow closer to the
 53 pier and get deeper toward the middle. Selectman Daniels noted a lot of silt fills in, when the seven feet
 54 fills in with silt, then what happens? Fred Elkind said the rate of siltation should be better than it was, it
 55 will fill in over time, but it will be decades. Mark Bender said the water depth right at the pier would be
 56 about four feet and go 5, 6 and 7 feet heading toward the middle. Chairman Fougere said it would be much
 57 improved from what it is now. Selectman Daniels asked what is the plan for trying to keep the pond dry
 58 during the work? Fred Elkind said the contractor was asked to address that and that is in their plan. Mark

1 Bender said they will use a syphon and then power pumps as needed. Vice Chairman Federico asked if the
2 spoils are not suitable, is there a plan B to get rid of the materials? Mark Bender said there are alternate
3 places. Selectman Daniels moved to approve having the Town Administrator sign the contract for the
4 dredging of Osgood Pond. Selectman Putnam seconded. All were in favor. Motion passed 5/0.
5

6 Selectman Daniels asked if the money is not all there, is it possible to do another contract for a lower
7 amount? Fred Elkind said if that should happen the rate would change. Selectman Daniels asked if it could
8 be Phase 1 and Phase 2 and expand the contract. Fred Elkind said adjustments can be made to go to a sec-
9 ond phase. The lowering of the pond will happen sometime after Independence Day. Selectman Putnam
10 moved to give the Town Administrator authorization to lower the pond as requested. Selectman Daniels
11 seconded. All were in favor. Motion passed 5/0.
12

- 13 **3) BROX Sand & Gravel Update and Authorization to Sign.** Two responses were received as a result of
14 the Request for Proposal for this work; both contractors were given the opportunity to discuss in more de-
15 tail with the review committee. Northeast Sand and Gravel was unanimously chosen by the committee.
16 Some members are here tonight. The contract was negotiated last Friday; Northeast has a good understand-
17 ing of the issues associated with the Brox area including maintenance and protection of the area including
18 the area to be kept natural. Northeast maintains a pit in Wilton and it is directly above an aquifer. The op-
19 erator is responsible for obtaining appropriate permits and approvals and is charged with developing and
20 presenting a plan to the Planning Board and the Conservation Commission. The steps are: RFP, developing
21 an agreement which is here tonight, then the presentation to the Planning Board and Conservation Commis-
22 sion. They will work closely with consultants and staff to prepare the plan. The operator will excavate to
23 optimize the revenue and the town will receive monthly payments at \$1.45 per cubic yard of materials. The
24 operator will be charged with maintenance of Perry Road in the state that it is right now. They will main-
25 tain the service B road. Final grading will be according to the approved plan. Restoration will be in 15
26 acre segments as long as that is approved by NH DES. The contractor has agreed to restore about five acres
27 of existing pit as soon as we have the required approvals and permits. The balance of the existing pit will
28 be used as part of their work area and used for screening materials and for materials for DPW use. The
29 hours of operation will be 6 a.m. to 7 p.m. Monday through Friday. Early hours will be for truck load only
30 for the noise level. No weekend work will be performed. A controlled access work plan will be used to
31 control access for their staff and residents that use the community land and town staff. The contractor has
32 agreed to periodic inspections by town staff and consultants. Article 23 was approved by voters in March
33 2016 to excavate community land and protect open space land. Vice Chairman Federico is interested in an-
34 swering a few questions about what is going to be done. He would like the Board of Selectmen to hear all
35 about what will be done; he does not know what is reasonable for protecting the environment. Chairman
36 Fougere said once the plan is developed, before it is presented to the Planning Board, it should come to the
37 Board of Selectmen first. Vice Chairman Federico asked for that to be added to the agreement. There were
38 no further questions.
39

40 Chairman Fougere said this has been a long process; the Town now has a plan and a contractor so this is
41 now moving forward and we can finalize the plan and address the concerns in the community. The town
42 will be working with Fieldstone. Once the plan is finalized with staff, we will have a chance to look at it
43 then it will go to the Planning Board and the Conservation Commission. These are public meetings and
44 will have an opportunity for questions and answers. Dave McManus, Brookview Drive, asked who is on
45 the committee that selected the contractor. Mark Bender answered that he, Chairman Fougere, Lincoln Da-
46 ley and Fred Elkind were on the committee. Mr. McManus asked if anyone from Conservation was on the
47 committee. Mark Bender responded not anyone officially. Mr. McManus indicated there were two bids
48 provided by the contractor, how can there be two bids with two different prices? Mark Bender explained
49 that both contractors that provided bids were given an opportunity to come in to clarify their bids, they had
50 erroneously anticipated some of the gravel and resources for the town, so by adding that in, they came up
51 with a higher volume and value per cubic yard. The RFP was signed, we also have a signed contract at
52 \$1.45 per cubic yard. Mr. McManus said the numbers do not make any sense. Suzanne Fournier stated
53 usually when things are brought up on an agenda, we have an opportunity to speak. Chairman Fougere said
54 he has not told her to have a seat yet, so she can continue. Conservation Chair Audrey Frazier disapproved
55 that Conservation was not a participant from the beginning and hopes that there will be a silt fence and the
56 land sanitized for species so that there is not any species in there and that a biologist will be on site.
57 Audrey Frazier has observed the species. Looking at the committee discuss the plans, she hopes that the
58 community lands will be placed in conservation in perpetuity. She would like clarification. When the ini-

