

Town of Middleton, NH

Board of Selectman Department Head Meeting

Minutes

Monday, August 11, 2025 at 12:00 am

Non-Public Session 5:30

Board of Selectmen Regular Meeting @ Old Town Hall @ 6:30 PM

1. Call To Order

Minutes:

The meeting was called to order by Tim Cremmen - Chair at 6:31 PM

2. Pledge of Allegiance

3. Roll Call

Minutes:

The following members were present at the meeting: Tim Cremmen-Chair: Tracy Donovan-Laviolette Vice-Chair-Member; Mike Green-Member; Roxanne Tufts-Keegan-Member; Bonnie Gagnon - Member

4. Approval of Minutes for 7.16.25 & 7.28.25

Minutes:

The minutes to the July 16, 2025 minutes were motioned by Roxanne Tufts-Keegan as presented, Mike Green seconded the motion. All in favor, motion carried.

The minutes for July 28, 2025 minutes were motioned by Roxanne Tufts-Keegan as presented, Tracy Donovan-Laviolette seconded the motion. All in favor, motion carried.

Non-pub minutes for July 7, 2025 Roxanne Tufts-Keegan motioned to be sealed for 5 years, Mike Green seconded the motion. All voted yes, motion carried. Non-pub for July 14, 2025 Roxanne Tufts-Keegan motioned to be sealed for 5 years, Tracy Donovan-Laviolette seconded the motion. All voted yes, motion carried. Non-pub for July 28, 2025 Roxanne Tufts-Keegan motioned to be sealed for 5 years, Tracy Donovan-Laviolette seconded the motion. Roxanne Tufts-Keegan, Tracy Donovan-Laviolette, Mike Green and Bonnie Gagnon voted yes. Tim Cremmen was not at that meeting, so he has abstained from voting. Non-pub for August 11, 2025 Roxanne Tufts-Keegan motioned to seal for 5 years, Bonnie Gagnon seconded the motion. All members voted yes, motion carried.

Signature Action

5. Oath of Office Tc/Tx

Minutes:

Roy Parece Oath of office for the Town Clerk, Tax Collector position.

6. Personnel Action Forms

Minutes:

Personnel Action Forms were signed for 4 employees.

7. Application for Voluntary Change of Address

Minutes:

The application for voluntary Change of Address was presented to the board. This form was signed by the board members.

8. Yield Tax on Timber Cut

Minutes:

There was a Yield Tax or Timber Cut was signed by the board members.

Old Business

9. Silent Bids

Minutes:

There were 4 silent bids for the 2 trucks. The bids from Corkery Tractor Trailer Sals were agreed upon for the sale. Please see video for futher information.

New Business

10. 117 Access Road

Minutes:

This is a duplicate address for 2 different towns. The resident in Middleton does not feel he should have to change his address. The Town is taking no action on this situation.

11. Acceptance of the Highway Block Grant funds

Minutes:

We have received a check in the amount of \$19,511.92 on July 31, 2025 from the State of New Hampshire. Roxanne Tufts-Keegan made the motion to accept the funds. Bonnie Gagnon seconded the motion. All in favor motion carried.

12. Eagle Scout Project - Drew Feyler

Minutes:

Drew Feyler one of our eagle scout resident. He has been been working on an eagle scout project to clean up the trails between the Municipal building to the school. There are some washout, levelling, and tree trimming. It is about 2.2 miles. He believes it would be a great use if needed for an emergency route from the elementary school because they meet at the church and right now there are no sidewalks from the school to the church. It could also be used for halloween walks during that season. The school could use it for nature walks. Right now it is difficult for people to use with strollers and wheel chairs.

13. Ken Billings - Electric Supply Presentation

Minutes:

Mr. Billings a representative from Think Energy. He has done a presentation on the supply of energy that is part of the Eversource. Think Energy has a lower rate than Eversource and Ambit company. Currently we are paying .1599 per kw, Eversource is at .112 and Think energy is at .099. There is no contract to sign. They will be monitoring the rates for us and if there is a lower rate elsewhere, they will do the transferring and vice versa to get the lowest rate. The board Tracy Donovan-Laviolette motioned to accept the transfer and Bonnie Gagnon seconded the motion. All in favor, motion carried.

