

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

May 11, 2020

This meeting was conducted pursuant to State of New Hampshire Emergency Order #12 pursuant to Executive Order 2020-04, temporary modification of public access to meetings under RSA 91-A. As such, the meeting was conducted online using these connection instructions that were listed on the posted meeting agenda: "The Public is encouraged to participate remotely, call in on your phone @ 1-646-558-8656 and enter the meeting ID# 841 4963 9297 or join the Zoom Meeting @ <https://zoom.us/j/84149639297>. Please try to log in 5 minutes before the meeting's scheduled start time in case you run into any technical difficulties".

PRESENT:	Gary Daniels, Chairman	John Shannon, Town Administrator
	Paul Dargie, Vice Chairman	Tina Philbrick, Recording Secretary
	Laura Dudziak, Member	
	Chris Labonte, Member	
	David Freel, Member	

1. CALL TO ORDER, BOARD OF SELECTMEN INTRODUCTIONS & PUBLIC SPEAKING INSTRUCTIONS:

Chairman Daniels declared that an emergency exists and he was invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to the community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, he also finds that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location. Information for accessing this meeting can be found on the Town web site in the red banner.

Chairman Daniels welcomed members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Public comments will be limited to three minutes per person. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from the meeting.

All votes that are taken during this meeting must be done by Roll Call vote. He started the meeting by taking roll call attendance. He asked each member to state their name and state whether there was anyone in the room with them during this meeting, which is required under the Right-to-Know law.

Roll call attendance: Paul Dargie, no one present. Selectman Dudziak, no one present. Selectman Labonte, no one present. Selectman Freel, no one present. Chairman Daniels, present was Andrew Kouropoulos, videographer. Tina Philbrick, no one present. John Shannon, no one present. Marti Noel, no one present.

2. APPOINTMENTS: (Approximate times)

5:00 p.m. - Non-Public in Accordance with RSA 91-A:3, II(c) Reputation – prior to the public meeting the Board entered into a non-public session, one item was discussed and no decisions were made.

Selectman Dargie made a motion to seal the minutes. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

5:30 p.m. - Public Hearing for the Acceptance for Expenditure of Unanticipated Funds over \$10K NH (RSA (31:95)b)) - CARES Act Provider Relief Funds - \$27,752.52 to the Ambulance Department.

This public hearing is relative to a grant of \$27,752.52 from the CARES Act Provider Relief Fund from the federal Health and Human Services agency. This doesn't not require a match nor does it have to be paid back.

Chairman Daniels opened the public hearing. Hearing no questions, Chairman Daniels closed the public hearing. Selectman Labonte asked what this money was for. Eric Schelberg, Ambulance Director said this money is in recognition of decreased ambulance services across the nation as a result of COVID-19. It is to help with the loss of revenue.

Selectman Dargie made a motion approve the acceptance of the CARES Act Provider Relief grant in the amount of \$27,752.52. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

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5:35 p.m. - Approval of Land Use Change Tax (LUCT) (1) parcel Map 48 Lot 78, Approval of 2019 Property Abatement Application for Correction, MAP 8 Lot 71-C-12 and Approval of (5) Applications for Elderly Exemption or Tax Credit, (1 new) -

Approval of Land Use Change Tax (LUCT) (1) parcel Map 48 Lot 78 – Marti said this parcel has been disturbed for construction of new homes. Construction on current use land requires the affected areas to be removed from Current Use. The property owner is aware of the action being taken tonight regarding their property.

Selectman Dargie made a motion approve the Land Use Change Tax. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

2019 Property Abatement Application for Correction, MAP 8 Lot 71-C-12 – Marti said at the last meeting, the BOS approved this abatement application for \$727.16. The actual amount of taxes paid and to be abated is \$694.65. This is a minor correction; however the tax collector can only abate taxes paid.

Selectman Dargie made a motion to approve the Property Abatement Application for Correction. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Approval of (5) Applications for Elderly Exemption or Tax Credit, (1 new) - Marti reviewed all the elderly applications and recommends approval by the Board. These came in a little late.

Selectman Dargie made a motion to approve (5) Applications for Elderly Exemption or Tax Credit. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

5:45 p.m. - Approval of Veterans Tax Credit (2) and Approval of Real Estate and Personal Property Tax Exemption (33).

Approval of Veterans Tax Credit (2) - Marti reviewed the applications and recommends approval by the Board. This tax credit is for \$400.

Selectman Dargie made a motion to approve 2 Veterans Tax Credit Application. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Approval of Real Estate and Personal Property Tax Exemptions (33) - Marti reviewed the Exempt/Charitable applications and recommends the Board approve the following applicants for the 2020 tax year. Three properties were removed from the list. Southern New Hampshire Medical Center was removed because we have a PILOT with them that ran out this year. We are in the process of negotiating another PILOT. The Roman Catholic Church is not on the list because one of their buildings is up for sale and no longer occupied and used for church purposes. Also missing from the list is the Little Arrow Child Care services which is separated out for signatures as one of the Board members usually recuses himself from signing.

Chairman Daniels asked why the church's property was separated from the other property. Marti said that property must be used, owned and occupied by the exempt entity and at this time the building is not being used, is vacant and up for sale.

Selectman Dargie made a motion to approve (33) Real Estate and Personal Property Tax Exemptions except for Little Arrows. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Selectman Dargie made a motion to approve the application from Little Arrows Child Care Services. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes and, Selectman Freel yes. The motion passed 4/0/1 with Chairman Daniels abstaining.

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5:50 p.m. – Review of 2020 Exemptions and Credits – Marti gave a brief summarization of exemptions and credits for 2020 as compared to 2019. The total amount of elderly exemptions including what was approved today is \$11,856,100, roughly \$97,000 in taxes for comparison purposes. Selectman Dargie asked if the Certain Disabled Veterans should be an exemption rather than a credit. Marti said it could be either, but then clarified that it was an exemption..