1 tial engineering was done, Fred Elkind explained that there were certain areas that had higher value, it was
2 decided to put those areas in a resource area and they will not be defined as a part of the gravel operation.
3 It is approximately 50% (78 acres of open space land). Ms. Frazier reiterated that 78 acres will be desig-
4 nated as open space, so that is based on town regulations that will be forever. Chairman Fougere said the
5 plans shown starting last year showed where we would and would not be excavating. We decided not to
6 excavate the resources around the pond. Ms. Frazier wants it very much identified. Chairman Fougere said
7 that was the plan shown to voters and that will be followed. Ms. Frazier thanked the Board.

8
9 Janet Langdell, Planning Board, asked about the Osgood Pond reclamation RFP and asked was that the
10 same committee? Mark Bender indicated the committee for the Osgood Pond contract was himself, Lin-
11 coln Daley, Fred Elkind and Rick Riendeau. Ms. Fournier asked if the Board was aware that Northeast
12 Sand & Gravel LLC has been paying the State late since 2015. This year, they were two months late, if
13 they are paying late, that is a problem. They have been registered with the state for two years and the bid
14 states that they have been in business for 30 years. Mark Bender indicated the organization has been in
15 business for 30 years, but has been known as Northeast only a few years. Ms. Fournier asked if it is the
16 work they are in charge of, or just laborers? Mark Bender said yes, they have extensive experience in pit
17 operations and we are very familiar with their work scope. Ms. Fournier said there was only one reference
18 provided instead of four requested in the RFP, asking if the credit reports were reviewed for the company
19 and the principals involved. Mark Bender indicated that payment details are included as well as a clause
20 that includes ceasing operation. Ms. Fournier said in the proposal it said they can get out any time if the
21 materials did not meet their satisfaction. Mark Bender responded that is not part of the contract. Ms. Four-
22 nier has not seen that, could she see that tomorrow? Mark Bender said that is fine. Ms. Fournier asked if 15
23 acres will be reclaimed at a time, the state requires five. She has seen the proposal, not the contract. The
24 top legal concern is the Board of Selectmen is giving permission to disturb the threatened and endangered
25 species area because that is in violation of the endangered and threatened species act. The snakes and tur-
26 tles are all along that route. The NH Endangered Species and Conservation Act needs to be reviewed.
27 How can a gravel operation be maintained in accordance with RSA 212-A?

28
29 Tom Gardener, BECG, asked about the timeline, and how long will this operation take? Mark Bender said
30 five years. Mr. Gardener asked how many trucks will be used and where is that calculation? Mark Bender
31 said that is in the details of the contract. Mr. Gardener asked if he can see those details. Chairman Fougere
32 said those details will be discussed when they come to the Planning Board. Mr. McManus asked based on
33 the market conditions, can the price drop? Chairman Fougere responded if the market disappears for mate-
34 rials, who will buy them, the contract is for five years at \$1.45/cubic yard and if there is no market, we will
35 have to shut it down and reclaim it. They would have to renegotiate the contract. Mr. McManus asked if
36 there is a clause that allows them to renegotiate? Mark Bender said there is not. Janet Langdell understood
37 that there will be a joint meeting with the Planning Board and the Conservation Commission to hear the
38 proposal regarding the Brox excavation and reclamation. Chairman Fougere said they will go to the Boards
39 separately. Janet Langdell understood it was a joint meeting. The town presentation to both of the boards
40 is advisory and she hopes that a lot of it has been done by this board and when she it told that a public body
41 is coming to the Planning Board, they expect it be managed well. Audrey Frazier recommended that the
42 Board and contractor not do the full signatures until those meetings have taken place. She expects that the
43 things the town might want need to be taken into consideration. There were no further comments from the
44 Board of Selectmen.

45
46 Selectman Putnam moved to authorize Mark Bender to sign the contract on behalf of the Board. Selectman
47 Daniels seconded. All were in favor. Motion passed 5/0.