14. Emergency Management

Minutes:

Fire fighter Fruchtmann attended a meeting with SCPHN on emergency planning and preparedness. Will provide an update and overview next month.

15. Fire/EMS

Minutes:

Chief Wheeler went over the calls for service and medical aids. Briefly went over EMS billed and EMS collected so far and YTD total calls. Engine 4 is now in service and members have been trained. Chief Wheeler went over a few other details for the prior month. Please see attached list as well as reviewing the recording.

16. Highway Dept

Minutes:

Road Agent Dan Phillips went over work done from July 15th to Aug 11th. Between cutting brush, mowed lawns, maintenance on the highway vehicles. A complete detailed list of the work done by the department. Please see attached list or video on the completed details. There were some residents with questions that the board of selectmen will look into and report back to the public at the next meeting.

17. Police

Minutes:

Chief Ferguson stated the number of calls for service. Incident investigated number was discussed. Attached is the printout of his discussion as well as the video can be reviewed. There were questions in regards to some of the police vehicles. Chief Ferguson addressed the questions as to the status of those vehicles. Mrs. Cremmen had questions in regards to a property that is condemned. See video for full discussions.

18. Town Clerk/Tax Collector

Minutes:

Wednesday August 6th the Town Clerk/Tax Collector went for training and can not take registrations as of the 7th. OHRV will have a separate training in September. He will keep the prior hours the same as before for now.

19. Treasurer

Minutes:

There is no report at this time.

20. CEO

Minutes:

There is no report at this time.

BOS Comments

21. BOS comments

Minutes:

John Mullen has reached out for an estimate for replacement windows at the Old Town Hall from the Window Doctor. Tracy Donovan-Laviolette made the motion to accept the estimate. Bonnie Gagnon seconded the motion, all in favor motion accepted. There was a 91A request for the fire department. Schedule meeting for Christine Maynard for a public hearing on August 25th. Tracy Donovan-Laviolette wanted to do a shout out for the following employees: Gabriel Clary July is 1 year with the fire department. Jayden Donovan-Laviolette is 6 years with the fire department. Randy Sobel is 30 years. Brian Taylor is 6 years with the Fire Department. Thank you all for your service. Mike Green had a question for Chief Ferguson on the property in which has been with the Forest Ranger for the damage done on Town Property.

Public Comment

22. Public discussion

Minutes:

Bonnie Gagnon stated the the Recreation department is having our local truck event on August 22 5:30 to roughly 8. All kinds of trucks, food trucks. There will be games. The PTO will be there. There will be multiple committees there as well. Please see the video for further details. There was further public discussions and questions, please see the video for full details.

Adjournment

23. Adjournment

Minutes:

Roxanne Tufts-Keegan motioned at 7:51 PM to adjourn. Bonnie Gagnon seconded the motion, all in favor motion carried.



Middleton Fire-Rescue

Chief of Department, Jarrod Wheeler
192 Kings Hwy Middleton, NH 03887

Monthly Report July 2025

Emergency Management

- FF Fruchtmann Attended Meeting with SCPHN on emergency planning and preparedness. Will provide update and overview next month.

Fire/EMS

- 16 Calls for service all medical aids.
- 4 Mutual Aid responses 2- Farmington, 1- Milton, 1 New Durham
- EMS Billed \$3,977.24
- EMS Collected \$1,128.35 (So Far)
- YTD Total Calls For Service 139 *140*
- Engine 4 Now in service and members trained in driving and operation.
- Welcomed 2 new members. 1 with FF2 *40* and EMT certification. 1 Attending *AS* EMT Class and participating in our in-house FF1 Program
- DC Manchester Assisted with Greater Seacoast Community Health CPR course. Classes in Town will be scheduled soon.
- In-house FF1 course to begin September 10th. Many members will be attending. We have invited our immediate neighbors to participate as well.
- Lt. Pevear has begun Paramedic school. EMT Millar is also currently Attending Paramedic School.
- EMT Cole soon to begin AEMT course.
- Lt. Green is soon finishing up his EMT class.
- Number of EMS providers at 12 soon to be 14. As of January 1st we had 6.
- Want to Thank the members of this department for working so hard over the last 6 months to make so many positive changes. As well as Mike Laviolette for being such an invaluable resource through the transition and such a dedicated member of the department.

