

PUBLIC HEARING FOR THE PURPOSE OF AUTHORIZING:

(1) **The acceptance for expenditure of unanticipated funds under RSA 31:95-b for the following:**

- \$32,500.00 Kaley Foundation
Donation to the Ambulance Department to be used toward the purchase of two Zoll Z Vent Ventilators.
See attached memo from the Ambulance Director.

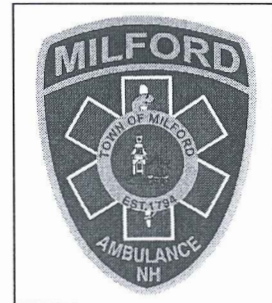
- \$20,626.62 Federal Grant - NH Homeland Security and Emergency Management
Funding for the purpose of holding an Advanced Law Enforcement Rapid Response Training Center (ALERRT) - Active Attack Integrated Response Course (AAIR).
See attached memo from the Ambulance Director.

(2) **The acceptance of gifts of property under RSA 31:95-e for the following:**

None at this time.

MEMORANDUM

To: Kathy Townsend
From: Eric Schelberg, Director
Date: December 30, 2021
Subject: 31:95b Hearing – Kaley Foundation



Following is a brief description of a donation of funds totaling \$32,500 to the town by the Kaley Foundation toward the purchase of two Zoll Z Vent ventilators.

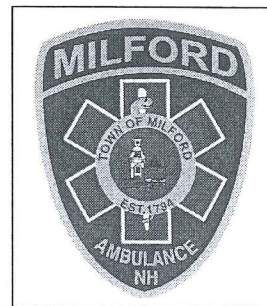
The Zoll ventilators will replace the current two Newport HT-70 home ventilators owned by NH Department of Health and Human Services and leased to the department at no cost. The HT-70 ventilators are approaching their end-of-life and will no longer be serviceable.

The Zoll Z Vent maintains the same capability but specifically designed for EMS operations. The acceptance of these donations will allow continued advanced treatment of patients requiring mechanical ventilation provided to patients by the department.

Feel free to contact me with any questions you may have regarding this subject.

MEMORANDUM

To: Kathy Townsend
From: Eric Schelberg, Director
Date: December 30, 2021
Subject: 31:95b Hearing – NH Homeland Security Grant



The department has been awarded \$20,626.62 by the NH Homeland Security and Emergency Management for the purpose of holding an Advanced Law Enforcement Rapid Response Training Center (ALERRT), Active Attack Integrated Response Course (AAIR).

ALERRT is a collaboration between Texas State University, Hays County, Texas Sheriff's Office, and the San Marcos, Texas Police Department. It was established in 2002 to fill a need for local, research-based active shooter response training. In 2013, it was recognized by the FBI as the National Standard in Active Shooter Response Training, and it has trained more than 130,000 first responders nationwide.

The ALERRT AAIR course is a course that provides integrated training for law enforcement, fire, EMS, and dispatch personnel. It provides scenario-based learning on a combined set of tactical and medical guidelines that increases mutual understanding and scene processing with the goal of increasing victim survivability while maximizing the safety of first responders.

In 2022, the department will be coordinating and hosting the training for the three emergency services.

Feel free to contact me with any questions you may have regarding this subject.

Public Works Department:

Road Opening Permit

Driveway Permit

Commercial Hauler Fee

Trash Disposal (Recycled- Milford Only)

Commercial MSW Tipping Fee

Demolition Disposal (Commercial- Milford Only)

Demolition and Building Materials

Mattress and Bulky Furniture

Miscellaneous Disposal

Propane Cylinders (1lb-20lbs)

Propane Cylinders (30lbs-100lbs)

Freon Removal From appliances

Battery Disposal

\$55 per permit **\$125.00**\$30 per permit **\$75.00**\$100 a ton **\$180.00**\$140 a ton **\$225.00 Amherst at \$200.00**\$15 per item **\$25.00ea**\$2 each **\$5.00 ea**\$25 each **\$35.00ea**\$16 each **\$25.00 ea**\$2 each **\$5.00 ea****5:35 Transfer Station Commercial Fee****Proposed Increase - Public Works****Director - Leo Lessard****Town Services:**

Use of Scale for Weighing Vehicles and Trailers

Tires

Off Rims/ Passenger

On Rims/ Passenger

Off Rims/ Small Trucks

On Rims/ Small Trucks

Off Rims/ Large Trucks

On Rims/ Large Trucks

Residential Fee*Trash Disposal (Recycled- Milford Only)*

Residential MSW Tipping Fee

Demolition Disposal (Residential- Milford Only)

Demolition and Building Materials

Mattress and Bulky Furniture

Miscellaneous

Propane Cylinders (1 LB - 20 LBS)

Propane Cylinders (30 LBS - 100 LBS)

Freon Removal from Appliances

Battery Disposal

Use of Scale for Weighing Vehicles and Trailers

Tires

Off Rims/ Passenger

On Rims/ Passenger

Off Rims/ Small Trucks

On Rims/ Small Trucks

Off Rims/ Large Trucks

On Rims/ Large Trucks

Highways and Streets Fees*Miscellaneous*

Town of Milford Specification Book

Trench/ Street opening permits

Fees:

\$5 each

\$2 each **\$5.00ea**\$3.50 each **\$10.00ea**\$11 each **\$15.00ea**\$12 each **\$25.00**\$18 each **\$30.00**\$24 each **\$50.00**

\$100 a ton

\$140 a ton

\$10 per item

\$2.00 each

\$25 each

\$16 each

\$2.00 each

\$5 each

\$2 each

\$3.50 each

\$11 each

\$12 each

\$18 each

\$24 each

\$20 each

\$55 each



TOWN OF MILFORD

VOLUNTEER SERVICE STATEMENT & RELEASE OF LIABILITY FORM

Name:
Address:
Email:
Phone:
Age: () 15 or under () 16-17 () 18+

I, _____, hereby make this Volunteer Service Statement and Release of Liability Form in order to provide – and to be authorized to perform – the following uncompensated services to my community:

Name of Event

(Nature and Scope of Services)

Under the direction of:

Town of Milford -

(Department or Supervisor with Official Oversight Authority)

Between

Date(s)

(Time period in which work will be performed)

In performing the specified volunteer service(s), I acknowledge that:

- ❖ I am 18 years of age or older and know of no reason (medical or otherwise) which would prevent me from performing the tasks required;
- ❖ If I am under the age of 18, I have provided a parent or guardian signature on this form;
- ❖ I have acquainted myself with what is required to perform the tasks and represent that I have the skills and ability to perform them;
- ❖ I assume full responsibility for my own safety and the safety of others and, except where resulting from the negligence of the Town of Milford or its employees;
- ❖ I **release** and **hold harmless** the Town of Milford, its agents, employees and officers from any and all claims of any nature for any illness, bodily injury, or personal injury to me or damage to any property arising in any way from my participation in the above-described activity. I further acknowledge that this **release and hold harmless agreement** is binding upon my heirs, successors or assigns, that I have read the foregoing and understand its significance, and that I have voluntarily executed this document;

- ❖ I will perform the volunteer service in compliance with the standards and specifications established, or approved, by the Town of Milford and will honor the direction of Town of Milford officials to suspend or terminate this service;
- ❖ I understand that I am not an employee of the Town of Milford and that any duties I perform are as a volunteer without compensation, monetary or otherwise;
- ❖ I understand specific volunteer roles may have additional requirements that will be determined by the Department Head;
- ❖ Some volunteer assignments will require a background check. If applying for such a position, I understand I will be notified of this fact and will be required to provide the Town of Milford permission to have this done;
- ❖ The Town of Milford may take photos during the programs and events. The Town of Milford reserves the right to use photographs of participants taken for the purposes of advertising and promoting its programs. I authorize the Town to reasonable use of any and all images and statements of/by/about the participant during any part of a Town program for promotional purposes, including the internet;
- ❖ I have read and agree to the above conditions.

Dated this _____ day of _____, 20 ____.

Volunteer Signature

Printed Name:

Date

Parent or Guardian Signature (if under 18)

Phone number of Parent/Guardian

Date

The Town of Milford considers applications without regard to race, color, religion, creed, sex, national origin, disability, sexual orientation, citizenship status or any other legally protected status. The Town of Milford reserves the right to utilize, or not utilize, the services of volunteers.

APPROVAL (to be completed by Dept Head)

You are hereby recognized and approved as an uncompensated Volunteer for the project listed above. Your tenure as a Volunteer will continue until your resignation or termination by the Town/Designee /Project Supervisor, or the end of the project, whichever comes first.

We thank you for your offer of time and services, and look forward to a productive relationship.

Town/Designee/Project Supervisor Signature: _____ Date _____

Department Head: _____ Date: _____

Budget & Bond Public Hearings Agenda

Monday, **January 10**, 2022, 6:30 pm,

I. Meeting Opening

- BOS Chairman gives opening remarks and briefly explains the purpose of the Budget and Bond Public Hearing
- BOS Chairman introduces Board Members and staff, and then thanks members of the Budget Advisory Committee for their efforts (BAC members are in the audience)
- BOS Chairman thanks the audience for attending & gives direction for microphone usage etc.
- BOS Chairman introduces the Water & Sewer Commissioners (BOC) and the Water Utilities Superintendent

II. Bond Hearing(s)

- BOS Chairman opens the Bond Hearing, gives a brief explanation of what a bond article is, and turns the meeting over to whoever is presenting any Town Bond article(s) [if any]
- The floor is opened for discussion on the Bond issue(s)
- BOS Chairman turns the meeting over to the Water Utilities Director to discuss Water and Waste Water Bond. When complete, the Water Utilities Director turns the meeting back to the BOS Chairman.
- BOS Chairman turns the meeting over to the Library Trustees Chairman to discuss Library Bond. When complete, the Library Trustee Chair turns the meeting back to the BOS Chairman.
- BOS Chairman closes the Bond Hearing and turns the meeting over to the TA

III. Town Operating Budget Hearing

- BOS Chairman gives a brief and general explanation of what the Operating Budget is, and opens the Town Operating Budget Public Hearing
- TA presents the Operating Budget
- The floor is opened for discussion on the Town Operating Budget
- BOS Chairman closes Town Operating Budget Public Hearing and turns it over to the BOC Chairman or Director.

IV. Water and Sewer Operating Budget Hearings

- BOC Chairman/Director opens Budget Hearing on Water Utilities Operating Budgets
- The floor is opened for discussion on the Water Utilities Operating Budgets
- BOC Chairman closes the Water Utilities Budget Hearing and turns meeting back to BOS Chairman

V. Warrant Article Presentations & Discussions

- BOS Chairman gives a brief and general explanation of what a Warrant Article is, and introduces the first Warrant Article presenter (if any)
- Each WA is presented in turn by the BOS Chairman or appropriate staff member
- As each WA is presented the audience is given opportunity to give input and/or ask questions

VI. Meeting Adjournment

- BOS Chairman asks for any final questions, announces the dates and times for Deliberative Session (Saturday, February 5th at 9 am) and Town Vote (Tuesday, March 8th 6 am to 8 pm), thanks everyone for attending the Budget and Bond Public Hearing, and adjourns the meeting.
- If needed, the Board will resume the regular BOS meeting to complete agenda items.

Town of Milford Warrant & Financials DRAFT Budget and Bond Hearing

January 10, 2022

To the inhabitants of the Town of Milford in the County of Hillsborough, in the State of New Hampshire, qualified to vote in Town Affairs:

You are hereby notified that the Annual Meeting of the Town of Milford will be held, in accordance with RSA 40:13, in said Milford, with the first session (also known as "Deliberative Session") at the Town Hall Auditorium on Saturday, February 5, 2022, at 9:00 am, to transact all business other than voting, and on Tuesday, March 8, 2021, at the Milford High School Gymnasium, for the second session (also known as "Town Vote") for voting by official ballot at the polls on all matters in the warrant as well as officers and other matters to be voted on. The polls will be open on March 8, 2022, at 6:00 a.m. and will not close earlier than 8:00 p.m.

In accordance with the Americans with Disabilities Act, the services of an interpreter will be provided as requested. Such requests must be received in the Milford Board of Selectmen's Office, Town Hall, One Union Square, Milford, NH 03055-4240, at least two (2) calendar weeks prior to the event. The Town will attempt to honor any requests received after this time period.

