

**5:30 Introduction of newly elected Selectman, Tim Finan and Election of New Chair and Vice Chair Positions.**

5:30 - New Selectman/Re-appointed Selectman procedure:

1. Town Administrator John Shannon calls BOS meeting to order. Introduces the New Selectman, **Tim Finan** and introduces the Board members. Administrator Shannon leads the audience in the Pledge of Allegiance. Administrator Shannon notes that those people in the audience who want to speak or add to the discussion should please use a microphone in order to be heard on the PEG Access live broadcast. Administrator Shannon conducts the nomination of Selectmen positions.
2. Appointments:
  - a. Administrator Shannon asks for nominations for Chairman. After the Chairman is nominated, the Town Administrator steps down and hands the gavel to the Chairman to continue.
  - b. The Chairman then asks for nominations for Vice Chairman for this coming year.

**5:40 Public hearing for expenditure of unanticipated funds**

**PUBLIC HEARING FOR THE PURPOSE OF AUTHORIZING:**

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

\$100,000.00      ARPA Grant - NHDES Wastewater Engineering Bureau  
Funding for the preliminary design for the Milford WWTF Nutrient/Metals Removal Upgrade and WWTF Improvements Study.

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

None at this time.



CERTIFICATE OF VOTE OF AUTHORIZATION
INFRASTRUCTURE PROJECTS
GRANTS ONLY



American Rescue Plan Act (ARPA)

A Certificate of Vote of Authorization is a certificate that states that a grant applicant is willing to enter into a grant agreement with the State of NH Department of Environmental Services and that whoever signs the Grant Agreement (provided under separate cover) has the authority to do so. The Certificate must be signed and notarized on the same date as, or within 30 days of, the Grant Agreement signature. This is a three-person form: Person Completing this Form, Authorized Representative, and a Public Notary.

- Completed and signed by someone other than the person being given authority.
Must be notarized.
Original is required for submittal.

Certificate of Vote of Authorization

GRANT RECIPIENT

Town of Milford, Town Hall, 1 Union Square, Milford, NH 03055

I, \_\_\_\_\_ of the Town of Milford, New Hampshire do hereby certify that at a meeting held on March 28, 2022, the Board of Selectmen voted to enter into a American Rescue Plan Act Fund (ARPA) grant agreement with the New Hampshire Department Environmental Services to fund a Wastewater improvement project.

The Town of Milford Board of Selectmen further authorized the Jim Pouliot Jr., Water Utilities Director to execute any documents which may be necessary to effectuate this grant agreement.

IN WITNESS WHEREOF, I have hereunto set my hand as Chairman of the Town of Milford Board of Selectmen, the 28 day of March 2022.

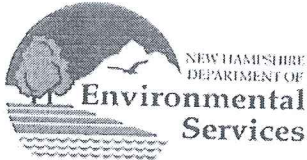
\_\_\_\_\_  
Signature:

STATE OF NEW HAMPSHIRE, County of Hillsborough

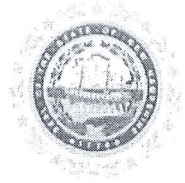
On this 28 day of March 2022, \_\_\_\_\_, before me (Notary Public) the undersigned Officer, personally appeared. \_\_\_\_\_, who acknowledged himself to be the Chariman of the Board of Selectmen of the Town of Milford, being authorized so to do, execute the foregoing instrument for the purpose therein contained.

In witness thereof, I have set my hand and official seal.

Notary Public \_\_\_\_\_ My commission expires: \_\_\_\_\_



American Rescue Plan Act (ARPA)
2021 Grant Program
Wastewater Engineering Bureau
Grants Management Section



RSA/Rules: Voluntary

Instructions:

This application is intended for use by applicants notified of award of ARPA grant funding from NHDES Wastewater Engineering Bureau. There are a variety of project types being awarded funding, including: Asset Management, Planning, Infrastructure, and Energy Audit Measure Implementation. Applicants must fill out a separate application for each project for which they are requesting ARPA grant funds. Following receipt of a complete application, NHDES will prepare a Grant Agreement to be signed by the applicant and returned along with the Certificate of Authority. Grant Agreements will require approval by Governor and Council to fully fund the project.

If the applicant is applying for a loan through the Clean Water State Revolving Fund (CWSRF) in addition to the ARPA grant funding the loan application process must be followed concurrently with this grant application. Please visit the NHDES CWSRF webpage for additional information for CWSRF loans.

Please return the application, along with required attachments, via email to Sarah.B.Ridyard@des.nh.gov. Application deadlines vary by project type.

Contact Information:

General application or ARPA questions

Sarah Ridyard, P.E. Sarah.B.Ridyard@des.nh.gov or (603) 271-8484

For project specific questions, please contact the following:

Asset Management

Eliza Morrison Eliza.J.Morrison@des.nh.gov or (603) 271-1989

Infrastructure

Stormwater

Deborah Loiselle Deborah.S.Loiselle@des.nh.gov or (603) 271-1352

Wastewater

Dennis Greene Dennis.J.Greene@des.nh.gov or (603) 271-2980

Planning

Stormwater

Deborah Loiselle Deborah.S.Loiselle@des.nh.gov or (603) 271-1352

Wastewater

Dennis Greene Dennis.J.Greene@des.nh.gov or (603) 271-2980

Sarah Ridyard Sarah.B.Ridyard@des.nh.gov or (603) 271-8484

Energy Audit Measure Implementation

Sharon Nall Sharon.L.Nall@des.nh.gov or (603) 271-2508

CWSRF Loans

Kathleen Bourret Kathleen.A.Bourret@des.nh.gov or (603) 271-2902

Beth Malcolm Beth.L.Malcolm@des.nh.gov or (603) 271-2978

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
(603) 271-3503 • TDD Access: Relay NH 1-800-735-2964

**APPLICANT INFORMATION**

Grant Applicant Contact		
Organization: Town of Milford Water Utilities Department		
Contact Name: Mr. Jim Pouliot, Director of Water Utilities	Daytime Phone: 603-249-0660	
Mailing Address: 564 Hashua Street		
Town/City: Milford	State: NH	ZIP: 03055
Email: jpouliot@milford.nh.gov	Fax, if any: n/a	
Billing Payment Contact		
Organization: Town of Milford Water Utilities Department		
Contact Name: Ms. Evelyn Gendron, Adminstrator	Daytime Phone: 603-249-0660	
Mailing Address: 564 Nashua Street		
Town/City: Milford	State: NH	ZIP: 03055
Email: egendron@milford.nh.gov	Fax, if any: n/a	
Technical Engineering Contact		
Organization: Hoyle Tanner & Associates, Inc		
Contact Name: Joe Ducharme, Jr., PE, BCEE	Daytime Phone: 603-460-5160	
Mailing Address: 150 Dow Street		
Town/City: Manchester	State: NH	ZIP: 03101
Email: jducharme@hoyletanner.com	Fax, if any: n/a	

**PROJECT INFORMATION**

Select a project type <sup>1</sup> :	<input type="checkbox"/> Asset Management	<input type="checkbox"/> Infrastructure
	<input checked="" type="checkbox"/> Planning	<input type="checkbox"/> Infrastructure with Planning Component
		<input type="checkbox"/> Energy Audit Measure Implementation
Project Title:	WWTF Nutrient / Metals Removal Upgrade and WWTF Improvements Study	
Project Location:	Milford Wastewater Treatment Facility (WWTF)	
Total Estimated Cost of the Study project:	\$290,340.00	Anticipated Grant Amount: \$100,000.00
<p>Planning Phase Project: The Town of Milford Wastewater Treatment Facility (WWTF) treats 2.15 million gallons of wastewater flow per day from municipal, commercial, and industrial customers in the Town of Milford and Town of Wilton. In August 2020, the US EPA issued a new NPDES Permit No. NH0100471, which came into effect on November 1, 2020. The new permit includes average monthly effluent limitations for total phosphorus (TP) and aluminum as well as more stringent requirements for monitoring and reporting influent and effluent concentrations. This study will define the required improvements to remove TP, aluminum and copper from the wastewater.</p>		
National Pollutant Discharge Elimination System (NPDES) Permit Number (if applicable): NH0100471		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	My project includes other funding sources outside of this grant:	
If Yes:	What other funding sources are part of this project, for what amount:	
	Funding Source	Amount
	<input type="checkbox"/> Rural Development (RD)	
	x Local Funds	\$190,340
	State Revolving Fund (SRF)	
	<input type="checkbox"/> NHSaves	
	Funding Source	Amount
	<input type="checkbox"/> Community Development Block Grant (CDGB)	
	<input type="checkbox"/> Housing and Urban Development (HUD)	
	Other	

<sup>1</sup> Please note you may only select one project type per application. If you have multiple projects and are requesting multiple grants you must apply for each individually.

## Amendment to Scope of Services

### Preliminary Engineering

#### Introduction

The original scope was limited to the following process elements at the WWTF:

1. Prepare Enhanced Biological Phosphorus Removal (EPBR) design criteria and alternatives including modifications to aeration tankage and determination of process tankage volumes, recommended blower design, mixing equipment, and instrumentation for process control. WWTF Operations staff will be engaged in these discussions and asked to review and comment on the alternatives.
2. Prepare WAS Storage design criteria and alternatives including consideration of using existing tankage and new tankage. Alternatives will include aeration design.
3. Assist Milford in testing use of ferric chloride to evaluate impacts on effluent aluminum concentrations.
4. Pilot Study of Tertiary Treatment Alternatives
  - a. Develop Request for Proposals (RFP) for tertiary treatment equipment manufacturers.
  - b. Evaluate manufacturer proposals.
  - c. Select up to three tertiary treatment alternatives to pilot.
  - d. Develop pilot protocol.
  - e. Provide engineering support for pilot study during pilot operations.
  - f. Evaluate and analyze pilot testing data.
  - g. Complete pilot study report summarizing findings and identifying a recommended tertiary filtration alternative.

This scope amendment describes the additional process elements and tasks to be included in the amended scope of work.

#### Additional Scope of Services Included in Amendment

The scope of services is expanded to include assessment, alternatives development and identification of a recommended alternative for the following process elements:

- Main Pump Station including electrical duct bank from Operations building MCC to Main PS
- Headworks/Grit Removal
- Primary Clarifiers
- Secondary Clarifiers/Aeration Tank additions
- Solids Handling/Dewatering
- Odor Control
- UV Building Modifications

A description of anticipated assessment, alternatives development and identification of a recommended alternative by process element is identified below.

#### Main Pump Station:

- New pumps, motors, drives
- Replace isolation valves, flow meter

- Flood protection
- Assess compliance with NFPA, OSHA safety standards
- Evaluate replacement of electrical duct bank from Operations Building MCC to Main PS
- Evaluate adding grit removal at Main PS

#### Headworks

- Evaluate grit removal upgrade options at headworks (compared to adding at Main PS)

#### Primary Clarifier:

- Replace mechanisms, drives
- Rehab concrete

#### Secondary Clarifiers/Aeration Tank Additions

- Consider projected flow/loading and when 80% ADF might be exceeded)
- Evaluate cost/feasibility of adding a third secondary clarifier and third aeration tank (structures only vs. fully operational) during tertiary upgrade to prepare for future expansion

#### Solids Handling/Dewatering:

- Relocate/reconfigure sludge storage tanks
- Evaluate feasibility of relocating sludge dewatering operations
- Provide infrastructure for future (redundant) centrifuge

#### Odor Control:

- Re-assess current odor control
- Evaluate to identify recommended improvements and relocation
- Incorporate tertiary process upgrade into odor control system

#### UV Building Modifications

- Evaluate feasibility of adjusting (lowering) Parshall flume and UV channels
- Evaluate feasibility of repurposing former chlorine contact space for bulk chemical storage

### Climate Impact Evaluation

Climate impact evaluation to consider the functionality of the WWTF under a variety of conditions that may result from a changing climate. Climate impacts can range from extreme (acute or prolonged) wet-weather events as well as prolonged droughts. How the facility functions under these extremes will be impacted not only by the weather events themselves but how well informed and prepared the WWTF staff are to meet the challenges presented by climate change.

Our evaluation will address the following questions:

1. What critical elements at the WWTF will be without power during a disruptive climate event?
2. How long can the WWTF operate on generator power during high flow conditions and/or extended power outages while maintaining adequate treatment to protect public health and the environment?
3. How will the WWTF staff continue to operate the WWTF and collection system if critical infrastructure (e.g. pump stations, outfalls, process equipment and tankage, pipes, and buildings) are flooded?

4. For the opposite extreme, under prolonged drought conditions can the facility maintain in-stream water quality criteria with lower dilution available?
5. Under drought conditions is there flexibility in the aeration blower design to treat under low flow conditions in an energy efficient way?

The climate impact evaluation will identify the six fundamental elements of preparing Milford to be "climate ready".

1. Climate Impact Awareness
2. Adaptation Strategies
3. Mitigation Strategies
4. Federal and State Policies and Programs
5. Community Interest and Support
6. Partnerships Outside of the Utility

### Deliverable

Hoyle Tanner will prepare the Milford WWTF Upgrade Basis of Design Report following the New Hampshire Code of Administrative Rules Env-Wq 707 Basis of Design Reports for WWTPs, where applicable.

This report shall contain the following sections developed for the additional process elements added in the amended scope:

1. Project Planning
2. Existing Facilities
3. Project Need
4. Alternatives Evaluation with capital costs
5. Life Cycle Cost Evaluation
6. Recommended Project

### Meetings

The scope shall include the following three (3) additional meetings with Milford WWTF Staff and DES WWEB staff:

1. Review of assessment of existing conditions for amendment scope elements.
2. Review of developed alternatives for amendment scope elements to gather feedback to identify recommended alternative(s).
3. Review of recommended alternative.

### Public Outreach

Hoyle Tanner has provided budget to support the MUD in educating the public on the project need, definition, timing considerations and potential funding.



National Pollutant Discharge Elimination System (NPDES) Permit Number (if applicable): NH0100471

**PROJECT SCHEDULE**

<b>Project Schedule</b>	
Anticipated Authority to Accept Grant Date:	4/15/2022
Anticipated Project Start Date:	4/15/2022
Anticipated Project Completion Date:	10/31/2022
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Does this project include construction? (Future Est. \$18M – will use CWSRF low interest loan)
If Yes:	Anticipated Bid Date: (Full Upgrade Project) 2/1/2023
	Anticipated Construction Completion: (Tertiary Trtmt) 12/31/2024

**REQUIRED CODES**

DUNS Number Data Universal Numbering System (DUNS) number is the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. The <a href="#">Import Safety Lookup Portal</a> may be used to search, identify and request updates to, or obtain, D-U-N-S Numbers for the purposes of registering a business with the United States Government.	Vendor Code A State of New Hampshire vendor code must be obtained from the Department of Administrative Services in order to receive payments on this grant. You can use this <a href="#">State of NH Vendor Resource Center</a> to apply or verify that your vendor code is still active.
DUNS Number: 025087362	Vendor Code: 177503-B008
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which the DUNS number you provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements?

