

**MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS OF THE
MILFORD AREA COMMUNICATIONS CENTER ~ DRAFT**

May 24, 2022

PRESENT: Jay Wilson, BOG Chairman, Town of Mont Vernon
Craig Frye, BOG Vice Chairman, Town of Milford
Eric Olesen, BOG Member, Town of Wilton
Ray Anderson, MACC Director
Darlene Bouffard, Recording Secretary (via Zoom)

1. Call to Order: Jay Wilson called the meeting to order at 8:30 a.m.

2. Approval of Minutes: E. Olesen made one correction to the minutes of 5/5/22. J. Wilson moved to approve the minutes of 5/5/22 as amended. C. Frye seconded. C. Frye in favor, J. Wilson in favor, E. Olesen in favor. Motion passed.

3. Old Business: There was nothing outstanding.

4. New Business: There was nothing new to report.

5. Town Reports/Updates/Planning C. Frye is hoping to start up this week which is when the portables get here, most cars have been re-done, Fire repeaters were tested and are pretty good in the dead spot. J. Wilson is going to start testing when Chief Nourse is all set. R. Anderson was asked about when Chief Nourse will come to MACC to organize and volunteer his time to see what is needed. J. Wilson asked if we can re-program and go in there? E. Olesen is not sure. R. Anderson thinks he is waiting on batteries and then get the consoles, he wants to get together before they go live with Wilton, right now items are back ordered.

R. Anderson is still working on the inventory list that is part of the IMA. J. Wilson said we will need to have a separate line for maintenance. R. Anderson said if the computer lease maintenance is listed, it is protected within the agreement. R. Anderson thought MACC was operating under this agreement already, if we increase the equipment, the cost will be projected for 2023. C. Frye moved to accept the contract with Twin Bridge. E. Olesen seconded. J. Wilson in favor. E. Olesen in favor. C. Frye in favor. Motion passed. R. Anderson indicated he will collect all signatures when it is ready to sign.

6. Director Updates: R. Anderson stated the Treasurer position was posted, no responses yet. It was identified at the MACC staff meeting that part time staff would like to know their schedules in order to plan, Ray will be able to set the schedule ahead of time and if there is an opening, part time staff can pick them up. He subscribed to the scheduling app "When to Work" so part timers can all see it. J. Wilson asked how can they see an opening? Ray explained it is on that app, each employee needs to be able to go in, set up an account and then are able; a trial was run to see it work.

A final copy of the last page of IMA was sent around. Ray said the bound copy of the IMA will be the final, he did not realize that it is referred to as a "review" within the document; we keep referring to it as an "audit". There will be an actual audit every five years, on page 30 the 2021 surplus is identified, that is what was returned to the towns (a total of \$55,528) was returned based on the percentage for each town (Milford, Mont Vernon, Wilton). Ray said each town will be getting a bound copy of the final IMA. Each BOG representative wants to talk with their BOS about what to do with that surplus. C. Frye said the Milford BOS wants to know the exact figure and he will recommend keeping it with MACC for the cost of the Crown Castle cabinet and 2-way.

7. Announcements: For 2022, Ray said in the report, page 5, Exhibit C-2, the net shows as a negative. That is the Pension Liability that shows up that way, it has to be in the report and it is the pension liability (the reserve for NHRS). The next meeting will be June 15 at 8:30 a.m. followed by July 20, 8:30 a.m.

8. Public Comments: A person in attendance asked if the BOG will be entering into a Work Session to discuss the IMA? C. Frye indicated the IMA was sent to the Milford BOS to review and finalize. C. Frye said one change was made to change the date to 2027 instead of 2028 on page 2. On page 5 it should have that the contract starts January 15, not January 1. J. Wilson said Mont Vernon is having issues with e-mail and his BOS did not receive an e-mail.

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9. Adjournment – The next BOG meeting will be held June 15, 8:30 a.m. followed by another Work Session.

The public meeting was adjourned at 9:15 a.m. on motion made by C. Frye, seconded by E. Olesen. C. Frye yes; E. Olesen yes; J. Wilson yes. A Work Session began.

Respectfully Submitted,

Darlene J. Bouffard
Recording Secretary

Chairman, Jay Wilson

Vice Chairman, Craig Frye

Member, Eric Olesen

THE MINUTES OF THE 5/24/2022 BOG WERE APPROVED _____

Attachment: Letter of Hire