

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
September 12, 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 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. – Robert Moulton Citizen Complaint. Robert Moulton explained that on June 24, 2016, he was taken by Milford police from the establishment where he was working and taken to Valley Street jail for no reason. The police stole from him and he explained that Mr. Gonzales was talked to at Valley Street and will testify that he received no personal property from Mr. Moulton. The reason Mr. Moulton was taken to Valley Street does not matter but the Milford Police Department took his property and still has it. Mr. Moulton feel he had no other recourse but to come to the Board of Selectmen. Chairman Fougere asked who filled out the form that is in front of Board members. Mr. Moulton said this report is what Milford Police gave him, but Valley Street never received his property. They took him to the Milford Police Department then to Valley Street and when he left there was none of his property. It is police theft and Mr. Moulton said he had no other recourse but to come here and try to resolve this matter. Chairman Fougere asked the Police Chief to respond. Chief Viola said on that day Mr. Moulton met with Captain Pelletier; he was asking if we still had the property. If a person is brought to Valley Street, we have them sign a receipt. The receipt was signed by one of the deputies. Once Milford turns the property over, the document is signed and Milford is done with it. Mr. Moulton said that Valley Street said they never got the items. Chairman Fougere asked if the receipt is filled out by Milford Police and signed by Valley Street? Chief Viola responded that Captain Pelletier explained to Mr. Moulton that it was signed by Valley Street that they got the property. Chief Viola said we can contact Valley Street to find out who it was that signed the form to verify it again. Chief Viola can write up a response that he talked to Valley Street again and they should have the receipt and how we transferred the property to the jail. Once the receipt is signed, it is out of the Milford Police jurisdiction. Mr. Moulton said he does not have the items and he wants them back. Chairman Fougere said the Police Chief has said he will contact Valley Street and identify who it was that took the property. Mr. Moulton thanked the Board.

5:35 p.m. – Departmental Update - Assessing. Town Assessor Marti Noel introduced Ken Rogers of KRT Appraisals who provided an update of the revaluation, followed by a departmental update by Ms. Noel. Ken Rogers, President of KRT Appraisals provided details on the reval, noting about 85 hearings were held. Selectman Putnam asked if farm land is part of the reval. Mr. Rogers answered no that would come under current use.

Ms. Noel provided an update for the Assessing Department, stating there has been more happening than just the reval. Ms. Noel and Stephanie keep things running smoothly, the goal is to be fair and equitable to everyone. It has been a light year for abatements and for appeals. The town growth has been similar to 2014. Exemptions and credits are similar but solar exemptions have increased this year. 80% of taxable property in Milford is residential. The median assessed value of a single family home is \$229,400. Chairman Fougere noted that the market is pretty hot right now; things are selling quickly. Ms. Noel indicated for 2017 there is a new RSA that could apply to all veterans, it is a local option so each town can choose to use it or not. If the Board of Selectmen would like Ms. Noel to craft something for a warrant article for that, she will. Ms. Noel said they are looking at on line mapping to make sure the tax maps are kept up to date. It has fallen under Planning since Sarah Marchant was here and we have had some flux in staffing and people who are able to work on that. Because it is required by statute, Assessing feels they want to take back the responsibility. Assessing wants to try to incorporate that into the Assessing responsibilities.

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1 Chairman Fougere asked who is currently responsible for updating tax maps? Mark Bender said it is done in house
2 and by CDM currently. Ms. Noel said she has been trying to keep the layer for property lines updated but there are
3 so many hands trying to keep it updated, it is difficult to keep current. Chairman Fougere said that NRPC just noti-
4 fied him about keeping that up to date, maybe we could reach out to them and ask how they could manage it. Mr.
5 Bender said we are also looking at other possibilities. Ms. Noel did a survey of other Assessors in the area to find
6 out who they are using. The survey was overwhelmingly supportive of using CAI; right now we should have the
7 2016 maps available (they were due in May) and they are not yet available; we are kind of under the gun. The prop-
8 erty ownership of the map should be updated monthly. Ms. Noel said it is a goal to get the maps up-to-date. Plan-
9 ning has had a lot of change in personnel and they have a lot going on. The initial costs will be about \$12,000 to
10 start up and it will start in 2017. This year, to get the maps aligned will come out of the Planning budget. There will
11 be some shifting of funds, but moving forward, it will cost about \$12,000 to get going. Once it is set up, the cost
12 will be about \$6,000 per year which is about what it was in the past. There were no further questions.

