

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
November 28, 2022

PRESENT: Paul Dargie, Member
Tim Finan, Member
Gary Daniels, Member
Laura Dudziak, Member **EXCUSED**
Dave Freel, Member

Mark Bender, Town Administrator
Tina Philbrick, Executive Assistant
Andy Kouropoulos, Videographer

1. CALL TO ORDER, BOARD OF SELECTMEN INTRODUCTIONS & PUBLIC SPEAKING INSTRUCTIONS:
Chairman Dargie called the meeting to order at 5:30 p.m., introduced Board members, and then led the audience in the Pledge of Allegiance.

2. APPOINTMENTS – (Approximate times)

5:30 p.m. - Approval as an alternate member to the Recreation Commission – Ruth Sheff (Term expires 2025)

Ms. Sheff moved to Milford in 2019 and recently retired. She is impressed with all the community events offered to all residents and would like to be a part of that success. She has participated in a couple of events.

Selectman Daniels made a motion to approve Ruth Sheff as an alternate member of the Recreation Commission with a term expiring in 2025. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.

5:35 p.m. - Approval as a Full Member to the Granite Town Media Committee – Tina Philbrick (Term Expires 2025)

Ms. Philbrick has served on multiple committees throughout the town in the past 25 years and she feels she will be a good asset to this committee.

Selectman Daniels made a motion to approve Tina Philbrick as a full member of the Granite Town Media Committee with a term expiring in 2025. Seconded by Selectman Freel. All were in favor. The motion passed 4/0.

5:40 p.m. - Recognition for 2022 Best Practices Contest – Transfer Station Supervisor, Tammy Scott

Director Leo Lessard said that Ms. Scott did a lot of work and he was proud of her. Ms. Scott entered New Hampshire the Beautiful's Best Practices in Engaging Residents contest on behalf of the Transfer Station and won first prize. The town will receive a check for \$3,000 in a few weeks. The money will be used for signage, updated brochures, educational handouts, composting workshops, and the renting of roadside message boards and possibly composting bins.

Chairman Dargie asked about rejected loads due to contaminants. Ms. Scott said the Transfer Station has never had a rejected load.

5:45 p.m. - Approval of Land use Change Tax, Map 42 Lot 15-1 and Approval of Municipal Assessment Data Sheets (MADS) – Assessing Director, Marti Noel

Approval of Land use Change Tax, Map 42 Lot 15-1

This is a 1.9-acre landlocked parcel that has recently changed hands. This parcel is less than 10 acres, and no longer adjacent to additional parcels under identical ownership so it doesn't qualify for Current Use.

Selectman Finan made a motion to approve the Land Use Change Tax for, Map 42 Lot 15-1. Seconded by Selectman Daniels. All were in favor. The motion passed 4/0.

Approval of Municipal Assessment Data Sheets (MADS)

The Municipal Assessment Data Sheets contain real estate transfers that have taken place in Milford between October 1, 2021, and September 30, 2022. The information is used to measure the level of assessment within the community and provides the basis for the Equalization Ratio, a measurement of assessed value to market value. All information has been verified through the Assessing office. Sales are disqualified if, through research, it has been determined that they do not meet the definition of an arms-length transaction. Such sales would include sales between abutters, family members, or related business entities, foreclosure sales and bank re-sales, short sales, and the like. The Equalization Ratio should be complete by March. This number is important in establishing equity for legal purposes such as abatements and appeals. It also provides Milford residents with a level of confidence regarding the accuracy of their assessments.

Chairman Dargie asked if we would be doing another mid-term projection. Ms. Noel said they should wait another year. There was some discussion about what the ratios mean. Ms. Noel explained some of the other columns.