2020				2019	
2020 EXEMPTION	AMOUNT PER	# RECEIPIENTS	2020 TOTAL AS OF 5/4/2020	2019 TOTAL	# RECEIPIENTS
Blind	\$15,000	8	\$120,000	\$105,000	7
Solar	\$10,000	61	\$610,000	\$550,000	55
Elderly	Varies by Age	94	\$11,113,100	\$8,727,000	86 (low#)
Improvements to Assist persons w/ Disabilities	\$48,590	1	\$48,590	\$48,590	1
CREDIT					
Certain Disabled Veterans (Death during War)	\$577,026	1	\$577,026	\$577,026	1
Standard Vet Credit	\$400	430	\$176,400	\$134,100	447
All Veteran	\$400	48	\$19,200	\$13,500	45
Service Connected Disability	\$1,500	21	\$31,500	\$26,600	19

5:55 p.m. – Milford Armory Non-Commissioned Officers (NCO) Club - SFC Justin McNeff C/3-172 IN(MTN) 2nd Platoon Sergeant said Charlie company, located at the National Guard Armory at 154 Osgood Road in Milford would like to open a non-commissioned Officers (NCO) Club. This would not be opened to the public. They would open approximately once or twice a month. The space designated will be inside the Armory and it will be managed by the senior NCO's and Officers stationed at the Armory.

Selectman Freel asked if past members could use it. Justin said just the current members. The money raised would go towards unit funds that are used to help the guys in the unit who may be having difficulties getting support through the military training. This will be used for service members and their families. Family functions are held about once a year.

Selectman Dargie made a motion to approve an (NCO) Club at the National Guard Armory at 154 Osgood Road in Milford. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

3. PUBLIC COMMENTS – Nathalie Watson, Milford Resident asked the Board to reconsider their vote on cancelling the Independents Day Fireworks. She and her husband, who was the president of the NH Pyrotechnic Association found a company who will do the Milford Fireworks for June 20th, June 27th or July 11th. The company is JTI's Pyrotechnics, and they have a licensed display operator. They also include a cancellation policy for up to 10 days before the function. She doesn't want to pay money for something that won't happen. This is a win, win solution because the people of Milford get what they voted for and the Town can give it to them.

Seth Watson, Milford Resident, said he is the licensed display operator that Nathalie spoke about and he would like to see the fireworks happen. He would like the Board to reconsider their vote.

4. DECISIONS –

a) CONSENT CALENDAR.

Selectman Freel asked that 4. a) 7 and 4. A) 8 be removed from the consent calendar for discussion.

Selectman Dargie made a motion to approve the consent calendar except for 4. a) 7 and 4. a) 8). Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

1. Request for Approval of ICMA-RC Plan Contact Change Form
2. Request for Approval of NH Section 457 Deferred Compensation Plan – VALIC Financial Services.
3. Request for Approval to Change Peter Basiliere from an Alternate Member to a Full Member of the Planning Board. Term Expires 2022
4. Request for Approval of Intent to Cut Wood or Timber – Map 53 Lot 67-3
5. Approval of Temporary Emergency Family and Medical Leave Policy Adopted in Response to Families First Coronavirus Response Act – Pertains to Emergency Family Medical Leave Act (EFMLA) and Emergency Paid Sick Leave (EPSL).
6. Request for Acceptance and Appropriation of Gifts of Property Under \$5,000 (31:95(e)) – Donation of 2 Dunkin Donuts gift cards to the Milford Fire Department from The Town of Chelmsford Fire Department - \$50 value.
7. Request for Approval to Increase the Amount of Interest that the Tax Collector can waive for Property Taxes.
8. Request for Approval and Acceptance of Boynton Hill Road

In reference to 4.a) 7), Selectman Freel asked how long has it been since this was increased. Kathy Doherty, Milford Tax Collector, said it's been decades. Selectman Freel asked how often does she come to the Board for this. Kathy said they've been going to the Town Administrator or Finance Director rather than bothering the Board for something like \$8 when she is only allowed to waive \$5. The law states that it can go up to \$25 and if she has authorization to waive up to that amount, she wouldn't have to go to the Town Administrator or Finance Director each time.

Selectman Dargie made a motion to increase the amount that the Tax Collector can waive from \$5 to \$25. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Selectman Freel asked, in reference to 4. a) 8, said that he knows that there is money put into an account for up to a year to deal with any issues and asked if there have been any issues with water run-off and access roads.

Lincoln Daley, Community Development Director said 10% of the total bond is put aside for maintenance. An access road to one of the detention ponds was questioned recently and he went out to see it. It's an easement to allow the Town to maintain that pond. There were some bare spots where grass may have been but it should grow in overtime as there is less time to travel that road to the pond. Once we accept this it is both for the roadway and drainage.

Selectman Dargie made a motion to approve the request for acceptance of Boynton Hill Road. Seconded by Selectman Freel. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

b) OTHER DECISIONS.

1. At this time the Board discussed their vote to reconsider fireworks. Chairman Daniels said that historically we let Recreation take the lead on this. Arene Berry, Recreation Director said she doesn't anticipate us having any large gatherings the whole month of July. The state and rotary swim meets have already been cancelled. She is 99% sure the 5K on 4th of July will be cancelled. She thinks fireworks are a moot point for 2020. They will evaluate it again during budget season to see if they will be having fireworks in 2021.

Nathalie Watson said she and her husband reached out to JTI, Nathalie's husband would be the licensed operator and they could provide the fireworks show. Larger fireworks companies are moving away from small towns and going for the bigger shows. She feels that fireworks can be done in a social distancing way with people staying around their cars along roads, hills and Keyes Field. You don't need close physical distance with fireworks.

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Chairman Daniels asked how they would ensure that this doesn't happen. There are always crowds of more than 10 in various locations watching fireworks, even if you are in a parking lot. Selectman Freel agrees that it would be hard to police.

