

**MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS OF THE  
MILFORD AREA COMMUNICATIONS CENTER  
VIA ZOOM (AMIDST THE GOVERNOR COVID-19 INSTRUCTIONS)**  
April 28, 2020

**PRESENT:** Jay Wilson, BOG Chairman, Town of Mont Vernon  
Craig Frye, BOG Vice Chairman, Town of Milford  
Eric Olesen, BOG Member, Town of Wilton  
Jason Johnson, MACC Director  
Darlene Bouffard, Recording Secretary

**1. Call to Order:** Jay Wilson called the meeting to order at 10:04 a.m. J. Wilson indicated this is a virtual meeting via Zoom of the MACC Board of Governors as directed by Governor Sununu due to the COVID-19 pandemic and the handling of public meetings. The only members that are un-muted during discussion are the Board of Governors, other attendees must be un-muted in order to speak. At the end of the BOG discussions, the meeting will be opened to the public. A roll call of members was taken, Jay Wilson yay, C. Frye yay and E. Olesen yay. All members were present.

**2. Approval of Minutes:** There were two sets of minutes on the agenda for approval January 13 and February 24, 2020. C. Frye moved to approve the minutes as presented. E. Olesen seconded. Roll call was taken: J. Wilson yay; C. Frye yay, E. Olesen yay. All were in favor.

**3. Old Business:** Milford Warrant Article. C. Frye indicated the Milford Warrant Article for a communication center did not pass, it received 53% of the vote and required 60%. Milford will be putting out a different RFP to get another price and present a warrant article in 2021.

Discussions with BOS. J. Wilson asked if any Boards of Selectmen want to talk about anything that was brought up by Board members. Kellie Sue Boissonault, Wilton BOS, said Wilton has not had any discussions. Wilton is having a committee do some research, but have had minimal discussion on getting another IMA in place with all communities. Jay Wilson said Mont Vernon still has an opportunity for a channel. Mont Vernon Selectperson Kim Roberge said there was a meeting last night and the representative to the BOG was supposed to have discussion on the IMA. Mont Vernon would like to have a meeting with Milford, Wilton and Mont Vernon with proposed language for a new IMA to replace the one expiring at the end of 2020.

**4. New Business** – There is the possibility of a new two year IMA, Mont Vernon does not agree with that, Mont Vernon is not in favor of an extension and wants to get it right. Everyone on the BOG should be getting a copy of the new IMA together. With that, the BOG will set up a work session to discuss; J. Wilson would like to have that in place in the next couple weeks - mid-May. Mont Vernon can meet with the Milford BOG member to go over the IMA. E. Olesen and C. Frye agreed. C. Frye asked which Fire Station has the biggest conference room where everyone can meet, keeping social distancing? E. Olesen does not have a big enough room in Wilton, but wherever we decide to meet, he will be there. Mont Vernon already has their large room set up for Zoom. It was agreed to meet at the Mont Vernon Fire Station conference room for a work session on May 14, 9:30 am to discuss the IMA, it will be public and be on Zoom.

2019 Audit – the 2018 audit should have been available April 8 but they just sent an email to follow up. It will be coming soon. In performing the 2018 audit, it was agreed to wait until the 2018 audit results were received prior to starting the 2019 audit. E. Olesen said under the circumstances, if we cannot get the information, our hands are tied, and we will get the 2019 audit done in the future. C. Frye agreed that we just want to get them both done.

Employee Handbook - J. Wilson said he would like to see how the next couple weeks go, we might have a work session in June and hopes to get an in person work session to do that. E. Olesen and C. Frye agreed. E. Olesen said he would not be opposed to meeting in Mont Vernon again in June if that works in May. If everyone emails separately, not as the whole BOG, we can do that as long as we are not all on the email together to identify a date. C. Frye asked if the working Employee Handbook can start being input into the computer, has it been given to Darlene yet? J. Johnson said he can get the working document to Darlene to start the input later this week.

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1 J. Wilson said Mont Vernon is looking at creating a service with Wilton and not with Milford, which is why  
2 having a long term IMA is of interest to Mont Vernon. J. Wilson asked for thoughts from anyone. E. Olesen said we  
3 will need to sit down and talk, if Milford is not interested in extending the IMA, because we need to look at the  
4 options. J. Wilson said Mont Vernon has asked C. Frye if he had any ideas. C. Frye said that is a good idea since  
5 we are still looking at implementation in 2022, if it passes in 2021, J. Wilson said we should reach out to other  
6 towns and dispatch centers to see if any are interested. J. Johnson said he can start looking at that and keep the BOG  
7 updated.

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9 J. Wilson said this whole Zoom virtual meeting is new and he hopes that it is good and works for everyone.  
10 In the future, the meetings will be set up just like this one but he does not want any discussions until the end of the  
11 meeting. J. Wilson asked if there is any new business to bring up by the public, if so, please un-mute.

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13 **5. Update from Director:** J. Johnson said the 2018 audit was just discussed; the microwave needs one final instal-  
14 lation in Wilton and he hopes to see that done in the next 30-60 days. The Hi-band in Wilton is all set, the registers  
15 are all ready to sign and were emailed to the BOG; J. Johnson said it is up to the BOG if they want to physically sign  
16 or if you want to go with just a vote. C. Frye did not receive any of the registers in an e-mail. E. Olesen said it was  
17 just sent before this meeting started. C. Frye has not seen them yet. J. Johnson said he will resend to all members.  
18 E. Olesen suggested the BOG members physically sign the registers when we meet in Mont Vernon May 14.

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20 **6. Public Comments:** J. Wilson asked if there were any questions from the public, if so please un-mute yourself to  
21 speak. Gary Daniels, Milford Selectman, said at the BOS meeting last night, it was requested that the MACC agenda  
22 be released prior to the meeting starting so that members can look at the topics for discussion. J. Wilson also noted  
23 if there is an item to be added to the agenda, it should be sent to J. Johnson to be added to the agenda.

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25 **7. Items not on the agenda** – there were no new items discussed.

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27 **8. Non-Public** – there were no non public items this evening.

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29 **9. Announcements** – It was noted that the next BOG meeting will be on Zoom. Thursday May 28, at 9:30 am will  
30 be the next public BOG meeting via Zoom; May 14 at 9:30 will be the IMA work session, BOG members in person  
31 at the Mont Vernon fire station and also via Zoom. Chris Labonte, Milford Selectman, asked if the May 14 work  
32 session will be on Zoom? J. Wilson responded it will be a BOG work session at the Mont Vernon Fire Station and  
33 also be on Zoom as it is a public meeting.

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35 Adjournment: E. Olesen moved to adjourn at 10:29 a.m. C. Frye seconded. A poll was taken: J. Wilson yay; C.  
36 Frye yay; E. Olesen yay. All were in favor, motion passed.

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38 Respectfully Submitted,

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40 Darlene J. Bouffard  
41 Recording Secretary

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44 **MINUTES OF THE APRIL 28, 2020 BOG MEETING WERE APPROVED 5/28/20**  
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