Selectman Daniels made a motion to approve the Municipal Assessment Data Sheets (MADS). Seconded by Selectman Freel. All were in favor. The motion passed 4/0.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/28/2022

64 **6:00 p.m. - Approval as a Full Member to the Milford Energy Advisory Committee – Scott Lawrence (Term expires**
65 **2024)**

66 Mr. Lawrence is a current member and past president of the Hillsborough Area Renewable Energy Initiative
67 (<https://HAREI.org>), a local volunteer organization that helps homeowners and businesses design and build their solar
68 power systems. He feels that he can contribute to this committee. He has been a resident of Milford for 10 years and is now
69 retired.

70
71 Selectman Daniels asked if his experience goes beyond solar. Mr. Lawrence said yes and explained the changes he did to
72 his home.

73
74 **Selectman Freel made a motion to approve Scott Lawrence as a full member of the Milford Energy Advisory Com-**
75 **mittee with a term expiring in 2024. Seconded by Selectman Daniels. All were in favor. The motion passed 4/0.**

76
77 **6:05 p.m. - Milford Energy Advisory Committee Update – Chairman Mike Thornton and Bob Hayden, Standard**
78 **Power of America**

79 Mike Thornton presented the Memorandum of Understanding is a non-binding document that will enable them to go for-
80 ward and allow the Town to work with Standard power. They will be getting this information out through numerous ave-
81 nues including a survey like the one that Community Development is currently doing. They will also publish information
82 on all social media pages and the town web site.

83
84 Mr. Hayden said having a survey will help to educate the public. They hope to develop and implement a plan this spring.
85 He explained some of the potential savings to the community. They are looking at larger projects that apply to what we
86 would like to do. They have several other surrounding towns that are hoping to launch this spring.

87
88 Chairman Dargie said three things are going forward, the memorandum of understanding, the plan, and the warrant article
89 vote. He proposed that we tentatively approve the MOU and forward it to Town Council for review.

90
91 Mr. Hayden said his company is ready knows that there are no extraneous charges and can tell you what the charge will be
92 and what the benefits are. They are not creating a new company and they don't have high expenses. Mr. Thornton said that
93 this would be a two-year contract and we would continue to look in the future for other energy savings in addition to elec-
94 tricity.

95
96 **Chairman Dargie made a motion to allow the Town Administrator to sign the Memorandum of Understanding af-**
97 **ter review by the Town Council. Seconded by Selectman Freel. All were in favor. The motion passed 4/0.**

98
99 **6:20 p.m. - 2nd Public Hearing to Update the Current Stormwater Ordinance, Chapter 5.32 - Community Devel-**
100 **opment Director, Lincoln Daley**

101 This is the second public hearing to replace the Town's current stormwater ordinance, Milford Municipal Code, entitled
102 Title 5 Health & Safety, Chapter 5.32 Stormwater Management and Erosion Control, with a new stormwater ordinance,
103 Chapter 5.32 Stormwater Management Ordinance, in compliance with the Town's EPA-issued small Municipal Separate
104 Storm Sewer System (MS4) Permit.

105
106 **Chairman Dargie opened the public hearing. There were no comments. Chairman Dargie closed the public hearing.**

107
108 The Board of Selectmen will decide on whether or not to adopt this ordinance at their December 12, 2022 meeting.

109
110 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)** There were no comments at this time.

111
112 **4. DECISIONS**

113 1. Acceptance and Appropriation of Unanticipated Revenues Under \$10,000 (31:95(b)) Donations to the Milford Fire
114 Department and the Milford Police Department - \$300.00 each, from Sandra C. Newbold Revocable Trust AGR Wil-
115 liam Newbold, Trustee

116
117 **Selectman Freel made a motion to approve the consent calendar. Seconded by Selectman Daniels. All were in favor.**
118 **The motion passed 4/0.**