Selectman Labonte clarified that other Independence Day activities have not been cancelled. Arene said not yet. Selectman Labonte asked if they could get a quote to see what could be offered. The 4th of July is still a ways out and the Governor could make a decision and the July 11th date would be the farthest date away.

Selectman Freel asked Nathalie that in reference to the 10-day no-charge cancellation clause, did it only apply for Covid-19 related issues? If the town feels that they don't want to do it even with the Governor's decision to allow it, would we still be able to cancel it at no charge? Nathalie clarified that a 10-day notification no-charge cancellation is a standard clause in JTI contracts, and a non-charge cancellation is available for any reason. JTI only bills after the fireworks event is held.

Selectman Dargie is not in favor of any fireworks this year. No matter what we do, there will be large gatherings of people. Selectman Labonte said then we should cancel the 5K also or any event that involves anything as far as a group. Selectman Dargie would be in favor of cancelling the 5K but he would leave it up to Arene. Chairman Daniels agreed.

Chairman Daniels said he doesn't want to change his decision today. We have time so we can decide later tonight or at the next time we meet. Selectman Freel said he loves fireworks, but we should be following the protocol from the Governor and he feels that this can be dealt with at the end of May or early June. He would hate to see Arene spend all her time planning this if it becomes a moot point.

Selectman Labonte asked if it would worth our time to get a quote from JTI. Chairman Daniels said it isn't them making up a quote, they know what we have to spend. It would be them making up a package and he doesn't know how long that would take.

Administrator Shannon said we still don't know when the Governor is going to relax the crowd size. We will know more next week when the restaurants open. Chief Viola and the Police Department will be responsible for enforcing the rules. Amherst already cancelled their 4th of July. His concern is that if we have our fireworks, people from other towns will come here. If crowds start forming, how are we supposed to get them to go elsewhere? We will be putting our officers in contact with big groups. Fireworks was a warrant article, the 5K is not. Arene will make the decision on the 5K when the time comes.

Nathalie said it take about a week for the company to put together a package for display. Chairman Daniels would prefer not to make a decision tonight. We can put it on the next agenda.

5. TOWN STATUS REPORT – John Shannon

a) Temporary Forgiving Tax Interest - Emergency Order #25 issued by Governor Sununu, permits a temporary modification of interest penalty for late payment of property taxes. This order should be interpreted as a blanket waiver for all property owners. The Town Tax Collector recommends that the Board approve this temporary measure for interest relief on late property tax payments only for the period between the first and second billing of 2020.

Kathy Doherty said she needs a decision on this tonight because the bill process will be started later this week. Chairman Daniels clarified that the first and second billings are July and December. Kathy said yes and they collected \$8,000 in interest during that time last year. Chairman Daniels said his concerned that people won't pay their taxes on time if they know the interest is being forgiven. We are already down in revenue from COVID-19 and may need a tax anticipation loan (TAN).

Selectman Dargie is concerned about the length of time, going to December 1st, with respect with people not paying their tax bills because there is no penalty for it. He is recommending going to October 1st and as we get closer to October, see where we are in regards to our cash balance and then extend it out to December 1st.

Chairman Daniels asked if the order specified the amount of time or does it say between the billings. Kathy said the bill has to show the interest rate on it. If you're going to have an interest rate, you have to charge it. We can leave it at 8%. In the past we've always charged 12% but that changed to 8% last year which was great for property owners. We can't put zero and then start collecting interest in October.

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Paul Calabria, Finance Director said he did a preliminary cash flow. Estimating a \$7,000,000 TAN, if we went the full five months, this would result in a \$66,000 interest charge to the Town to borrow that money. October 1st would be about \$40,000. It's about \$13,000 per month.

Selectman Labonte asked if you could put net 30 on the bill and charge the 8% after. Kathy said they already do that. Selectman Labonte asked what is the difference if we were to do net 60. Kathy said the law states that it will be due July 1st.

Selectman Dargie is okay with keeping the 8% on the bill but wants to put out a press release to let the public know that the interest will be waived for whatever we decide on and we can adjust the date as we go on. The Finance Director made it sound like we would run out of cash immediately and he finds that hard to believe. He feels that a large portion of the people will pay their taxes.

Paul Calabria said finance always plans conservatively. We don't know what the revenue loss will be. We've estimated almost \$700,000, combined with the three tax bills that are due to the schools by July 31st, and the uncertainty on who may or may not pay their taxes. \$7,000,000 is the preliminary estimate that I came up with, and we can address it later towards the end of July when we know more.

Selectman Dargie asked how many people he assume would pay their bill. Kathy said she expects about 40% in escrow services. Selectman Labonte said if we left the 8% on the bill could we abate it on a case by case basis. Kathy said no, it was worded as a blanket, it's all or nothing. Selectman Freel said if we waive the interest payments on late taxes and there is no penalty, he could pay his \$15,000 in December and not split it between July and December. Would the state help with the interest that the town would have to pay for a TAN?

Paul said he doesn't think the state will cover the cost of a TAN to keep the town's cash flow going. Selectman Freel asked if the Governor is saying, "this is what we think you should do"? Administrator Shannon said no, it's just an option for us if the Board wants to do it. It has to be a blanket.

Selectman Dudziak said she feels that people who don't usually need to use the wavier will. Selectman Freel agrees and this will put us in a shortfall. Administrator Shannon said the only reason we brought this is up is because the bills are getting ready to go out.

Selectman Dargie made a motion to approve the waiving of the interest on taxes from July 2, 2020 until October 1, 2020st. There was no second and the motion failed.

Chairman Daniels said the state already lowered the interest amount from 12% to 8% and people are already paying 4% less than what they would usually pay. If people don't pay their taxes and we vote to go to zero interest, it could cost the town money to cover the amount of revenue that isn't coming in, this isn't fair to everyone else. Selectman Freel asked what the rate is that the Town usually gets charged for a loan. Paul said just under 2.3%. Selectman Freel asked if it was possible for the Board to waive the 8% and just go for ½ a point over cost. Administrator Shannon said the rate is set by the state. Either you are going to charge interest or you are not going to charge interest.