- 48
49 **4) Jennison Road Bridge Update.** Mark Bender explained the bridge had some bubbles in the waterproof
50 membrane under the binder pavement on the bridge deck and required repairs. Evidently this is fairly
51 common and may be caused by NH DOT specifications that differ from the membrane manufacturer's
52 specs. The town pushed to have the membrane and binder coat replaced, but NH DOT standards call for
53 repairs only, so the contractor will remove the spalled pavement, lance each bubble, seal with poured rub-
54 ber and tamp with asphalt to reseal the membrane. They will then apply the top finish pavement. The town
55 will receive a one year warranty from the repair date. Selectman Daniels asked if there is a specific time
56 of year when the problem started? Mark Bender said it started after the winter when the temperature start-
57 ed to rise. This is the way many other bridges in the state have been repaired. Janet Langdell, in talking

1 with the Department of Transportation (DOT), was told if it was done to the right spec it would be fine.
2 Mark Bender indicated they are in process of revising the spec.
3

- 4 **5) Storm Water Update and Authorization to Sign.** Mark Bender indicated the funding application for the
5 Stormwater Video Inspection System which was approved in March (Warrant Article 4) requires a resolu-
6 tion of the Board authorizing the Town Administrator to execute the documents. The Designation of au-
7 thorities for Clean Water SRF Loan was read aloud by Town Administrator Mark Bender as follows:
8

9 **STORMWATER SYSTEM ASSET MANAGEMENT PROGRAM (RESOLUTION)**

10 The Stormwater Video Inspection System is desirable and in the public interest, and to that end it
11 is desired to apply for assistance from the State Revolving Fund (SRF); and

12 WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and
13 the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the
14 Clean Water State Revolving Fund and deems it to be in the public interest to file a loan application and to
15 authorize other actions in connection herewith;
16

17 **NOW THEREFORE, BE IT RESOLVED BY:**

18 MILFORD Board of Selectmen

- 19 1) That the person holding the position of Town Administrator, currently held by Mark Bender, is hereby
20 designated as the Authorized Representative of the Applicant for the purpose of filing an application
21 for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500,
22 furnishing such information, data, and documents pertaining to the applicant for a loan as may be re-
23 quired; and if such loan be made, is the designated Authorized Representative of the Applicant respon-
24 sible for furnishing such information, data, and documents pertaining to disbursements for the loan.
25 2) That if such loan be made, the Applicant agrees to repay the loan as stipulated in the loan agreement.
26 3) That a certified copy of this resolution be included as part of the application to be submitted for a loan.
27 4) That persons holding the following position(s) at the time of loan execution are authorized to sign the
28 loan agreement binding the Applicant to the terms and conditions of the loan:
29 Town Administrator, or
30 Director of Public Works
31 5) That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient
32 operation and maintenance of the facilities after completion of the construction thereof.
33

34 Selectman Putnam moved to authorize Town Administrator Mark Bender to execute the Stormwater Sys-
35 tem Asset Management Program Resolution on behalf of the Town of Milford. Selectman Daniels second-
36 ed. All were in favor. Motion passed 5/0.
37

- 38 **6) Guardrail Update.** Mark Bender indicated that voters approved warrant article 9 in March for the Bridge
39 Capital Reserve Fund. The guardrail work currently in process or complete includes North River Road,
40 Wilton Road, Purgatory Road and Whitten Road for a total of \$61,825.
41

42 **6. DISCUSSIONS.**

- 43 **a) Potential Joint Meeting with the Milford School Board.** Town Administrator Mark Bender indicated a
44 joint meeting with the School Board will be planned to discuss what the school issues are and concerns with
45 buildings etc. Mark Bender will contact the Superintendent to set this up; maybe set up on a different night than
46 regular School Board or Board of Selectmen meetings. Chairman Fougere suggested asking if the 5th Monday
47 forum would work.
48

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

- 50 **a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Selectman Daniels
51 indicated the State is getting a final design on the District Court and the State is starting on the Capital Budget
52 for the next term and Milford Court is second on the list. Originally a 99-year lease was discussed for \$11,000
53 per year, but then the State looked at just buying the land instead of leasing the building. Selectman Daniels
54 met with someone from the State about possibly utilizing 127 Elm Street for a temporary DMV while the court
55 renovations are being done, if the DMV moves to Nashua it might not ever get back to Milford. Selectman
56 Daniels will continue to provide updates to the Board.