**REQUIRED ATTACHMENTS**

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	A copy of the NHDES reviewed scope for the grant funded project	The scope of work should be discussed with NHDES staff prior to submitting the application and the applicant must attach the scope of work to this application.
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Certificate of Insurance	The applicant organization will maintain statutory worker's compensation and employee's liability insurance for all employees engaged in the performance of the Project, General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident. If the applicant cannot maintain this insurance, please contact NHDES prior to submission of this application.
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Certificate of Good Standing	If applicable, municipalities and government subdivisions are exempt from this requirement. All other entities must be registered to do business in New Hampshire, and be in good standing with the Secretary of State's office. A certificate of good standing can be obtained on the <a href="#">Secretary of State's website</a> .
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Cover letter requesting Intergovernmental Review	Construction/Design/Engineering Projects– Cover letter addressed to the New Hampshire Department of Strategic Initiatives requesting an Intergovernmental Review. The description and background can be found on the <a href="#">NH Strategic Initiatives Intergovernmental Review webpage</a> .

[www.des.nh.gov](http://www.des.nh.gov)

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(603) 271-3503 • TDD Access: Relay NH 1-800-735-2964


<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Documentation of other funding sources	If applicable, Provide documentation describing other secured or pending funding sources (loans, grants, or budgetary items) as applicable to the project.
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**CERTIFICATIONS**

Please read and check all boxes, then sign below:

**ON BEHALF OF THE APPLICANT, I HEREBY CERTIFY that:**

- The information provided is true, complete, and not misleading to the best of the applicant's knowledge and belief.
- The applicant understands that any department determination that the applicant and the applicant's project qualify for funding that is based on false, incomplete, or misleading information is subject to modification, up to and including reversal, through an adjudicative proceeding conducted in accordance with applicable provisions of Env-C 200.
- The signer is subject to the penalties specified in New Hampshire law, currently RSA 641:3, for making unsworn false statements.
- The applicant acknowledges that a Certificate of Authority must be provided with the final Grant Agreement to provide proof that the person signing the grant agreement has the authority to do so. The certificate must be signed and notarized within 30 days of the Grant Agreement. The Grant Agreement and the certificate of Authority **must not be signed by the same person.**
- The applicant acknowledges that construction projects are required to submit an environmental review template to NHDES in order to initiate the environmental review process. NHDES recommends that the environmental review template be submitted once the project scope and boundaries of the entire disturbed areas (both permanent and temporary) are adequately defined. The entire process can take between six weeks to a few months depending on significant environmental impacts, survey requirements (if applicable), public comments and submittal of the proper documentation. The environmental review template can be found in the [State of NH Online Form System](#).
- The applicant organization will maintain statutory worker's compensation and employee's liability insurance for all employees engaged in the performance of the Project, and comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident. If the applicant cannot maintain this insurance, please contact NHDES prior to submission of this application.
- The signer has been duly authorized by the applicant to sign the application.
- If the applicant's authorized representative is, or is acting on behalf of, a listed engineer, the signature also shall constitute certification that the signer understands that the submittal of false or misleading information is grounds for debarring the listed engineer from the NHDES Roster of Prequalified Engineers.

Signature: 	Title: Director of Water Utilities
Printed Name: James E. Poitot Jr.	Date: Click or tap to enter a date. 3-8-2022

## SCOPE OF SERVICES

### Preliminary Engineering – Review of CWFPP Recommended Improvements

#### Information Gathering

1. Review available data as provided by Milford Water Utilities Department, including flow records, monthly operating reports, record drawings of facilities, and establish existing conditions.
2. Prepare for, attend, and record minutes of the Project Kick-off Meeting (Meeting #1). WWTF Operations staff will be integral to the discussion on project goals and objectives, supporting pilot equipment operations and identifying pros and cons of day-to-day pilot equipment operations.
3. Complete site visit and in-field assessment. Fully document unique facility features and needs.

#### Alternatives Development & Tertiary Treatment Pilot Study

4. Prepare Enhanced Biological Phosphorus Removal (EPBR) design criteria and alternatives including modifications to aeration tankage and determination of process tankage volumes, recommended blower design, mixing equipment, and instrumentation for process control. WWTF Operations staff will be engaged in these discussions and asked to review and comment on the alternatives.
5. Prepare WAS Storage design criteria and alternatives including consideration of using existing tankage and new tankage. Alternatives will include aeration design.
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  - a. Develop Request for Proposals (RFP) for tertiary treatment equipment manufacturers.
  - b. Evaluate manufacturer proposals.
  - c. Select up to three tertiary treatment alternatives to pilot.
  - d. Develop pilot protocol.
  - e. Provide engineering support for pilot study during pilot operations.
  - f. Evaluate and analyze pilot testing data.
  - g. Complete pilot study report summarizing findings and identifying a recommended tertiary filtration alternative.

#### Evaluation of Alternatives

8. Identify, develop, analyze, and evaluate alternatives to meet Milford's needs. Prepare alternatives evaluation report and make recommendations.
9. Meet with the Water Utilities Department staff to discuss and select preferred alternative (Meeting #2).

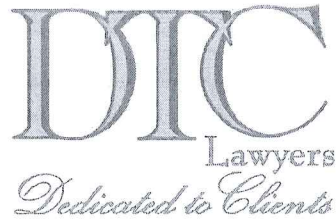
#### Final Development of Recommended Project

10. Develop and submit Preliminary Design.
11. Develop Preliminary Opinion of Probable Cost.
12. Meet with Milford to discuss Preliminary Design and Cost Opinion (Meeting #3).

#### Funding & Public Outreach Assistance

13. Assist with public outreach early in the project through to the bond vote (multiple meetings) supporting recommended project.
14. Assist with applications for low interest loan and grant funding through the NH DES CWSRF program.
15. Evaluate impacts of project cost to general tax rate for bonding the recommended project.

**5:50 Acceptance of 2020 Warrant Article #6 - Collection System Capacity Management, Operation and Maintenance Program Development - \$218,304 BOND - Final amount Bonded = \$205,850.**



CELEBRATING OVER 35 YEARS OF SERVICE TO OUR CLIENTS

*Please respond to our Exeter office.*

March 14, 2022

LIZABETH M. MACDONALD  
JOHN J. RATIGAN  
DENISE A. POULOS  
ROBERT M. DEROSIER  
CHRISTOPHER L. BOLDT  
SHARON CUDDY SOMERS  
DOUGLAS M. MANSFIELD  
KATHERINE B. MILLER  
CHRISTOPHER T. HILSON  
HEIDI J. BARRETT-KITCHEN  
JUSTIN L. PASAY  
ERIC A. MAHER  
CHRISTOPHER D. HAWKINS  
BRENDAN A. O'DONNELL  
ELAINA L. HOEPPNER  
WILLIAM K. WARREN

---

RETIRED  
MICHAEL J. DONAHUE  
CHARLES F. TUCKER  
ROBERT D. CIANDELLA  
NICHOLAS R. AESCHLIMAN

Ms. Kristy J. Goodson  
Senior Vice President  
Corporate and Municipal Services  
Northway Bank  
210 Commerce Way, Suite 110  
Portsmouth, NH 03801

**Re: Town of Milford, NH  
\$205,850 General Obligation Note**

Dear Ms. Goodson:

We are legal counsel to the Town of Milford, NH ("Municipality") in connection with the issuance of the Note. We have examined the law and such proceedings of the Municipality and documents relating to the Municipality and the borrowing which is the subject of this letter, including, without limitation, the Note and the Certificate of the Municipality, as we deem necessary to render this opinion.

Based upon the foregoing, we are of the opinion that, under the laws of the State of New Hampshire as they presently exist:

1. The Municipality is a duly created and validly existing body corporate and politic, with the corporate power to incur and perform its obligations under the Note, and to issue the Note.
2. The Note has been duly authorized, executed, and delivered, and is a valid and binding general obligation of the Municipality, under the provisions of the Municipality's charter and all applicable provisions of New Hampshire law. All proceedings required to be taken to authorize the Note by the applicable provisions of such laws have been taken, and all persons executing the Note on behalf of the Municipality are duly authorized to execute and deliver the Note on its behalf.

DONAHUE, TUCKER & CIANDELLA, PLLC  
16 Acadia Lane, P.O. Box 630, Exeter, NH 03833  
111 Maplewood Avenue, Suite D, Portsmouth, NH 03801  
Towle House, Unit 2, 164 NH Route 25, Meredith, NH 03253  
83 Clinton Street, Concord, NH 03301

3. The Note is a “qualified tax exempt obligation” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder.

4. We have not in the course of our representation of the Municipality become aware of anything which would lead us to believe that any representation or statement in the Certificate of the Municipality is false or misleading in any material respect.

Should you have any questions, please do not hesitate to contact me at our Exeter office.

Very truly yours,

DONAHUE, TUCKER & CIANDELLA, PLLC



John J. Ratigan  
[jratigan@dtclawyers.com](mailto:jratigan@dtclawyers.com)

JJR:nes

cc: Paul Calambria  
Director of Financial Operations  
Town of Milford  
1 Union Square  
Milford, NH 03055



March 9, 2022

Board of Selectmen  
Town of Milford  
1 Union Square  
Milford, NH 03055

**RE: Town of Milford - General Obligation Term Note**

Dear Members of the Board:

Northway Bank (the "Bank") is pleased to offer financing to assist the Town in the issuance of a Note to provide funds for automation improvements to the water treatment plant located at 564 Nashua Street, Milford, NH reason as follows:

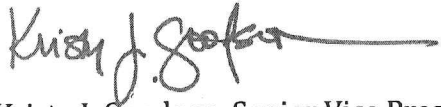
Amount Requested.....	\$205,850.00
Maturity Date.....	March 31, 2032
Rate.....	<b>2.80%</b>
Payments.....	Level principal and interest payments due annually commencing March 31, 2023 and on each 31 <sup>st</sup> day of March thereafter.
Prepayment Penalties.....	None
Bank's Commitment Fee.....	None
Bank's Legal Fee.....	None
Unused Line Fee.....	None

This commitment is for a bank-qualified tax-exempt obligation and requires closings by March 31, 2022. Financing is contingent upon: (a) the Town's compliance with the terms and conditions of NH RSA 33, the Municipal Finance Act and other applicable laws; (b) the Bank's receipt and satisfactory review of the Town's Attorney's Opinion Letter relative to the Town's authority to borrow and the tax-exempt status of the borrowing; and (c) other conditions as mutually acceptable by both the Bank and the Town that are customary to a transaction of this type.

Upon approval and the acceptance of this commitment, please have it fully executed and returned to my attention at the address below.

Should you have any questions, please do not hesitate to contact me directly.

Sincerely,



Kristy J. Goodson, Senior Vice President  
Corporate and Municipal Services  
[Kgoodson@northwaybank.com](mailto:Kgoodson@northwaybank.com)  
(603) 342-1488

KJG/wsm

-----  
Accepted: **TOWN OF MILFORD**

Date:

3/28/22

\_\_\_\_\_  
by: Gary Daniels, Chairman

\_\_\_\_\_  
by: Tim Finan, Selectman

\_\_\_\_\_  
by: Laura Dudziak, Selectman

\_\_\_\_\_  
by: Paul Dargie, Selectman

\_\_\_\_\_  
by: Dave Freel, Selectman

A majority of its Board of Selectmen

**GENERAL OBLIGATION NOTE (the "Note")**

**LOAN #:** 904096238

**DATE:** March 18, 2022

**ISSUER:** Town of Milford, New Hampshire

**FOR VALUE RECEIVED**, the Town of Milford, New Hampshire, a municipality validly organized and existing under the laws of the State of New Hampshire ("Issuer"), promises to pay to Northway Bank or its registered assigns ("Purchaser") on or before March 31, 2032 ("Maturity Date"), the principal sum of Two Hundred Five Thousand Eight Hundred Fifty and 00/100ths Dollars (\$205,850.00), together with interest thereon at the annual rate of Two and 80/100ths Percent (2.80%). Interest shall be calculated and charged on the basis of actual days elapsed over a 360-day year comprised of twelve 30-day months.

This Note is a general obligation of Issuer, approved by the voters at the Annual Meeting of Issuer held on March 10, 2020, and issued by the undersigned officers of Issuer in accordance with the authority granted by Section 8 of the New Hampshire Municipal Finance Act, NH RSA Chapter 33.

Issuer hereby promises that this instrument shall be paid in full (1) from any and all revenue raised from tax levies made by the Issuer; (2) from any and all revenue received by the Issuer from the State of New Hampshire or the United States government or any agency or subdivision thereof; and (3) from any and all unrestricted revenues received from any other source, which in each case may lawfully be used to pay for the expenditures of the Issuer funded by this instrument.

Issuer certifies that each and every act, condition and thing required to be done, to have happened, and to be performed precedent to and in the issuance of this instrument has been done, has happened, and has been performed in full and strict compliance with the laws of the State of New Hampshire; that every requirement of law relating to the issuance of this instrument has been complied with; that this instrument is within every debt or other limit prescribed by law; and that the full faith and credit of Issuer is hereby irrevocably pledged to the punctual payment of the principal and interest of this instrument according to its terms.

Commencing on the 31<sup>st</sup> of March, 2023, and continuing on each March 31<sup>st</sup> of succeeding years thereafter, the Issuer shall make level payments of principal and interest, calculated on the outstanding principal balance of the Note, payable in arrears, in an amount sufficient to amortize the outstanding balance over the term of the Note. Notwithstanding anything to the contrary, this Note shall be due and payable in full on the Maturity Date.



If a payment is ten (10) or more days late, Issuer will be charged Seven and 00/100ths Percent (7.00%) of the unpaid portion of the regularly scheduled payment or Thirty and 00/100ths Dollars (\$30.00), whichever is greater, and if any payment is later dishonored Issuer will be charged Thirty-Four and 00/100ths Dollars (\$34.00), provided these charges do not cause such payments on the Note to violate the NH RSA 33:2 "two percent" rule.

Payments of principal and interest shall be paid at the principal office of the Purchaser in Berlin, New Hampshire.

This instrument may be redeemed prior to the Maturity Date, in whole or in part, at any time or from time to time, without the payment of any premium or penalty.

Issuer hereby certifies that this instrument is a bank QUALIFIED TAX-EXEMPT OBLIGATION for purposes of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon presentation to the Treasurer of Issuer of a written assignment duly acknowledged or proved. No transfer hereof shall be effective unless made on the books of the Issuer kept by the Treasurer as transfer agent.

This Note shall not be valid unless the authenticating certificate below has been signed by a duly authorized officer.

IN WITNESS WHEREOF, Issuer has caused this Note to be executed and its seal to be affixed hereto on its behalf by at least a majority of its Board of Selectmen and countersigned by its Treasurer as of this \_\_\_ day of March, 2022.