Selectman Dargie said he understands that we can change the interest rate. We could make it whatever we want or just waive it. The timing is also up to the Board. Everyone has to be treated the same.

Selectman Labonte asked what we usually bring in annually for interest. Kathy said we don't book the revenue until we receive it. We are working with a lot less interest than we did in the past. In 2019 we went to 8% and we brought in \$8,000 so we could be losing the same. In 2018 we brought in \$14,000. In 2017 we brought in \$11,000. Selectman Labonte said the easier number to digest is knowing we might be out the \$8,000. The harder number is knowing that if we get a TAN loan, it could be \$13,000 per month on top of the \$8,000 over the five month. He agrees that if people know they don't have to pay the interest, why would they pay their bill.

Selectman Dargie cost is really going to be an issue only if our cash balance goes to zero and we have to apply for a TAN. It will be several months before our cash burn rate results in no cash on hand, even if people don't pay their taxes. We will still lose out on the \$2,000 a month that we would normally get but the TAN won't kick in until a future period. October 1st would be a reasonable time to do this because we should have enough cash on hand.

Selectman Freel asked if we were capped at the 8%. Administrator Shannon said 8% is the max that the State sets. Chairman Daniels said only for a certain amount of time, and then it goes up to 14%. Kathy said it goes up to 14% when it's a tax lien. 2020 taxes won't be lien until 2021. Selectman Freel asked if we could bring it down to 2.5% or 3% we can to cover cost of the interest of a TAN loan. In December it could be increased back up to 8%. Kathy said

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breaking the tax period up causes a problem with the tax software. The first billing is coming up now and the second one is December 1st. Chairman Daniels said he would rather leave it at 8%. Selectman Freel asked if there were fees involved with taking out a TAN. Paul said it would be around \$2,500 and \$3,000.

Selectman Dargie said if we have to do a TAN because people didn't send in their money, the money we are changing in interest will cover the cost of the TAN. After December 1st, this would go back to 8%.

Chairman Daniels said later tonight we will be discussing the short fall and this could effect that.

Selectman Dargie made a motion change the interest rate on the billing for late payment property taxes from 8% to 2.5% from July 1, 2020 until December 1, 2020. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte no, Selectman Freel yes, and Chairman Daniels no. The motion passed 3/2 with Selectman Labonte and Daniels opposed.

b) Stay at Home 2.0 - Governor's Re-Opening Task Force - On May 4, 2020 Governor Sununu announced several protocols for re-opening various business sectors while safeguarding New Hampshire businesses and individuals during the coronavirus disease 2019 (COVID-19) pandemic. Business such as barbers, hair salons, restaurants, and drive-in theaters were included in the announcement. Milford area businesses will be able to slowly re-open in May. Restaurants are scheduled for May 18th for outside service. We will be working with them. The Milford Drive in should open by May 15th. The Board will need to make a decision on the September Elections by the next meeting. A recommendation on that will ready at the Board by the May 26th meeting.

c) Status of Large Events Planned for 2020 - At the request of the Board, we are tracking the Town's large events for 2020. Decisions concerning events will be made with the event organizers and in accordance with the Governor's Emergency orders.

Event	Decision Point	STATUS
Memorial Day Parade	4/28/20	Cancelled
Pumpkin Festival	5/31/20	In Progress
Independence Day activities	6/4/20	In Progress
Rotary Swim Meet	6/15/20	In Progress
State Swim Meet	7/10/20	In Progress
Labor Day	7/27/20	In Progress
Veterans' Day	9/4/20	In Progress

Rotary and State Swim meets were cancelled after this list was sent out. This will be updated by the next Board meeting. Chairman Daniels would prefer to wait until May 26th on any Independence Day activities.

d) Energy Contract Renewal - The Town requested new pricing for their current energy contract which is up in the fall of 2020. Five competitive prices were received. The lowest pricing was selected by members of the Town Staff at \$0.0652. The contract was reviewed by town council. Selectman Dargie asked how long the contract was for. Administrator Shannon said this contract is for 24 months. This gave us a longer contract for a lower price.

e) Possible Covid-19 Cost Savings - In order to offset unanticipated expenses due to COVID-19 we've identified the following possible cost savings. Some savings are from holding back on spending approved budget dollars or not spending money on a special warrant article, (those dollars become part of unexpended fund balance). Department Heads have been looking at cost savings since March.

Public Works is doing paving in two phases. The first phase includes the \$400,000 from the warrant article approved by the voters in March. The second phase, if used, will include the \$320,000 that was in the budget.

Possible Cost saving measures:

DPW -

Reduced Paving budget \$320,000

Osgood Pond -

Reapply for Funding in 2021 \$175,000

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Attorney Drescher and NHMA said the Board would be able to hold back the money for Osgood Pond.

Hiring Freeze -

DPW	\$ 32,000	5 months
MPD	\$ 35,000	5 months

Estimated savings \$562,000

Chairman Daniels said he understands that we can apply for the Land and Water Conservation Grant, but we are also using Land and Water Conservation for other projects. Priority was given to Osgood Pond. If we get money and approval and get money from the tax payers, he's concerned about future funding if we don't spend it. He thought that special warrant article money has to be used for that project. He doesn't think we can use it somewhere else.

Paul said it is a special warrant article which means that the funds have to be used by the end of the second year which is December 31, 2020. The money may not be used for another purpose. For this year and our cash flow issues, the \$175,000 would not be expended so the money will still be in the bank. Administrator Shannon said Attorney Drescher said the money can't be spent by the Board but will simply go to enhance the unexpended balance account. Again, these were just some suggestions that we came up with since the Board showed interest in what options we may or may not have. Chairman Daniels said this project has been 22 years in the making and it would be nice to have it put behind us.