ARTICLE 1 – ELECTION OF OFFICERS

ARTICLE 2 – BALLOT VOTE – ZONING CHANGES

WARRANT ARTICLE 3 - WADLEIGH LIBRARY HVAC/ Electrical System Upgrades - \$1,320,000 BOND

To see if the Town shall vote to raise and appropriate the sum of \$1,320,000 for the purpose of the replacement and reconstruction of the New Wadleigh Library HVAC/Electrical systems to include replacement of the HVAC chiller, new controls, heat recovery, new fan coil units, updating the electrical panels and the electrical system to improve effectiveness of heating/cooling and to provide energy savings, and to authorize the issuance of not more than \$995,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); to authorize the Selectmen to apply for, obtain and accept federal, state or other aid and/or donations, if any, which may be available for said project and to comply with all laws applicable to said project, including but not limited, to a donation in the amount of \$325,000 from the Library Trustee Trust Funds; and to authorize the Selectmen to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and further, to authorize the Selectmen to take any other action relative thereto or to pass any other vote relative thereto. This is a Special Warrant Article in accordance with RSA 32. As this is for issuance of long-term debt, this vote requires, under State law, 3/5 affirmative vote to pass. **The Board of Library Trustees recommends this Article (0-0). YES/NO The Board of Selectmen recommends this Article (0-0). YES/NO The Budget Advisory Committee recommends this Article (0-0). YES/NO This Article has no tax impact in 2022 however; beginning in 2023 this article has an estimated tax impact of \$3.75 on an assessed valuation of \$100,000.**

WARRANT ARTICLE – WASTE WATER TREATMENT FACILITY INFLUENT PUMP STATION SCREENING CONVEYOR UPGRADE - \$390,000 BOND

Shall the Town will vote to raise and appropriate the sum of \$390,000 for the purpose of performing the Waste Water Treatment Facility Influent Pump Station Screenings Conveyor Upgrade; and, to authorize the issuance of not more than \$390,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); to authorize the Selectmen and the Milford Water and Sewer Commissioners, as applicable, to issue, negotiate, sell and deliver such bonds or notes and to determine the interest rate thereon and the maturity and other terms thereof; and further, to authorize the Selectmen and the Milford Water and Sewer Commissioners, as applicable, to apply for, obtain and accept federal, state or other aid, grants or other funds which may be available for said project that may reduce the amount to be financed with bonds or notes, and to participate in the State Revolving Fund (SRF) RSA 486:14, established for this purpose. It is anticipated that the Town will receive up to \$144,300 in ARPA grant and principal forgiveness from the State Revolving Loan Fund loan program, with the remainder of the bonds or notes to be paid for via sewer user fees; and, to authorize the Selectmen and the Milford Water and Sewer Commissioners, as applicable, to take any other action relative thereto or to pass any other vote relative thereto. This is a Special Warrant Article in accordance with RSA 32. As this is for issuance of long-term debt, this vote requires, under State law, 3/5 affirmative vote to pass. **The Board of Commissioners recommend this Article (0-0). The Budget Advisory Committee recommends this Article (0-0).**

WARRANT ARTICLE - TOWN OPERATING BUDGET - \$ 16,416,151

Shall the Town vote to raise and appropriate an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth in the budget for the purposes set forth herein, totaling \$16,416,151. Should this Article be defeated, the default budget shall be \$16,111,582 which is the same as last year with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This article has an estimated tax impact of \$.047 over the 2021 Budget or (\$4.72 on an assessed valuation of \$100,000).**

WARRANT ARTICLE - WASTEWATER DEPARTMENT OPERATING BUDGET - \$2,540,539

Shall the Town vote to raise and appropriate the sum of \$2,540,539 to operate and maintain the Wastewater Treatment Facility and the Sanitary Sewer Collection System, said appropriation to be offset by income received from wastewater user charges, or take any other action relative thereto? Should this Article be defeated, the default budget shall be \$2,492,591 which is the same as last year, with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This warrant article is paid for by the wastewater user fees. **The Board of Commissioners recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO.**

WARRANT ARTICLE - WATER DEPARTMENT OPERATING BUDGET - \$1,745,637

Shall the Town vote to raise and appropriate the sum of \$1,745,637 to operate and maintain the Water Department, said appropriation to be offset by income received from the water user charges, or take any other action relative thereto? Should this article be defeated, the default budget shall be \$1,509,385, which is the same as last year, with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This warrant article is paid for by the water user fees. **The Board of Commissioners recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO.**

WARRANT ARTICLE - FIRE RESCUE TRUCK #1 REPLACEMENT - 7-YEAR LEASE/PURCHASE - \$735,000 Gross Purchase Price (Annual Lease Payment \$101,636: \$100,000 Paid from Fire Apparatus Replacement Capital Reserve.

Shall the Town vote to authorize the Board of Selectmen to enter into a 7-year lease/purchase agreement in the amount of \$735,000 for the lease-purchasing of a fire rescue truck with appropriate equipment for Fire Department operation (it will replace the current 1987 E ONE Rescue Truck) and to raise and appropriate \$100,000 from the Fire Apparatus Replacement Capital Reserve Fund as a down payment to reduce the lease/purchase price. Furthermore, to raise and appropriate \$101,636 for the first years payment for this purpose. With the passage of this article, future payments will be included in the operating budget. This is a Special Warrant Article in accordance with RSA 32. This Lease Agreement will have a non-appropriation escape clause. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This article has an estimated tax impact of \$4.92 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - RECONSTRUCTION OF TOWN ROADS - \$ 300,000

Shall the Town vote to raise and appropriate the sum of \$300,000 to reconstruct roads as detailed using Cartegraph Data by the Department of Public Works. This will be a non-lapsing appropriation per RSA 32:7, VI. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$14.53 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - SOCIAL SERVICES - \$40,000

Shall the Town vote to raise and appropriate the sum of \$40,000, for the purpose of providing funding to Social Service agencies for Milford residents as proposed by the Social Services Committee and submitted to the Board of Selectmen? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.94 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - DPW VEHICLES AND HEAVY EQUIPMENT CAPITAL RESERVE - \$40,000

Shall the Town vote to raise and appropriate the sum of \$40,000 to be placed in the DPW Vehicles and Heavy Equipment Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$40,000 adds to the DPW Vehicles and Heavy Equipment Capital Reserve approved by voters in 2018. **The Board of Selectmen supports this Article (0-0). YES/NO. The Budget Advisory Committee supports this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.94 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - NON-EMERGENCY COMMUNITY TRANSPORTATION BUS SERVICES – \$32,000

Shall the Town vote to raise and appropriate the sum of \$32,000 for the purpose of providing the Town's share of funding to the Souhegan Valley Transportation Collaborative (SVTC) in order to continue operating a regional, non-emergency, wheelchair-accessible transportation service providing rides within the designated service area to seniors, people with disabilities, and the general public? **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.55 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - TOWN FACILITIES RENOVATION AND MAJOR REPAIR REPLACEMENT CAPITAL RESERVE - \$25,000

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Town Facilities Renovation and Major Repair Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 adds to the Town Facilities Renovation and Major Repair Replacement Capital Reserve approved by voters in 2017. **The Board of Selectmen supports this Article (0-0). YES/NO. The Budget Advisory Committee supports this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.21 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - AMBULANCE VEHICLE REPLACEMENT CAPITAL RESERVE - \$25,000

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Ambulance Vehicle Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 adds to the Ambulance Vehicle Replacement Capital Reserve approved by voters in 2017. **The Board of Selectmen supports this Article (0-0). YES/NO. The Budget Advisory Committee supports this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.21 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - FIRE APPARATUS REPLACEMENT CAPITAL RESERVE - \$25,000

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Fire Apparatus Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at the town meeting. The \$25,000 adds to the Fire Apparatus Replacement Capital Reserve approved by voters in 2017. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.21 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - KEYES PARK EXPANSION COMMITTEE PROJECT CAPITAL RESERVE - \$25,000

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Keyes Park Expansion Committee Project Capital Reserve Fund? The purpose of this fund is for the design, development and construction of improvements to Keyes Memorial Park, as outlined in the Keyes Memorial Park Expansion Committee Report, (December 20, 2016, and as amended). The Board of Selectmen has authority to expend from this fund. The \$25,000 adds to the Keyes Park Expansion Committee Project Capital Reserve approved by voters in 2017. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.21 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - TEAMSTERS UNION COLLECTIVE BARGAINING AGREEMENT (2022 — 2025) — \$18,039

Shall the Town will vote to approve the cost items included in the Teamsters Collective Bargaining Agreement (CBA) reached between the Board of Selectmen and the International Brotherhood of Teamsters, Local 633 for four contract years 2022, 2023, 2024 & 2025 (1 April 2022 – 31 March 2025) which calls for the following increases in benefits, and to further raise and appropriate the sum of \$ 18,039 for fiscal year 2022? Said sum represents the additional costs over those of the current appropriation at current staffing levels paid in the expiring Agreement. Upon approval of this Article, said cost allocation is to be transferred to the General Operating Budgets of the appropriate departments, or take any other action relative thereto. \$ 13,069 is to be raised by general taxation, \$ 1,825 is to be raised by Water User Fees, and \$ 3,145 to be raised by Sewer User Fees. **This is a Special Warrant Article in accordance with RSA 32. The Board of Selectmen supports this Article (0-0). The Budget Advisory Committee supports/does not support this Article (0-0).**

Cost items from General Fund

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Wages	10,455	14,289	14,646	3,753
Benefits	<u>2,614</u>	<u>3,572</u>	<u>3,661</u>	<u>938</u>
Totals	13,069	17,861	18,307	4,691

Costs items from Water Fund

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Wages	1,460	1,996	2,046	524
Benefits	<u>365</u>	<u>499</u>	<u>511</u>	<u>131</u>
Totals	1,825	2,495	2,557	655

Costs items from Sewer Fund

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Wages	2,516	3,439	3,525	904
Benefits	<u>629</u>	<u>860</u>	<u>882</u>	<u>226</u>
Totals	3,145	4,299	4,407	1,130

*These figures represent the estimated increases for the first three months of 2022 to cover benefits increases.

WARRANT ARTICLE - TEAMSTERS UNION COLLECTIVE BARGAINING AGREEMENT SPECIAL MEETING - \$0

Shall the Town of Milford, if the Teamsters Union Collective Bargaining Agreement is defeated, authorize the governing body to call one special meeting, at it's option, to address article cost items only? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO.**

WARRANT ARTICLE - ASSESSING REVALUATION CAPITAL RESERVE - \$22,500

Shall the Town vote to raise and appropriate the sum of \$22,500 to be placed in the Assessing Revaluation Capital Reserve Fund? **The Board of Selectmen supports this Article (0-0). YES/NO. The Budget Advisory Committee support this Article (0-0). YES/NO. This Article has an estimated tax impact of \$1.09 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - CONSERVATION LAND FUND - \$20,000

Shall the town vote to raise and appropriate the sum of \$20,000 for the purpose of adding it to the conservation fund created in accordance with RSA 36-A, said land fund being allowed to accumulate from year to year and to be available for the acquisition of property, conservation easements and other RSA 36-A allowable purposes? Contribution furthers the protection of the town's natural resources. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$.97 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - INFORMATION TECHNOLOGY INFRASTRUCTURE CAPITAL RESERVE - \$ 20,000

Shall the Town vote to raise and appropriate the sum of \$20,000 to be placed in the Information Technology Infrastructure Capital Reserve Fund? The Board of Selectmen has authority to expend from this fund. The \$20,000 adds to the Information Technology Infrastructure Capital Reserve Fund approved by voters in 2021. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$.97 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - SUMMER BAND CONCERTS SUPPORT - \$9,000

Shall the Town vote to raise and appropriate the sum of \$9,000 for the purpose of holding the annual summer evening Band Concerts (bands, sound system, crossing detail)? This is a Special Warrant Article in accordance with RSA 32. This is a non lapsing article until 12/31/23. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$.44 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - INDEPENDENCE DAY CELEBRATION FIREWORKS - \$8,500

Shall the Town vote to raise and appropriate the sum of \$8,500 for the purpose of providing the Independence Day celebration fireworks display at a time and location to be determined by the Board of Selectmen? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$.41 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - MEMORIAL, VETERANS & LABOR DAY PARADES AND RECOGNITION SUPPORT - \$6,500

Shall the Town vote to raise and appropriate the sum of \$6,500 for the purpose of town support relative to the observance of Memorial, Veterans, and Labor Day Parades? These funds shall be used to cover parade costs incurred by Public Works, Police Department, and other Town departments, and to purchase flags to be placed on the graves of veterans 14 days before Memorial Day and removed 14 days after Veterans Day. Departmental support costs and materials associated with the provision of these services will be charged against this appropriation. This is a Special Warrant Article in accordance with RSA 32. This is a non lapsing article until 12/31/23. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$.31 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - RATIFICATION OF 10 YEAR PUBLIC SAFETY CELL TOWER LICENSE CONTRACT

Shall the Town vote to ratify the August 24, 2021, ten (10) year cell tower license between the Town of Milford and Crown Atlantic Company, LLC? The license agreement provides the Town with the right to install Police, Fire, Ambulance and Department of Public Works communications equipment on the cell tower and within a building on the land at the base of the cell tower, in conjunction with MACC Base to strengthen emergency communications between the Town and MACC Base. The license agreement contract includes four (4) renewal terms of five (5) years each. The cell tower location at 168 McGettigan Road, site BU 807204. This is an important location for the Town's public safety departments to maintain public safety communications coverage over a significant portion of the Town of Milford. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has NO TAX IMPACT.**

WARRANT ARTICLE - AUTHORIZE THE BOARD OF SELECTMEN TO LEASE TOWN-OWNED PROPERTY – SHEPARD PARK SCOUT HOUSE- \$0

Shall the Town vote to authorize the Selectmen to enter into a 10-year lease, pursuant to RSA 31:3 and RSA 35-B:3, with an automatic renewal of same, except for cause, with the Ricciardi Hartshorne Post 23 of the American Legion regarding the Town-owned small wooden structure at 7 Shepard Street within Shepard Park (Map 31, Lot 34), traditionally used for scouting activities, said long-term lease to be on such terms and conditions as the Selectmen deem appropriate, including a reverter clause back to the Town, should the American Legion or scouting activities cease to function or no longer need this 7 Shepard Street facility, and further to authorize the Selectmen to execute any and all documents necessary to carry out the purpose of this Article? **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has NO TAX IMPACT.**

