

APPROVED  
MINUTES OF THE MILFORD BOARD OF SELECTMEN WORK SESSION  
May 18, 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# 859 7418 0744 or join the Zoom Meeting @ <https://zoom.us/j/85974180744>. 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  
Paul Dargie, Vice Chairman  
Laura Dudziak, Member  
Chris Labonte, Member  
Dave Freel, Member  
John Shannon, Town Administrator

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.

Chairman Daniels recognized Milford's Public Works Department for National Public Works Week and all the work that they do for the community.

**1. CALL TO ORDER:** Chairman Daniels called the work session to order at 6:00 p.m. Chairman Daniels said this is a work session and it will be recorded and minutes will be taken. This meeting is open to the public. The purpose of this work session is to discuss MACC Base By-Laws and Dispatch Inter-Municipal Agreement, (IMA).

All votes that are taken during this meeting must be done by Roll Call vote. **Roll call attendance: Paul Dargie, no one present. Selectman Dudziak, no one present. Selectman Labonte, no one present. Selectman Freel, no one present and Chairman Daniels, no one present.**

**MACC Base By-Laws** – The Board discussed possible changes/corrections to the MACC Base By-Laws. It is not necessary for Milford's Board to be unanimous on the changes proposed. The primary purpose is to give these changes to Milford's Board of Governor representative, as to what this Board feels that the By-Laws should look like. This is our position, independent of talking to the other Boards. The other Towns may have other things that they would like to propose which may be more beneficial. It's a starting point of getting things changed.

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Selectman Dudziak made a motion to accept the amendments to the By-Laws as presented. Seconded by Selectman Dargie. 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.

Proposed changes will be given to Captain Frye, Milford's Board of Governors Representative, to bring before the MACC Base Board of Governors.

**Suggestions for Changes to the MACC Base Director's Job Description** - The Board discussed possible changes/corrections to the Job description of the MACC Base Director. A decision was made to have Karen Blow, HR Director create a job description using the current one as a template. While it is the responsibility of the BOG to develop this document, a Board, can give direction to their representative on the BOG.

**Dispatch Inter-municipal Agreement, (IMA)** - There was a lengthy discussion about suggested changes to the 2013 IMA to include the duration of the contract, and some items in the unsigned 2018 agreement. More time is needed to review the process.

**3. ADJOURNMENT:** There being no further business to come before this Meeting, Selectman Labonte moved to adjourn at 8:10. Seconded by Selectman Dargie. 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. All were in favor. The motion passed 5/0.

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Gary Daniels, Chairman

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Paul Dargie, Vice Chairman

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Laura Dudziak, Member

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Chris Labonte, Member

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Dave Freel, Member