**TOWN OF MILFORD, NEW HAMPSHIRE**

\_\_\_\_\_  
by: Allen G. White, Treasurer

\_\_\_\_\_  
by: Gary Daniels, Chairman

\_\_\_\_\_  
by: Tim Finan, Selectman

\_\_\_\_\_  
by: Laura Dudziak, Selectman

\_\_\_\_\_  
by: Paul Dargie, Selectman

\_\_\_\_\_  
by: Dave Freel, Selectman

Town of Milford Seal

**Authenticating Certificate**

STATE OF NEW HAMPSHIRE  
COUNTY OF HILLSBOROUGH, SS

On this 28 day of March, 2022, each of the above-named Town officials personally appeared before me, known to me (or satisfactorily proven) to be the person and acting in the capacity described in the foregoing instrument, and acknowledged that he or she executed the same in the capacity therein stated and for the purposes therein contained; and further state that the foregoing instrument is a general obligation note issued pursuant to the provisions of the Municipal Finance Act (RSA Chapter 33) and that the law firm of Donahue, Tucker & Ciandella, PLLC has rendered an opinion approving the legality and/or due authorization of the foregoing instrument, the original of which is attached hereto.

\_\_\_\_\_  
Justice of the Peace/Notary Public

Name: \_\_\_\_\_

*please print or type*

My commission expires on \_\_\_\_\_.

**TOWN OF MILFORD, NEW HAMPSHIRE (the "Municipality")**

Certificate regarding \$205,850.00  
**General Obligation Note** dated March 28, 2022  
due March 31, 2032, and  
Bearing Interest at the Annual Rate of 2.80%  
(the "Note")

We, the Clerk, the Treasurer, and at least a majority of the Board of Selectmen of the Municipality (collectively "Governing Body"), of which there are five (5), hereby execute this Certificate in our official capacities for the purpose of certifying and representing, with respect to the Note, and with the understanding that Northway Bank ("Purchaser") is relying upon this Certificate in purchasing the Note, that to the best of our knowledge and belief we have performed and complied with, and to the best of our knowledge and ability, and with advice from the Town's legal counsel, will continue to perform and comply with, all state and federal legal requirements pertaining to the said Note, set forth more specifically as follows:

**I. Proceedings Authorizing the Issuance, Execution and Delivery of the Note**

- A. The proceedings undertaken by the Municipality to authorize the issuance, execution, and delivery of the Note ("Proceedings") complied with the provisions of the Municipality's charter and all applicable provisions of New Hampshire law, including without limitation RSA Chapter 33, and including without limitation Section 33:8 of said Chapter 33.
- B. The Proceedings were conducted in accordance with the Right-to-Know Act, RSA 91-A, and any standing rules of the Municipality.
- C. None of the Proceedings has been repealed, rescinded, or amended.
- D. No other debt has been incurred pursuant to the Proceedings.
- E. The Project (as defined herein) has received all necessary approvals and permits, and all conditions precedent thereto have been satisfied.
- F. The useful life of the Project is greater than the term of the Note.
- G. That there has been no increase in the total indebtedness of the Issuer since August 31, 2021, nor any decrease in the assessed valuation of the Issuer since December 31, 2020.
- H. That certified copies of the Proceedings have been delivered to Donahue, Tucker & Ciandella, PLLC.

## **II. Incumbency; Execution and Delivery of Note**

- A. The undersigned Board of Selectmen are the duly chosen, qualified, and acting officers of the Governing Body in the capacity set forth below.
- B. There was no vacancy in any of the offices of the Governing Body at the time the Proceedings took place.
- C. None of the undersigned nor, to the best of our knowledge, any other officer or issuer who has responsibility for issuing the Note has any interest in or with the Purchaser.
- D. As the majority of the Board of Selectmen and Treasurer, we have signed the Note (or had a facsimile thereof printed thereon).
- E. The Note bears the seal of the Municipality (or facsimile thereof) which is also affixed hereto.
- F. The undersigned Treasurer certifies that the Note was delivered on the date hereof and that the full purchase price thereof, equal to the amount of the Note, was paid by the Purchaser on the date hereof.
- G. We have approved the sale of the Note to the Purchaser as referenced in the Proceedings; and the form, date, maturities, interest rates, redemption provisions and other details of the Note, including the manner of its sale and award, have been and are hereby approved.

## **III. No Litigation**

There has been no litigation or other proceedings affecting the validity or issuance of the Note or the power to have taxes levied and collected to pay the same; none is pending nor, to the best of our knowledge, threatened; and neither the corporate existence nor boundaries of the Municipality, nor the title of any of the undersigned to our respective offices, is being contested.

## **IV. Use of Note Proceeds**

Proceeds of the Note will be utilized by the Municipality for the automation improvements to the water treatment plant located at 564 Nashua Street, Milford, NH in accordance with Article #6 of the March 10, 2020 annual meeting (the "Project").

## **V. Amount of Note/Debt Limit**

The issuance of the Note will not cause the Municipality to exceed the debt limit applicable to the Municipality in connection with the authorization and issuance of this Note.

## VI. Disclosure of Information to Purchaser of Note

We have afforded the Purchaser with access to all information about the Municipality and its finances that would be necessary to enable the Purchaser to make an informed investment decision. Such information is true and complete in all material respects and did not and does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements made therein, in light of the circumstances under which they were made, not misleading. There has been no material adverse change in the financial condition of the Municipality since the date such information was furnished to the Purchaser.

## VII. Arbitrage and Other Tax Matters

For purposes of certain provisions of the Internal Revenue Code of 1986, as amended (the "Code"):

### A. No Arbitrage

1. The proceeds of the Note are being used as provided in Section IV above and the Issuer does not expect to sell or otherwise dispose of the Project or any part thereof financed in whole or in part by the Note before the last scheduled maturity date of the Note, except for minor portions due to normal wear or obsolescence.
2. The Note is a general obligation of the Municipality payable from any and all revenue raised from tax levies made by the Municipality, from any and all revenue received by the Municipality from the State of New Hampshire or the United States government or any agency or subdivision thereof, and from any and all unrestricted revenues received from any other source, which in each case may lawfully be used to pay for the expenditures of the Municipality funded by the Note.
3. Expenditure Test. At least eighty-five percent (85%) of the "net sale proceeds" of the Note shall be expended for the Project within three (3) years of the date of issue. (For purposes of the preceding sentence, the "net sale proceeds" of the Note constitute the original proceeds secured upon sale of the Note reduced by (a) the sale proceeds invested in a reasonably required reserve or replacement fund (here: \$0); and (b) the lesser of \$100,000 or 5% of bond proceeds (here: \$10,292.50).
4. Commencement Test. At least ten percent (10%) of the new money borrowed for the Project shall be expended for the Project costs within six (6) months of the date of issue.
5. Due Diligence Test. Work on the Project shall commence immediately; it is expected that work on the Project will proceed with due diligence until completion.
6. The Municipality has not created or established, nor does it intend to create or establish, any debt retirement fund, sinking fund, or similar fund for the payment of debt service on the Note or which may be pledged as security for the Note.

7. The Note will not be outstanding for a period of time longer than that for which the proceeds thereof are reasonably needed by the Municipality.
8. The Municipality has not been notified of any action by the Commissioner of the Internal Revenue Service to disqualify it as an issuer whose arbitrage certificates may be relied upon.
9. To the best of our knowledge, information, and belief, the above expectations are reasonable.

**B. No Private Activity Bonds**

1. None of the proceeds of the Note will be utilized directly or indirectly for a private business use (Code §§141(b)(1) and (3)).
2. Payment of principal and interest on the Note will not be derived from or secured by property to be utilized for a private business use (Code §141(b)(2)).
3. None of the proceeds of the Note will be used to make or finance loans to persons other than governmental units (Code §141(c)).

**C. \$5 Million Exception from Rebate Requirement (Code §148(f)(4)(D))**

If the Municipality is to receive the net proceeds of the Note but does not intend to immediately use them for the purposes of the loan and intends instead to invest said proceeds during the period prior to use, then the following provisions apply:

1. Pursuant to the representations in Section VII(B) above, the Note is not a private activity bond within the meaning of Code §141.
2. Ninety-five percent (95%) or more of the net proceeds of the Note are to be used for local governmental activities of the Municipality (or of a governmental unit the jurisdiction of which is entirely under the jurisdiction of the Municipality).
3. The aggregate face amount of tax-exempt bonds (other than private activity bonds) issued by the Municipality (and all subordinate entities thereof) during the calendar year within which any Note is being issued is not reasonably expected to exceed Five Million Dollars (\$5,000,000).
4. The Note is not being issued, in whole or in part, to refund other notes heretofore issued by the Municipality.

**D. Reimbursement**

1. Proceeds of the Note may be used to reimburse the Municipality for amounts previously expended by the Municipality on the Project. The date of reimbursement of those expenditures that financed the Project will not be more than eighteen (18) months after the later of (a) the dates of the expenditures or (b) the

date the project/asset was placed in service (but not more than three (3) years after the original expenditures are paid).

2. No other reimbursement of amounts previously expended by the Municipality shall be made from proceeds of the Note.

E. Designation of Note as Qualified Tax-Exempt Obligations (Code §265(b)(3))

Except as otherwise provided in Section VII(C) above:

1. Pursuant to the representations in Section VII(B) above, the Note is not a private activity bond within the meaning of Code §141.
2. The Municipality hereby designates the Note as a “Qualified Tax-Exempt Obligation” for purposes of Code §265(b)(3)(B)(i)(III).
3. The Municipality (and any subordinate entities thereof) reasonably anticipates that it will not issue more than Ten Million Dollars (\$10,000,000) in tax-exempt obligations in the calendar year within which the Note is being issued (other than private activity bonds or bonds all of the proceeds of which are utilized to refund bonds issued by the Municipality at an earlier date).
4. The Municipality (and any subordinate entities thereof) hereby covenants that it will not designate more than Ten Million Dollars (\$10,000,000) of its obligations as Qualified Tax-Exempt Obligations during the calendar year within which the Note is being issued.
5. The Note is not being issued, in whole or in part, to refund other notes heretofore issued by the Municipality.

F. Federal Guarantee Certifications

1. Except as specifically set forth in Paragraph 2 below or otherwise permitted under Section 149(b) of the Code, (a) the payment of the principal or interest on the Note is not directly or indirectly guaranteed (in whole or in part) by the United States or an agency or instrumentality thereof; and (b) no portion of the proceeds of the Note shall be (i) used in making loans the payment of principal or interest with respect to which are to be guaranteed (in whole or in part) by the United States or any agency or instrumentality thereof, or (ii) invested (directly or indirectly) in federally insured deposits or accounts (being any deposit or account in a financial institution to the extent insured under Federal Savings and Loan Insurance Corporation, the National Credit Union Administration, or any similar federally-chartered corporation).
2. As allowed by Section 149(b)(3) of the Code, the certifications set forth in Paragraph 1 shall not apply to (a) proceeds of the Note invested for such period of time until such proceeds are needed for the purposes of the issue; (b) investments in bonds issued by the United States Treasury; or (c) other investments permitted under regulations promulgated by the United States Treasury.

G. Other Covenants of the Municipality

1. The Municipality shall at all times do and perform (or, as the case may be, refrain from doing and performing) all acts and things permitted by law and necessary or desirable in order to assure (a) that interest paid by the Municipality on the Note will be excluded from the gross income of the holder thereof for the purposes of federal income taxation; and (b) that the Note will not become a private activity bond under Section 141 of the Code.
2. Without limiting in any manner the scope or generality of the foregoing, the Municipality covenants (a) that it will complete, sign and file Form 8038-G, "Information Return for Tax-Exempt Governmental Bond Issues" on or before the fifteenth (15th) day of the second (2nd) calendar month after the close of the calendar quarter within which the Note is issued (Code §149(e)); and (b) that it will not invest the proceeds of the Note in such manner as to render the same an arbitrage bond under the Code (Code §148(a)).

Dated this \_\_\_ day of March, 2022.

**TOWN OF MILFORD, NEW HAMPSHIRE**

\_\_\_\_\_  
by: Allen G. White, Treasurer

\_\_\_\_\_  
by: Gary Daniels, Chairman

\_\_\_\_\_  
by: Tim Finan, Selectman

\_\_\_\_\_  
by: Laura Dudziak, Selectman

Town of Milford Seal

\_\_\_\_\_  
by: Paul Dargie, Selectman

\_\_\_\_\_  
by: Dave Freel, Selectman

\_\_\_\_\_  
by: Joan Dargie, Clerk



**CERTIFICATION REGARDING INTERNET GAMBLING**

**ISSUER:** Town of Milford  
1 Union Square  
Milford, NH 03055

**LOAN NUMBER:** 904096238  
**DATE:** March \_\_\_\_, 2022  
**LOAN AMOUNT** \$205,850.00

In accordance with the requirements of the Unlawful Internet Gambling Enforcement Act of 2006 and Regulation GG the Prohibition on Funding of Unlawful Internet Gambling, this notification is to inform you that restricted transactions are prohibited from being processed through the Town's account or relationship with Northway Bank having its' corporate location at 9 Main Street, Berlin, NH 03570-0009. Restricted transactions are transactions in which a person knowingly accepts credit, funds, instruments or other proceeds from another person in connection with unlawful internet gambling. If a government agency finds the Town to be engaged in unlawful internet gambling, a notice will be sent to inform your counterparts that illegal activity has taken place. Please contact Northway Bank's Customer Service Center at 1-800-442-6666 if you would like more information.

The undersigned Issuer hereby certifies that it does not engage in an internet gambling business within the meaning of Federal Reserve Regulation GG.

**TOWN OF MILFORD**

\_\_\_\_\_  
by: Gary Daniels, Chairman

\_\_\_\_\_  
by: Tim Finan, Selectman

\_\_\_\_\_  
by: Laura Dudziak, Selectman

\_\_\_\_\_  
by: Paul Dargie, Selectman

\_\_\_\_\_  
by: Dave Freel, Selectman

A majority of its Board of Selectmen

**ERRORS AND OMISSIONS AGREEMENT**

**ISSUER:** Town of Milford  
1 Union Square  
Milford, NH 03055

**LOAN NUMBER:** 904096238  
**DATE:** March \_\_, 2022  
**LOAN AMOUNT** \$205,850.00

In consideration of the purchase of a certain Promissory Note by **NORTHWAY BANK**, (“Purchaser”) from the **TOWN OF MILFORD** (“Issuer”) in the above stated amount, as evidenced by a Promissory Note of even date, the undersigned Issuer agrees, if requested by Purchaser or its agent, to fully cooperate in the correction, if necessary in the reasonable discretion of Purchaser, of any and all Promissory Note purchase documents so that all documents accurately describe the transaction between the undersigned Issuer and Purchaser indicated above.

The undersigned Issuer further agrees to comply with the above-noted requests by Purchaser within thirty (30) days from the date of the mailing of the correction requests by Purchaser.