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14 **5:55 p.m. – Assessing – MS-1 Report.** In closing, Ms. Noel said the MS-1 needs Board signatures, it is a seven
15 page report and gives the gross and net value. Board members thanked Ms. Noel for the presentation.

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17 **6:05 p.m. – 5K Halloween Race – Wilton / Milford.** Shannon Silva, Wilton, wants to hold a Halloween event
18 downtown. The event will be a Costumed 5k Race and will pass through Milford. There is an insurance rider which
19 can be provided and she will share her information with the Milford Police so they are aware of the route. The event
20 will be on October 29, 2016 at 11:00. Vice Chairman Federico suggested sending the information to the Recreation
21 Department to keep them in the loop. Selectman Putnam moved to approve. Vice Chairman Federico seconded.
22 All were in favor. Motion passed 5/0.

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24 **3. PUBLIC COMMENTS. (items not on the agenda).** There were no public comments this evening.

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26 **4. DECISIONS.**

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28 a) **CONSENT CALENDAR.** Chairman Fougere asked if any member wished to remove any items from
29 the Consent Calendar for discussion. There was nothing removed for discussion. Selectman Putnam
30 moved to approve the Consent Calendar as presented. Vice Chairman Federico seconded. All were in fa-
31 vor. Motion passed 5/0.

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33 1) **Request for Approval to Waive Property Tax Interest.** The request to waive property tax interest in
34 the amount of \$1,212.51 for the Eversource property due to a mailing mix-up was approved.

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37 b) **OTHER DECISIONS.**

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39 **5. TOWN STATUS REPORT.**

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41 1) **South Street Update.** Mark Bender indicated the South Street project continues to move on as scheduled.
42 The sidewalks are progressing nicely and most will be complete later this week. The parking lot paving is
43 scheduled for Wednesday. The utility work is ongoing; Eversource and Comcast are progressing nicely
44 and will ramp up next week and Fairpoint was scheduled to begin today. Fairpoint has been the hic-cup in
45 this project and has to install a couple of additional poles then they pull the underground wire and get wires
46 off the poles then the poles get taken down. We are in regular contact with Fairpoint. Chairman Fougere
47 said that has to get done before Pumpkin Festival. Vice Chairman Federico asked if we can put any addi-
48 tional pressure on Fairpoint. If they are not here Wednesday, Mark Bender should raise it up a little but he
49 is not optimistic that the poles will be out of the ground by Pumpkin Festival. So many dates have been re-
50 scheduled with Fairpoint. Once they start it will only take about two weeks but he is not optimistic about
51 it.

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53 2) **Fletcher Site Update.** Town Administrator Mark Bender explained that Mill Street is 80% done and Elm
54 Street is about 65% done. A portable dam has been constructed and that section of the river has been de-
55 watered. The contamination is six feet below the river and so it must be de-watered in order to excavate the
56 contamination. It is quite an engineering project and people need to see the portable dam. Residents may
57 notice a slight odor that is nothing to be concerned about; the soil being removed has a low level of con-
58 tamination. Maxmillan has done a terrific job. Selectman Putnam noted they are operating very efficiently.

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2 3) **Oval Update.** Mark Bender indicated the oval bricks are about 98% complete. The ADA ramps still have
3 to be installed. Either the bricks will be completed or halted for the Pumpkin Festival. Crosswalks have
4 been removed and the painting will start tonight. Vice Chairman Federico asked about the work on Mont
5 Vernon Street and when will the pavement be done. Mr. Bender answered about the end of September be-
6 cause there are still some gas connections to be done this week. Chairman Fougere said the Middle Street
7 bricks with the names are to be relocated to the oval.
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9 **6. DISCUSSIONS.**

10 a) **Zoning Board Concern – Letter from Resident.** A concern has been raised regarding the Zoning Board of
11 Adjustment and regarding the lot where the bus company moved out of and some of the people on the ZBA do not
12 like the decision of what is happening with the lot. The ZBA has a difficult job. Selectman Bauer said when some-
13 one comes in for a hearing, the applicant has to get a list of requirements by statute. It is a process that requires a lot
14 of thought. Chairman Fougere said the resident has raised some concerns regarding what the storage facility is used
15 for and he would like to have staff look into this complaint. If there is a change of use, there are things that need to
16 be followed. The lot has been vacant for a while. Mr. Bender said the ZBA granted a variance for an existing use
17 and for the storage units. There was a hearing last week and we should expect a ruling within sixty days then it has
18 to go to the Planning Board if it does not get overruled. Selectman Bauer said if the applicant is denied, the next
19 step is a re-hearing, if that is denied the next step is to go to Superior Court and that is what is happening.