119 **b. OTHER DECISIONS**
120 N/A

121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177

5. TOWN STATUS REPORT –

1. Update on Paving for Mile Slip Road – This was a draft memo and should have not been on the agenda.

2. Budget Update –

Administrator Bender provided some budget reductions/suggestions based on feedback from the November 12th joint Board of Selectmen’s and Budget Advisory Committees meeting. The total of \$356,252 represents a two-percentage-point reduction from the previous budget. The N95 & SCBA Fit Device and PD Communication Equipment are being pulled into the 2022 budget. We are asking the Board to approve the DPW Capital Outlay for a truck. The 2022 Budget includes this item for the same amount, \$68,503. The state bid amount for this vehicle with a plow is \$67,336. DPW will likely exceed their 2022 Departmental budget, but Selectmen can authorize the truck purchase using projected 2022 surplus funds and we can remove the item from the 2023 budget. This truck will be used by the DPW Director and his current SUV will replace the 2006 Ford Explorer in Community Development. We are expecting a surplus of slightly over \$300,000.

The second item involves fuel – gasoline, and diesel. The state will allow us to pre-buy fuel in 2022 to offset the projected \$48,000 increase in 2023. We will essentially have a credit on our account to start 2023.

Chris Labonte, a Milford resident, questioned some of the cuts, namely \$70,000 for contractual buildings. Administrator Bender said in prior years they were below budget. We did a lot of work this year which was close to what we budgeted but we don’t think we will have as much to do next year. Mr. Labonte feels the money can be used in other buildings for upkeep. He feels we are acting prematurely. Chairman Dargie said we were looking at significant cuts and we have to look everywhere.

Katherine Kokko, a Milford resident, asked that administration put account numbers next to reductions so they can be followed more closely. She asked about budget drivers. Administrator Bender explained what the budget drivers were. She also agrees with Chris Labonte’s previous comments. She feels there needs to be more focus on routine maintenance for some of the buildings in town.

Selectman Freel doesn’t like spending this money; he’s more about giving it back. He agrees that it’s early to look at this because we don’t have the final numbers yet. He may lean towards this, he’s not sure. We are dropping maintenance by \$70,000 but we are buying a truck for \$70,000. Administrator Bender said the truck was already budgeted in 2022. We also have that number budgeted in the 2023 budget.

Mr. Labonte said if it the truck was a budgeted item in 2022 why didn’t we buy it in 2022, it’s a standard budgeted line item. If you’re over on your 2022 budget it doesn’t exist anymore. Chairman Dargie said there is still money in DPW’s bottom-line budget. Mr. Labonte doesn’t understand why they just don’t leave the truck in the 2023 budget. Administrator Bender said they don’t need that truck next year. Mr. Labonte said there is plenty of need to keep this truck in the budget for 2023.

There was additional discussion about what was in the budget. Administrator Bender explained his spreadsheet in more detail for the Board to understand better. If we approve these reductions we will have the revised tentative budget. Chairman Dargie said we have plenty of surplus available, he is comfortable with approving this now. We can talk about the final numbers in December.

Selectman Daniels asked if they had a plan to encumber the remaining surplus. Administrator Bender said we can discuss it at the next meeting. He thinks most of the rest of the surplus can be returned to the general fund. Selectman Daniels wants a more detailed outline of this information. Administrator Bender said they are confident that if they make these changes, we will have enough surplus to cover these suggestions. We will have an update on where we stand for expenditures this year, and what we project the surplus to be after these items at the next meeting

Chairman Dargie asked if there were any problems waiting until the next meeting to discuss this. Paul Calabria, Finance Director said they would be in a better place at the next meeting. Chairman Dargie asked Administration and Finance to come back with more details at the December 12, 2022 meeting.

Selectman Daniels asked if pre-buying gas and diesel is because of an expected increase. Administrator Bender said the state will allow us to pre-buy fuel for 2023 as a credit on our account. There is no price per gallon expectation, just a pre-

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/28/2022

178 buy of fuel. Captain Frye said every time a truck comes in, it's a different price. The state made it clear that they are no
179 longer in a long-term contract. They can't guarantee a price month to month. Selectman Freel said he's against this because
180 there are no savings and all you are doing is moving money around. Selectman Finan explained the budget process to Se-
181 lectman Freel.