WARRANT ARTICLE - HUTCHINSON FAMILY SINGERS MEMORIAL PROJECT - \$0

Shall the town vote, pursuant to the provisions of RSA 31:19-a, (I), to establish a trust fund for the purpose of designing, constructing and maintaining a Hutchinson Family Memorial Project Trust. Said trust fund shall be known as the Town of Milford Hutchinson Family Memorial Project Trust Fund of 2022 and may receive privately donated gifts, legacies, or devises, provided, however, the such gifts, legacies, or devises shall be invested and accounted for separately from, and not comingled with, amounts appropriated by the town. The details of the memorial, including the time of construction, shall be determined by the Board of Selectmen, provided that any memorial shall only be located on property owned by the Town of Milford. Said trust fund shall remain in place for a maximum period of 25 years unless sooner revoked by a future town meeting. At the conclusion of 25 years, or on such earlier date of revocation, any funds remaining in said trust fund, the source of which were private gifts or donations as referenced above, shall be paid over to a suitable charitable organization of the Board of Selectmen's choice, which shall then utilize said funds for the support of other monuments or memorials generally within the Town of Milford. At such termination, any funds remaining that were raised by the town shall be returned to the general fund. Pursuant to RSA 31:19-a. (I), the Board of Selectmen are appointed agents to expend any funds in the trust for the purposes of the trust. **The Board of Selectmen support this Article (0-0). The Budget Advisory Committee support this Article (0-0). This Article has NO TAX IMPACT.**

WARRANT ARTICLE - WADLEIGH LIBRARY MAINTENANCE AND UPKEEP CAPITAL RESERVE - \$0

Shall the Town vote to establish a Library Maintenance and Upkeep Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of future library building repairs, renovations, improvements for the benefit of the Town, and to appoint the Library Trustees as agents to expend from this fund? **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has NO TAX IMPACT.**

WARRANT ARTICLE - HARTSHORN MILL ROAD CONSERVATION EASEMENT - \$0

Shall the Town will vote to authorize the Board of Selectmen, at the request of the Conservation Commission, to convey a non-exclusive easement to Paula Maclellan across a portion of Lot 2-29 as shown on Hillsborough County Registry of Deeds Plan #37127 for the purpose of access/egress by foot, vehicle, utilities or otherwise, to Lot 2-28-2, said easement area will extend from a portion of the frontage of Lot 29-2 on the westerly sideline of Hartshorn Mill Road thence along the boundary with Lot 5-18 northerly and northeasterly to the western boundary of Map 2 Lot 28-2. In exchange for the right of access across Lot 2-29, Paula Maclellan will give to the Town a 6.7+/- acre conservation easement on a portion of Lot 2-28-2. Provided, nevertheless, that this authorization shall be null and void unless this conveyance is also approved by the Milford Conservation Commission, Board of Selectmen, the Charitable Trust Division of the NH Attorney General's office and the NH Superior Court, if necessary, with such approvals to be obtained and the matter concluded no later than March 31, 2023. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has NO TAX IMPACT.**

WARRANT ARTICLE – RAZE AND REMOE 127 ELM STREET BUILDING - \$400,000 by petition

Shall the town vote to raise and appropriate a sum not to exceed \$400,000 to raze and remove the existing industrial/commercial building located at 127 Elm Street, Milford NH? This is a special warrant article in accordance with RSA 32. The purpose of this special Warrant article is to remove the boarded-up building which if left standing on town property could possibly become a potential hazard as it is accessible from the park. Removal of this building was recommended in the original Keyes Park Expansion Project submitted to the Board of Selectmen in December 2016. **The Board of Selectmen recommends this Article (0-0). YES/NO. The Budget Advisory Committee recommends this Article (0-0). YES/NO. This Article has an estimated tax impact of \$19.38 on an assessed valuation of \$100,000.**

4. A) 1) APPROVAL OF TWO (2) POLLING NOTIFICATION FORMS FOR THE DELIBERATIVE SESSION AND TOWN VOTE.

THE STATE OF NEW HAMPSHIRE

THE TOWN HALL AUDITORIUM WILL BE OPEN AT 9:00
on the 5th day of February, 2022, for the 1st Session
for voting on all matters in
the Warrant and other matters

TO THE INHABITANTS OF THE TOWN OF MILFORD, NEW HAMPSHIRE in the
[L.S.] County of Hillsborough in said State, qualified to vote in Town Affairs:

YOU ARE HEREBY NOTIFIED TO MEET AT THE TOWN HALL AUDITORIUM in said
Milford on Saturday, the 5TH day of February 2022, at 9:00 am to
act upon the following subjects in accordance with NH RSA 40:13 with the first session
on Saturday, the 5th day of February, 2022, to transact all business other than voting, and
on the 8th day of March, 2022, for the second session for voting by official ballot at the
polls, at the Town Hall Auditorium, and at the times mentioned above, to act on all
matters in the Warrant as well as officers and other matters to be voted on.

Additionally, we hereby certify that we gave notice to the inhabitants within
named, to meet at the time and place and for the purposes above-mentioned, by posting
up an attested copy of the within Warrant at the place of meeting within named, and a
like attested copy at the Milford Town Hall, it being a public place in said Town, on the
31th day of January, 2022

GIVEN UNDER our hands and seal, this 10th day of January, 2022.

A TRUE COPY OF WARRANT - ATTESTED:

Selectmen
of
Milford

THE STATE OF NEW HAMPSHIRE

THE TOWN VOTE POLLS WILL BE OPEN FROM 6:00 AM to 8:00 PM
on the 8th day of March, 2022, for the 2nd Session
for voting on all matters in
the Warrant as well as Officers and other matters

TO THE INHABITANTS OF THE TOWN OF MILFORD, NEW HAMPSHIRE in the
[L.S.] County of Hillsborough in said State, qualified to vote in Town Affairs:

YOU ARE HEREBY NOTIFIED TO MEET AT MILFORD HIGH SCHOOL in said
Milford on Tuesday, the 8th day of March 2022, next for the
second session for voting by official ballot at the polls, at the same location mentioned
above, and at the times mentioned above, to act on all matters in the Warrant as well as
officers and other matters to be voted on.

Additionally, we hereby certify that we gave notice to the inhabitants within
named, to meet at the time and place and for the purposes above-mentioned, by posting
up an attested copy of the within Warrant at the place of meeting within named, and a
like attested copy at the Milford Town Hall and Milford High School, they being public
places in said Town, on the 31st day of January, 2022.

GIVEN UNDER our hands and seal, this 10th day of January, 2022.

A TRUE COPY OF WARRANT - ATTESTED:

Five horizontal lines for signature or stamp.

Selectmen
of
Milford



TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603) 249-0620

WEB: WWW.MILFORD.NH.GOV

To: Board of Selectmen
John Shannon, Town Administrator

Cc: Leo Lessard, Director of Public Works

From: Lincoln Daley, Community Development Director

Date: January 5, 2022

Subject: **Wright Road – Request for Road Acceptance & Reduction of the Subdivision Performance Surety**

Upon the recommendations of Leo Lessard, Director of Public Works and myself, we respectfully request the Board of Selectmen consider the accepting Wright Road off Spaulding Street and to sign the attached Road Acceptance form.

The road to be accepted is as described in the Town Road Acceptance Form prepared by Office of Community Development. The suggested wording for acceptance has also been included. All required documentation and the As-Built plan have been submitted and approved. Staff recommends the inclusion of two conditions involving the final recordation of the required deeds/easements and establishing the 1 year maintenance road security.

In addition, the completion of the roadway and all associated improvements, we are requesting the performance surety (Irrevocable Letter of Credit) for the Wright Road, in the amount of \$29,944, be reduced to the \$10,000. This amount will be held for one year to cover the maintenance of the public road and other public improvements for a period of one (1) year from the date of road acceptance by the Board of Selectmen.

Thank you for your attention to this matter.

Department of Community Development
Department of Public Works

Subject: Acceptance of New Town Road
To: Milford Board of Selectmen
From: Director of Public Works
Director of Community Development
Date: January 4, 2022

This is a request for the Board of Selectmen to accept the below named road as a town road and the following information is submitted for your consideration.

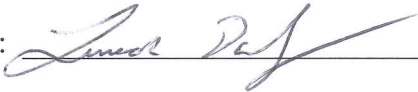
1. Road/Street Name: Wright Road
2. As-Built Road Plan Entitled: Wright Road
3. As-Built Road Plan Date: 12/29/20 (amended 12/29/21)
4. Subdivision Plan Entitled: “Open Space Subdivision Plans, Spaulding Estates, Tax Map 20 Lot 2, 29 Spaulding Street, Milford New Hampshire, 03055, July 31, 2017, Last Revised: May 29, 2018”, recorded as HCRD Plan #39673 approved by the Milford Planning Board on 2/27/2018 and signed 6/1/2018.
5. Date Plan Approved by Planning Board: 2018
6. Date of aforementioned Plan Signature: 6/1/2018
7. Date Plan Recorded at HCRD: 6/4/2018
8. HCRD Plan Number: 39763
9. This Road’s pavement is 24 feet wide and the right-of-way is 50 feet wide.
10. Wright Road is 468.45 feet long, with the length measurement beginning at 0+00 station/intersection and running through 4+68.45 station.
11. A Maintenance Bond in the amount of \$10,000 is required for (a/an) one (1) year period.

Department of Community Development
Department of Public Works

- ☑ Original Roadway Deed attached and dated November 2021.
- ☑ Affidavit is attached from a Title Attorney on behalf of the Developed/Owner citing that the roadbed is clear of all encumbrances.
- ☑ Bounds have been set as of 12/29/21 and are shown on As-Builts.

The aforementioned information and documents have been reviewed and certified by:

Director of Public Works: _____ Date: _____

Director of Community Development:  _____ Date: 1/4/21

Acceptance Date of Road Documents by the Milford Board of Selectmen _____

Board of Selectmen: _____

Distribution after Acceptance: Ambulance Director, Police Chief, Fire Chief, Planning, WWTF, DPW, and Building.

THIS PAGE TO BE FILLED OUT BY TOWN STAFF ONLY

Suggested Wording of Vote of Acceptance:

“Wright Road from its intersection with Spaulding Street at Sta. 0+00 and terminating at Sta. 4+68.45 as per the As-Built plan of Wright Road prepared for Glendale Homes, Inc. dated December 29, 2020 (amended 12/29/21 and as depicted in the Subdivision Plans listed in the Town’s Road Acceptance Form, said roadway being 50 feet wide and approximately 468.45 feet in length.

Conditions for final acceptance:

1. Recordation of the roadway deed conveying Wright Road and all associated road and drainage easements to the Town at the Hillsborough County Registry of Deeds.
2. Finalization of the one year road and drainage maintenance surety for Wright Road with the Department of Public Works and Community Development Office.”

Town Lands and Roads Researcher

Date

Date of Selectmen’s Meeting: _____

Motion of Acceptance made by: _____

Motion Seconded by: _____

Voted in: _____

Affirmative

Negative

Chairman, Board of Selectmen

Date

A copy of the minutes reflecting this vote will be added once approved.

APPENDIX VI: ROADWAY ACCEPTANCE INFORMATION

Acceptance of New Town Road(s) – Developer Checklist

Name of Applicant: Glendale Homes, INC.

Project Name: Spaulding Estates

Documents required:

- 1. Two copies of final, stamped As-Built Plans with all bounds set
- 2. Original roadway deed and all necessary easements including but not limited to access, drainage, slope, cistern, water, sewer, utility and open space.
- 3. Affidavit from a Title Attorney on behalf of the Developed/Owner citing that the roadbed is clear of all encumbrances

Information Required:

- 4. Registry number of recorded Subdivision Plan: 39763
- 5. Width of pavement 20 feet and width of Right-of-way (ROW) 50 feet
- 6. Length of roadway(s): 468.45 feet
- 7. Number of cisterns to be accepted: 0
- 8. Cost per linear foot of road \$ \$576
- 9. Total cost of all water services \$ _____ and sewer services \$ _____, if applicable.

Please submit the completed checklist with all necessary documentation to the Department of Planning and Community Development to start the Road Acceptance process. A Road Maintenance Bond will be required prior to acceptance by the Board of Selectmen in a form and amount to be determined by the Department of Public Works.


Signature of Applicant

3/9/21
Date

Road Acceptance Procedure

Once all documents have been completed and submitted to the Planning Department the following steps are taken:

1. Legal Counsel review of Roadway Deeds and As-Builts
2. Road maintenance bond, if required, be in place.
3. Signatures of Planning and Public Works Director
4. All information is compiled into Road Acceptance Form, reviewed by Road Researcher and sent to the Board of Selectman for approval at a regularly scheduled meeting.

Once the BOS has accepted the road the following needs to be done:

1. Two final copies of As-Builts delivered to the Planning Department.
2. One copy of As-Built is delivered to Lorraine Carson with the original Road Acceptance Form and any applicable deeds, etc.
3. One copy of As-Built is delivered to DPW.