**TOWN OF MILFORD**

\_\_\_\_\_  
by: Gary Daniels, Chairman

\_\_\_\_\_  
by: Tim Finan, Selectman

\_\_\_\_\_  
by: Laura Dudziak, Selectman

\_\_\_\_\_  
by: Paul Dargie, Selectman

\_\_\_\_\_  
by: Dave Freel, Selectman

A majority of its Board of Selectmen

## REQUEST FOR DISBURSEMENT

Date: March \_\_, 2022

To: Municipal Services  
Northway Bank  
Email: [corporateservices@northwaybank.com](mailto:corporateservices@northwaybank.com)

Loan Number: 904096238

Disbursement Amount: \$205,850.00

Written Amount: Two Hundred Five Thousand Eight Hundred Fifty and 00/100ths Dollars

Please Wire Funds:

Bank Name: Citizens Bank  
ABA #: 011500120  
Account #: 3300032816  
Account Name: Town of Milford

### TOWN OF MILFORD

\_\_\_\_\_  
by: Gary Daniels, Chairman

\_\_\_\_\_  
by: Tim Finan, Selectman

\_\_\_\_\_  
by: Laura Dudziak, Selectman

\_\_\_\_\_  
by: Paul Dargie, Selectman

\_\_\_\_\_  
by: Dave Freel, Selectman

A majority of its Board of Selectmen

**MUNICIPAL CONFORMING PAYMENT NOTICE**

**ISSUER:** Town of Milford  
1 Union Square  
Milford, NH 03055

**LENDER:** Northway Bank  
9 Main Street  
Berlin, NH 03570

In order for your payments to be considered conforming, payments must be made in US currency. All loan payments must be accompanied with account number or remittance slip provided. Mailed payments must be sent to **Northway Bank, PO Box 9, Berlin, NH 03570-0009**. Payments can be made by calling our Customer Service Center at 800-442-6666, by phone through 24-Hour Telephone Banking, or on our website at [www.northwaybank.com](http://www.northwaybank.com) through Online Banking or Mobile Banking. Loan payments may also be made in person at any of our Branch locations during normal business hours. All loan payments made during these times will be posted and credited to the account on that business day.

**PLEASE KEEP FOR YOUR RECORDS**

**SIGNATURE NOT REQUIRED**

**Part I Reporting Authority**

Check box if Amended Return

<b>1</b> Issuer's name Town of Milford		<b>2</b> Issuer's employer identification number (EIN) 02-6002175
<b>3a</b> Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		<b>3b</b> Telephone number of other person shown on 3a
<b>4</b> Number and street (or P.O. box if mail is not delivered to street address) 1 Union Square	Room/suite	<b>5</b> Report number (For IRS Use Only) 3
<b>6</b> City, town, or post office, state, and ZIP code Milford, NH 03055		<b>7</b> Date of issue
<b>8</b> Name of issue \$205,850 Bond - Collection System		<b>9</b> CUSIP number
<b>10a</b> Name and title of officer or other employee of the issuer whom the IRS may call for more information		<b>10b</b> Telephone number of officer or other employee shown on 10a

**Part II Type of Issue (Enter the issue price.)** See the instructions and attach schedule.

<b>11</b> Education	<b>11</b>	
<b>12</b> Health and hospital	<b>12</b>	
<b>13</b> Transportation	<b>13</b>	
<b>14</b> Public safety	<b>14</b>	
<b>15</b> Environment (including sewage bonds)	<b>15</b>	\$205,850
<b>16</b> Housing	<b>16</b>	
<b>17</b> Utilities	<b>17</b>	
<b>18</b> Other. Describe	<b>18</b>	
<b>19a</b> If bonds are TANs or RANs, check only box 19a	<input type="checkbox"/>	
<b>b</b> If bonds are BANs, check only box 19b	<input type="checkbox"/>	
<b>20</b> If bonds are in the form of a lease or installment sale, check box	<input type="checkbox"/>	

**Part III Description of Bonds.** Complete for the entire issue for which this form is being filed.

	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
<b>21</b>	3/31/32	\$ 205,850	\$ 205,850	10 years	2.80 %

**Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)**

<b>22</b> Proceeds used for accrued interest	<b>22</b>	
<b>23</b> Issue price of entire issue (enter amount from line 21, column (b))	<b>23</b>	\$205,850
<b>24</b> Proceeds used for bond issuance costs (including underwriters' discount)	<b>24</b>	
<b>25</b> Proceeds used for credit enhancement	<b>25</b>	
<b>26</b> Proceeds allocated to reasonably required reserve or replacement fund	<b>26</b>	
<b>27</b> Proceeds used to refund prior tax-exempt bonds. Complete Part V	<b>27</b>	
<b>28</b> Proceeds used to refund prior taxable bonds. Complete Part V	<b>28</b>	
<b>29</b> Total (add lines 24 through 28)	<b>29</b>	
<b>30</b> Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	<b>30</b>	\$205,850

**Part V Description of Refunded Bonds.** Complete this part only for refunding bonds.

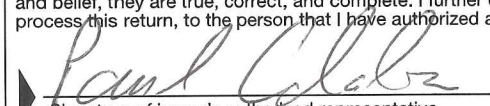
<b>31</b> Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded	years
<b>32</b> Enter the remaining weighted average maturity of the taxable bonds to be refunded	years
<b>33</b> Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY)	
<b>34</b> Enter the date(s) the refunded bonds were issued (MM/DD/YYYY)	

**Part VI Miscellaneous**

<b>35</b>	Enter the amount of the state volume cap allocated to the issue under section 141(b)(5) . . . . .	<b>35</b>	
<b>36a</b>	Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions . . . . .	<b>36a</b>	
<b>b</b>	Enter the final maturity date of the GIC ▶ (MM/DD/YYYY) _____		
<b>c</b>	Enter the name of the GIC provider ▶ _____		
<b>37</b>	Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units . . . . .	<b>37</b>	
<b>38a</b>	If this issue is a loan made from the proceeds of another tax-exempt issue, check box <input type="checkbox"/> and enter the following information:		
<b>b</b>	Enter the date of the master pool bond ▶ (MM/DD/YYYY) _____		
<b>c</b>	Enter the EIN of the issuer of the master pool bond ▶ _____		
<b>d</b>	Enter the name of the issuer of the master pool bond ▶ _____		
<b>39</b>	If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box . . . . .		<input type="checkbox"/>
<b>40</b>	If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box . . . . .		<input type="checkbox"/>
<b>41a</b>	If the issuer has identified a hedge, check here <input type="checkbox"/> and enter the following information:		
<b>b</b>	Name of hedge provider ▶ _____		
<b>c</b>	Type of hedge ▶ _____		
<b>d</b>	Term of hedge ▶ _____		
<b>42</b>	If the issuer has superintegrated the hedge, check box . . . . .		<input type="checkbox"/>
<b>43</b>	If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box . . . . .		<input type="checkbox"/>
<b>44</b>	If the issuer has established written procedures to monitor the requirements of section 148, check box . . . . .		<input type="checkbox"/>
<b>45a</b>	If some portion of the proceeds was used to reimburse expenditures, check here <input type="checkbox"/> and enter the amount of reimbursement . . . . . ▶ _____		
<b>b</b>	Enter the date the official intent was adopted ▶ (MM/DD/YYYY) _____		

**Signature and Consent**

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.


3/31/22
Paul Calabria, Finance Director

Signature of issuer's authorized representative
Date
Type or print name and title

<b>Paid Preparer Use Only</b>	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	Firm's name ▶			Firm's EIN ▶	
	Firm's address ▶			Phone no.	

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**APPROVED**  
**MINUTES OF THE BUDGET & BOND PUBLIC HEARING**  
January 13, 2020

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<b>PRESENT:</b>	Gary Daniels, Chairman	Mark Bender, Town Administrator
	Paul Dargie, Vice Chairman	Tina Philbrick - Excused
	Mike Putnam, Member	Nick Addonizio, Videographer
	Laura Dudziak, Member - Excused	Department Heads
	Chris Labonte, Member	Members of the Public

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**BUDGET ADVISORY COMMITTEE MEMBERS**

Chris Pank	Claudia Lemaire
Karen Mitchell	Jason Cillo
Peggy Seward	Bob Courage
Paul Bartolomucci	George Skuse
Wade Campbell	

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**WATER COMMISSIONERS PRESENT:**

Robert Courage  
Mike Putnam  
Dale White

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Chairman Daniels opened the public hearing at 6:30 p.m. thanking everyone in attendance. All in attendance were invited to join in the Pledge of Allegiance. Chairman Daniels introduced members of the Board of Selectmen. Chairman Daniels then introduced, Water Commissioners Bob Courage, Mike Putnam and Dale White. Chairman Daniels thanked members of the Budget Advisory Committee and the Town Moderator Pete Basiliere.

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Chairman Daniels indicated that tonight's hearing is for the Town Budget and Bond Hearing, but the warrant articles will also be reviewed in order for the public to voice their opinion on all items. Chairman Daniels explained if any members of the public wish to comment or have questions, they should please use a microphone in order to be heard on the PEG Access Live broadcast. Chairman Daniels opened up the Bond Hearing.

**Bond Hearings**

**WARRANT ARTICLE 3 - WADLEIGH LIBRARY RENOVATION AND EXPANSION PROJECT – \$3,450,000 (\$2,763,000 BOND and \$687,000 DONATIONS)**

Shall the Town vote to raise and appropriate the gross project budget sum of \$3,450,000 for the repair, renovation, and expansion of the William Y Wadleigh Memorial Library building and to authorize the Selectmen to raise this appropriation by accepting a donation from Library Trustee Trust Funds in the amount of \$500,000 as well as additional funds raised – a minimum of **\$187,000** - and borrowing not more than \$2,763,000 in bonds, bond anticipation notes, or notes therefore in accordance with the Municipal Finance Act (RSA 33). Further, to authorize the Selectmen to issue and negotiate such bonds, bond anticipation notes, or notes and to determine conditions and the rate of interest thereon, with such funding to be repaid from general taxation, and to authorize the Selectmen and/or Library Trustees to contract for and expend any Federal or State aid that may be available for this purchase, and to authorize the Selectmen and/or Library Trustees to take all other necessary action to carry out this project. This is a Special Warrant Article in accordance with RSA 32. Note: 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 supports this Article (7-0). The Board of Selectmen does not support this Article (2-3). The Budget Advisory Committee supports this Article (0-0). This Article has no tax impact in 2020**

Kathy Parenti Parentis, Chair of the Library Trustees, Lynn Coakley, Library Trustee and Jen Traficante, Library Trustee gave a brief overview of the library renovation and expansion project which will fix problems to include electrical, drainage, (which causes mildew and mold), roof and plumbing issues as well as adding a sprinkler system and fixing structural damage. It will also address the HVAC system, boiler and chiller. The proposed design should last 20 to 25 years. There was some discussion on replacing the current cast iron plumbing because it isn't good for the building. Selectman Putnam said in a new system he would be replacing cast iron with cast iron because it would last longer and it's quiet.

**APPROVED MINUTES OF BUDGET & BOND PUBLIC HEARING - 01/13/20**

59  
60 The expansion will include larger program space. The Library is the only town building that has not been renovated since 1986. This is one of the most used town buildings. We postponed this warrant article from last year  
61 because of the MACC Base issue.  
62

63  
64 Selectman Putnam asked if they still have the virtual tour on YouTube? Jen said yes and it's on the library web  
65 page.  
66

67 **WARRANT ARTICLE 4 - MILFORD EMERGENCY COMMUNICATIONS DISPATCH CENTER,**  
68 **INFRASTRUCTURE AND EQUIPMENT PROJECT - \$2,400,000 BOND**

69  
70 Shall the town vote to raise and appropriate, an amount not to exceed \$2,400,000 for upgrades and replacement  
71 of the emergency services dispatch center and related infrastructure/equipment? This article adopts the recommendation  
72 of the consultant engaged to study dispatch operations as approved by voters in March 2019. The  
73 project establishes a Milford Emergency Communications Dispatch Center replacing MACC Base and allows  
74 connectivity by neighboring towns if they choose to participate. In accordance with the Municipal Finance Act  
75 (RSA 33), the article further authorizes the Selectmen to issue and negotiate bonds or notes with a term not to  
76 exceed 15 years and to determine the rate of interest and other conditions in their judgement. This is a Special  
77 Warrant Article in accordance with RSA 32. Note: As this is for the issuance of long-term debt, this vote under  
78 state law requires a 3/5 affirmative vote to pass. **The Board of Selectmen supports this article (3-2). The**  
79 **Budget Advisory Committee supports this article (0-0). The article has no tax impact in 2020.**  
80

81 Chairman Daniels gave a brief overview of the CTA proposed solution.  
82

83 Rodny Richie, Milford resident referenced line 2 of the warrant article and asked if included the addition on the  
84 Police Station. Chairman Daniels said yes. Rodny asked if there was a diagram beyond what was in the CTA  
85 report of this addition. Administrator Bender said there is one in the CTA report including the layout of the dispatch  
86 station and a larger one available as well.  
87

88 Rodny asked if the infrastructure equipment included the 170' cell tower. Administrator Bender said yes. Rodny  
89 asked if the impact on the abutters and consideration of the fall zone been done yet. Administrator Bender said  
90 that is done during the permitting process. Rodny asked if the parking at the Police station has been considered  
91 and will any zoning waivers be required. Administrator Bender said they won't lose any parking and everything  
92 will be reviewed by planning and zoning.  
93

94 Rodny asked if there is a consideration of an alternative rather than a 170' cell tower at that location. Chairman  
95 Daniels said that antenna would take care of the whole town so we wouldn't have to go with multiple towers like  
96 we do now. The backup would be that you would have to establish other towers to get the same amount of coverage.  
97 Rodny asked if CTA has completed their work for the consideration of these changes, is our contract  
98 done with them. Chairman Daniels said they have only completed one part of the contract. The second part is  
99 an RFP. Rodny asked if they could consider CTA analyzing a shorter tower at the police station which could link  
100 to a single higher tower in another location. Administrator Bender said the tower at the police station is also proposed  
101 by AT&T for the New Hampshire FirstNet System.  
102

103 Mark Cady, CTA liaison said when they did the studies for the system proposed for Milford; they looked at both a  
104 single site system and a multi-site system. To keep the budget in-line with being the most economical, and having  
105 a tower that was being proposed by an outside vendor for the town, they took advantage of that site to come  
106 back with a single site system making it less vulnerable by not having a microwave hop and making it more economical  
107 for the town by having just a single site.  
108

109 Rodny asked if their propagation indicate that should a tower of that height not be desirable, a shorter tower and  
110 take in the risk cost. Is it technically feasible? Mark said it could be technically feasible. The RFP will go out to  
111 the vendors and be designed for them to come back with a system design that meets CTA's recommendations  
112 provided in the RFP and for them to provide coverage that is specified in the RFP. The vendors could come  
113 back with a different solution. Our solution is this is what could provide the best coverage for the town of Milford.  
114 If the vendor came back with an alternative solution, that meets the requirements of two sites and falls within the  
115 budgeted amount on the warrant article then that could be entertained as a solution.  
116

117 Rodny referenced the CTA presentation recently given, and was confused about some numbers. Page 17, Alternative  
118 ranking; column 3 has a ROM cost of \$1,300,000 to put in a Milford only system. On page 20, opinion



**APPROVED MINUTES OF BUDGET & BOND PUBLIC HEARING – 01/13/20**

119 of probable cost, Milford, the closest number he can find in that chart, row 14 column 4 is \$1,350,000 but that is  
120 with no building. He asked for it to be explained.