Selectman Dargie asked when the second grouping of paving goes out to bid. Rick Riendeau, Public Works Director, said he will play it out to the end of July to see where everything is going financially, then we put the bid out. Selectman Dargie asked if we can hold off and decide later. Rick said yes.

Selectman Dargie feels we should go forward with Osgood Pond. It's been a long involved process and we have the money. He's also ok with the hiring freeze. Administrator Shannon said it's not a hiring freeze, they will just hold off for now as it's not causing any problems yet.

Selectman Labonte is confused as to how the \$175,000 helps cash flow if we were to hold off on Osgood Pond. We can't use it for anything else which is the same scenario if we don't do the fireworks. How does this save us money? We can't utilize that money towards any shortfall. Paul said as far as the cash flow, if Osgood Pond was done tomorrow, we would have \$175,000 less in the bank that is all we are saying. It's just a potential way to defer cost to maybe another year.

Selectman Labonte said as far as paving, the purpose of the \$400,000 was to help as far as catch up and not go back to a \$2,000,000 road bond where we are paying interest on. He's in favor of paving but he thinks we should spend out \$320,000 first; the \$400,000 could lapse to another year where the \$320,000 could not. Selectman Dargie said that is correct and he feels that we are better off using the money in the town operating budget first. Selectman Labonte said that makes more sense as that is the primary money that we get from the state. If we go on the theory of keeping the \$400,000 as a cushion we can use it in 2021.

Selectman Freel said the \$400,000 that they are spending is part of the warrant article money, the money is in the account. You can say that the first \$320,000 was from the warrant article was gone out and now we are \$80,000 into the budget. Selectman Labonte said if you are going to spend the \$400,000 and not the \$320,000 then the \$400,000 additional catch up no longer acts as a catch up and just give you additional money to utilize that \$320,000 somewhere else. He feels the \$320,000 should be spent before the \$400,000.

Chairman Daniels said the confusion is that it's all combined together so you have \$720,000 or is all separated out. Selectman Dargie said when you do a purchase order you have to charge it against an account. He suggests that when you place the purchase order, you charge it against the line item that is for the \$320,000 and the extra \$80,000 be charged against the bond account.

Chairman Daniels said he thought they said they already went against the \$400,000. Selectman Labonte said it already went to bid. Selectman Dargie said the bids were due in on Friday but he doesn't think anyone issued a purchase order yet.

Rick said the \$400,000 bond has to be spent on paving period. With what is going on, and with his counterparts paving budgets being cut because of short falls, he was trying to be proactive. If he stays around the \$400,000 he knows he's still good and if he doesn't get into the budget money, it can always be used somewhere else if it has to, the \$400,000 can't be use anywhere else. He's trying to look at the town as a whole and watch his department because his is the big-

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gest department and that is usually where things get cut. Administrator Shannon said Rick is trying to give the town flexibility in how it spends in the operating budget versus the bond money.

Selectman Labonte asked Rick if he intended to issue a purchase order on the recent paving bid before the next meeting. Rick said yes.

Lincoln wanted to make the Board aware that the wetlands permit for that project has been amended to account for additional requirements as part of the overall project, one being the hiring of a wildlife biologist. Our goal is to maximize the acreage being dredged but there may be some additional cost associated because of the amended permit that was issued by the state.

Chairman Daniels asked how a permit be amended after it was already issued. Lincoln said the inclusion of the wild life biologist was a new addition this year to that wetland permit. During phase I there were no sensitive species identified within the area. Since that time there have been a few species identified in the general area which requires the need for a wildlife biologist to monitor the property during the project.

Chairman Daniels said a permit is like a contract, he doesn't know how it can be changed after the fact. Lincoln said we are just responding to the state as to what is required of us. Selectman Labonte asked if it was the contractor's obligation to provide the biologist. Lincoln said yes and there is also additional reporting that is also required when the project ends, this wasn't part of the bid last year. Selectman Labonte asked if that means we are going to get even less done. Lincoln said it's a matter on how deep we go. The idea is to maximize acreage to the depth might not be as deep.

Selectman Dargie said we should leave it to the Town Administrator and Finance Director to figure out what accounts to charge the paving to, based on the discussions that we've had. Administrator Shannon said if we use the bond money first and hold onto the operating budget money, the Board can move it around as they see fit. If our goal is to be able to move money around, the money has to come from the operating budget. Selectman Labonte said he would heed caution in the future asking voters for extra money. You could have a hard time getting catch up money if you didn't utilize the original money for what it was intended for.

Administrator Shannon said he understands that but due to the global pandemic, this is an exception. This is not normal business and he thinks the voters will understand. They have accepted how we've had to change doing business at the town hall and elsewhere. They will understand that there has to be a need for flexibility during this time. Our goal is to spend the money as it was intended for but it's better to have that money to move over to pay to buy PPE, pay salaries and do what needs to be done. The Board will be able to have the flexibility to decide where that money should be spent.

Selectman Freel said we should move forward on the Osgood Pond. Administrator Shannon said the Board already voted to move forward. This is just an example of where money might be able to be save which is what the Board asked for in the past. Nothing has been put on hold. We met with Fish and Game this morning and we are moving forward.

Selectman Labonte asked if the Town Administrator has a secondary list going forward on other places we can save money. Administrator Shannon repeated that back in March he sent a request to Department Heads to be prepared to find places to save money. They have been working on that list. The operating budget is the first thing that we are looking at.

6. DISCUSSIONS:

a. First Responders COVID-19 Stipend - This program offers first responders a stipend depending on a criterial that they fit into. It's a voluntary program and the vote is whether or not the Board chooses for Milford to participate. We pay them, we submit the information and the state reimburses us. We are not losing out on any money. You can't double dip working for two towns.