Copy of all Road Acceptance paperwork, including deeds, is distributed to the following departments: Ambulance, Building, DPW, Fire, Planning, Police, and Water Utilities.

Road Acceptance Time Schedule

From the date upon which all documentation, plans, As-Builts, deeds, etc. are received in the Community Development Office, there will be a ten (10) working day period for review prior to submission for acceptance of the road(s) to the next available Board of Selectmen meeting.

Should any items be found missing or containing errors or omissions during that review period, an additional seven (7) working day review period will commence from the date of receipt of the corrected document(s), prior to submission for acceptance of the road(s) to the next Board of Selectmen's meeting.

Information Required for As-Built Plans

- Existing driveways and houses
- Drainage utilities
- Water utilities (public or private)
- Sewer utilities (private or public)
- Lot lines – direction and distance labeled
- Monumentation with type labeled
- Limits of Right-of-way (ROW)
- Limits of pavement and curbing
- Wetlands and buffers
- Lot numbers and sizes
- Proposed and actual elevations of drainage, water and sewer utilities
- Easements – type and boundaries clearly labeled
- Underground and/or overhead utility lines
- Size and type information for all piping
- Street names and signage locations
- Lighting fixtures ^{N/A}
- Sidewalks ^{N/A}
- Guardrails ^{N/A}

This list is intended as a guideline for applicable items and may not be comprehensive. Any additional information within the ROW to be accepted by the Town of Milford should be included on As-Built plans.

IRREVOCABLE LETTER OF CREDIT

Date: November 27, 2019

Beneficiary: Town of Milford, NH

Board of Selectman
Town Hall
1 Union Square
Milford, NH 03055-4240

RE: Applicant: Glendale Homes, Inc
Expiration Date: November 27, 2020
Amount: \$29,944.00

Subject: Irrevocable Letter of Credit #4000116011

Dear Members of the Board:

We hereby establish our Irrevocable Letter of Credit number 4000116011 in your favor by order and for the account of Glendale Homes, Inc, (Developer) at 154 Pine Hill Rd Hollis, New Hampshire 03049, for a sum or sums not to exceed a total of US Dollars Twenty Nine Thousand Nine Hundred Forty Four Dollars and no cents (\$29,944.00), available by your draft(s) at sight, drawn on us, and accompanied by the following documents:

- 1) The original of this Letter of Credit.
- 2) Your statement, purportedly signed by the Chairman of the Board of Selectman, certifying that the amount of the draft represents funds due as a result of the failure of Glendale Homes, Inc, to complete all or part of the project described as a 6 lot Subdivision known as Spaulding Estates outlined and detailed on the attached Subdivision / Site Plan Improvements Guarantee Worksheet.

Each draft must bear upon its face the clause "Drawn under Letter of Credit Number 4000116011 dated November 27, 2019."

Partial Drawings are allowed.

The request for payment under this Letter of Credit shall be final and conclusive for all purposes without verification by us, and shall not be subject to repudiation, denial, contest, or modification and is not transferable. This Letter of Credit cannot be modified, amended or revoked by use without the consent of the customer and the Town of Milford.

We engage with you that your draft(s) drawn there under and in compliance with the terms of this credit will be duly honored by us on delivery of documents as specified, if presented at this bank on or before November 27, 2020-, or any automatically extended expiration date, as hereinafter set forth.

This Letter of Credit shall be automatically extended without further action for an additional period of one year from the present expiration date or of any successive expiration date, unless we have notified you in writing not less than thirty (30) days prior to such expiration date, that we elect not to consider this Letter of Credit extended for any additional period. Our notice of such election shall be sent registered or certified mail, postage prepaid, return receipt requested, to the attention of the Chairman of the Board of Selectmen at the address stated above.

You will notify us when the project has been timely and satisfactorily compiled and this Letter of Credit may be released.

Except as otherwise expressly stated herein, the Letter of Credit is subject to the Uniform Customs and Practice for documentary Credits, 1983 Revisions, International Chamber of Commerce Publication Number 400.

Dated: 11/27/19

Merrimack County Savings Bank

By: 

The undersigned developer has read this Letter of Credit and agrees to its terms.

Glendale Homes, Inc.

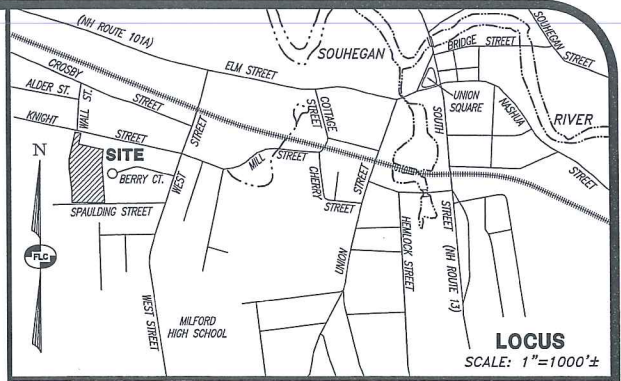
By: 

Gerard E. Tanguay, Jr., President

Signed and acknowledged as to the Beneficiary this 27th day of November, 2019.

LEGEND:

- RIGHT-OF-WAY SIDELINE
 - PROPERTY LINE
 - - - ABUTTING LOT LINE
 - - - BUILDING SETBACK LINE
 - - - EDGE OF PAVEMENT
 - - - EDGE OF GRAVEL
 - - - EDGE OF WETLAND
 - OH — EXISTING OVERHEAD UTILITIES
 - WB — WATER LINE PER REF. PLAN
 - UGE — UNDERGROUND ELECTRIC PER REF. PLAN
 - AS-BUILT DRAIN LINE
 - - - EASEMENT
 - - - SWALE
 - - - AS-BUILT CONTOUR
 - - - GRANITE CURBING
 - - - EXISTING STONE WALL
- 39-70** EXISTING TAX MAP AND LOT NUMBER
 - ☒ CABLE/ELECTRIC/TELEPHONE PEDESTAL
 - ☒ TRANSFORMER ON CONC. PAD
 - EXIST. IRON PIPE FOUND
 - EXIST. GRANITE BOUND FOUND
 - GRANITE BOUND SET
 - MAG NAIL SET
 - ⊙ EXISTING DRILL HOLE FOUND
 - ☒ EXISTING CATCH BASIN SQUARE
 - EXISTING SINGLE POST SIGN
 - ⊕ EXISTING MAILBOX
 - ⊙ SEWER MANHOLE
 - ⊙ SEWER CLEAN OUT
 - × 501.05 AS-BUILT SPOT ELEVATION
 - (278.6) DESIGN ELEVATION
- ⊕ WATER GATE
 - ⊕ HYDRANT
 - ⊕ DRAIN MANHOLE
 - ⊕ WATER SHUT OFF
 - ▨ EXISTING BUILDING
 - ▨ RIP-RAP
 - ▨ DRAINAGE EASEMENT
 - ▨ LANDSCAPE BUFFER ZONE
 - ▨ SEWER EASEMENT



- NOTES:**
1. THE PURPOSE OF THIS PLAN IS TO DEPICT THE AS-BUILT CONDITIONS OF WRIGHT ROAD.
 2. HORIZONTAL ORIENTATION AND VERTICAL DATUM ARE PER THE REFERENCE PLAN CITED HEREON.
 3. ALL ROAD MONUMENTATION HAS BEEN SET AS SHOWN HEREON.
 4. SEE REFERENCE PLAN FOR BOUNDARY AND EASEMENT DATA PERTAINING TO THIS SITE.
 5. THE UNDERGROUND UTILITIES SHOWN WERE COMPILED IN PART FROM PLANS OF RECORD AND AN ON THE GROUND FIELD SURVEY BY THIS OFFICE. THE LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY EXCAVATION OR CONSTRUCTION ACTIVITIES.

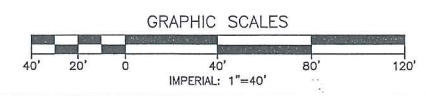
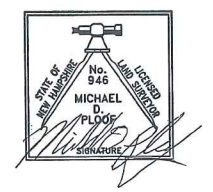
REFERENCE PLAN:

"OPEN SPACE SUBDIVISION PLANS - SPAULDING ESTATES - TAX MAP 20 LOT 2 - 29 SPAULDING STREET, MILFORD, NEW HAMPSHIRE 03055", DATED JULY 31, 2017 AND LAST REVISED MAY 29, 2018. PREPARED BY FIELDSTONE LAND CONSULTANTS, PLLC AND RECORDED IN THE H.C.R.D. AS PLAN #39763

CERTIFICATION:

"I HEREBY CERTIFY THAT THE AS-BUILT LOCATIONS SHOWN ARE THE RESULT OF A FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF DECEMBER, 2020."

DATE: 12/29/21



REV.	DATE	DESCRIPTION	DPW C/O	MDP DR	MDP CK
A	12/29/21	REVISE OS#1 DESIGN INV TYPO			

AS-BUILT PLAN
SPAULDING ESTATES
 TAX MAP 20 LOT 2 - (29 SPAULDING STREET)
 MILFORD, NEW HAMPSHIRE

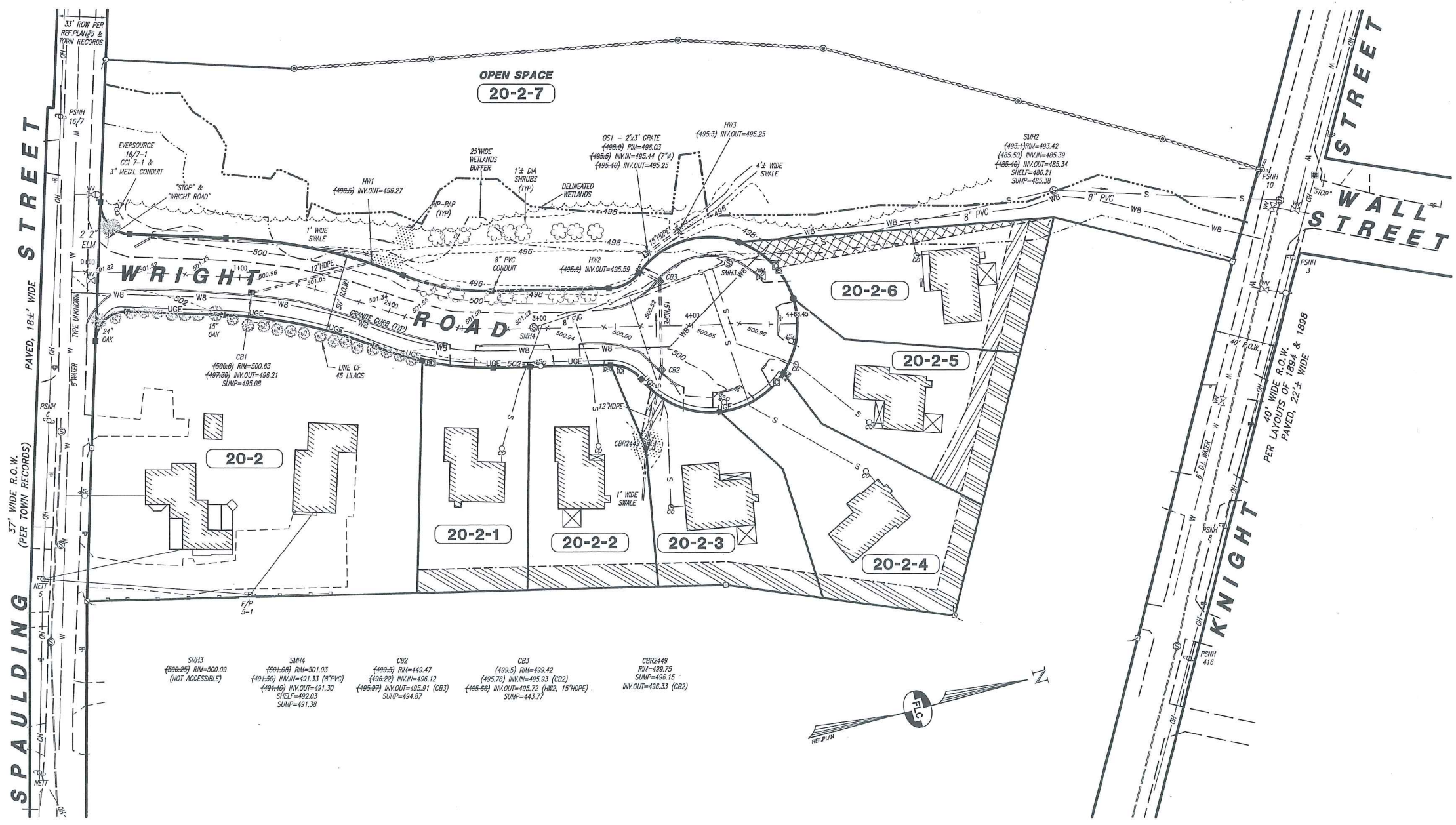
PREPARED FOR:
GLENDALE HOMES, INC.
 154 PINE HILL ROAD, HOLLIS, NH 03049

SCALE: 1" = 40' DECEMBER 29, 2020

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs

FIELDSTONE
LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055
 Phone: (603) 672-5456 Fax: (603) 413-5456
 www.FieldstoneLandConsultants.com





TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603) 249-0620

WEB: WWW.MILFORD.NH.GOV

To: Board of Selectmen
John Shannon, Town Administrator

Cc: Leo Lessard, Director of Public Works

From: Lincoln Daley, Community Development Director

Date: January 5, 2022

Subject: **Clifford Street – Request for Road Acceptance & Reduction of the Subdivision Performance Surety**

Upon the recommendations of Leo Lessard, Director of Public Works and myself, we respectfully request the Board of Selectmen consider the accepting Clifford Street off of Amherst Street and to sign the attached Road Acceptance form.