121  
122 Administrator Bender said he believes the cost on page 17 doesn't include radio infrastructure or radios for sub-  
123 scribers and it relates only to dispatch. It is not a full system solution. Section 6 relates to all the system alterna-  
124 tives starting on page 72 with radio system alternatives and it goes to section 6.2 which is dispatch center alter-  
125 natives. As far as page 20, opinion of probable cause, that number is the radio infrastructure cost using the  
126 AT&T tower. We want to use the radio infrastructure cost not using the AT&T tower because it isn't a done deal  
127 yet. If you use the \$1,675,600 in the line above the \$1,350,000 and you add in the dispatch center facility at  
128 \$718,500, consoles etc, you will come up with the \$2,400,000 which we based the warrant article on. This is  
129 what CTA feels would be in the best interest of Milford.

130  
131 Rodny said there was discussion about the problems with the current MACC Base location; he didn't find specific  
132 cost related to correcting those problems which means we don't have a comparison base to the best case situa-  
133 tion of \$450,000 addition on the current police station. Chairman Daniels said the general statement given to  
134 them was to fix all the deficiencies in MACC Base including bringing them up to code, and it would cost us more  
135 than if we built new at the police station.

136  
137 Rodny asked if MACC Base organization has come to Milford to request improvements to the leased space in  
138 the last 5 years and if so, at what cost. Administrator Bender said not since he's been here. Rodny said we have  
139 the current MACC Base not requesting any improvements but we have CTA saying that the place is so bad that  
140 it's going to cost us more to fix it, he finds that disconcerting.

141  
142 Jason Johnson, MACC Base Director, in reference to MACC Base requesting any improvements on the physical  
143 leased space, we pay a fee for the lease space, the majority of improvements take place out of their budget.  
144 There are very few things they ask the town for. They take care of their own heating, ventilation, electrical etc.  
145 The improvements we've asked for has been to replace all the radio equipment, not update the space. We've  
146 made the physical space work for decades with minimal improvements. We still have the room for a third con-  
147 sole. Putting in a new radio system while utilizing the existing space would not be a problem.

148  
149 Captain Frye said the current consoles are outdated now. Jason agreed and said they were purchased in 2015  
150 and going forward they would have to be replaced. As long as the current ones are maintained they would work  
151 with an updated radio system. We have made incremental improvements other upgrades have been declined  
152 through the years from all the towns.

153

154 **WARRANT ARTICLE 5 - COLLECTION SYSTEM CAPACITY MANAGEMENT, OPERATION AND**  
155 **MAINTENANCE PROGRAM DEVELOPMENT - \$218,305 BOND**

156 Shall the Town vote to raise and appropriate the sum of \$218,305 for the purpose of automation improvements  
157 for the wastewater treatment facility, in accordance with the provisions of the Municipal Finance Act (RSA 33)  
158 and to authorize the Selectmen to issue and negotiate such bonds or notes to determine the rate of interest  
159 and other conditions in their judgement? The Automation improvements will replace aging and outdated con-  
160 trols to ensure uninterrupted essential operations and to develop a sewer collection system management plan.  
161 Note: As this is for issuance of long term debt, this vote requires, under State law, 3/5 affirmative vote to pass.  
162 This is a Special Warrant Article in accordance with RSA 32. This warrant article is paid for by the wastewater  
163 user fees. **The Board of Commissioners supports this Article (3-0). The Budget Advisory Committee**  
164 **supports this Article (7-0-2).**

165  
166 Kevin Stetson, Water Utility Director gave a brief presentation on this warrant article. **The WWTF SCADA PLC**  
167 **improvements will:**

168 Replace or upgrade existing out dated and unsupported wastewater treatment facility automated controls (In-  
169 stalled in 1998).

170 Other control improvements that are necessary but not able to be funded with the Operating Budget are being  
171 added to the warrant article:

- 172 - Aeration Basin Return Activated Sludge automation \$9,027.00
- 173 - Plant Auxiliary Equipment Motor Control Center replacement \$57,850.00

174  
175 With the anticipated WWTF EPA permit renewal the Collection System will need a required Capacity Manage-  
176 ment, Operation and Maintenance (CMOM) plan/program. This project will be in place of the recommended Col-

**APPROVED MINUTES OF BUDGET & BOND PUBLIC HEARING – 01/13/20**

177 lection System Rehabilitation. We will be seeking Engineering Firm assistance to develop our program to ensure  
178 that it meets EPA and NHDES requirements. **This plan will address:**

- 179 - Prevention and planned response to Collection System overflows
- 180 - Collection System inspections and assessment reports
- 181 - Collection System maintenance/repairs
- 182 - Pumps and pump station management

183  
184 The original improvements that were recommended in 2015 were intended to be funded with Operating Budget  
185 or Capital Reserve funds. **A warrant article is being proposed due to:**

- 186 Sewer revenues are not meeting the projected amounts
- 187 - The projects are intend to address urgent needs that are anticipated for 2020
- 188 - Operating budget expenses have been adjusted to meet 2020 projected revenue
- 189 - Adjusted Operating Budget did not have funds to cover the expenses of the Improvements

190  
191 **The following Bond warrant article came in by petition on Friday, January 10<sup>th</sup> and has not been as-**  
192 **signed a number yet.**

193  
194 **EXISTING EMERGENCY COMMUNICATIONS DISPATCH CENTER UPGRADE - \$1,180,000**  
195 **BOND BY PETITION**

196  
197 Shall the town vote to raise and appropriate the sum of \$1,180,000 for upgrades and renovations to the MACC  
198 Base Emergency Dispatch Center? Under this warrant article, Milford will pay only its fair share of the  
199 \$1,660,000 dollars required (71.2938%) in accordance with the current Inter-municipal Agreement for renova-  
200 tion and upgrades to the MACC Base infrastructure, and in accordance with the CTA study's budgetary esti-  
201 mate as an alternative to Warrant Article #4. In accordance with the Municipal Finance Act (RSA 33), this arti-  
202 cle further authorizes the Selectmen to issue and negotiate bonds or notes with a term not to exceed 15 years  
203 and to determine the rate of interest and other conditions in their judgement. This is a Special Warrant Article  
204 in accordance with RSA 32. Note: as this is for issuance of long-term debt, this vote under state law requires a  
205 3/5 affirmative vote to pass. **The Board of Commissioners supports this Article (0-0). The Budget Adviso-**  
206 **ry Committee supports this Article (0-0).**

207  
208 Rodney Richie asked for clarification on the cost for Milford to bond this warrant article. Chairman Daniels said  
209 \$1,180,000. Rodney asked if the Board had any information on how this would be put into effect and asked if  
210 someone could speak about it. Chairman Daniels asked if anyone familiar with this could come up to speak.  
211 No one came forward.

212  
213 Selectman Labonte asked if Jason had any information on this. Jason said he wasn't a signer as he isn't a Mil-  
214 ford resident. He was sent a draft of this warrant article and can speak to the questions that were asked.  
215 Where it referenced the current IMA, it's possible that the town of Milford could vote to make improvements that  
216 benefit the town of Milford. They could own that equipment and have it come back to the use of MACC Base  
217 through the current IMA.

218  
219 Administrator Bender said he understands what Director Johnson is saying but he isn't sure he reads the article  
220 that way. This is referencing the \$1,660,000 as an upgrade to MACC Base dispatch. It's not an apples to ap-  
221 ples comparison to warrant article 4 which is a total system upgrade. If we are only asking for Milford to partici-  
222 pate in this, who is going to pay the other 29%. This is only taking care of 71% of the cost. Are there warrant  
223 articles in Wilton and Mont Vernon to cover the other 29% of the cost or is this going to be a piece meal solution  
224 because they won't get the entire \$1,660,000 without it. The second part of the questions is, how are you up-  
225 grading the rest of the radio system that was referenced in the CTA study.

226  
227 Jason said it references the \$1,660,000 number from the CTA study. He hasn't been informed about what the  
228 other towns are doing or if they have warrant articles planned for this year. We can work within these numbers  
229 to get the Town of Milford what they need.

230  
231 Captain Frye, speaking as a Board of Governor for MACC Base said he doesn't know how the town of Milford is  
232 going to give us \$1,660,000 without a plan. We haven't spoken of a plan to spend this amount. If the tax pay-  
233 ers want to give MACC Base \$1,660,000 to do whatever they want to do with it he thinks that is foolish. It was  
234 poorly written based on what CTA recommended and there is no plan going forward from that. If we go with the  
235 \$2,400,000 that CTA gave us, at least we will have an RFP and a plan on how to spend the tax payer's dollars  
236 to improve the safety of our officers, fighter fighters and ambulance personnel. The \$1,660,000 doesn't address

**APPROVED MINUTES OF BOARD OF SELECTMEN MEETING - 01/27/2020**

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

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**9. APPROVAL OF FINAL MINUTES.** Selectman Putnam moved to approve the minutes of January 13, 2020 as amended. Seconded by Chairman Daniels. The motion passed 4-0-1 with Selectman Dudziak abstaining. Selectman Dargie moved to approve the minutes of January 13, 2020 as amended for the Budget and Bond Hearing. Seconded by Chairman Daniels. The motion passed 4-0-1 with Selectman Dudziak abstaining.

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

**11. NOTICES.** Notices were read. Administrator Bender said at the February 10<sup>th</sup> meeting new Town Administrator John Shannon will be sitting at the Board table. He said it's been a pleasure to serve as Town Administrator for the Town of Milford. They've accomplished many things and he's enjoyed working here.

**12. NON-PUBLIC SESSION.** Selectman Dudziak made a motion to go into non-public in accordance with (RSA 91-A:3, II (c)) – Reputation. Selectman Dargie seconded. The motion passed 4/0.

**13. ADJOURNMENT:** Selectman Dudziak moved to adjourn at **7:00**. Seconded by Selectman Dargie. All were in favor. The motion passed 5/0.

\_\_\_\_\_  
Gary Daniels, Chairman

\_\_\_\_\_  
Laura Dudziak, Member

\_\_\_\_\_  
Paul Dargie, Vice Chairman

\_\_\_\_\_  
Chris Labonte, Member

\_\_\_\_\_  
Mike Putnam, Member

These are the voting results for the Milford NH voting held on March 10, 2020 at the Milford Middle School. There were 11,888 voters on the checklist at the beginning of the day. There were 58 new voters that registered during the day, leaving a voter checklist total of 11,946 at the end of the day. There were 3039 ballots cast, for a turnout of 25.4%. This is a very high turnout since this was the most voters at a March election since 2002 when there were 3153 voters. The hot button in 2002 was a proposed kindergarten building and program.

## **School District Ballot**

**School Board - 3 year term**

**1850 Judi Zaino - elected**

**1409 Joseph Vitulli - elected**

**913 Rick Wood**

**865 David Wilson**

**380 Michael McLean**

**School District Moderator - 2 year term**

**2553 Peter Basiliere - elected**

**School District Treasurer - 2 year term**

**2444 Rosemarie Evans -elected**

**School District Clerk - 2 year term**

**2008 Joan Dargie - elected**

**659 Jennifer Seigrist**

**1. Operating Budget \$43,322,305, Default Budget \$42,911,974**

**1537 yes, 1339 no - approved**

**2. \$400,000 Facilities Expendable Trust**

**1645 yes, 1221 no – approved**

**3. \$200,000 Special Education Expendable Trust**

**1777 yes, 1099 no – approved**

## **Town Ballot**

**Board of Selectmen - 3 year term**

**1232 Laura Dudziak - elected**

**1170 David Freel - elected**

**1045 Vanessa Sheehan**

**938 Mike Thornton**

**633 Jeffery Johnson**

**Cemetery Trustee - 3 year term**

**2398 Jim Whalen - elected**

**Library Trustee - 3 year term**

**2035 Lynn Coakley - elected**

**1781 Serena Neveu - elected**


**Library Trustee - 2 year term**

**1639 Jennifer Siegrist - elected**

**617 Stacy Cusack**

**Moderator - 2 year term**

**2448 Peter Basiliere - elected**

**A True Copy Attest**  
  
**Town Clerk**

**Supervisor of the Checklist - 6 year term**

2460 Tim Finan - elected

**Trustees of the Trust Funds - 3 year term**

2451 Tina Philbrick - elected

**Water- Wastewater Commissioner - 3 year term**

2480 Robert Courage - elected

**Articles**

**Article 2 - Ballot Vote - Zoning Changes**

Ballot Vote 1 Floodplain Management Ordinance

2272 yes, 458 no - passed

**Ballot Vote 2 West Elm Street Gateway District**

2045 yes, 723 no - passed

**Ballot Vote 3 The Commerce and Community District**

1981 yes, 752 no, passed

**Warrant Article 3 Wadleigh Library Renovation and Expansion Project - \$3,450,000 (\$2,763,000 Bond and \$687,000 Donations)**

2940 votes cast, 60% or 1764 votes needed for passage

1214 yes 41.3%, 1726 no, failed

**Warrant Article 4 Milford Emergency Communications Dispatch Center, Infrastructure and Equipment Project - \$2,400,000 Bond**

2929 votes cast, 60% or 1757 votes needed for passage

1559 yes 53.2%, 1370 no - failed

**Warrant Article 5 Existing Emergency Communications Dispatch Center Upgrade - \$3,521,048 Bond**

2948 votes cast, 60% or 1769 needed for passage

472 yes 16.0%, 2476 no - failed

**Warrant Article 6 Collection System Capacity Management, Operation and Maintenance Program Development - \$218,305 Bond**

2842 votes cast, 60% or 1705 votes needed for passage

1848 yes 65.0%, 994 no - passed

**Warrant Article 7 - Town Operating Budget, \$15,261,695, Default Budget \$15,271,749**

2104 yes, 805 no - passed

**Warrant Article 8 Water Department Operating Budget \$1,548,984, Default Budget \$1,541,987**

1917 yes, 925 no - passed

**Warrant Article 9 - Wastewater Department Operating Budget \$1,999,901 Default Budget \$2,027,262**

2102 yes, 741 no - passed





## Charter

### THE ACT OF INCORPORATION OF THE TOWN OF MILFORD

State of New Hampshire

An act to incorporate the southwesterly part of Amherst, the northwesterly part of Hollis, the Mile Slip and Duxbury-School-Farm into a town, and to invest the inhabitants thereof with all such privileges and immunities as other towns in this State hold and enjoy:

Approved January 11, 1794

Whereas a petition, signed by a number of inhabitants of the southwesterly part of Amherst, the northwesterly part of Hollis, the Mile-Slip and Duxbury school farm (so called), has been preferred, setting forth, that, by an act of incorporation, passed by the legislature of this State, on the first day of June, in the year of our Lord, one thousand, seven hundred and ninety two, the southwest part of Amherst aforesaid, was by certain boundaries; therein described, made a parish; that the tract of land therein contained, is too small for a town; that the inhabitants of Mile-Slip and Duxbury School Far aforesaid, are unable to support the gospel, build bridges and maintain schools; that a number of inhabitants of the northwesterly part of said Hollis could be better accommodated by being, annexed to the said Southwest parish in Amherst.

They, therefore, prayed, that they might be incorporated and made a body of politic with all the corporate powers and privileges by law, vested in other towns; And the inhabitants of the town of Amherst, in legal town meeting, having voted their assent to the same.