Conduct School inspections. 7500 gal to fill up

P-H-I-L-I-P-S

July 15 ~~to~~ Aug 11

- 1) Cut brush around signs. Kedma
- 2) Mowed lawns as needed.
- 3) Tried out Road side mower/mulcher (3 Days)
- 4) Pick up Pante 2 and Put New side boards on #20
- 5) Hyes DH Had Loader bucket Rebuilt and dropped back off.
- 6) Took Wing off #22 & Loaded Water tank in it ^{and} Re-wired
- 7) Meet with Underwood Engineers on Lake shore dr.
- 8) Raked ND Rd.
- 9) Did Driveway Permit for Adams Way.
- 10) Graveled & Weeded out spots on Elkin Rd.
- 11) Had Fire Extinguishers Inspected.
- 12) ^{Graveled} Graveled Gary Rd.
- 13) Had Master switch put in #20 ^{to avoid fuses on bdy.}
- 14) Prien
200 pp
x 100
05 a piece Cleaned out Both trucks up for Action.
- 15) Made arrangements for Elec. take back Day. 8-12
- 16) Replumbed sewer for new truck.
- 17) Graveled pot Holes P.V. Rd.
- 18) Cleaned up beach as needed.
- 19) Removed old culvert off Gov. Rd.
- 20) Elec. take back Day 16th 8-12-20
CAS Environmental Consultants.
5/14/25 & 8/11/25 Sent Invoice 9-12



Middleton Police Department



POLICE DEPARTMENT MONTHLY REPORT: ^{July}~~August~~ 2025

Date: 8/1/2025

CALLS FOR SERVICE: 247

INCIDENTS INVESTIGATED: 44

ARRESTS: 2

MOTOR VEHICLE ACCIDENT: 0

MOTOR VEHICLE ACTIVITY: 2 Citations/Warnings

- Continued with annual training to meet the requirements of NH Police Standards and Training.
- Utilized the department's speed trailer throughout the month in targeted areas within the community to assist with traffic awareness and education.
- Conducted joint enforcement operation with NH State Police.
- Completed proposals for firearms purchase/upgrade.
- Completed proposal for cruiser purchase and outfitting.
- Completed proposal for A/C unit replacement.

- Conducted field training.
- Continued with recruitment and extended a conditional offer to certified candidate who has excepted and is in background.

Regards,

A handwritten signature in black ink, appearing to read 'Scott Ferguson', written in a cursive style.

Chief Scott Ferguson



The Window Doctor

WE MAKE HOUSE CALLS

The Window Doctor
77 Indigo Hill Rd
Somersworth, NH 03878
+18007988771
windowdoctornh@gmail.com
www.WindowDoctorNH.com

Job Estimate

ADDRESS

John Mullen
200 Kings Highway
Middleton, NH



JOB ESTIMATE #	DATE
3941	06/16/2025

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Window:Single Pane Glass Replacement Replacement of the glass only on a single pane window. 2 Lower Sash and 1 Upper sash - 14x28 - Price each is \$195. Deposit Amount No Deposit needed, JUST SIGN AND DATE, The Job Estimate and send it back to us. IT MUST BE SIGNED AND DATED, NOT JUST ACCEPTED THROUGH QUICKBOOKS, so that we can get the material ordered and get you on the scheduling list. There is a 5% surcharge when you use a Credit Card. By signing the estimate sheet you understand that if you decide to go that way, it's not in the total yet.	1	585.00	585.00

This is an Estimate only. This Estimate is for completing the job described above, based on our evaluation. This Estimate does not include unforeseen price increases or additional labor and materials which may be required should problems arise. Debris removal is included in the price. If a building permit is required, this is the responsibility of the homeowner.

TOTAL

\$585.00

When working on the homeowners project, there may be some touch up needed afterward, which is the homeowners responsibility.

Areas to be worked on must be clear of all items in order for us to perform the work stated above. We are not responsible for damaged items that are in the way.

If additional items are added to the invoice, the repairs will have to be scheduled for a later date in order to keep all jobs on schedule. We will also need a new signed and dated estimate/invoice/change order.

Accepted By

Accepted Date

8/11/2025

Make Checks Payable to:
The Window Doctor

Thank you for your business!