The road to be accepted is as described in the Town Road Acceptance Form prepared by Office of Community Development. The suggested wording for acceptance has also been included. All required documentation and the As-Built plan have been submitted and approved. Staff recommends the inclusion of two conditions involving the final recordation of the required deeds/easements and establishing the 1 year maintenance road security.

In addition, the completion of the roadway and all associated improvements, we are requesting the performance surety (Irrevocable Letter of Credit) for the Wright Road, in the amount of \$93,275, be reduced to the \$10,000. This amount will be held for one year to cover the maintenance of the public road and other public improvements for a period of one (1) year from the date of road acceptance by the Board of Selectmen.

Thank you for your attention to this matter.

Department of Community Development
Department of Public Works

Subject: Acceptance of New Town Road
To: Milford Board of Selectmen
From: Director of Public Works
Director of Community Development
Date: January 4, 2022

This is a request for the Board of Selectmen to accept the below named road as a town road and the following information is submitted for your consideration.

1. Road/Street Name: Clifford Street
2. As-Built Road Plan Entitled: “Monument Plan, Clifford Street, Milford, New Hampshire”, dated 11/19/21, for Glendale Homes, LLC, by Meridian Land Services, Inc.
3. As-Built Road Plan Date: 11/19/21,
4. Subdivision Plan Entitled: “Subdivision Plan Land of Richard N. Keogh, Tax Map 23, Lot 2, Milford, New Hampshire”, dated May 28, 2019, prepared by Meridian Land Services, recorded as HCRD Plan #40407 approved by the Milford Planning Board on 10/1/19 and signed 10/1/19
5. Date Plan Approved by Planning Board: 10/1/19
6. Date of aforementioned Plan Signature: 10/1/19
7. Date Plan Recorded at HCRD: 12/11/19
8. HCRD Plan Number: 40407
9. This Road’s pavement is 20 feet wide and the right-of-way is 50 feet wide.
10. Clifford Street is 785.8 feet long, with the length measurement beginning at 0+00 station/intersection and running through 8+ station.
11. A Maintenance Bond in the amount of \$10,000 is required for (a/an) one (1) year period.

Department of Community Development
Department of Public Works

- ☑ Original Roadway Deed attached and dated November 15, 2021.
- ☑ Affidavit is attached from a Title Attorney on behalf of the Developed/Owner citing that the roadbed is clear of all encumbrances.
- ☑ Bounds have been set as of 11/19/21 and are shown on As-Builts.

The aforementioned information and documents have been reviewed and certified by:

Director of Public Works: _____ Date: _____

Director of Community Development: *James J. P...* Date: 1/5/22

Acceptance Date of Road Documents by the Milford Board of Selectmen _____

Board of Selectmen: _____

Distribution after Acceptance: Ambulance Director, Police Chief, Fire Chief, Planning, WWTF, DPW, and Building.

THIS PAGE TO BE FILLED OUT BY TOWN STAFF ONLY

Suggested Wording of Vote of Acceptance:

“Clifford Street from its intersection with Amherst Street at Sta. 0+00 and terminating at Sta. 8+ as per the As-Built plan of Clifford Street prepared for Gateway Homes, LLC. dated 11/19/21 and as depicted in the Subdivision Plans listed in the Town’s Road Acceptance Form, said roadway being 50 feet wide and approximately 785.8 feet in length.

Conditions for final acceptance:

1. Recordation of the roadway deed conveying Clifford Street and all associated road and drainage easements to the Town at the Hillsborough County Registry of Deeds.
2. Finalization of the one year road and drainage maintenance surety for Clifford Street with the Department of Public Works and Community Development Office.”


Town Lands and Roads Researcher

1/5/22
Date

Date of Selectmen’s Meeting: _____

Motion of Acceptance made by: _____

Motion Seconded by: _____

Voted in: _____
Affirmative Negative

Chairman, Board of Selectmen

Date

A copy of the minutes reflecting this vote will be added once approved.



Office of Community Development
&
Public Works Department

Acceptance of New Town Road(s) - Developer Checklist

Name of Applicant: Gateway Homes, LLC

Project Name: Clifford Street

Documents required:

- 1. Two copies of final, stamped As-Built Plans with all bounds set
- 2. Original roadway deed and all necessary easements including but not limited to access, drainage, slope, cistern, water, sewer, utility and open space.
- 3. Affidavit from a Title Attorney on behalf of the Developed/Owner citing that the roadbed is clear of all encumbrances

Information Required:

- 4. Registry number of recorded Subdivision Plan: #40407
- 5. Width of pavement 20' and width of Right-of-way (ROW)

- 6. Length of roadway(s): 785.8'
- 7. Number of cisterns to be accepted: 0
- 8. Cost per linear foot of road \$ 414
- 9. Total cost of all water services \$ 55,000 and sewer services
\$ 50,000, if applicable.

Please submit the completed checklist with all necessary documentation to the Department of Planning and Community Development to start the Road Acceptance process. A Road Maintenance Bond will be required prior to acceptance by the Board of Selectmen in a form and amount to be determined by the Department of Public Works.

Scott Bejant
Signature of Applicant

11-15-2021
Date

Road Acceptance Procedure

Once all documents have been completed and submitted to the Planning Department the following steps are taken:

1. Legal Counsel review of Roadway Deeds and As-Builts
2. Road maintenance bond, if required, be in place.
3. Signatures of Planning and Public Works Director
4. All information is compiled into Road Acceptance Form, reviewed by Road Researcher and sent to the Board of Selectman for approval at a regularly scheduled meeting.

Once the BOS has accepted the road the following needs to be done:

1. Two final copies of As-Builts delivered to the Planning Department.
2. One copy of As-Built is delivered to Lorraine Carson with the original Road Acceptance Form and any applicable deeds, etc.
3. One copy of As-Built is delivered to DPW.

Copy of all Road Acceptance paperwork, including deeds, is distributed to the following departments: Ambulance, Building, DPW, Fire, Planning, Police, and Water Utilities.

Road Acceptance Time Schedule

From the date upon which all documentation, plans, As-Builts, deeds, etc. are received in the Community Development Office, there will be a minimum ten (10) working day period for review prior to submission for acceptance of the road(s) to the next available Board of Selectmen meeting.

Should any items be found missing or containing errors or omissions during that review period, an additional minimum seven (7) working day review period will commence from the date of receipt of the corrected document(s), prior to submission for acceptance of the road(s) to the next Board of Selectmen's meeting.

Information Required for As-Built Plans

- Existing driveways and houses
- Drainage utilities
- Water utilities (public or private)
- Sewer utilities (private or public)
- Lot lines – direction and distance labeled
- Monumentation with type labeled
- Limits of Right-of-way (ROW)
- Limits of pavement and curbing
- Wetlands and buffers
- Lot numbers and sizes
- Proposed and actual elevations of drainage, water and sewer utilities
- Easements – type and boundaries clearly labeled
- Underground and/or overhead utility lines
- Size and type information for all piping
- Street names and signage locations
- Lighting fixtures
- Sidewalks
- Guardrails

This list is intended as a guideline for applicable items and may not be comprehensive. Any additional information within the ROW to be accepted by the Town of Milford should be included on As-Built plans.



TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

July 14, 2020

Scott Bonenfant
Gateway Homes, LLC.
17 Hillcrest Drive
Merrimack, NH 03054

Reference: Clifford Street Subdivision
Performance Surety

Mr. Bonenfant,

This letter is to confirm the requested performance surety to be submitted to the Town of Milford for the Clifford Street Subdivision. The Town is requesting a performance surety in the amount of \$93,274.69. Said surety will include the costs associated with the construction of roadway, property bounds, drainage/stormwater management infrastructure, and water/sewer utilities for the referenced subdivision.

Should you have further questions regarding this matter, please contact our office Monday through Friday 8:00 am to 4:30 pm.

Respectfully,

Kellie Walsh

Kellie Walsh
Town Planner

CC: Rick Riendeau, Public Works Director
Kevin Stetson, Water Utilities Director
File



Enterprise Bank

Irrevocable Letter of Credit
Number 45433

July 15, 2020

Beneficiary: Town of Milford
Office of Community Development
1 Union Square, Milford, NH 03055

re: Gateway Homes, LLC
17 Hillcrest Drive
Merrimack, NH 03054
Bond: \$93,274.69 "Clifford Street Subdivision – Map 23-2 Amherst Street"

Dear Town of Milford:

By this document Enterprise Bank (hereinafter "issuer") hereby issues this Irrevocable Letter of Credit Number 45433 in the total amount of \$93,274.69 to the Town of Milford on behalf of Gateway Homes, LLC, Scott Bonenfant, Manager (hereinafter "Developer"). This Irrevocable Letter of Credit is issued for the performance relating to the construction of roadways, property bounds, drainage/stormwater management infrastructure, and water/sewer utilities for the subdivision plan entitled "Tax Map 23 Lot 2, Milford, NH", dated October 29, 2019, prepared by Meridian Land Services, Inc., and approved by the Milford Planning Board on October 1, 2019.

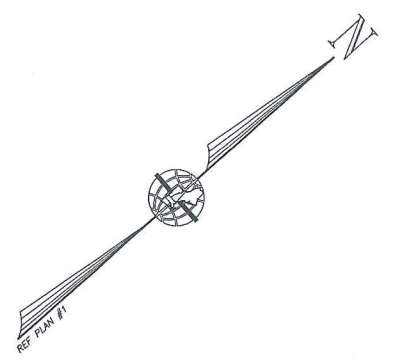
It is agreed and understood by the issuer of the Letter of Credit that it shall be issued for a period ending July 15, 2022. If all improvements, as shown of the subdivision plan entitled "Tax Map 23 Lot 2, Milford, NH" guarantees by this Letter are not completed to the satisfaction of the Milford Planning Board by July 15, 2022, and if a letter indicating completion and acceptance of all said improvements is not issued by the Milford Planning Board by the same date, then this Letter of Credit shall be automatically considered to have been called and without further action by the Milford Planning Board, the issuer shall forthwith forward a check in the amount of \$93,274.69 to the Town Treasurer to be used exclusively for the purpose of completing the improvements which are guaranteed by this Letter of Credit. Any funds not needed by the Town of Milford to complete the improvements required by the subdivision plan referred to above, shall be returned to the issuer. The Letter of Credit shall expire July 15, 2022.

Dated: _____

7/15/2020

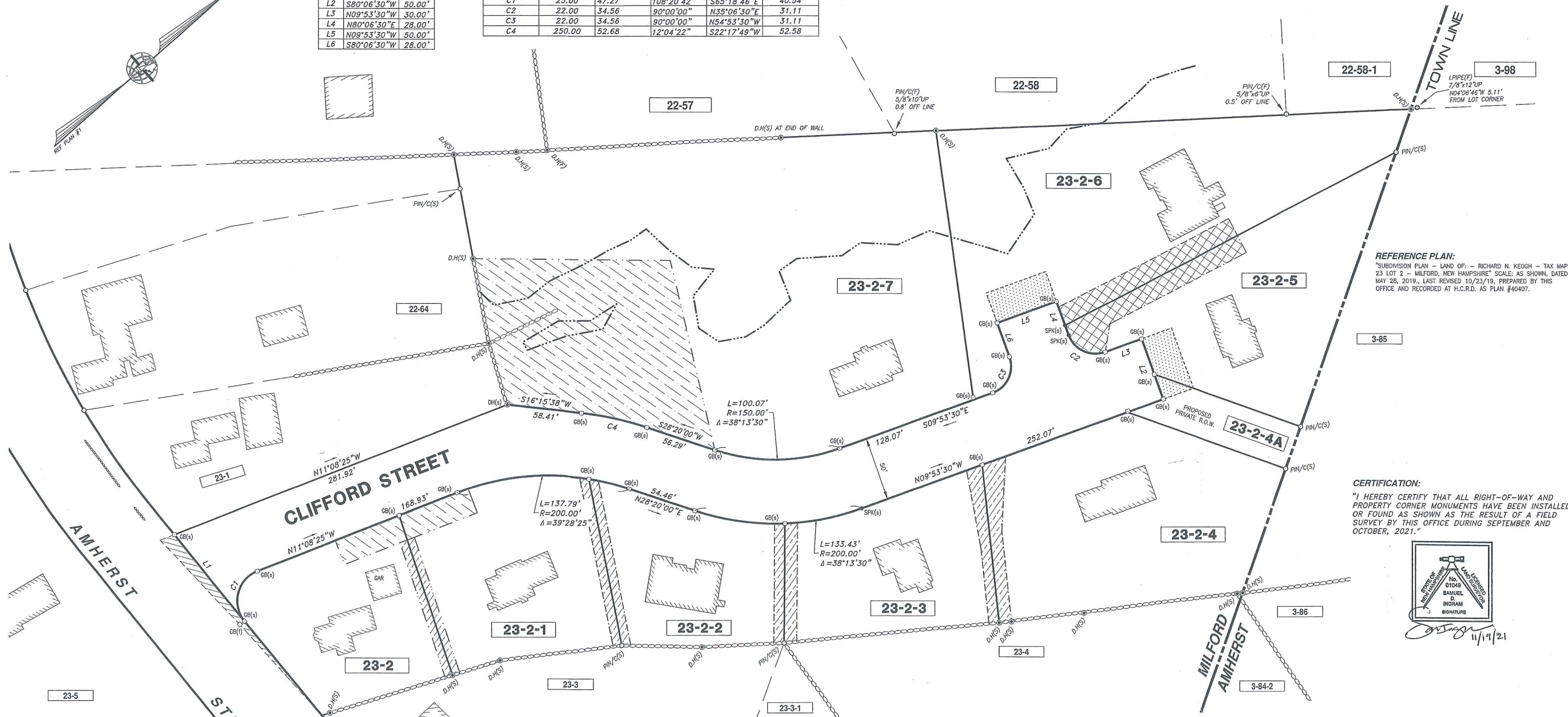
Mark Owen

Mark D. Owen, Senior Vice President
Construction Lending



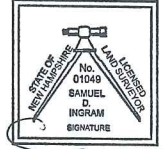
LINE	BEARING	LENGTH
L1	N60°30'53"E	87.31'
L2	S80°06'30"W	50.00'
L3	N09°53'30"W	30.00'
L4	N80°06'30"E	28.00'
L5	N09°53'30"E	50.00'
L6	S80°06'30"W	28.00'

