

1 MILFORD PLANNING BOARD WORK SESSION MINUTES ~APPROVED

2 DECEMBER 5, 2023 Board of Selectmen Meeting Room, 6:30 PM

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4 **Members Present:**

5 Doug Knott, Chairman
6 Janet Langdell, Vice Chairman
7 Paul Amato, Member
8 Susan Robinson, Member
9 Pete Basiliere, Member
10 Andrew Ciardelli, Member
11 Tim Finan, Selectman's Rep (alternate) only Non-public portion

Staff:

Terrey Dolan, Community Development Director

12
13 **Excused:**

14 Dave Freel, Selectman's Representative
15 Darlene Bouffard, Recording Secretary
16 Susan Smith, Alternate

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18
19 **1. Call to order:** Chairman Knott called the meeting to order at 6:30 p.m. indicating that tonight is
20 a work session. Planning Board members and staff were introduced by D. Knott who noted that
21 Dave Freel is excused from the meeting tonight, therefore T. Finan, will participate in discussions
22 and voting.
23
24 **2. Meeting Minutes:** S. Smith is unable to be here tonight but sent e-mail to D. Knott requesting an
25 amendment to the minutes of 11/7/23. P. Basiliere also asked for an amendment to those minutes
26 and provided the correct language to T. Dolan for the 11/7/23 minutes. P. Basiliere moved to
27 approve the minutes as amended. P. Amato seconded. All were in favor. Motion passed.
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29 **3. Second & Final Planning Board Public Hearing for of Capital Improvement Advisory**
30 **Committee's (CIP) Draft Report for 2024-2029**

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32 Peter Basiliere, as the Committee Chairman, indicated Other CIP Committee members John
33 Andruszkiewicz is also here tonight and on the Zoom call is Patti Kenyon. P. Amato asked if the
34 Committee members should be listed in the report? P. Basiliere indicated they are on the front
35 page and also in the back. J. Langdell asked if T. Dolan can be listed as a non-voting member?
36 He is noted as a member but it should say he is a non-voting member in the document. It is not a
37 substantive change.

38
39 P. Basiliere took into account comments made at the last meeting, the recommendations still
40 remain the same. Things have been made more consistent. J. Langdell reminded all that this is
41 only a slice in time report in the CIP / Budget process. P. Basiliere continued to present the
42 recommendations. P. Amato asked about the two school recommendations and if both are being
43 recommended? P. Basiliere said yes, that is what is being proposed. A. Ciardelli asked about the
44 rankings and if that takes into account the tax impacts and offsets? P. Basiliere answered that it
45 does and that is reflected in the tables. Part of the driver for the High School is the age and the
46 maintenance of the existing building and the changing philosophy of teaching students.

47
48 P. Amato asked how the schools will market this for the election? P. Basiliere responded that they
49 are aggressively marketed and have offered to attend a BOS meeting to provide information. J.
50 Langdell suggested they should also come before the Planning Board, Rotary and other civic
51 groups to get the word out. P. Amato commented without a local newspaper it can be hard to get
52 the word out. P. Amato asked P. Basiliere if it is felt the town warrants will be affected by the
53 school warrants being voted on? P. Basiliere stated those that do vote in March, are typically up
54 to date on things happening in town and are aware of things happening at the schools. There may

55 be people that only want to vote on the schools and not the town. J. Langdell asked if this
56 opportunity is to get State money, what happens if it is voted down? P. Basiliere said if it fails
57 two years in a row the state money will no longer be available and the school will need to take
58 another approach. That will impact what can be offered to students.
59

60 P. Amato asked if the schools will run out of space if this is not done or are the student numbers
61 going down? J. Langdell asked if the town would have the capacity to accept students from outside
62 of Milford if this does not get done? P. Amato stated it took 3-4 years for the CTE to pass years
63 ago and every year it needed to be looked at again; his opinion is that this is a wish and a dream
64 and does not think Milford needs all of this, but if it is voted in, the more power to them. In the
65 last 20 years, P. Basiliere said there has been a decline in students in the state of NH. He does not
66 know the Milford numbers but they are working those and trying to forecast where the town is
67 going. The data is partly out there, the physical space to even offer the programs needs to be there
68 too.
69

70 S. Robinson was aware that the student numbers were going down, but also heard that since
71 COVID the numbers were actually going up a bit, asking if he has any knowledge of that? All that
72 P. Basiliere read was about the trends, not the last five years. The schools are ranked number two
73 on the CIP listing, there must be a reason more than the State funding, is it a space thing, or the
74 cost of the CTE? P. Basiliere said the urgency was a part of it, but the need played into it as well,
75 there are 12 other criteria involved and it rated well on almost all of those criteria, the school is a
76 capital program but it also has a lot of other elements as well. J. Langdell indicated that criteria is
77 on page 34-35. P. Basiliere continued that the criteria is based on all nine members of the CIP
78 Committee. J. Langdell noted that page 23 regarding the West Milford Fire Station may be
79 considered sometime in the future. On page 22, she indicated the 2021 study that was originally
80 referenced should still be here.
81

82 D. Knott opened the public portion of the meeting and asked for comments or questions from
83 anyone on zoom? There were none. D. Knott closed the public hearing. J. Langdell noted that
84 some of the recommendations in the back would only be for the next round not this time period.
85 T. Dolan indicated next year, the CIP process will start earlier. J. Langdell moved to approve the
86 CIP Report for 2024-2029 and thanked all members that were on the committee. A. Ciardelli
87 seconded. All were in favor. Motion passed. Attorney Ratigan noted that he has arrived for the
88 zoom call and will wait until the Board is ready for the discussion.
89

- 90 **4. Non-Public Session under RSA 91-A:3:II(e):** T. Dolan stated he missed the II on the referenced
91 RSA. J. Langdell moved to enter non-public session to have a discussion with Town counsel;
92 seconded by P. Amato for discussion. T. Finan asked if he should be part of the roll call, since he
93 is sitting in for Dave Freel for this discussion D. Knott agreed. T. Finan yes; S. Robinson yes; P.
94 Amato yes; A. Ciardelli yes; J. Langdell yes; P. Basiliere yes; D. Knott yes. Motion passed. End
95 of video.
96

97 Once NPS concluded the Planning Board returned to public session. D. Knott announced that no
98 decisions were made during non-public session. P. Amato moved to seal the minutes of the non-
99 public session, seconded by J. Langdell. T. Finan yes; S. Robinson yes; P. Amato yes; A Ciardelli
100 yes; J. Langdell yes; P. Basiliere yes; D. Knott yes. Motion passed to seal the non-public minutes
101 of December 5, 2023.
102

- 103 **5. Upcoming Meetings:**
104 12/19/23 – Planning Board Meeting
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