57 Selectman Putnam met with the Keyes Memorial Park Expansion Committee (KMPEC) and they want to
58 know about the priority of getting the DMV into 127 Elm Street temporarily. The State was looking at the mid-

1 dle section of the building and would like DMV to go on the right side and share it with the Senior's group. Se-
2 lectman Putnam wants to know the Board's prioritization of getting the DMV in there. Will they rent and retro-
3 fit the building for their use and will they change their hours? How much of a priority is it to get the DMV
4 there temporarily? Chairman Fougere said this Board just found out about this and it is very important to keep
5 the DMV in town, but how long and how much space will they need? Selectman Putnam said it would be for
6 one year and they need about 3,000 square feet. During the walk through, Selectman Daniels said it was just to
7 see if it is a possibility and it was felt that it could work. Janet Langdell, Keyes Memorial Park Expansion
8 Committee (KMPEC), said they have solicited information from Town Hall and are trying to come up with
9 plans that should fit the current and future needs to get the whole picture down the road. The Committee is try-
10 ing to design what it would like to see near term; if it is a must have for the DMV, then that could change what
11 the committee would base the cost estimates on. We want to know if the DMV is definite. In the Charge, there
12 was reference to renting out the building. If this is the priority, the committee will work with that in mind. Ms.
13 Langdell asked if everyone can sit down and talk about what the needs are so that the committee can identify
14 what the setup for DMV is that could also be useful to the town after DMV leaves. The committee is trying to
15 do pro-active changes that can be utilized down the road. The change of hours has to do with availability of
16 parking on site. The high school users (athletics) also must be taken into consideration for parking. Mark
17 Bender and Lincoln Daley have discussed getting an estimated cost for setup so that there is a rough idea of
18 cost. HVAC is another cost, so Lincoln is working on that. Chairman Fougere said coming up with a generic
19 number is difficult. Selectman Putnam said the right hand side of the building has nothing there, and that would
20 probably be the area that is easiest to set up to do HVAC without a lot of money and building to suit what they
21 need. That is where we are at right now. Vice Chairman Federico said if the DMV would be ready to go in
22 there before any funds are ready to renovate, if the State comes in for their setup and move out in a year, if the
23 community makes a decision, it could be on the 2017 warrant and the DMV could be already in and out by then.
24 Selectman Putnam said the DMV said it might be a year before they are ready to move out temporarily and it
25 would be for a year then move out to the new court building (current DMV building). Selectman Daniels said
26 the budget has to be passed before any of this funding is available.
27

28 Janet Langdell said since day one there have been talks about cost analysis, but at some point, town de-
29 partments would need to find out the high level costs. Is it in the town's best interest to renovate the buildings
30 as they stand now? Mark Bender was only talking about setup for the DMV. Janet Langdell responded that the
31 committee is coming up with spec needs and evaluations. The Charge was to get back to the Board of Select-
32 men for the upcoming warrant. Selectman Putnam said the DMV needs are about one year from now. Chair-
33 man Fougere said once the KMPEC report is in, we would meet to evaluate and compare with other capital
34 needs and priorities. He does not want to say no to the DMV. If we can make it work, we should keep the DMV
35 in Milford. We should get some rough costs and who will pay for the renovations. Selectman Daniels said we
36 may be able to take money and set it aside, but he agrees discussions need to be had. Vice Chairman Federico
37 asked if the KMPEC could have the State involved in a conversation about retrofitting and who will pay for it?
38 Or can Selectman Daniels speak as a Senator with them? Selectman Daniels said he can bring up the topic and
39 the layout of what they are doing in the other towns, it is more important that we retrofit it once and keep it, so
40 that when the DMV moves out (to the new court house) the building can be useful to the town. Vice Chairman
41 Federico asked if that answers Janet's questions for the KMPEC? Janet responded it is a matter of what build-
42 ing we are talking about. If there are some models of the layout and we are trying to get the specs from town
43 departments, can we get that information to Lincoln to see if there is a little more work we can do here to see if
44 it will be just for DMV or for the whole renovation? We do know that the roof, heating and plumbing as well as
45 inside structures and mold need to be dealt with. Selectman Daniels feels the DMV will be willing to entertain
46 some of the ideas we are talking about. Janet Langdell said that is what the committee is looking for.
47

48 **b) OTHER ITEMS (that are not on the agenda).** Mark Bender indicated the Fletcher clean-up is about
49 25% complete; it is likely that the excavation of contaminated material will be done this year but there is still
50 more work to do next year. Selectman Daniels noted that the Transportation Workshop is being held Thursday
51 in the Banquet Hall at 6 p.m. on June 16; and they are looking out 40 years, but also starting a 10-year plan.
52

53 **8. APPROVAL OF FINAL MINUTES.** Vice Chairman Federico moved to approve the minutes of April 25,
54 2016, May 9, 2016 and May 16, 2016 as amended. Selectman Putnam seconded. All were in favor. Motion passed
55 5/0.
56

57 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.**
58