CURVE	RADIUS	LENGTH	DELTA	CHORD DIR.	DISTANCE
C1	25.00	47.27	108°20'42"	S65°18'46"E	40.54
C2	22.00	34.56	90°00'00"	N35°06'30"E	31.11
C3	22.00	34.56	90°00'00"	N54°53'30"W	31.11
C4	250.00	52.68	12°04'22"	S22°17'49"W	52.58



REFERENCE PLAN:
 *SUBDIVISION PLAN - LAND OFF - RICHARD N. KEOGH - TAX MAP
 23 LOT 2 - MILFORD, NEW HAMPSHIRE SCALE AS SHOWN, DATED
 MAY 28, 2019., LAST REVISED 10/23/19, PREPARED BY THIS
 OFFICE AND RECORDED AT H.C.R.D. AS PLAN #40407.

CERTIFICATION:
 "I HEREBY CERTIFY THAT ALL RIGHT-OF-WAY AND
 PROPERTY CORNER MONUMENTS HAVE BEEN INSTALLED
 OR FOUND AS SHOWN AS THE RESULT OF A FIELD
 SURVEY BY THIS OFFICE DURING SEPTEMBER AND
 OCTOBER, 2021."



11/19/21

- LEGEND:**
- RIGHT-OF-WAY SIDELINE
 - PROPERTY LINE
 - ABUTTING LOT LINE
 - EASEMENT LINE
 - EDGE OF WETLANDS
 - STONE WALL
 - EXIST. GRANITE BOUND FOUND
 - EXIST. DRILL HOLE FOUND/SET
 - EXIST. IRON PIN FOUND/SET
 - EXIST. IRON PIPE FOUND
 - EXISTING TAX MAP & LOT NUMBER
 - EXISTING BUILDING

- EASEMENT LEGEND:**
- DRAINAGE EASEMENT
 - PRIVATE DRAINAGE EASEMENT
 - COMMON DRIVEWAY EASEMENT
 - SNOW STORAGE EASEMENT



REV.	DATE	DESCRIPTION	C/O	DR	CK
D					
C					
B					
A					



MONUMENT PLAN
CLIFFORD STREET
 MILFORD, NEW HAMPSHIRE

SCALE: 1" = 40' NOVEMBER 19, 2021



MERIDIAN
 LAND SERVICES, INC.
 ENGINEERING | SURVEYING | PERMITTING
 SOIL & WETLAND MAPPING | SEPTIC DESIGN
 31 OLD NASHUA ROAD, AMHERST, NH 03031 TEL. 603-673-1441
 MERIDIANLANDSERVICES.COM FAX 603-673-1584

Plotted: 11/19/2021 11:50 AM BY: MJR
 H:\MS\3203\3203A06.dwg

6. 1.) Warrant Article votes

6. 2) Designation of Majority and Minority Report Authors 2022

Warrant Article #	Pre and Post Deliberative Proposed Vote Tallies for 2022 Warrant Articles	2022 Proposed Amount	BOS Pre-Deliberative Vote	Water Commissioners Vote	BAC Pre-Deliberative Vote	BOS Post-Deliberative Vote	BAC Post-Deliberative Vote	BOS Majority Report Author	BOS Minority Report Author
3	WADLEIGH LIBRARY HVAC/Electrical Systems Upgrades - BOND	\$1,320,000							
4	WASTE WATER TREATMENT FACILITY INFLUENT PUMP STATION SCREENING CONVEYOR UPGRADE - BOND	\$390,000							
5	TOWN OPERATING BUDGET	\$16,416,151							
6	WASTEWATER DEPARTMENT OPERATING BUDGET	\$2,540,539							
7	WATER DEPARTMENT OPERATING BUDGET	\$1,745,637							
8	FIRE RESCUE TRUCK #1 REPLACEMENT 7-YEAR LEASE PURCHASE - \$735,000 Gross Purchase Price (Annual Lease Payment \$101,636: \$100,000 paid from Fire Apparatus Replacement Capital Reserve	\$735,000							
9	RECONSTRUCTION OF TOWN ROADS	\$300,000							
10	SOCIAL SERVICES	\$40,000							
11	DPW VEHICLES AND HEAVY EQUIPMENT CAPITAL RESERVE	\$40,000							
12	NON-EMERGENCY COMMUNITY TRANSPORATION BUS SERVICE	\$32,000							
13	TOWN FACILITIES RENOVATION AND MAJOR REPAIR REPLACEMENT CAPITAL RESERVE	\$25,000							
14	AMBULANCE VEHICLE REPLACEMENT CAPITAL RESERVE	\$25,000							
15	FIRE APPARATUS REPLACEMENT CAPITAL RESERVE	\$25,000							
16	KEYES PARK EXPANSION COMMITTEE PROJECT CAPITAL RESERVE	\$25,000							
17	TEAMSTERS UNION COLLECTIVE BARGAINING AGREEMENT	\$18,039							
18	TEAMSTERS UNION COLLECTIVE BARGAINING AGREEMENT SPECIAL MEETING	\$0							
19	ASSESSING REVALUATION CAPITAL RESERVE	\$22,500							
20	CONSERVATION LAND FUND	\$20,000							
21	INFORMATINO TECHNOLOGY INFRASTRUCTURE CAPITAL RESERVE	\$20,000							
22	SUMMER BAND CONCERTS SUPPORT	\$9,000							
23	INDEPENDENCE DAY CELEBRATION FIREWORKS	\$8,500							
24	MEMORIAL, VETERANS & LABOR DAY PARADES AND RECOGNITION SUPPORT	\$6,500							
25	RATIFICATION OF 10 YEAR PUBLIC SAFETY CELL TOWER LICENSE CONTRACT	\$0							
26	AUTHORIZED THE BOARD OF SELECTMEN TO LEASE TOWN-OWNED PROPERTY - SHEPARD PARK SCOUT HOUSE	\$0							
27	HUTCHINSON FAMILY SINGERS MEMORIAL PROJECT	\$0							
28	WADLEIGH LIBRARY MAINTENANCE AND UPKEEP CAPITAL RESERVE	\$0							
29	HARTSHORN MILL ROAD CONSERVATION EASEMENT	\$0							
30	RAZE AND REMOVE 127 ELM STREET BUILDING by petition	\$400,000							

N/A = Not applicable N/P = No position Recommend or Not Recommend
 N/A = Not applicable N/P = No position Recommend or Not Recommend

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING SPECIAL MEETING

December 20, 2021

PRESENT: Gary Daniels, Chairman John Shannon, Town Administrator excused
Paul Dargie, Vice Chairman Andrew Kouropoulos, Videographer
Laura Dudziak, Member
Chris Labonte, Member
David Freel, Member

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

Chairman Daniels called the public meeting to order at 6:30 p.m., introduced Board members, and then led the audience in the Pledge of Allegiance. Chairman Daniels indicated that those people in the audience who want to speak or add to the discussion should please use a microphone to be heard on the PEG Access live broadcast.

2. APPOINTMENT: (Approximate times)

6:30 p.m. 127 Elm Street Warrant Article Discussion – In summary: At the November 22, 2021 Board of Selectmen's meeting, the Board voted 5/0 to remove 127 Elm Street Building from the 2022 warrants.

The Budget Advisory Committee wrote a letter to the Board of Selectmen requesting that the warrant article to Raze and Remove 127 Elm Street Building for \$400,000 be placed back on the warrants. They feel that this year will be "somewhat" lean year money-wise because there is no dispatch center or new library on the docket as in previous years. They feel that it would also be a good year because are also aware of major "big ticket" Water Utilities items coming in 2023 and 2024. If it isn't put on the warrants, they feel that another possibility is to put it in the budget and allow the townspeople to make that decision.

Paul Bartolomucci, a Milford resident reminded the Board that 127 Elm Street was purchased through fundraising, individual donations, and funding from non-governmental organizations. We do little to support senior citizens and youths both socially and through physical activities. A committee was formed to review the property and a 10-year plan was developed. Razing this property would be one of the first steps in this plan. He is asking the Board to support the removal of 127 Elm Street and let the community begin making the proposed improvements to this property.

Claudia Lemaire, a Milford resident is concerned about the exercise equipment that is supposed to be placed around the park, being stored in the old building. There isn't any money in the capital reserve for any improvements. A lot of time and effort went into purchasing the building and it's always on the back burner. Mr. Bartolomucci echo's Ms. Lemaires concerns about the equipment being stored. He explained where and what it would be used for. He stressed the need for people to get outside and do physical activity. A path along the river for walking would be great. Ms. Lemaire said taking the building down would allow for a larger parking lot to help with state swim meets and other functions that may bring additional revenue into the town.

Selectman Labonte asked how come the path can't be put in now. Mr. Bartolomucci said a partial path could be put in now. Taking down the building would allow us to put the path at the end. He is embarrassed parking out of town people next to a dilapidated old building. Ms. Lemaire is concerned that it will end up like BROX, with nothing being done with the property for over 20 years. There was more discussion about the walking path.

Selectman Freel wanted a real number to raise the building, not a \$400,000 number just thrown out there. Mr. Bartolomucci said all the information for the Keyes proposal submitted to the Board is on the towns web site under Recreation. He is in favor of that one, not the one that was presented recently. Selectman Freel said we still need to get 3 bids for a more accurate number. If the number comes in less, he may support it.

Chairman Daniels said the building was bought with the intent to use it. It was only later that the committee decided to raze it. We are looking at a 30% increase in the tax rate and seniors are now having to pay taxes on properties that they didn't have to before due to the revaluation. Administrator Shannon clarified that if everything on the warrants passes, the tax rate goes from \$4.03 to \$5.23 for the town's portion of the taxes. There was some discussion about the tax rate.