Chairman Daniels asked if we have a total amount on the stipends. Paul said this was just rolled out last Tuesday and we are still figuring out how we are going to account for it. There are 83 employees in the three first responder units that will be receiving some portion of the stipend. The maximum on a weekly basis will be about \$25,000. The program runs eight weeks and two days and ends on June 30th.

Selectman Freel asked how long does it take for us to get funds back from the state. Paul said they are giving us several options; we can take this first week and multiply it by 8.2 and get a lump sum payment in the next week for the entire projected expenditure. Selectman Labonte asked if it would be better to pay it out in one lump sum versus weekly.

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Paul said we haven't had a chance to look at all the options; we just got the information from all the directors. We need approval tonight because it was rolled out so late we are still reviewing how we can get it processed in payroll.

Selectman Dargie made a motion to approve the First Responders COVID-19 Stipend. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

b. Traffic Safety Concern - 472 Federal Hill Road (follow up from April 27, 2020) - A resident is requesting the possibility of posting speed limit and slow children signs between 472 Federal Hill Road and 446 Federal Hill Road on both sides of the road. A second letter was submitted after the April 27th Board meeting outlining additional concerns.

Chief Viola said we should continue to monitor this. There haven't been much traffic patterns up there. He gave statistics on how many vehicles were going at what speeds. As we start to see the traffic increase we will continue with directed patrols for a couple more weeks. We will report back to the Board and come back with an update on May 26th.

Chairman Daniels said because traffic is low, you might see people speed up. He's okay with another update in two weeks. He asked the Chief to make sure this correspondence gets to the resident. Selectman Dargie said the person who made the request is looking for two things, go slow children signs and speed limit signs at both ends. He asked the Chief to look into that. Chief Viola said they had concerns about bicycle traffic in that area as well.

Selectman Freel asked what a speed limit sign costs? Rick said about \$35 to \$40. For the whole setup it's about \$80 to \$85 and about 1 hour of labor. Chairman Daniels said about 2/10 of a mile from there is already a speed limit sign as you are entering Milford. He's not sure another sign 2/10 a mile down the road will make a difference. Chief Viola said speeding is not an issue based on what they've seen so far.

Selectman Freel asked if DPW put up bicycle signs. Rick said they usually don't, we don't authorize them, the signs usually come through the Selectman. If someone wants a sign, they go to the Selectman who send it to Traffic Safety and they make their recommendations to the Board. If it's accepted, the Board will let him know and the sign will be put up. Selectman Freel asked the Chief if he noticed a lot of bike traffic. Chief Viola said his guys didn't talk about that.

c. Traffic Safety Concern – Nashua Street and Ponemah Hill Road – There have been numerous accidents at this corner over the past few years. Three of the most notable ones:

1. In the winter 2 to 3 years ago a vehicle slid on ice and struck one of the homes damaging the corner of that home, also hitting the oil tank.
2. A few months ago there was a rollover accident on that corner that snapped the utility pole in half and required Eversource to replace the entire pole.
3. On May 3rd, a drunk driver slammed into the same home (Unit #8) yet again damaging the home at the bedroom end, and also took out the oil tank behind their home and spilled Kerosene 120 gallons all over the place.

Residents of the cooperative are requesting that the Board of Selectmen review this situation to see what can be done as far as some type of guard rail or bollards to protect our residents, especially those that live right on the corner in Unit #8. Sadly, this family no longer feels safe in their home.

Gary Pinkham, Milford resident said there are many accidents in that area. His house has been hit twice, and it was his oil tank that got taken out. He would like to put up some type of barrier or a guard rail. He eventually will be putting up two raised garden beds that will be anchored to the ground and no one will be able to go through those. He wants to protect his home, property and his life. He is on the right from Ponemah Hill road.

Captain Frye gave an update on accidents. Four accidents in 2015, two accidents in 2016, four accidents in 2017, one accident in 2018, three accidents in 2019 and so far seven for 2020. Linda Allen, Milford resident, wife of Gary, asked if there have been any deaths. Captain Frye said no. Some of the accidents are weather related and some are the intersection itself. It's been discussed through Community Development. Most have been at night. He doesn't know what the answer is for this. The intersection itself is congested. There haven't been any fatalities there. Lincoln has data on that area.

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Chairman Daniels asked if this should be turned over to Traffic Safety. Captain Frye said most of the accidents are in the turning within the intersection. He will look deeper into the seven accidents. Rick said he suggest doing a traffic study in that intersection. Chairman Daniels said previously they determined that there wasn't enough traffic in that area for a light. Rick said the studies were done several years ago and it will give us a lot of new information.

Chairman Daniels asked if DPW could do this without going to Traffic Safety. Rick said yes. Chairman Daniels asked Captain Frye to look into why people are not staying on the road. Captain Frye said this last accident was caused by a DWI, and the one before was a medical issue. Chairman Daniels said we can get started on this and if it has to go to Traffic Safety we can do that.

d. Milford Area Communications Center Inter-Municipal Agreement - The IMA agreement that is in the packet is what the other two towns came up with that Milford never signed. He would like to identify things in that document. This doesn't mean we will stick with MACC Base. We spoke with CTA and the Board voted to get an RFP for equipment and we need to know what equipment will solve our problem no matter what location we are in. If we stay as a regional, all three towns need to be in agreement. He asked the Board if they had a chance to review this. There are dates and things that need to be changed. Selectman Labonte said they are minor.

Section 2 - Duration they had 10 years from 2019 until 2028. He feels that 10 years is too long. It also states that the towns may renew this agreement, unless the Milford Area Communications Board of Governors should give to the member Towns written notice of intent not to renew said services at least twelve months prior to the date of expiration. The date of expiration should be "discontinuing service".

Selectman Dargie isn't in favor of the new agreement. He would like to take the existing agreement and extended it for two more years. Chairman Daniels said there are numerous things that would need to be changed in order for him to be in agreement with this one. We started going through the current one last year. Do you want to only address the three or four primary points? There are little things that need to be cleaned up. There are issues on voting, issues on how to split payments and the by law section could be changed as well. Director responsibilities also need to be reviewed.