182
183 Andrea Chappell, A Milford resident, asked for clarification on what would be paid out of the surplus. Administrator
184 Bender explained the items and his cuts. Ms. Chappell asked about the building's budget. Administrator Bender said last
185 year we spent around \$15,000 out of the \$125,000 budgeted line item, this year we will spend close to the total amount.
186 Leo Lessard, DPW Director explained where the money went this year. Administrator Bender said if something significant
187 happened in one of the town buildings, the Selectmen would address it. If it was really bad, our insurance company would
188 cover it. Ms. Chappell said cutting building maintenance scares her.

189
190 Selectman Daniels asked questions about the default budget. Mr. Calabria will get more information for Selectman Dan-
191 iels.

192
193 Ms. Kokko brought up the wages and salary increases and is concerned that they may move a position to a later date in the
194 year when that position is needed now. Chairman Dargie said it's because they can't hire someone at this time. Chief Viola
195 said they take into consideration that we wouldn't get someone into the academy until a later date. It isn't that they want to
196 push it out to a later date.

197
198 Selectman Freel asked what percentage of the surplus is due to being understaffed. Administrator Bender said a lot is pay-
199 roll driven but if we were fully staffed we wouldn't need the wage adjustments. Selectman Freel would like Finance to pro-
200 vide numbers if possible.

201
202 3. **2023 Warrant Articles** – Town Council is currently reviewing the draft language of all the warrant articles. We will
203 have this information for the December 12, 2022 Board meeting.

204
205 **6. DISCUSSIONS**

206 1. N/A

207
208 **7. PUBLIC COMMENTS. (Regarding items that are not on the agenda)**

209 Chris Labonte asked for some updates to be placed on the town website. Paul Calabria will look at it.

210
211 Captain Frye said the MACC Base budget passed. He also said in regards to purchasing a vehicle for the town, it takes 6
212 months to a year before you can get an emergency vehicle and they are quick to lock in on the prices. You have to secure
213 the price now with a PO because they are not guaranteeing prices after 30 days. Selectman Freel asked what the delivery
214 would be on the truck that DPW is looking at. Mr. Lessard said 6 months.

215
216 **8. SELECTMEN'S REPORTS/DISCUSSIONS**

217 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES**

218
219 b) **OTHER ITEMS (that are not on the agenda)** Chairman Dargie gave kudos to Eversource for helping with the
220 lights on the oval. The ladder truck was out for repair and the backup truck that they had lined up was too small.
221 Eversource came in with a crew and a large bucket truck and saved the day. The Lions Club and Fire Department
222 decorate the oval for the holiday.

223 **9. APPROVAL OF FINAL MINUTES - Selectman Daniels moved to approve the minutes of November 14, 2022, as**
224 **amended. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.**

225
226 **10. INFORMATION ITEMS REQUIRING NO DECISIONS.**

227 a. Treasurers Report – September 2022

228
229 **11. NOTICES.** Notices were read.

230
231 **12. NON-PUBLIC SESSION – Selectman Daniels made a motion to go into non-public in accordance with NH (RSA**
232 **491-A:3, II(a)) Personnel. Seconded by Selectman Freel. All were in favor. The motion passed 4/0.**

233

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/28/2022

234 **Selectman Daniels made a motion to exit non-public. Selectman by Selectman Finan. All were in favor. The mo-**
235 **tion passed 4/0.**

236
237 In nonpublic, the Board discussed the pending ASFME contract, and details will be released after the contract is signed
238 between the two groups. The Board also discussed the Town Administrators' position and no decisions were made. The
239 minutes were not sealed.

240
241 **13. ADJOURNMENT: Selectman Freel moved to adjourn at 8:15. Seconded by Selectman Finan. All were in favor.**
242 **The motion passed 4/0.**

243
244
245
246
247 _____
248 Paul Dargie, Chairman

247 _____
248 Laura Dudziak, Member

249
250 _____
251 Tim Finan, Vice-Chairman

249 _____
250 Dave Freel, Member

252
253 _____
254 Gary Daniels, Member