Selectman Dargie would like to vote to put 127 Elm Street on the warrants and then have another vote as to if they will support it or not. He is guessing that there will be a petition warrant if we don't do this. We can put it on for \$400,000 and try to get quotes. The number can be changed by the deliberative session. There was discussion about the Keyes Capital Reserve account which will be at zero when the next payment for the study is paid. Selectman Freel would rather see a \$50,000 capital reserve warrant rather than a \$400,000 one. There was also a discussion about DPW doing the work in-house. Administrator Shannon said they can't do it, they don't have the insurance or equipment to do it. Other members of

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/29/2021

64 the Budget Advisory Committee also expressed their displeasure about removing the warrant article for 127 Elm Street and
65 the lack of Selectman support. Selectman Labonte still feels that we have better areas to use the money right now.
66

67 **Selectman Dudziak moved to call the question. The motion failed for lack of a second.** Selectman Dargie feels that this
68 deserves to be put on the warrants and allow the voters to decide. He feels that petition warrant articles don't do well.
69

70 Selectman Freel said the town purchase the property then found out it is unsafe. He doesn't understand why we need a war-
71 rant article to remove it, why can't we just remove it without a warrant article.
72

73 Paul Bartolomucci thanked the Board for their consideration and discussion tonight.
74

75 **Selectman Dargie made a motion to put 127 Elm Street Razing on the warrants using a placeholder of \$400,000. Se-**
76 **conded by Selectman Dudziak. Selectman Dargie, yes. Selectman Labonte, no. Selectman Dudziak, yes. Selectman**
77 **Freel, no. Chairman Daniels, no. The motion failed 2/3 with Selectman's Labonte, Freel and Daniels opposed.**
78

79 **Selectman Labonte moved to approve the consent calendar. Seconded by Selectman Freel. Selectmen Dargie yes,**
80 **Selectman Dudziak yes, Selectman Labonte yes, Chairman Daniels yes and Selectman Freel yes. All were in favor.**
81 **The motion passed 5/0.**
82

83 **3. DECISIONS**

84 **a. CONSENT CALENDAR**

- 85 1) Approval of Notice of Intent to Cut Wood or Timber, Map 9, Lot 2 and Map 9, Lot 3.
86 2) Approval of Notice of Intent to Cut Wood or Timber, Map 40 Lot 14
87

88 **4. APPROVAL OF FINAL MINUTES – N/A**

89 **5. NOTICES**

90 **6. NON-PUBLIC SESSION – N/A**

91
92 **7. ADJOURNMENT:** Selectman Freel moved to adjourn at 7:50. Seconded by Selectman Labonte. All were in favor. A
93 roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes,
94 and Chairman Daniels yes. All were in favor. The motion passed 5/0.
95
96
97

98
99 _____
Gary Daniels, Chairman Paul Dargie, Member

100
101
102 _____
103 Chris Labonte, Vice Chairman David Freel, Member
104

105
106 _____
107 Laura Dudziak, Member

DRAFT
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
December 27, 2021

PRESENT: Gary Daniels, Chairman John Shannon, Town Administrator
Chris Labonte, Vice Chairman Tina Philbrick, Executive Assistant
Laura Dudziak, Member Andy Kouropoulos, Videographer
Paul Dargie, Member
David Freel, Member

1. CALL TO ORDER, BOARD OF SELECTMEN INTRODUCTIONS & PUBLIC SPEAKING INSTRUCTIONS:
Chairman Daniels called the public meeting to order at 5:30 p.m., introduced Board members, and then led the audience in the Pledge of Allegiance. Chairman Daniels indicated that those people in the audience who want to speak or add to the discussion should please use a microphone to be heard on the PEG Access live broadcast.

Chairman Daniels welcomed members of the public accessing this meeting remotely. He intends to continue using zoom at the Board meetings because there is more participation using this tool.

2. APPOINTMENTS – (Approximate times)

5:30 p.m. – 2021 Property Abatement Applications for Approval (5). Land Use Change Tax (LUCT) Map 8 Lot 46 – Assessing Director, Marti Noel

Of the Abatements presented tonight all are due to a correction to a neighborhood classification that was erroneously changed during the revaluation effort earlier this year. A review of 38 properties within this neighborhood classification ascertained that the 5 submitted for approval are the only properties affected by this error. A letter has been sent to these property owners advising them of this action filed by the assessing department on their behalf. The correction has been made for these properties going forward for 2022, and this action tonight corrects an overpayment of taxes for 2021 due to the change. Selectman Labonte asked if this changes our 2021 line numbers. Ms. Noel said no.

Selectman Dargie made a motion to approve the five (5) Property Abatement Applications. Seconded by Selectman Dudziak. Selectmen Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman Daniels yes and Selectman Freel yes. All were in favor. The motion passed 5/0.

Land Use Change Tax (LUCT) Map 8 Lot 46 Assessing Director, Marti Noel-

In accordance with RSA 79-A:4 and Cub rules 304, a tract of land of any size, actively devoted to the growing of agricultural or horticultural crops with an annual gross income from the sale of crops normally produced thereon totaling at least \$2,500 may be classified in Current Use.

The owner of this land has had 5.74 acres of land classified as farm land but after two separate requests this year to provide documentation, once in July and again in December, the owner has failed to provide any proof of income attributable to the land. Without such documentation, the land cannot remain in Current Use. Selectman Labonte asked if a tax has to be paid on this. Ms. Noel said yes.

Selectman Dargie made a motion to approve the Land Use Change Tax Application and remove Map 8 Lot 46 from current use. Seconded by Selectman Dudziak. Selectmen Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman Daniels yes and Selectman Freel yes. All were in favor. The motion passed 5/0.

5:40 – Waste Water Treatment Facility Influent Pump Station Screening Conveyor Upgrade – Water Utilities Director, Jim Pouliot

This warrant article is for a Waste Water Treatment Facility Influent Pump Station Screenings Conveyor Upgrade. Of the \$390,000 requested, it is anticipated that the Town will receive up to \$144,300 in ARPA grant and principal forgiveness from the State Revolving Loan Fund loan program, with the remainder of the bonds or notes to be paid for via sewer user fees. This project has been on the CIP for several years. Town Council has reviewed the language in the warrant article, the DRA has not. Selectman Freel asked about the \$144,300 in ARPA funding. Mr. Pouliot said it's separate from what the town is getting. The Board will vote later in the meeting to put it on the warrants when the others are discussed.

5:50 – MacLellan Conservation Easement Warrant Article – Conservation Chair, Andy Hughes

Paula Maclellan would like to cross Lot 2-29 in two places for the purpose of building a driveway to Lot 2-28-2 which abuts Lot 2-29. The Maclellan lot has the required frontage on N.H. Route 13, but the construction of the driveway would yield significant wetland and buffer impacts along with considerable land alteration due to its length and the associated topography. The construction of a driveway from the properties frontage along NH Route 13 will cause greater impact to the environment than a driveway across Lot 2-29. This access driveway would be approximately 2200 feet long with the alternate access only approximately 750 feet. The longer route also requires more excavation and disruption to the area than the proposed alternative. Further this access fronts on NH Route 13 a busy North South corridor. Ms. Maclellan has requested

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 12/27/2021

64 permission to use a portion of Lot 2-29 for her driveway. The Town will be given a 6.7+/- acre conservation easement on
65 the northern portion of lot 2-28-2.

66
67 Selectman Dargie said they also need an easement from their neighbor. Ms. MacLellan said they are in discussions. Se-
68 lectman Dargie was asked if it was only one easement. Chad Branon, Fieldstone Engineer, said yes. The Conservation
69 Commission is in support. Administrator Shannon said anything put on warrants tonight will be reviewed by the DRA and
70 town council.

71
72 Dave Palance, Milford resident, asked what conflict would arise being a shared driveway and conservation easement. Se-
73 lectman Dargie there won't be a conflict.

74
75 Selectman Dargie asked about the purpose paragraph that was included on the sheet of paper describing the warrant article.
76 Selectman Labonte asked if they have everything they need for the building permit. Mr. Branon said the lot will follow eve-
77 rything it needs. They are just proposing to place about 7 acres of the lot into Conservation. The proposed easement area
78 has an access driveway on it, but it won't be utilized by the home owner, only conservation.

79
80 There was more discussion about putting the purpose paragraph on the warrants. Tina Philbrick, Executive Assistant to the
81 Town, said the purpose goes in the voters guide, not in the warrant itself. She didn't put it on the warrants sheets because
82 she felt it needed discussion. She put the Water Utilities warrant article in the packet because she assumed it would be ac-
83 cepted. Nothing has been voted to be on the warrants as of yet. The package of warrants is still a draft of warrants put to-
84 gether for review.

85
86 **Selectman Dargie made a motion to add the MacLellan Conservation Easement, paragraph 1 on the Town Warrant.**
87 **Seconded by Selectman Dudziak. Selectmen Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman**
88 **Daniels yes and Selectman Freel yes. All were in favor. The motion passed 5/0.**

89
90 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)**

91
92 Lynn Cockley, Library Trustee, let the Board know that some of the language has changed in their warrant article and the
93 Board has the latest.

94
95 Katherine Kokko, a Milford resident, asked if the purchases recently made for Crown Castle have come in and if there is an
96 installation time line. Administrator Shannon will get that information. Ms. Kokko also wanted to follow up on an e-mail
97 she sent to Chairman Daniels. Chairman Daniels said they are working on the summary of those issues.

98
99 **Chairman Daniels asked that 4. a) 1) be removed from the consent calendar.**

100
101 **Selectman Freel moved to approve 4. a) 2) on consent calendar. Seconded by Selectman Dudziak. Selectmen Dargie**
102 **yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman Daniels yes and Selectman Freel yes. All were in fa-**
103 **vor. The motion passed 5/0.**

104
105 **4. DECISIONS**

106 **a) CONSENT CALENDAR**

- 107 1. Request for Acceptance and Appropriation of Unanticipated Revenues under \$10,000 (31:95(b)) - COVID
108 19 Vaccination Aid Grant (FEMA)
- 109 • Funding from the NH Dept. of Health & Human Services to administer vaccinations at Milford State run
110 vaccination sites – December 1 – 31, 2021. This reimbursement is for salary, wages, and fringe benefits
111 for the Fire Department, Ambulance Department and Police Department, no match is required – amount
112 TBD.
 - 113 2. Request for Acceptance of gifts of property under \$5,000 (31:95(e)) - Donations for the Scout House Windows
114 Workshop hosted by the Heritage Commission
 - 115 • Donation of Pizza from the Pasta Loft - \$41.97
 - 116 • of Coffee from Donut Express from Sarah Brown - \$37.47

117
118 Chairman Daniels asked if the funding from FEMA covers retirement. Chief Flaherty said yes, it's the same as the one we
119 did in March/April. We will be having another one January 8th.

121 Selectman Dargie moved to approve 4. a) 1) on consent calendar. Seconded by Selectman Labonte. Selectmen Dar-
122 gie yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman Daniels yes and Selectman Freel yes. All were in
123 favor. The motion passed 5/0.

124
125 b) OTHER DECISIONS

126 1. N/A

127 5. TOWN STATUS REPORT –

128 1. Preliminary Roads Update – Public Works Director, Leo Lessard

129 Mr. Lessard presented the Board with and overview of what he would like to do for roads this year.

130 They will be doing topping (installing wear course on roads that have been binder for the last few years). Federal Hill, Foster
131 Road, Ball Hill and Young Road.

132
133 These will take an estimated amount of 3150 ton at estimated rate for this season \$80.00 / ton **ESTIMATED** total of
134 \$252,000.00

135
136 We would like to start area in the Sun View Development.

137
138 We will have drainage update and we will need to meet with sewer and water for their updates. This would be a several
139 year project set up in phases, possibly four phases.

140
141 We are also looking into the Highlands area as well; this would be also done in phases over several years.

142
143 While roads are in construction mode, he would like to pulverize and pave Colburn Road.

144
145 To my knowledge road is 6557 liner feet set at 14,571 square yards. With 2.5” binder and 1.5” top. This would be an esti-
146 mated cost of \$320,271.00 **ESTIMATED** cost. This would be for Colburn Road.

147
148 Selectman Labonte asked where would the encumbered money, of \$85,000 go? Mr. Lessard said it would be added to the
149 \$252,000. There was discussion about what the block grant could be used for. Administrator Shannon said they would get
150 more information on this.

151
152 There was discussion on being able to use Cartograph for review of additional roads. Selectman Dargie said we will need to
153 upgrade and see when this needs to be done again.

154
155 2. Encumbrances – Finance Director, Paul Calabria

156 Three encumbrances have been submitted. Ambulance Vehicle - \$55,859 with trade in. Community Development – Full
157 Circle Technologies land-use/building permit software system - \$48,670. Public works - \$85,000 left over from paving.

158
159 Selectman Dargie asked how much money do we have in surplus. Mr. Calabria said about \$310,000. Selectman Dargie
160 asked how much could we take out of fund balance to reduce taxes. Mr. Calabria said we will be at 7.7% remaining in the
161 fund balance after removing the \$200,000 we spoke about last week. Selectman Dargie asked what amount would bring us
162 to 7%. Mr. Calabria said about \$350,000.

163
164 Selectman Dargie asked if the encumbrances were in the proposed budget. Mr. Calabria said the ambulance is. There is just
165 under \$310,000 in surplus money. Selectman Dargie asked how much can we remove from fund balance to reduce taxes.
166 Mr. Calabria said taking out the \$200,000 would leave us around 7.77% based on the 2020 fund balance. Selectman Dargie
167 needed more clarification about fund balance and surplus; they work together although two separate topics. Mr. Calabria
168 said to go from 7.7% to 7.5% the amount would be about \$350,000 on top of the \$200,000 discussed at the at the last meet-
169 ing. Selectman Freel wants to tread lightly on the spending so as not to see a large future increase in taxes.

170
171 1st Encumbrance: Ambulance Vehicle - \$55,859 with trade in. Selectman Labonte asked Director Schelberg if he could give
172 him the difference on what he is asking for, for a vehicle in comparison of what the Police Department runs for a vehicle.
173 Director Schelberg said no. His vehicle is being equipped differently than a Police Departments vehicle. Selectman La-
174 bonte asked if Director Schelberg could guess on how many more years his vehicle would last if they were to put a trans-
175 mission in it. Director Schelberg said it has about 114,000 miles on it now, it was rebuilt at 90,000 miles prior to us getting
176 it. He doesn't know about rust. There are some minor issues; it could be a decent daily driver. From an emergency re-

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 12/27/2021

177 sponse vehicle, he would recommend a replacement. The current vehicle won't be responding to calls. The vehicle we
178 have now is not outfitted for our needs. The cost of a new transmission is around \$3,200.