In the CTA study, if MACC Base is going to operate in a way that would be beneficial to us, they need to change equipment and the structure of MACC Base. Selectman Dudziak agrees with Selectman Dargie. Her preference would be to go off the one that we already have and extend it for two years.

Selectman Labonte said the Board of Governors has a meeting on Thursday. Captain Frye said it's a work session at 9:30 and he will need guidance if we are only going to do the two year agreement. Wilton and Mont Vernon will also need to know. Administrator Shannon said if we operate for two more years, with the RFP that's going out, it will get us to where we need to be as far as voting and installation, whether it's at MACC Base or the Police Department.

Selectman Labonte said this has failed in front of the voters twice. No matter what equipment is needed, it doesn't matter if we sign into a 10 year agreement with MACC Base; it has no bearing on updating the equipment. If there are problems with MACC Base or equipment with emergency services, CTA has put out some definite things in their book and all of it doesn't condemn MACC Base, half of it condemns part of our equipment that we run in our emergency services. It doesn't matter where we dispatch from. We are going to do an RFP and put it back to the voters and the theory is that if we put it in front of the voters enough; they will pass it at some point.

Administrator Shannon said the voters requested that we do the RFP and we are following through on something that they did approve. Warrant 4 received 53% of the vote and Warrant 5 received 16% of the vote. Neither passed but us following through with the RFP was something that was voted on and passed. We are carrying out the will of the voters and if the Board approves, it will go back to the voters in March.

Selectman Labonte agrees that the original \$85,000 was yes to the study and RFP. The study was done and put in front of the voters at \$2,400,000 and still got voted down. He doesn't know what that changes. Administrator Shannon said it doesn't change the fact that we still need a fix so something will need to be put on the ballot in March and as a citizen of the town he would want that. We still need a solution. First responders are still having a problem and communications is still an issue. Something will be on the ballot in March and the RFP will give us a fixed number. The RFP will guide the discussion for later in the year during budget season.

Selectman Labonte said he doesn't disagree that something needs to be done. Whether you are looking at a five or ten year agreement with MACC Base, it doesn't really matter the timing of it, the length of term on the contract doesn't make a difference. Administrator Shannon doesn't agree, ten years is a very long time to be signing up for.

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Chairman Daniels said we all agree that the equipment needs to be changed in order to have a properly running system. We can look at both locations. The question for the Board is, do we want an emergency Communications Center that is going to be up to today's current safety code or not. If that is what we want, we need to look more at MACC Base on what needs to be done. Those things are identified in CTA's study and we will need to talk more to the Fire Marshall about how much and what kinds of renovations are needed to get to do the 40% renovations at the Town Hall. If the renovations need to take place on the 4th floor of town hall then the other towns that want to be a part of MACC Base will need to buy into the renovations. Do we want to put a Band-Aid on it or get it up to safety code?

Captain Frye asked if they want the BOG to work on a longer agreement or look at the one we currently have. Chairman Daniels he has questions as to why something exists; like the Budget Committee. Why does it exist for MACC Base when that member has to go back to the Board of Selectmen and bring them up to date and get approval going forward just like our representative does on the BOG. This position could be eliminated if by the Boards communicating more with their reps on the BOG.

Captain Frye said he can ask the Chairman of the BOG and asked to hold off meeting on Thursday until this Board has a chance to dissect the current IMA. Chairman Daniels suggests a work session. Captain Frye will ask the BOG Chairman to put it on hold until this is reviewed.

Chairman Daniels sensed that a majority of this Board would rather look at the current IMA and not the proposed one from the other towns. Selectmen's Dudziak, Dargie and Freel agreed. Selectman Labonte asked about the concept of sitting down with the other towns. Chairman Daniels said we need to figure out what we want to do before sitting with the other towns. We already did this twice. Selectman Labonte said he thought they had good conversations. Chairman Daniels said yes, until we got to the point when they wanted one vote per town. Selectman Labonte said they were okay with us keeping our two votes. Chairman Daniels said yes, later on. That was dealing with the current IMA. He found multiple problems in the IMA and we stand a better chance starting with the current one instead of one that has a number of deficiencies in it.

Selectman Labonte said even starting with the current one, why can't we have a meeting with the other towns with all of us sitting on the same screen. Chairman Daniels said he would like as a Board, to know where we are and it's much more professional and productive for us to have a position before meeting with the other towns.

Selectman Freel agrees and said it wouldn't hurt to have the five of them meet. It would be beneficial for him. He would like to discuss it with the other towns after.

Administrator Shannon agrees that this should be discussed as a whole before meeting with others and present changes as a unified front. Chairman Daniels said we would have to meet with the other towns to come to an agreement and it would be with a majority position. Selectman Freel asked if it would be good to have someone meet with the other towns to find out what they are looking for before we get together.

Administrator Shannon said the contract that was sent to us was written by the other two towns and submitted to us, this is what they want. Chairman Daniels said if they know that we will be starting with the current IMA they have the opportunity to get together with their own boards before we meet.

Selectman Labonte asked what would happen if we don't come to an agreement. Chairman Daniels said the contract will end and everyone will be on their own. If they can't come to an agreement, they would just continue with the current agreement. Selectman Labonte said if we went with the current one and Milford didn't want to adhere to changes so we chose not to sign it, and the other two towns did, would they continue and we be out. Like if they didn't want to extend it. He wants to make sure we are not left with nothing.

Captain Frye said the way the IMA is written; Milford has two votes so the current IMA would stay in place. Just like what happened with the last one. Chairman Daniels said we wouldn't want the other towns to end up with nothing as well.

Chairman Daniels asked Captain Frye to look into postponing the meeting on the May 14th and he can let them know where Milford stands on May 28th.

A work session to discuss the IMA and By laws was setup for Monday, May 18th at 6:00.