Therefore, be it enacted by the Senate and house of Representatives in General Court convened, that all the lands and inhabitants within the following limits, viz, Beginning at the southwest corner of the north west parish in Amherst aforesaid, on Lyndeborough east line, thence running easterly to the northeast corner of Amos Green's lot, called the mill lot, thence southerly on a straight line to the southwest corner of the lot number twenty; thence easterly on the range line to the northeasterly corner of William Peabody's land; thence southerly on the range line between John Shepard Esquire's and William Peabody's land, until it comes to land belonging to the heirs of John Shepard late of said Amherst, deceased; thence easterly to the north east corner of the same, joining to land of the said John Shepard Esquire, thence southerly by land of John Shepard, Esq., aforesaid, on the range line to the Sowhegann river; thence down the middle of the same, till it strikes land owned by Benjamin and Stephen Kendrick; thence southerly by said Kendrick's land, to the road leading from David Danforth's to the Town of Wilton; thence crossing the same and running a south point to Hollis line, being near David Duncklee's house, and then to the north east corner of land lately laid off from said Hollis by their committee appointed for the above purpose; thence running south about twelve

degrees east so as to strike the northeast corner of John Starns's land it being the northwest corner of Robert Colburne's land, thence on the same course until it comes to the southeast corner of the said Starns's land; thence westerly by said Starns's and William Hale's land, until it comes to the north west corner of said Hale's land; thence westerly to the north east corner of Mr. Gould's land, and so on westerly by said Gould's and David Danforth' s land to said Gould's northwest corner, thence turning southwesterly to the south east corner of Robert Durrah's land; thence west fifteen degrees south until it comes to Raby east line; thence northerly on said Raby east line, until it comes to the south line of said Amherst; thence westerly on the north line of said Raby to the southwest corner of Amherst, thence southerly by the west line of said Raby to the southeast corner of the mile slip; thence westerly to the southwest corner thereof; thence northerly on the east lines of Mason and Wilton to 'the northwest corner of the mile slip; thence easterly on the south line of Lyndeborough to the south east corner thereof; thence northerly by the east line of Lyndeborough to the bounds first mentioned, Be, and the same are hereby incorporated into a town by the name of Milford; and the inhabitants who reside and shall hereafter reside within the before mentioned boundaries, are made and constitute a body politic and corporate and invested with all the powers, privileges and immunities which towns in 'this State by law are entitled to enjoy, to remain a distinct town, and have continuance and succession forever'.

And be it further enacted, That August Blanchard Esquire be and he hereby is authorized and empowered to call a meeting of said inhabitants for the purpose of choosing all necessary town officers, and shall preside therein until a moderator shall be chosen to govern said meeting, which shall be warned by posting up notice therefor, at the meeting house in said Milford, fourteen days prior to the day of holding the same. And the annual meetings for the choice of town officers shall be holden on the first Tuesdays of March annually.

Provided always, That nothing in this act contained shall in any wise release the inhabitants of the said southwest parish of Amherst (part of said town of Milford), from paying their proportion of all debts now due from the town of Amherst, or their proportion of the support of the present poor of said town and parish or any taxes now assessed on them as inhabitants of said town of Amherst, but the same may be levied and collected from the inhabitants of the said Southwest parish (now part of Milford as aforesaid) in the same manner as if this act had not been passed; and the present inhabitants of the said northwesterly part of said town of Hollis shall be liable to pay all taxed heretofore assessed on them as inhabitants of the town of Hollis in the same way and manner as if this act had not been passed.

In Senate, January 11, 1794

This bill having had three several hearings, passed to be enacted; sent down for concurrence.

Signed: Abriel Foster, President of the Senate.

In the House of Representatives, the same day, the foregoing bill, having had a third hearing, was enacted.

Signed: Nathaniel Peabody, Speaker.

Approved January 11, 1794.

Signed: Josiah Bartlett, Governor

**Arene Berry**

---

**From:** Sarah Bergeron <sarah@atlaspyro.com>  
**Sent:** Thursday, March 10, 2022 5:55 PM  
**To:** Arene Berry  
**Cc:** Hannah Gaspar  
**Subject:** Re: Milford Fireworks Permit Package - 7/2/2021  
**Attachments:** Town of Milford - 22 Proposal.pdf

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

Hi Arene,

It's great to hear from you! We are busy preparing for the 4th of July and following up with everyone. In the last 6 months we have experienced significant increases in importing/shipping from China. For the same display that you had last year the price will be \$12,000. I know this is a huge increase for you and that you've already gone to town vote. We can continue to produce your display for \$8,500, but the length will be closer to 15 minutes. I've attached a quote for you with shell sizes.

Please review and let me know how you'd like to proceed.

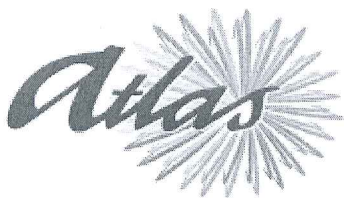
Sincerely,

*Sarah*

Sarah Bergeron

Atlas PyroVision Entertainment Group, Inc  
Office: 603-532-8324 | Fax: 603-532-4530  
136 Old Sharon Road / PO Box 498  
Jaffrey, NH 03452  
[www.atlaspyro.com](http://www.atlaspyro.com) - Professional Displays  
[www.atlasfireworks.com](http://www.atlasfireworks.com) - Consumer Retail Fireworks

Proud Member of the American Pyrotechnics Association

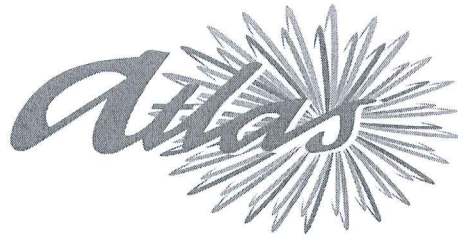


Professional Fireworks Displays  
Live Entertainment Pyrotechnics  
Consumer Retail Fireworks

On Mar 9, 2022, at 2:39 PM, Arene Berry <[aberry@milford.nh.gov](mailto:aberry@milford.nh.gov)> wrote:

Hi Sarah,





## *Pyrotechnic Proposal*

July 2, 2021

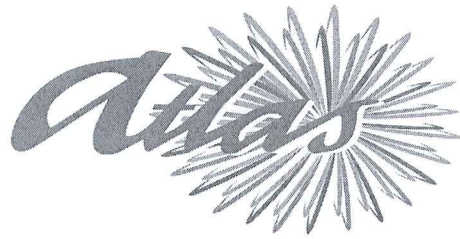
### **TOWN OF MILFORD**

**\$8,500.00**

	30mm	40mm	2 Inch	2.5 Inch	3 Inch	4 Inch	5 Inch	6 Inch	Total
<i>Opening Display</i>						30	8		38
<i>Main Display</i>						216	90		306
<i>Grand Finale</i>					240	90	10		340
<b>Totals:</b>					240	336	108		
<b>Duration:</b>	<b>25 Minutes</b>						<b>Grand Total:</b>		<b>684</b>

*Atlas PyroVision Entertainment Group, Inc. provides all proposals with 6 million in Liability Insurance including 1 million in transportation insurance as well as all highway transportation fees, licensed pyrotechnicians, trained and certified employees of Atlas with workers compensation in accordance with state statute.*

*All Atlas products are hand selected by highly trained designers who travel to factories worldwide to ensure the highest quality products and safety standards are met for all Atlas displays.*



## *Pyrotechnic Proposal*

July 2, 2022

**TOWN OF MILFORD**

**\$8,500.00**

	30mm	40mm	2 Inch	2.5 Inch	3 Inch	4 Inch	5 Inch	6 Inch	Total
<i>Opening Display</i>						30			30
<i>Main Display</i>						288			288
<i>Grand Finale</i>					240				240
<b>Totals:</b>					240	318			
<b>Duration:</b>	15 Minutes							<b>Grand Total:</b>	558

*Atlas PyroVision Entertainment Group, Inc. provides all proposals with 6 million in Liability Insurance including 1 million in transportation insurance as well as all highway transportation fees, licensed pyrotechnicians, trained and certified employees of Atlas with workers compensation in accordance with state statute.*

*All Atlas products are hand selected by highly trained designers who travel to factories worldwide to ensure the highest quality products and safety standards are met for all Atlas displays.*

**6:15 Approval of Six (6) 2021 Property Abatement Applications and One (1) Land Use Change Tax (LUCT) Map 42 Lot 1.**

MEMORANDUM

DATE: March 28, 2022

TO: Board of Selectmen

CC: John Shannon

FROM: Marti Noel, Assessor

RE: **2021 Property Abatement Applications  
Recommendations for Approval – 6**

---

As a refresher on the Abatement process, if a property owner feels their assessment is incorrect or inequitable, an abatement application may be submitted to the assessing office between the date the final tax bill is mailed and March 1<sup>st</sup> of the following year. The deadline for filing for abatement for the 2021 tax year is March 1, 2022.

The deadline for response by the municipality to all abatements timely filed is July 1. If no decision has been made, the abatement is to be considered to have been denied, and the Appellants may begin filing for appeal at the state level, either the BTLA or Superior Court.

This year there are a total of 20 abatements that have been timely filed. Five abatements were settled previously, 6 applications are being settled this evening. There are 9 applications remaining to be reviewed.

Four of the Abatements presented tonight are due to corrections to concerns expressed by the applicant for overassessment – two being re-classified as unbuildable lots, and 2 having successfully made an argument for detached vs attached condo units in a development where both detached and attached units co-exist.

Two of the abatements are hardship abatements where the revaluation and property value change caused financial hardship for these individuals who have been receiving the elderly exemption. The abatement calculation takes into account previous exemptions granted vs the final tax bill in 2021. These applicants have been instructed if future years continue to prove hardship, the tax deferral for the elderly and disabled would be the appropriate vehicle.

A recommendation for **approval** of all abatements presented today accompanies these applications. All applicants have been informed of action taken this evening regarding their property.

Thank You

TY 2021 Abatement Recommendations 3/28/2022									
App #	Map/ Lot	Address	Property Owner Request	Recommend	Reason	Letter Sent	2019 Assessed Value	Adjusted Assesed Value	Abatement Amount @ \$20.15 rate
2101	8/52-1C-8	17 Hutchinson Dr	7% adjustment for atached unit vs detached unit.	Approve	Data indicates a 4% adjustment is warranted. Abatement is for difference using a 4% adjustment.	3/1/2022	321,100	307,600	272.03
2102	56/72	0 Federal Hill Rd	Lot is not buildable	Approve	The Town Planner confirmed this parcel is non-buildable; the assessment is changed to reflect excess land value	3/1/2022	34,000	9,500	493.68
2109	8/52-1C-9	19 Hutchinson	7% adjustment for atached unit vs detached unit.	Approve	Data indicates a 4% adjustment is warranted. Abatement is for difference using a 4% adjustment.	3/1/2022	324,200	310,500	276.06
2114	6/29	0 North River Rd	Lot is not Buildable	Approve	This parcel is almost entirely in a floodplain, and is considered an unbuildable lot. The assessment is adjusted accordingly.	3/1/2022	18,800	7,500	227.70
2103	32/52	5 Laurel St	Hardship	Approve	Revaluation assesemnt change caused hardship for the elderly applicant	3/1/2022	293,100	293,100	946.22
2113	30/20-C-8	15 Riversedge Dr	Hardship	Approve	Revaluation assesemnt change caused hardship for the elderly applicant	3/1/2022	194,400	194,400	192.41
									-
					<b>Total Amount of Abatement Recommended for Approval this Session</b>				<b>2,408.09</b>
					<b>Total from prior granted 2021 Abatements</b>				<b>8,593.90</b>
					<b>Appeals Resolved in 2022</b>				
					<b>Total</b>				<b>11,001.99</b>

MEMORANDUM

DATE: March 28, 2022

TO: Board of Selectmen

CC: John Shannon

FROM: Marti Noel, Assessor

RE: **Land Use Change Tax (LUCT) for 1 parcel:  
Map 42 Lot 1**

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This is a 27 acre parcel with an active gravel operation. The operator has entered into the “Phase 2” area, after completing “Phase 1”. The area encompassing phase 2 consists of approximately 5.4 Acres, which is the area now being removed from Current Use. Cub Rule 303.03 states that land cannot qualify for Current Use while being used for “...operations involving removal for sale, barter, or exchange of soil, gravel, stone and other earthen material...” while the gravel operation is taking place. The owner has been informed that once the area has been reclaimed, the disturbed site can be placed back into Current Use status with a new application.

The LUCT warrant presented tonight is a result of the recently disturbed Phase 2 area.

Thank You

**6:25 Ambulance Staffing – Director, Eric Schelberg – (VERBAL)**



# **Milford Heritage Commission**

**Town Hall  
1 Union Square  
Milford NH 03055**

Board of Selectmen  
Town of Milford  
1 Union Square  
Milford NH 03055

March 22, 2022

Reference: Ironwood letter of January 14, 2022 attached

The Heritage Commission has received three estimates for a conditions assessment for the Oval Bandstand. The Commission requested quotes for a professional assessment of the present condition of this important structure. The goal is to use this assessment to solicit bids from specialists to do the restoration work. The Commission requested quotes for an assessment that would:

1. Provide a needs assessment of the work needed on the bandstand
2. Break out the types of work needed by category so that the Town knows what kind of skill sets it will have to find.
3. Set a methodology for the work to be done so that future bid process(es) for the work to be done will be based on a common plan
4. Create a baseline estimate for the work to be completed so that we know how much the Town will need to appropriate or raise

The Commission is asking the Board of Selectmen to approve no more than \$2,400 to be paid to Ironwood Restoration LLC to provide a report of the existing condition of the Bandstand. This company came highly recommended by the NH Preservation Alliance and was the best product for the money, in the timeliest matter. Ironwood Restoration replicated the Claremont Bandstand (Gazebo), after it was decimated in a windstorm.

The conditions report will provide critical information needed to move forward with repair and restoration work, and plan for future maintenance needs.

Thank you for the consideration.

Respectfully

David Palance  
Chairman  
Milford Heritage Commission

Meets 2<sup>nd</sup> Wednesday of each month 7:00PM  
Wadleigh Memorial Library  
Lull Room



# IRONWOOD RESTORATION, LLC

Preparing buildings of old for their next century

Milford Heritage Commission  
Attn: Katherine Kokko  
1 Union Square  
Milford, NH 03055

January 14, 2022

Hello Katherine,

I hope all is well with you.

First, thank you for giving me the opportunity to provide you with pricing for an existing conditions report on the Milford, NH Bandstand.

I have given some thought to our site visit and outlined my approach below.

My typical approach stems from a preservation perspective which approaches such projects with the view that it is best whenever possible to preserve original fabric.

Site visit(s) as needed to acquire necessary photos, dimensions and physical inspection of the bandstand.

Produce summery existing conditions report including annotated photos depicting areas of concern and/or a general overview of the structure. Include recommendations, suggestions and methodologies for the restoration/preservation of the Milford Bandstand.

I estimate that I can provide a summery existing conditions report for \$1,800.00.

This is my 45<sup>th</sup> year in this trade and I have built a considerable reputation for quality; I accomplish this through careful study and a decided thoroughness in my work.