179
180 **2nd Encumbrance: Community Development** – Full Circle Technologies land-use/building permit software system -
181 \$48,670. This has been a two year process in our department. We interviewed 5 companies. The included quote is the mid-
182 range. This is geared towards Planning, Zoning and building permitting. It would make it easier for employees and the
183 public to use and IT is also pitching in. It is not in the budget nor has it ever been in the budget. We have been working on
184 this for about two years.

185
186 Selectman Labonte isn't comfortable with this. Selectman Freel said this would be a benefit to the town moving forward
187 but he agrees with Selectman Labonte.

188
189 Selectman Dargie is in favor of the encumbrances. If we encumber the ambulance vehicle, we could take it out of the
190 budget and there would be no change to the tax rate. The encumbrances total \$190,000 which would leave \$120,000 to go
191 into fund balance. He figured that for next year, \$670,000 could be taken out of fund balance and brought to the tax rate.

192
193 **3rd Encumbrance: Paving/road repair.**

194
195 Mr. Daley said they also would like \$25,000 to be put towards a new vehicle for Community Development and to be used
196 by the Assessing Department. This was not in the Board package. This is part of the \$310,000. Their vehicle will cost
197 about \$5,000 to repair the rust; it's a 2006 with almost 107,000 miles on it. There was additional discussion about types of
198 vehicles. The ford came from DPW many years ago.

199
200 Selectman Labonte said you can buy a compact vehicle for around \$15,000. Why would we put \$7,000 into a vehicle that
201 will last only two years. Mr. Daley said they go on construction sites and off roads properties and a compact vehicle
202 wouldn't be good. Selectman Labonte and Mr. Daley disagree with each other. Selectman Freel agrees with Selectman
203 Labonte about the repair amount but he also feels that 4WD is needed for construction sites.

204
205 Ms. Noel, Assessing Director, said that assessing uses this vehicle as well. They assess in early spring and a 4WD is criti-
206 cal for their jobs. There was additional discussion about types of vehicles.

207
208 Selectman Labonte said if everything passes we will be increasing a lot. He isn't in favor of these things this year. We can
209 fix the ambulance for \$3,200. The other items are wants and not needed right now. We need to utilize our surplus to off-
210 set taxes. Selectman Freel agrees. Director Schelberg clarified that the Ambulance vehicle is in the budget for 2022.

211
212 Administrator Shannon clarified that Selectman Labonte wants to fix the transmission in the Ambulance Vehicle so they
213 can use it for another couple of years, but he doesn't want to spend \$3,200 for the vehicle to be fixed and given to Commu-
214 nity Development and Assessing. Selectman Labonte said he isn't in favor of adding another vehicle to the town. There
215 was additional discussion about the vehicles.

216
217 **Selectman Labonte made a motion to not encumber any money from the 2021 budget this year except for the**
218 **\$85,000 for paving. Seconded by Selectman Freel. Selectmen Dargie no, Selectman Dudziak no, Selectman Labonte**
219 **yes, Chairman Daniels yes and Selectman Freel yes. The motion passed 3/2.**

220
221 Chairman Daniels would like to revisit this in January.

222
223 **3. 2022 Operating Budget – Paul Calabria, Finance Director.**

224 Mr. Calabria said we are still reviewing everything. Departments are still looking at money in the budget to increase raises
225 to 5%. For now, the budget remains the same.

226
227 **6. DISCUSSIONS**

228 **1. Traffic Safety Concern – Crosby Street and Ridgefield Drive**

229 There has been concern about speeding on Ridgefield Drive and Crosby Street. They seldom see coverage in that area.

230
231 Chief Viola said they started looking into this area in November. He read the stats for his patrols. They are out there as
232 much as they can during heavy traffic. They will continue to monitor that area. You can lower the speed limit but you will
233 still have the same issues. Sidewalks could help, or speed bumps. He suggested some other things.

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Chairman Daniels asked if the person complaining is looking for something further. Chief Viola said they want more. Chairman Daniels asked if it should go to Traffic Safety. Chief Viola said it wouldn't make a difference. Selectman Freel asked about solar active flashing speed limit signs or speed bumps.

Selectman Labonte asked if they would get a price for the digital speed limit signs. Chief Viola said around \$2,500 to \$3,000. People will slow down There are different types that include data of traveled roads. We can't put electronic signs our right now because they would have to go on private properties because it's winter. He will look into the cost.

2. 2022 Draft Warrant Articles – Selectman Dargie made a motion to include all listed items in the warrant document on the town warrant. Seconded by Selectman Dudziak. Selectmen Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman Daniels yes and Selectman Freel yes. All were in favor. The motion passed 5/0.

Selectman Labonte asked Chief Flaherty if he would be willing to forgo the capital reserve fund warrant because there is already a warrant for the fire truck listed. Chief Flaherty said there is no guarantee we will get that truck and we didn't fund the capital reserve last year so we are already \$25,000 less than where we would have been because of this same conversation. Selectman Labonte said the fire truck is on at 50% for this year instead of 60%.. Selectman Freel asked about wording the capital reserve that if the truck passes, we would need the capital reserve for fire. Administrator Shannon said he would ask Town Council.

Selectman Dargie asked about a sentence in the Fire Rescue. Mr. Calabria said it can be removed. Selectman Dargie said he would like to put one or two warrant articles in the budget and keep them in the warrants. If the warrant article passes, we don't spend the money that is in the budget, it just lapses. Summer band concerts for \$9,000 and the Memorial, Veterans and Labor Day parade for \$6,500. Administrator Shannon said it's a risk if the budget doesn't pass, the more we keep adding to the budget, the more likely we will get a default budget. Selectman Dargie said if you are doing it the way he wants, you are doing it twice. Administrator Shannon will ask Town Council if we can do this.

Selectman Dargie made a motion to at \$6,500 to the budget for the Memorial Veterans and Labor Day Parade. No one seconded. The motion failed.

There was additional discussion about adding money to the budget and getting things to pass. Administrator Shannon said he would get more information on this.

Ms. Kokko, read RSA 32:10 "The town or district meeting may vote separately on individual purposes of appropriation contained within any warrant article or budget, but such a separate vote shall not affect the governing body's legal authority to transfer appropriations, provided, however, that if the meeting deletes a purpose, or reduces the amount appropriated for that purpose to zero or does not approve an appropriation contained in a separate article, that purpose or article shall be deemed one for which no appropriation is made, and no amount shall be transferred to or expended for such purpose".

Selectman Dargie would eventually like to get rid of the smaller warrant articles that always pass by putting them in the budget. There was additional discussion about adding things into the budget.

Selectman Labonte wants to remove "This is an important location for the Town's public safety departments to maintain public safety communications coverage over a significant portion of the Town of Milford" from the Cell Town Lease Warrant article. He feels it's something that can be put in the voters guide. Administrator Shannon said that Town Council wrote that warrant article. Selectman Labonte doesn't feel it's important to the warrant article.

Chairman Daniels said in the past towers were proposed and neighbors objected to having them next to them. We don't identify where the tower is except for that sentence. Selectman Labonte said he's never seen this before.

Selectman Labonte made a motion to remove the words "This is an important location for the Town's public safety departments to maintain public safety communications coverage over a significant portion of the Town of Milford" from the Ratification of 10 Year Public Safety Cell Tower License warrant article. The motion failed.

Selectman Labonte asked why the amount in the warrant article was \$1,800. Mr. Calabria said he spoke with the DRA and we only need one month's payment for the 2022 budget so the number will be \$1,800. Selectman Labonte feels it should be \$1,648. Mr. Calabria said if it's wrong we will fix it, he reminded Selectman Labonte that this still a Draft. **Selectman**

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291 Labonte asked about the total of \$200,900. Administrator Shannon said it's the total of years 2 through 10. We are still
292 figuring out if it needs to be put on the warrant. We are only approving one month's payment and a 10 year contract.
293

294 **7. PUBLIC COMMENTS. (Regarding items that are not on the agenda)**
295

296 Ms. Kokko questioned the reason to go into non-public under (RSA 91-A:3, II(e)) Legal. Tina Philbrick reminded the
297 Board that they are going to be discussing Teamsters Contract Negotiations. Chairman Daniels said it's considered a non
298 meeting. Ms. Philbrick said she looked up the last 6 times the Board has discussed contract negotiations and it's always
299 been under Legal.
300

301 **8. SELECTMEN'S REPORTS/DISCUSSIONS**
302

303 **a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES**

304 **b) OTHER ITEMS (that are not on the agenda)**
305

306 **9. APPROVAL OF FINAL MINUTES – Selectman Dargie moved to approve the minutes of December 13, 2021.**
307 **seconded by Selectman Dudziak. Selectmen Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman**
308 **Daniels yes and Selectman Freel yes. All were in favor. The motion passed 5/0.**
309

310 **10. INFORMATION ITEMS REQUIRING NO DECISIONS.**

311 1. N/A

312 **11. NOTICES.** Notices were read.
313

314 **Selectman Dargie made a motion to allow the staff to modify the warrants and clean them up prior to the Budget**
315 **and Bond Hearing. Seconded by Selectman Dudziak yes, Selectman Dudziak yes, Selectman Labonte no, Chairman**
316 **Daniels yes and Selectman Freel yes. The motion passed 4/1.**
317

318 At this time the Board took a five minute recess.
319

320 **12. NON-PUBLIC SESSION – N/A**
321

322 **13. ADJOURNMENT: Selectman Dargie moved to adjourn at 7:55 pm. Seconded by Selectman Dudziak A roll call**
323 **vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and**
324 **Chairman Daniels yes. All were in favor. The motion passed 5/0.**
325
326
327

328 _____
Gary Daniels, Chairman

Paul Dargie, Member

330 _____
331 Chris Labonte, Vice-Chairman

David Freel, Member

332 _____
333
334 Laura Dudziak, Member

10. Treasurer's Report - November 2021

TREASURER'S REPORT
TOWN OF MILFORD, NEW HAMPSHIRE
11/30/2021
(unaudited)

	CHECKING ACCOUNT	TOWN CLERK ACCOUNT	ESCROW ACCOUNT	NHPDIP ACCOUNT	DISBURSEMENT ACCOUNT	BAR HARBOR ACCOUNTS	INVESTMENT ACCOUNT	TOTAL
Beginning Balance as 11/01/21	(230,189.17)	54,413.53	110,469.72	3,959.76	(16,316.69)	10,681.16	9,040,961.13	\$ 8,973,979.44
Receipts:								
Taxes and Interest	4,273,226.62	-	-	-	258,464.89	-	-	\$ 4,531,691.51
Water & Sewer User Fees	285,369.66	-	-	-	54,853.54	-	-	\$ 340,223.20
Other Revenues	443,453.25	315,053.67	-	-	5,205.20	-	-	\$ 763,712.12
Ambulance	-	-	-	-	50,049.74	-	-	\$ 50,049.74
Recreation	-	-	-	-	1,796.00	-	-	\$ 1,796.00
Escrow Deposit	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	-	-	-	\$ -
Interest Income	-	-	9.64	0.07	-	0.43	653.67	\$ 663.81
Investment Transfers	2,980,000.00	-	-	-	-	-	4,014,038.87	\$ 6,994,038.87
TAN Deposit	-	-	-	-	-	-	-	\$ -
Bond Proceeds	-	-	-	-	-	-	-	\$ -
21 ARPA-LFRF Comm Equip.	-	-	-	-	-	-	-	\$ -
21 ARPA-LFRF Sewer Equip.	-	-	-	-	-	-	-	\$ -
Total Receipts:	<u>\$ 7,982,049.53</u>	<u>\$ 315,053.67</u>	<u>\$ 9.64</u>	<u>\$ 0.07</u>	<u>\$ 370,369.37</u>	<u>\$ 0.43</u>	<u>\$ 4,014,692.54</u>	<u>\$ 12,682,175.25</u>
Disbursements:								
Accounts Payable Warrants	(1,013,296.40)	(89,217.36)	-	-	(7,393.02)	-	-	\$ (1,109,906.78)
Payroll Warrants	(458,481.16)	-	-	-	-	-	-	\$ (458,481.16)
Milford School District Appropriation	(2,387,774.00)	-	-	-	-	-	-	\$ (2,387,774.00)
Hillsborough County Appropriation	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	-	-	-	\$ -
Investment Transfers	(3,433,038.87)	(241,000.00)	-	-	(340,000.00)	-	(2,980,000.00)	\$ (6,994,038.87)
TAN Disbursement	-	-	-	-	-	-	-	\$ -
Suntrust Disbursement	-	-	-	-	-	-	-	\$ -
Bank Charges	(1,249.83)	-	-	-	-	-	-	\$ (1,249.83)
Voided Checks	-	-	-	-	-	-	-	\$ -
Total Disbursements:	<u>\$ (7,293,840.26)</u>	<u>\$ (330,217.36)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (347,393.02)</u>	<u>\$ -</u>	<u>\$ (2,980,000.00)</u>	<u>\$ (10,951,450.64)</u>
Ending Balance as of 11/30/21	<u>\$ 458,020.10</u>	<u>\$ 39,249.84</u>	<u>\$ 110,479.36</u>	<u>\$ 3,959.83</u>	<u>\$ 6,659.66</u>	<u>\$ 10,681.59</u>	<u>\$ 10,075,653.67</u>	<u>\$ 10,704,704.05</u>

Allen White 12/30/21
ALLEN WHITE
TOWN TREASURER