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e. **Dispatch Equipment RFP** - Chairman Daniels said we want to go forward with the RFP equipment. Cheryl Giggetts, CTA Consultant said they will provide information about the different areas that need to be addressed. Chairman Daniels asked how long this would take. Cheryl said the RFP can be done in about two months. A drafts of all documents can be reviewed as we go along instead of waiting for a large document at the end. Chairman Daniels asked if they needed any information from the Board. Cheryl said the Board would need to review the documents to see if there is anything that they feel is out of place or missing a key feature or aspect that would make you more comfortable that all obligations will be met. They will be sending out a set of terms and conditions, some of ours are more geared towards technical projects. You will need to craft them for what is best for the Town of Milford. We will be working with all the emergency services to get all of their equipment counts and things. They will also work with Administrator Shannon to make sure we know where all the commercial towers and town owned property is in town so they can provide that list to the potential vendors. We believe Summer Street will be the best location, when we ask our vendor community to guarantee a coverage in your service area, we have to give them the latitude location for their tower site.

Chairman Daniels asked if they saw any benefits with having meetings with the Board as this is progressing as opposed to finishing it up and giving it to us to review. Cheryl said it will be good. As they start to get sections done, they can work with Administrator Shannon and come back to periodically update the Board in a work session after giving you a few days to review the information. You might have questions and we can answer them as we go.

Administrator Shannon said the Board and Directors of Emergency services will also have access to the shared site that was setup. Chairman Daniels said he remembers something about being a code that had to be entered within 15 minutes. Administrator Shannon said when you get the e-mail and click on the link to go in; it will send you a code, that is when the clock starts. Chairman Daniels asked if for some reason we clicked on it and didn't end up going in, would we have to request another code. Cheryl said yes because it's a secured location and your information is private. We can also walk you through the process on the phone.

f. **Review and Update of Board of Selectmen's Rules of Procedure and Parliamentary Procedure** – Chairman Daniels is recommending changes to the Selectmen's Rules of Procedure. He asked if there were any questions on the Parliamentary Procedures. There were none.

In the Rules of Procedure, it says that any amendments to this have to be brought in to a meeting but you don't vote on those changes at the same meeting, you wait until the next meeting to adopt the changes. He asked if anyone had a chance to review the rules to see if any changes needed to be made. Chairman Daniels recommend the following changes:

Page 5 - This motion shall be non-debatable and will have the effect of moving to adopt the recommendation of all items on the Consent Calendar. He recommends changing it to "move to adopt."

Page 6b. - **Change** "some public hearing require to" to "some public hearings require two"

Page 6 - **Change** "request" to "requests"

Page 7 - **Change** "it's" to "its"

Page 7d. - **Change** "present" to "in attendance"

Page 7 - **Change** "Boards" to "Board's"

Page 8 - **Change** "not Recommend" to "Not Recommend"

Selectman Freel said he would go with recommend and not recommended.

Page 8 rule 15. - Note: Need to change wording on future warrants to "Recommend" and "Not Recommend"

Page 8 - **Change** "actions" to "action"

Page 10 - **Delete** "If a motion is made, it shall be in the form of an affirmative motion."

Selectman Dargie said an affirmative motion is to deny something, you are affirming that you are denying it. It can be a negative statement but it's an affirmative negative statement. Chairman Daniels said he wants something consistent. He doesn't know if you need an affirmative motion.

Page 11 Rule 23 - Selectmen may, for good cause, recuse from a vote should they feel that to vote would constitute a conflict of interest or other similar disqualifying circumstances. Chairman Daniels said it's important to remember that needs to be done before the discussion starts.

Page 13 rule 29 b) 2) - No member, including the chairperson or vice-chairperson, act on behalf of the Board outside a regular scheduled meeting without the prior knowledge and approval of the Board at a meeting. **Change** "shall conduct any town business" to "act on behalf of the Board".

Administrator Shannon said if they want, they can send the changes to Tina like they do the minutes, she can change them and send out a clean copy.

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7. PUBLIC COMMENTS: Brendon Philbrick, Wilton NH, Milford Labor Day Committee, said we should caution against deadlines on cancelling things. If there are no orders in place on Labor Day or the 4th of July then things should move forward. You are making a decision to cancel the parade during lockdown orders during a pandemic when the sun probably will be shining on Labor Day and the Governors orders will be lifted that is the sunshine. The town is being punished over a poorly run nursing home. He spoke about contingency funds and plans and the Recreation Department should have a surplus so they can get reimbursed. He gave statistics about flu season. Administrator Shannon said we haven't cancelled the Labor Day parade.

Chairman Daniels said we are putting those dates out there because some events take longer to prepare than others. We are leaving it to the people who have volunteered to set those things up to give us information to go on. We have taken no action on the Labor Day Parade.

8. SELECTMEN'S REPORTS/DISCUSSIONS.

Keith Waters, Milford resident, asked when we will be starting recycling back up at the transfer station. Administrator Shannon said it's been discussed and we haven't come up with a date yet. We are looking at mid to late May or early June depending on what the Governor says. It isn't something the Board needs to vote on; it's just going back to the policy that was previously in place.

Chairman Daniels asked why we couldn't start easing back into recycling glass. The residents dump their own glass and it doesn't get touched by town employees. Administrator Shannon said he would talk to Rick tomorrow.

a. FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.

b. OTHER ITEMS (that are not on the agenda).

9. APPROVAL OF FINAL MINUTES. Selectman Dargie moved to approve the minutes of April 27, 2020 as amended. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

a. N/A

11. NOTICES. Notices were read.

12. NON-PUBLIC SESSION. N/A

13. ADJOURNMENT: Selectman Dargie moved to adjourn at 8:50. Seconded by Selectman Dudziak. All were in favor. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Gary Daniels, Chairman

Chris Labonte, Member

Paul Dargie, Vice Chairman

David Freel, Member

Laura Dudziak, Member