

**MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS OF THE
MILFORD AREA COMMUNICATIONS CENTER
IN PERSON AND VIA ZOOM**

June 24, 2021

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

1. Call to Order: Jay Wilson called the meeting to order at 8:32 a.m. C. Frye, J. Wilson were present, E. Olesen arrived at 8:35 p.m.

2. Approval of Minutes: May 6, 2021 and May 19, 2021

C. Frye moved to approve the May 6, 2021 MACC minutes as presented. E. Olesen seconded. J. Wilson in favor, E. Olesen in favor, C. Frye in favor. Motion passed. The May 19, 2021 minutes were not available for this meeting.

3. Old Business:

Treasurer job description – E. Olesen said the job description should be something that we want the person to do. J. Wilson said in Mont Vernon, it is a position with the town, the Job Description is whatever we want them to do. E. Olesen said that was the determination to set the hours and rate of pay. J. Johnson asked will it just be checks and balances or actually printing the checks etc? C. Frye and J. Wilson both understood that it would be oversight. J. Johnson asked if it will be an employee or handled on a 1099? J. Wilson said at the end of the day there could be additional hours, but we budget a certain amount, it is just a change from the way it will work. We need to get someone that has done this before that can help J. Johnson and the BOG. E. Olesen asked what will the pay be? J. Johnson said we budgeted \$2500 per year in the past for just the review. J. Wilson said this is for 52 weeks for one hour a week plus the end of year audits plus a learning curve. About 80-100 hours per year. E. Olesen can reach out to the Wilton Treasurer, he spoke with him but did not have enough details, now he can talk to him and get additional information. J. Wilson asked if everyone is comfortable with \$2500 for the year?

J. Johnson said that is about \$31.25/hour. Are we comfortable with that? That is based on about 80 hours a year. J. Wilson said we can post it for that. We will get that information to J. Johnson this week.

J. Johnson said the audit draft was reviewed at the last meeting, today we have the final numbers of \$168,857 which has \$55,000 retained from 2020 and \$113,418 to be returned to the towns for surplus. The percentages of the budget are:

Milford \$80,860

MV \$12,887

Wilton \$19,671

J. Wilson said a questions came up on the return of funds, is there also a need for repair to infrastructure, can the towns agree to put that aback into the repairs? J. Johnson said yes, but that would require the Budget Committee to get together. Using the surplus for anything else requires a public hearing. Mont Vernon needs to get some things taken care of, J. Johnson can confirm with the BOS. E. Olesen would also need to talk to his BOS. If it is beneficial to all the towns, it will not be an issue to use the surplus funds, but he needs to confirm that. C. Frye will also bring that to his BOS in Milford.

J. Johnson said the surplus funds are supposed to be released by the end of June each year. J. Wilson and C. Frye said their BOSs will meet next week. E. Olesen will talk to the Town Administrator and report back.

4. New Business: There were no discussions.

5. Town Reports / Updates / Planning – C. Frye is getting prices on fixing the infrastructure. J. Wilson's recommendation is that all Boards discuss repairs on the infrastructure, it needs to be in the IMA. There has not been any decision, it has just been discussed. J. Wilson also is looking at repairs and frequencies. E. Olesen is looking at options for infrastructure or other options. Chief Nourse had nothing further to add, he is looking at options like the other towns.

6. Updates from Director: Radio Preventative Maintenance is ongoing, MACC is going through all of the equipment, the air conditioner is thankfully completed. That was taken care of and completed. The other item is the legal clarification on the FMA and grants, that was sent to Homeland but it was outside their responsibility and it was tak-

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AREA COMMUNICATIONS CENTER – VIA ZOOM AND IN PERSON – 6/24/21**

en to the legal Director, J. Johnson will follow up next week. J. Wilson asked if we know the cost of what needs to be taken care of for Milford? E. Olesen thought it was \$25,000. J. Wilson said we need to decide on that, it is a MACC issue. The tree cutting is interfering with the microwave signals. E. Olesen said that was talked about at town meeting, the cost was from 2020 from Chief Nourse. C. Frye said Wilton is getting some surplus back, maybe that could be used for the tree removal. J. Wilson thinks we should take care of the tree cutting now. E. Olesen said the tree company will be contacted to see if the \$2000 still stands. J. Wilson left it up to E. Olesen to get that worked out.

7. Announcement: It was agreed to hold the next BOG meeting Thursday July 22, 2021 at 9:30 a.m. at MV Fire. People can come to Mont Vernon Fire Department in person or zoom in.

8. Public Comments: There were no public comments.

9. Items not on Agenda: There were no other items discussed.

10. Non-public: 91-A:3II(b). C. Frye moved to enter into non-public session at 9:03 a.m. E. Olesen seconded. J. Wilson in favor, C. Frye in favor, E. Olesen in favor. Motion passed.

After coming out of Non-public session, C. Frye moved to seal the non-public minutes. E. Olesen seconded. C. Frye in favor, E. Olesen in favor, J. Wilson in favor. Motion passed.

After non-public session, E. Olesen moved to adjourn the BOG meeting at _____. C. Frye seconded. All were in favor. Motion passed.

Respectfully Submitted,

Darlene J. Bouffard
Recording Secretary

Chairman, Jay Wilson

Vice Chairman, Craig Frye

Member, Eric Olesen

THE MINUTES OF THE 6/24/2021 BOG WERE APPROVED 7/22/2021