

Selectmen's Meeting Minutes July 10, 2017

7:00 PM Meeting called to order by Board Chair, John Quinlan. Also in attendance were Selectmen John Esposito and Kim Roberge.

- Board reviewed and signed the checks and manifest.
- Board reviewed minutes of June 26th. Esposito motioned, seconded by Roberge to accept the minutes of June 26, 2017 as written. All in favor.
- Board reviewed and signed a form from the DRA, PA-28 Inventory of Taxable Property Form for 2018.
- Board reviewed and signed a tax abatement.
- Board reviewed a letter from a town resident praising the staff at the Transfer Station. A copy was given to Mike Ypya, Director.

7:10 PM Roberge discussed the Cheever Lane driveway issue brought before the Board at the June 12th meeting. The Highway Director and Building Inspector met on Cheever lane with the builder Bob Pratt. Pratt is now aware based on plans presented as to what went on there. Pratt said that Chappell will be back out there to do more work and they will put back the material that was moved. Pratt will also contact Meridian about replacing a missing bound. He is aware that until this is all approved by the Highway Director and the Building Inspector they will not be getting a CO for the property. Pratt was very amicable as to what needs to be put back and where the bound needs to be set so that it is clear.

7:15 PM Department Head Meeting Library; Bonnie Angulas

- They have 191 children signed up for the Summer Reading Program. There are 66 signed up for the Adult Reading Program. They are looking for a new teen junior library assistant. Also the Adult Library Assistant position needs to be filled. The Trustees are pulling together a library survey. They are hoping to get feedback about library services, satisfaction and the potential of a new library. It will be posted at the end of August and run through to Lamson Farm Day.

Police Department; Chief Kevin Furlong

- Last month they completed the Homeland Security training at the MVVS. It involved Amherst and Milford emergency services. It was an outstanding success and they've received great feedback from all who attended including the school staff. Furlong will forward a report he received from Emergency Management showing all the comments given.
- The police department has started the 'Caught In The Act' program where they issue tickets to kids being safe allowing them to get a free slushy from the General Store.
- There have been 130 dog civil forfeiture summons issued on behalf of the Town Clerk. The 15 day period is up tonight; there are roughly 31 or so who have not paid which will resort in court appearances.
- There were two DWI arrests over the holiday weekend.
- Office Kristopher Wolf will be sworn in Wed. at 2:0pm by the Town Clerk so he can begin his field training process.
- Furlong inquired as to where the minutes are from the Future Use committee meetings. There have not been any posted in months.
- Esposito questioned the panic buttons in the town offices. Furlong said they are all working correctly; it takes 17-23 seconds before police get the call. They are tested twice a year. Esposito requested that they be tested more frequently.

Highway Department; Mike Ypya, Director

- 2012 truck has gotten new brakes and tires all around.
- Roadside mowing will start the beginning of August.

- Quinlan shared a complimentary letter we received from a resident regarding our Transfer Station and the staff there.

Fire Department, Randy Wilson, Fire Ward

- They will definitely be going over on the mechanics payroll line. However, with call volume being down, they will be able to shift from one payroll line to the other
- They are still waiting on the plates for the Hum V. The paperwork has been processed. They are anticipating the need to redo some radio installations, etc.
- There are still open slots in the fire department; they could use 4-5 new people to volunteer. They will be sending out a mailer in the month of August.
- The department's perspective on the Homeland Security training was very positive. It was good to have the entire school staff present and have them listen to what the fire department has to do and why. There was good discussion on what the schools evacuation plan is so that the department can be flexible with it based on what their response is going to be. The collaboration of the different towns was extremely helpful.
- Wilson attended a solar panel training class. He asked what is the Town's permitting process on solar panel installation for residential use in Town. It was explained that there are two permits involved; one for the panels and one for the electrical. The resident cannot get the abatement unless it has been permitted. Roberge suggested that he may want to speak with the Building Inspector directly. He asked if he could have a list of the properties in town with solar panels. From a fire fighters safety perspective, they would approach a fire in a house with solar panels differently than a house without. A list will be generated for the department.

8:00 PM Quinlan and Ypya rode the town roads two weeks ago. There was discussion regarding prioritizing road repairs. Ypya wants to repair as follows:

- Finish off Batchelder Rd.
- Top off Wilton Rd. & Beech Hill Rd.
- Top off the hill part of Hazen Rd.
- Reclaim & replace Cross Rd.
- Repair intersection of Conant & sidewalk out front
- Portion of Old Milford Rd. by the Milford line and Mobile Coach Lane needs repaving
- Next year focus on Kendall Hill Rd.

Ypya gave an update on the tree situation on Beech Hill Road. Ypya said that both he and the owner had contacted Eversource; the tree will be taken care of by Eversource.