20 b) **Horse Crossing Sign Request – Letter from Resident.** A resident is requesting a horse crossing sign to be
21 placed on Ponemah Hill Road; there is a very difficult turn in the area and they request signs. Selectman Daniels
22 said it sounds reasonable, it is a beautiful property and he thinks it is an area where caution signs would be appropri-
23 ate. Selectman Putnam asked how much would the signs cost? Rick Riendeau said they would cost about \$80.
24 Selectman Putnam moved to approve the installation of a couple signs reading “horse crossing.” Selectman Daniels
25 seconded. All were in favor. It was recommended that the applicant work with DPW on placement. Rick Riendeau
26 asked who would pay for the signs? Chairman Fougere feels it is reasonable to say the town will pay for them. Se-
27 lectman Daniels asked if we recycle old signs by re-painting them? Rick responded that sometimes the signs get
28 refurbished if the blank is the same size as what is needed. Selectman Daniels said there is a sign on Whitten Road
29 for “deaf child” that child no longer lives there. Chairman Fougere said that is also the case on Richardson Road.
30 This will be researched.

31 c) **Center Line / Roadway Markings.** A draft of the procedure for Center Line/Roadway markings was pre-
32 sented to the Board for review and a concern came up about Melendy Road. Rick Riendeau said there was a con-
33 cern about the double yellow line versus single yellow line. In looking at it he found some discrepancies and differ-
34 ent criteria in the manual. Mr. Riendeau wants to set criteria in the manual for the future. Chairman Fougere asked
35 whether or not the Board of Selectmen wants to send this all to the Traffic Safety Committee and make it a policy or
36 ordinance. The RSA gives the Board of Selectmen that control. Chairman Fougere said that having a clear policy
37 would make sense. Selectman Daniels said it would make sense to send this to the TSC, to which Chairman Foug-
38 ere agreed. Selectman Putnam moved to send this to the TSC. Vice Chairman Federico seconded. All were in fa-
39 vor. Motion passed 5/0. Mr. Bender asked how much the town spends on lights each year? Mr. Riendeau respond-
40 ed about \$18,000 per year. Selectman Daniels stated all the information in tonight’s packet should be forwarded to
41 the Traffic Safety Committee.

42 d) **NHMA 2017-2018 Legislative Policy Conference Information.** Town Administrator Mark Bender pro-
43 vided an overview of items from the last Board meeting and asked for input or questions. Mr. Bender will attend the
44 conference on September 23, to present the positions of the Board of Selectmen
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46 **7. SELECTMEN’S REPORTS/DISCUSSIONS.**

47 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** Selectman Putnam
48 stated the 127 Elm Street Committee is still working on this, and is waiting on quotes from different vendors.
49 The Committee will be coming to a Board of Selectmen meeting in October with information. Chairman Foug-
50 ere indicated the 9-11 event was nice, there was a good turn out by Police, Ambulance and Fire personnel and
51 the breakfast was well attended.

52 b) **OTHER ITEMS (that are not on the agenda).**
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54 **8. APPROVAL OF FINAL MINUTES.** Selectman Putnam moved to approve the minutes of August 22, 2016
55 as presented. Selectman Daniels seconded. All were in favor. Motion passed 5/0.
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57 **9. INFORMATION ITEMS REQUIRING NO DECISIONS.**
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1 **10. NOTICES.** Notices were read by Chairman Fougere.
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3 **11. NON-PUBLIC SESSION.** There was no non-public session this evening.
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5 **12. ADJOURNMENT:** Selectman Putnam moved to adjourn at 6:55 p.m. Vice Chairman Federico seconded. All
6 were in favor. Motion passed 5/0.
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11 Mark Fougere, Chairman

Kevin Federico, Vice Chairman

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15 Gary Daniels, Member

Katherine Bauer, Member

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19 Mike Putnam, Member