We are a very versatile and nimble building restoration company with a primary focus on the wooden elements of historic structures. From the very physical work of building preservation to the more observational realm of restoration consultants, we are fully immersed in the intricacies of historic preservation.

Let me know if I can answer any questions or supply you with any further information.

Thank you,  
Brian J. Gallien  
Ironwood Restoration, LLC



# TOWN OF MILFORD

Office of Community Development  
Planning • Zoning • Building Safety • Code Enforcement • Health  
Economic Development • Active Projects



## **STAFF MEMO**

**Date:** March 24, 2022  
**To:** Town of Milford Board of Selectmen  
**CC:** John Shannon, Town Manager  
**From:** Lincoln Daley, Community Development Director  
**Subject:** **Andrea Kokko Chappell – Recommendation for Appointment to ZBA, Full Member,**

On March 17, the Board of Adjustment unanimously voted to support Andrea Kokko Chappell as a full member of Board. On behalf of the Zoning Board of Adjustment, I respectfully request the Board of Selectmen vote to appoint Andrea Kokko Chappell as a Full Member to the ZBA for a term that would expire in March of 2025.

Ms. Kokko Chappell is an active and informed resident of the community and is seeking to utilize her 20 years of experience in the real estate industry and passion for land, building, and real estate to contribute to the community and Board. Attached please find her summary statement seeking appointment to the Board of Adjustment.

If you have any questions, please contact the Community Development Office.

## Lincoln Daley

---

**From:** Andrea Kokko Chappell [<mailto:andreakokko@kokkorealty.com>]  
**Sent:** Wednesday, March 23, 2022 4:21 PM  
**To:** Lincoln Daley  
**Subject:** Re: ZBA

Hi Lincoln,

I have been a resident of Milford for 40 years, and a homeowner in Milford for 20. I have always had a strong sense of civic duty and throughout my life as a resident of Milford have made efforts to stay involved and informed. I have always wanted to serve on a Town board in some capacity but have felt that previous to now I did not have the time to dedicate myself fully to the role of a board member. I feel that at this point in my life I can be an active member of a board and make the commitment necessary to serve. I have always felt that given my career experience in the real estate industry for 20 years and my passion for land, building, and real estate in all facets I would be most useful as a member of the ZBA. I have a strong desire to help the town of Milford's residents use their properties to their fullest extent while keeping in line with Milford's ordinances and regulations. The character of Milford is very important to me, along with the healthy growth and use of the properties that make it up. I come to the Board with the intention of only wanting to help my community and its residents. I feel I would be able to serve the community well with impartiality.

Kokko Chappell, Realtor Andrea®  
Associate Broker | Managing Agent  
Kokko Realty, Inc.  
603.673.7000 x12 | 603.801.5213  
[www.kokkorealty.com](http://www.kokkorealty.com)



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Emails sent or received shall neither constitute acceptance of conducting transactions via electronic means nor create a binding contract until and unless a written contract is signed by the parties.

Before our 1st meeting to see a specific property, please click the link below to preview the document I'm required to give you per the NH Real Estate Commission. Please note, This is not a contract - It is a Disclosure of Agency and Real Estate Terms.

[New Hampshire Brokerage Relationships Disclosure](#)





**Appropriations**

Account	Purpose	Article	Appropriations As Voted
<b>General Government</b>			
4130-4139	Executive	05	\$204,673
4140-4149	Election, Registration, and Vital Statistics	05	\$226,320
4150-4151	Financial Administration	05	\$951,497
4152	Revaluation of Property		\$0
4153	Legal Expense	05	\$42,500
4155-4159	Personnel Administration	05,17	\$3,669,775
4191-4193	Planning and Zoning	05	\$287,708
4194	General Government Buildings	05	\$416,566
4195	Cemeteries	05	\$94,063
4196	Insurance	05	\$158,112
4197	Advertising and Regional Association		\$0
4199	Other General Government	05	\$14,036
<b>General Government Subtotal</b>			<b>\$6,065,250</b>
<b>Public Safety</b>			
4210-4214	Police	05,17	\$2,674,056
4215-4219	Ambulance	05	\$1,022,545
4220-4229	Fire	05	\$631,569
4240-4249	Building Inspection	05	\$149,870
4290-4298	Emergency Management	05	\$8,000
4299	Other (Including Communications)	05	\$774,839
<b>Public Safety Subtotal</b>			<b>\$5,260,879</b>
<b>Airport/Aviation Center</b>			
4301-4309	Airport Operations		\$0
<b>Airport/Aviation Center Subtotal</b>			<b>\$0</b>
<b>Highways and Streets</b>			
4311	Administration	05	\$203,681
4312	Highways and Streets	05,17	\$1,446,315
4313	Bridges		\$0
4316	Street Lighting	05	\$45,600
4319	Other		\$0
<b>Highways and Streets Subtotal</b>			<b>\$1,695,596</b>
<b>Sanitation</b>			
4321	Administration		\$0
4323	Solid Waste Collection	05	\$866,078
4324	Solid Waste Disposal		\$0
4325	Solid Waste Cleanup		\$0
4326-4328	Sewage Collection and Disposal		\$0
4329	Other Sanitation		\$0
<b>Sanitation Subtotal</b>			<b>\$866,078</b>



**Appropriations**

Account	Purpose	Article	Appropriations As Voted
<b>Water Distribution and Treatment</b>			
4331	Administration		\$0
4332	Water Services		\$0
4335	Water Treatment		\$0
4338-4339	Water Conservation and Other		\$0
<b>Water Distribution and Treatment Subtotal</b>			<b>\$0</b>
<b>Electric</b>			
4351-4352	Administration and Generation		\$0
4353	Purchase Costs		\$0
4354	Electric Equipment Maintenance		\$0
4359	Other Electric Costs		\$0
<b>Electric Subtotal</b>			<b>\$0</b>
<b>Health</b>			
4411	Administration		\$0
4414	Pest Control		\$0
4415-4419	Health Agencies, Hospitals, and Other		\$0
<b>Health Subtotal</b>			<b>\$0</b>
<b>Welfare</b>			
4441-4442	Administration and Direct Assistance	05	\$131,535
4444	Intergovernmental Welfare Payments		\$0
4445-4449	Vendor Payments and Other	10,12	\$72,000
<b>Welfare Subtotal</b>			<b>\$203,535</b>
<b>Culture and Recreation</b>			
4520-4529	Parks and Recreation	05	\$284,713
4550-4559	Library	05	\$874,547
4583	Patriotic Purposes	21,22,23	\$24,000
4589	Other Culture and Recreation	05	\$3,000
<b>Culture and Recreation Subtotal</b>			<b>\$1,186,260</b>
<b>Conservation and Development</b>			
4611-4612	Administration and Purchasing of Natural Resources	05	\$26,499
4619	Other Conservation		\$0
4631-4632	Redevelopment and Housing		\$0
4651-4659	Economic Development		\$0
<b>Conservation and Development Subtotal</b>			<b>\$26,499</b>



**Appropriations**

Account	Purpose	Article	Appropriations As Voted
<b>Debt Service</b>			
4711	Long Term Bonds and Notes - Principal	05,08	\$1,048,293
4721	Long Term Bonds and Notes - Interest	05,08	\$213,106
4723	Tax Anticipation Notes - Interest	05	\$3,000
4790-4799	Other Debt Service	05	\$1,500
<b>Debt Service Subtotal</b>			<b>\$1,265,899</b>
<b>Capital Outlay</b>			
4901	Land		\$0
4902	Machinery, Vehicles, and Equipment	08	\$100,000
4903	Buildings		\$0
4909	Improvements Other than Buildings	04,09	\$690,000
<b>Capital Outlay Subtotal</b>			<b>\$790,000</b>
<b>Operating Transfers Out</b>			
4912	To Special Revenue Fund		\$0
4913	To Capital Projects Fund		\$0
4914A	To Proprietary Fund - Airport		\$0
4914E	To Proprietary Fund - Electric		\$0
4914O	To Proprietary Fund - Other		\$0
4914S	To Proprietary Fund - Sewer	06,17	\$2,549,989
4914W	To Proprietary Fund - Water	07,17	\$1,748,938
4915	To Capital Reserve Fund	11,14,20	\$85,000
4916	To Expendable Trusts/Fiduciary Funds		\$0
4917	To Health Maintenance Trust Funds		\$0
4918	To Non-Expendable Trust Funds		\$0
4919	To Fiduciary Funds		\$0
<b>Operating Transfers Out Subtotal</b>			<b>\$4,383,927</b>
<b>Total Voted Appropriations</b>			<b>\$21,743,923</b>

**4. b). 1. Request for Update to the Board of Selectmen's Representatives Listing 2022 - 2023 Boards, Commissions, etc. (Draft Listing)**

**BOS Representatives on 2022 - 2023 Committees, Commissions, Boards, & Organizations**

- 
- 
- Conservation Commission (2<sup>nd</sup> Thursday, 7:00 p.m., Town Hall, BOS Room) - Selectman Dudziak (**Liaison**)
  - Economic Development Advisory Committee (Varied) – Selectman Dargie (**Voting member**)
  - Granite Town Media (Formerly PEG Access) Advisory Committee (4<sup>th</sup> Thursday, 6:00 p.m., Town Hall, BOS Room) - Selectman Labonte (**Voting member**)
  - Heritage Commission (2<sup>nd</sup> Wednesday, 7:00 p.m., Library) – Representative Tina Philbrick (**Voting member**)
  - Joint Loss Management Committee (quarterly, March 2<sup>nd</sup>, June 1<sup>st</sup>, Sept 7<sup>th</sup> and Dec. 7<sup>th</sup>), 9:00 a.m., Police Facility, Community Room) - Selectman Labonte (**Liaison**)
  - Library Trustees (3<sup>rd</sup> Tuesday, 6:30 p.m., Library) – Selectman Dudziak (**Liaison**)
  - NHMA (Varied) – Town Administrator John Shannon & Selectman Dargie (Alternate)
  - MACC Base Meeting time and dates TBD at each meeting – Captain Frye (**Voting member**)
  - Planning Board (1<sup>st</sup> & 3<sup>rd</sup> Tuesdays, 6:30 p.m., Town Hall, BOS Room) - Selectman Freel (**Voting member**)
  - Recreation Commission (2<sup>nd</sup> Wednesday, 7:00 p.m., Town Hall, BOS Room) – Selectman Dargie (**Liaison**)
  - Recycling/Solid Waste Committee (3<sup>rd</sup> Tuesday, 6:30 p.m. – Selectman Daniels (**Voting member**)
  - Traffic Safety Committee (Varied as items are sent for consideration, Police Facility, Community Room, 19 Garden Street) - Selectman Daniels (**Voting member**)
  - Zoning Board of Appeals (1<sup>st</sup> & 3<sup>rd</sup> Thursdays, 7:00 p.m., Town Hall, BOS Room) – Selectman Dargie (**Liaison**)
  - Manifest Sign Off (available Thursdays after 4:30 pm through Mondays before 7:00 am) – Selectmen Labonte & Selectmen Dargie (Alternate)
  - Payroll Sign Off (available every other week Wednesdays after 3:00 pm through Thursdays before 9:00 am) – Selectmen Freel & Selectman Dudziak (Alternate)

**4. b) 2. Commercial Yard Waste – Public Works Director, Leo Lessard (VERBAL)**

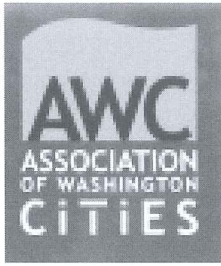


## 5.1) 2022 Town Goals

### 2022 TA Goals

- Complete, test and evaluate COMMS project at Crown Castle
- Complete CBA negotiations with AFSCME
- Complete and present compensation study
- Finish the AoT permitting for the Brox
- Develop plan/warrant article for Town Hall HVAC
- MACC Base IMA renewal
- Community power initiative
- Evaluate plan for Federal Hill COMMS project
- ARPA funding and reporting
- Vehicle leasing program
- Infrastructure Bill projects

## **6. 1. Board Orientation**



# 53 Ideas on How You Can Govern Better



- 1** Learn all you can about your city or town, its history, its operation, its financing. Do your homework. Know your city or town ordinances. Dust off your comprehensive plan.
- 2** Devote sufficient time to your office and to studying the present and future problems of your city or town.
- 3** Don't burn yourself out on the little things but recognize that they are often important to the public. Save some energy – and time – for the important matters.
- 4** Don't act as a committee of one; governing a city requires a team effort – practically and legally.
- 5** Don't let honest differences of opinion within the governing body degenerate into personality conflicts.
- 6** Remember that you represent all the people of your community, not just neighbors and friends. Be wary of personal experiences coloring your public decisions.
- 7** Take your budget preparation job seriously for it determines what your city or town does or does not do for the coming year and will influence what happens in future years as well.
- 8** Establish policy statements. Written policy statements let the public, and the municipal staff, know where they stand. They help the governing body govern and writing them provides a process to develop consensus.
- 9** Make decisions on the basis of public policy and be consistent. Treat similar situations similarly and avoid favoritism.
- 10** Focus your attention on ways to prevent problems rather than just trying to solve them as they occur. Filling potholes is one approach to governing – developing plans to prevent them is more important.
- 11** Don't be misled by the strong demands of special interest groups who want it done now, their way. Your job is to find the long-term public interest of the community as a whole, and you may be hearing from the wrong people.
- 12** Don't be afraid of change. Don't be content to just follow the routine of your predecessors. Charge your appointed officers and employees with being responsible for new ideas and better ways. Listen to what they have to say.
- 13** Don't rush to judgment. Few final actions have to be taken at the first meeting they are considered. Avoid crisis management.
- 14** Don't give quick answers when you are not sure of the real answer. It may be embarrassing to appear ignorant, but it can be more embarrassing, and damaging, to tell a person something that is wrong.
- 15** As an individual, even if you are the mayor, don't make promises you can't deliver! Most decisions and actions require approval of the governing body, and this takes a majority vote.
- 16** Remember that you have legal authority as a governing body member only when the governing body is in legal session.
- 17** Don't spring surprises on your fellow governing body members or your municipal staff, especially at formal meetings. If a matter is worth bringing up for discussion, it's worth being on the agenda. Surprises may get you some publicity, at the embarrassment of others, and tend to erode the team approach to governance.
- 18** Conduct your official public meetings with some formality and follow rules of procedure. Have an agenda and follow it. Most governing body members agree that formal meetings expedite the process, and tend to promote better decision making.
- 19** Participate in official meetings with the dignity and decorum fitting those who hold a position of public trust. Personal dress and courteous behavior at meetings help create an environment for making sound public decisions.
- 20** Don't be afraid to ask questions. It is one of the ways we learn. But do your homework by studying agenda material before meetings.

**21** Vote yes or no on motions. Don't cop out by abstaining, except when you have a conflict of interest. A pass does not relieve you of responsibility when some decision must be made.

**22** Once a majority decision of the governing body has been made, respect that official position, and defend it if needed, even if you personally disagree.

**23** Respect the letter and intent of the open meetings (Right-to-Know) law. But also keep private and confidential matters to yourself—don't gossip.