8:10 PM Bill McKinney came before the Board to give an update from the Future Building Use Committee. As a quick review, the Committee was created in June of 2015. They met from 7/9/15 through 9/24/15. They provided their initial report to the Selectman on 9/28/15. They highlighted several areas of building maintenance deficiencies within the Town Hall, the McCollom Building and the Daland Library. They recommended a more thorough assessment including engineering be done. In March of 2016 the vote was approved to spend up to 50K on an assessment. They reviewed several companies and ended up choosing Christopher P. Williams Architects out of Meredith, NH. Roberge questioned if there had been RFP's submitted. There were 6 in total. All 6 companies were interviewed and the committee felt that CP Williams was the best choice. In September of 2016 the assessments and engineering work commenced and still continues today. The cap amount to be spent is 50K; there is a \$4,500 grant from the NH Preservation Alliance and 8K promised from the Daland Trust to offset this amount. Other funding they tried to get this year was from the 2018 NH Community Development Finance Authority. Unfortunately they did not get this grant; however, they will be reapplying. The grant amount is upwards of 100K with matching funds from local businesses. They tried for the L Chip Grants. We are not eligible for the funds as of yet. We have to have our assessment done and completed before they will start donating towards this project. Nancy Lynch is working with the NH Charitable Foundation for seed funds. These seed funds help to cover the extra costs of grant writing, etc. The Community Development Block Grant is another one. This one is for all public facilities, including waste water systems, sidewalks and handicapped access. That's the important one they are focusing on – the handicapped access of Town Hall and McCollom Building. Eligible communities may apply for up to 500K in funds. He next went over conceptual plans for the three buildings. They have run into an issue with the McCollom Building. They can't find a good site plan for the McCollom lot. They pulled site plans from adjacent lots. They all show different boundary lines. This is a problem because the conceptual plan puts a sally port on the back of the McCollom Building. Without knowing the correct boundary line it is unknown if this would fall within the setbacks. Roberge suggested putting the sally port to the side of the building with access to the back. McKinney said this could be a possibility, however, it would change the look of the exterior of the building. Also, the plan has extra parking for the PD along the side of the building which would free up the front parking lot for the Town.

Whether it is built on the rear of the building or the side of the building, they need to confirm property lines and elevations for this site. They are unable to complete the floor plan or estimate cost of materials without knowing. Roberge stated that maybe this aspect of the project as well as the elevators could be phased to a later point in time. These are very large expenses. McKinney feels that this will be a 10-15 year project once we get going. From the Committee's standpoint a lot of it depends on grants and funds they get in other than tax dollars. McKinney stressed the need to get a cost for a site survey with elevations on the McCollom site. We will pull the deed on the adjacent property to see if there are clear boundary lines noted. **Esposito suggested that the MVCC may have a survey of its own. McKinney stated that a lot of the costs have been chewed up with CP Williams trying to chase down this information. They tried to get information from the MVCC but they didn't have anything. They've spent money with CP Williams who had the time to do the research, only to find that we don't have any good information.** Roberge feels that the way the Article 10: Building Studies was written, it warrants checking with Eileen Naber to see if there are funds available to do the survey. In summation, they want to finalize the project plan with the architect within the next few months so as to be ready for Town Meeting. Another proposal from the Committee is to create a Town Heritage Commission. This is another mechanism to receive, hold and expend funds. We have a Historical Commission but they don't have the ability to do these things. A true Heritage Commission could actually go out and seek grants and purchase properties to protect and preserve. It would manage and protect Town historical and cultural resources. It could accept and expend funds from a non-lapsing Heritage Fund. It could acquire and manage properties. McKinney has spoken with the NH Preservation Alliance. They would be glad to come before the BOS and the Historic District Commission to give more information. McKinney asked will the BOS support and authorize use of the McCollom Building funds for a site survey. Does the BOS support them contacting the Trustees of the Trust Fund about funding the site survey. Is the BOS interested in learning more about a Heritage Commission and if so what are some available dates to set up a meeting. Esposito said to check with Laurie Brown to see if we can use the McCollom Building funds to get a survey done. Roberge said to definitely get in touch with Eileen Naber of the TTF regarding the same. The BOS agrees that it is a good idea to meet and learn more about a Heritage Commission. Quinlan gave 9/18; 9/25 and 10/2 as available dates to set up a meeting. McKinney will get back to the Board with the date that works. Roberge suggested to McKinney that these conceptual draft plans should be filtered out to the public at this point so that the public can know where things stand.

9:07 PM

As there was no further business before the Board, Esposito motioned, seconded by Roberge, to adjourn. All in favor.

Respectfully submitted,
Joan Cleary