**24** Retain competent, key employees. Pay them well, trust their professional judgment and recognize their authority and responsibilities.

**25** Don't bypass the system! If you have a manager or other chief administrative officer, stick to policymaking and avoid personal involvement in the day-to-day operations of the municipality. If you do not have an administrative officer, make sure you have some management system that officers, employees, and the public understand.

**26** Don't let others bypass the system. Insist that people such as equipment or service suppliers first work with your municipal staff. If direct contact with governing body members is necessary, it should be with the governing body as a whole, or a committee, and not on a one-on-one basis.

**27** Don't pass the buck to the staff or employees when they are only following your policies or decisions.

**28** Don't always take no for an answer. The right question may be "How can we do this?" instead of "May we do this?" Be positive!

**29** Learn to evaluate recommendations and alternative courses of action. Ask your staff to provide options. Encourage imaginative solutions.

**30** Avoid taking short-term gains at the expense of long-term losses. Be concerned with the long-term future of the city/town.

**31** Be friendly and deal effectively with the news media. Make sure what you say is what you mean. Lack of good communication, with the media and the public, is one of the big problems of municipalities.

## **VISION**

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**(800) 628-1013 ext. 2**

**sales@vgsi.com**

**www.vgsi.com**

**32** Remember that what you say, privately and publicly, will often be news. You live in a glass house. Avoid overpublicizing minor problems.

**33** In determining the public interest, balance personal rights and property interests, the possible harm to a few versus the good of the many. Recognize that in some situations, everyone can't be a winner.

**34** Remember that cities and towns are for people! Be concerned with the total development – physical, economic, and social – of your community.

**35** Don't act as if the city operates in a vacuum. Cities and towns must work within the intergovernmental system to be effective. Keep in contact and cooperate with your federal, state, county and school officials.

**36** Know your neighbors. Get to know the officials of neighboring and similar size cities or towns. Visit other municipalities, particularly those with a reputation of being well run.

**37** Keep your constituents informed and encourage citizen participation.

**38** Learn to listen – really listen – to your fellow governing body members and the public. Hear what they are trying to say, not just the words spoken.

**39** Expect and respect citizen complaints. Make sure that your governing body members, and your city, have a way to effectively deal with them. Have a follow-up system.

**40** Be careful about rumors. Check them out. Help squelch them when you know they are false.

**41** Appoint citizen advisory committees and task forces when you need them but be prepared to follow their advice if you use them.

**42** Take care in your appointments to boards and commissions. Make sure they are willing and capable as well as representative of the whole community.

**43** Never allow conflicts of interest to arise between your public duties and your private interests. Be sensitive to actions you take that might even give the appearance of impropriety.

**44** Seek help. Use manuals, guides and other technical assistance and information available from NHMA and other agencies. Attend workshops and conferences put on for the benefit of you and your city.

**45** Pace yourself. Limit the number of meetings you attend. Set some priorities, including the need to spend time with your family. Recognize that life – and the city/town – is dependent on a lot of things you have little control over.

**46** Be a leader, as well as part of the team of elected and appointed officials who were selected to make your city/town an even better place to live.

**47** Establish some personal goals and objectives. What do you want to help accomplish this year? Next year?

**48** Help develop some short-term and long-term goals and objectives for your city and check your progress at least every six months.

**49** Help your city/town develop a vision of the future. Plan going from the future to the present and listen to different community voices along the way.

**50** Focus on the future and try to leave your community better than that which you inherited as an elected officer.

**51** At least once a year, schedule a governing body discussion about how you are governing. Review the processes and procedures. Sit back and ask, "How are we doing? How can we do things better?"

**52** Be enthusiastic about your public service, and the privilege you have, and let the public know it. But maintain your sense of humor. Don't take yourself or the business of government so seriously that you don't enjoy it. It should be fun as well as a rewarding experience.

**53** Celebrate! Always focusing on problems and issues may lead you and the public to believe that nothing positive ever happens. Good things do happen. Let the public share our successes.

*Source: Association of Washington Cities, [www.awcnet.org](http://www.awcnet.org)*

9. Approval of Final Minutes - March 14, 2022

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

March 14, 2022

<b>PRESENT:</b>	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.

**2. APPOINTMENTS – (Approximate times)**  
**5:30 p.m. – Election of New Chair and Vice Chair Positions**

Election of New Chair and Vice Chair Positions will be postponed until March 28, 2022 because the town will be doing a voting re-count on the Selectmen’s candidates on Wednesday, March 16, 2022 in the Banquet Hall, 1 Union Square.

**3. PUBLIC COMMENTS (regarding items that are not on the agenda)**  
There were no comments at this time.

**4. DECISIONS**

**a) CONSENT CALENDAR**

1. Request to re-appoint Douglas Knott, Susan Robinson and Pete Basiliere to the Planning Board – Terms expire 2025
2. Request to re-appoint John Yule and Andrew Seale to the Conservation Commission – Terms expire 2025
3. Approval of Annual Parade Permits
  - Memorial Day – Monday, May 31, 2022
  - Labor Day – Monday, September 5, 2022
  - Veterans Day – Friday, November 11, 2022
4. Acceptance and Appropriation of Unanticipated Revenues under \$10,000 (31:95(b))
  - Donation to the Milford Ambulance Department Special Purpose Fund
    1. Katherine Bauer \$25.00
    2. Arthur & Dale Faint \$50.00
    3. Dina Weber \$50.00

Chairman Daniels asked to remove 4. a. 1) from the consent calendar.

**Selectman Labonte made motion to approve the consent calendar except for 4. a) 1). Seconded by Selectman Dargie. Chairman Daniels yes, Selectman Labonte yes. Selectman Dargie yes. Selectman Dudziak yes, and Selectman Freel yes. All were in favor. The motion passed 5/0.**

Chairman Daniels invited the members for re-appointment to the Planning Board to sit at the Board’s table. Chairman Daniels asked the Planning Board members their thoughts about affordable housing and Milford’s two acre zoning requirements.

Doug Knott, current Planning Board member said there hasn’t been much discussion in the past but with what’s going on with the state, they will be looking into it further as a Board.

Selectmen Freel asked when it went from a one acre requirement to a two acre requirement. Pete Basiliere, Planning Board member, said there are different areas in town with different zoning requirements. There are a lot of variances that go into determining what affordable housing means. The larger lots were voted on by the people in certain parts of town. He feels that we should get a better sense on what we need by surveying business and homeowners.

Selectman Freel asked about Accessory Dwelling Unit, (ADU)’s. There are so many regulations that don’t allow these. There are too many rules and regulations that don’t allow people to build ADU’s and rent them out.

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 03/14/2022**

61 Lincoln Daley told the BOS that provisions are already in place to allow for ADU’s. You don’t have to be a member of the  
62 family to make one of these into an apartment. It can BE attached or detached. The limit is 750 square feet, per the state.  
63 You can put an apartment above a garage as well.

64  
65 Selectman Dargie said the Planning Board is looking to re-do their master plan. This would be a topic to take up in the new  
66 master plan.

67  
68 Chairman Daniels said housing is a challenge and he just wanted to know if they were open to looking further into this if he  
69 were going to support their reappointment. Pete Basiliere said you also have to look at the impact that other services will  
70 have on additional housing. The master plan can help us with this.

71  
72 Selectman Dargie described the difference between low income and workforce housing. Mr. Daley said we all qualify for  
73 workforce housing. The recent house bills are trying to focus on maximizing housing opportunities serviced by municipal  
74 water and sewer. We would have to find resources to support that level of housing.

75  
76 Chairman Daniels said affordable housing plays a part into trying to attract people to live in New Hampshire.

77  
78 Susan Robinson said she would be willing to re-consider affordable housing in her position on the Planning Board.

79  
80 **Chairman Daniels moved to approve to re-appoint Pete Basiliere, Doug Knott and Susan to the Planning Board,**  
81 **terms expiring in 2025. Seconded by Selectman Freel. Selectmen Labonte yes, Selectman Dudziak yes, Selectman**  
82 **Labonte yes, Chairman Daniels yes and Selectman Freel yes. All were in favor. The motion passed 5/0.**

83  
84 **b) OTHER DECISIONS**

85 1. Request for Input & Approval of 2022 – 2023 Board of Selectmen’s Meeting Schedule (Draft listing)

86  
87 **Selectman Dargie made motion to approve the 2022 – 2023 Board of Selectmen’s Meeting Schedule as presented.**  
88 **Seconded by Selectman Dudziak. Chairman Daniels yes, Selectman Labonte yes. Selectman Dargie yes. Selectman**  
89 **Dudziak yes, and Selectman Freel yes. All were in favor. The motion passed 5/0.**

90  
91 2. Request for Update to the Board of Selectmen’s Representatives Listing 2022 – 2023 Boards, Commissions, etc. (Draft  
92 Listing) This will be tabled until March 28, 2022.

93  
94 **5. TOWN STATUS REPORT –**

95 **1. Voting Review Process – Tina Philbrick**

96 Ms. Philbrick gave an overview of the process of completing the Town report and Voters Guide. Department Heads are  
97 notify early January as to when they need to have the town report and voters guide information is due. Most years, the vot-  
98 ers guide is out about 1 week or so prior to voting. RSA’s govern candidates running for office and I have to wait until all  
99 candidates have signed up to run before contacting them for candidate bios. I e-mail all candidates with what I need for the  
100 votes guide and I also follow up with a phone call or two for those who don’t respond quickly. Candidate bios are optional  
101 and they don’t have to submit one and they don’t have to supply a picture.

102  
103 The deliberative session was Feb. 5th this year, one week later than usual. It was January 30th last year. We don’t set the  
104 date; it is set for us by the NH Municipal Association. Both the Town report and the voters guide can’t go to print until the  
105 Deliberative Session is complete. The Town Report went to the printer on February 10th. The town’s section of the vot-  
106 ers guide complete within four working days of the deliberative session to include all of the changes driven by votes at the  
107 deliberative session and candidate bio’s from those who wished to submit them. I then have to wait until the schools deliber-  
108 erative session which wasn’t until Feb. 10th. The school has to make all their changes and send them to me. I received the  
109 schools changes by the 14th. I then have to format their stuff and it went to the printing company early on the 15th. The  
110 printing company put it in the que and when I received the proof back on the 18th there was something wrong with the cov-  
111 er. The printers fixed it and let me know it was good to go by the 21st. It then takes time to print 7,000 guides as there were  
112 others ahead of ours in the Que.

113  
114 The voters guide was put on the Town’s web site on February 22<sup>nd</sup> and I posted to all the social media sites so that people  
115 could start looking at the information. In addition, many people came into my office asking about the guide, and I person-  
116 ally walked them through how they could access it on the web site.

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 03/14/2022**

117 The printing company went to Manchester and paid for the postage using their bulk rate which saved Milford about \$300.  
118 They then hand delivered to the guides to Milford post office early on March 4th. The post office started delivering between  
119 the 5th and 6th. This is the first time in 9 years that the voters guide has gone out this late.

120  
121 The voter’s guide is a courtesy provided by us and given to the town. We are not obligated or required to provide this to  
122 anyone. It is not governed by any rules and regulations from the state. This is an internal document which we feel is help-  
123 ful for voting purposes.

124  
125 Chairman Daniels thanked everyone who put their time in effort into the voters guide. We are not required to put a guide  
126 out. The town has been providing voters guides to its people since 1995. Many people talked about the value of the infor-  
127 mation in the guide and Milford’s guide is superior to other towns.

128  
129 Ms. Philbrick said the only issue we had was that the voter’s guides didn’t go to the post office boxes. She asked Select-  
130 man Labonte to bring some over to the post office and put them on the table, but the post office doesn’t allow people to do  
131 that.

132  
133 Selectman Labonte asked if the school paid for ½ of the guide. Ms. Philbrick said no, only \$2.000 which is about what they  
134 paid last year. Prior to 3 years ago the town has not paid for the guides. Selectman Freel asked about mailing the guides  
135 through e-mail like the Town Clerk does for vehicle registrations. Administrator Shannon said he would look into the pro-  
136 cess.

137  
138 **2. Town Operating Budget – Town Administrator, John Shannon**

139 Administrator Shannon said the emergency vehicles are in process of being purchased. The ambulance that was down  
140 should be back up this week.

141  
142 Selectman Freel asked if we had any vehicles that we are getting rid of. Eric Schelberg, Ambulance Director, said their  
143 plan is to trade in the paramedic response vehicle which would be worth \$1,800. Selectman Freel asked what it cost to re-  
144 place the transmission. Director Schelberg said \$3,200. Selectman Freel suggest asking if another department that need-  
145 ed/wanted a vehicle would be willing to put a little bit of money into this one. Director Schelberg said that is a decision for  
146 the Board and putting money into it isn’t programed into his budget. Administrator Shannon will reach out to the depart-  
147 ments to see if there is an interest.

148  
149 Chairman Daniels asked if Director Schelberg has looked at the difference between what we get on a trade-in or selling the  
150 vehicle at the surplus auction. Director Schelberg said no, but he can look into it. Selectman Labonte said we could put the  
151 vehicle to bid in an on-line auction. Administrator Shannon said they can look into those options.

152  
153 **6. DISCUSSIONS**

154 **1. BOS Goals and Objectives** – Selectman Dargie submitted a list of some objectives for consideration. The Board will be  
155 reviewing the list and adding to it over the next few weeks. Chairman Daniels also asked Administrator Shannon to put  
156 together a list.

157  
158 Selectman Labonte asked when we can have the holes fixed in the 127 Elm Street building seeing that the demo warrant  
159 article didn’t pass; it will at least preserve what we have. Selectman Freel said we could consider renovating parts of the  
160 building to help with some needs. Selectman Freel would like to see a plan on what it would cost to renovate part of that  
161 building for a senior center. Selectman Dudziak said that has already be done. Selectman Freel has never been in the  
162 building. He doesn’t feel it would take much to renovate some of the building.

163  
164 Mike Thornton, a Milford resident, said there are portions of the building that could be renovated easily and some parts that  
165 would take more work. He thinks that people would pay to use the facility and it could be self-supporting. It will deterio-  
166 rate without fixing the roof.

167  
168 **7. PUBLIC COMMENTS. (Regarding items that are not on the agenda)**

169  
170 **8. SELECTMEN’S REPORTS/DISCUSSIONS**

- 171  
172 **a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES**  
173 **b) OTHER ITEMS (that are not on the agenda)**



**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 03/14/2022**

174 **9. APPROVAL OF FINAL MINUTES** – Selectman Dargie moved to approve the minutes of February 28, 2022. Se-  
175 conded by Selectman Dudziak. Selectmen Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Chairman  
176 Daniels yes and Selectman Freel yes. All were in favor. The motion passed 5/0.

177  
178 **10. INFORMATION ITEMS REQUIRING NO DECISIONS.**

179 1. N/A

180 **11. NOTICES.** Notices were read.

181  
182 **12. NON-PUBLIC SESSION** – N/A

183 **13. ADJOURNMENT:** Selectman Labonte moved to adjourn at 6:20 pm. Seconded by Selectman Freel. A roll call  
184 vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and  
185 Chairman Daniels yes. All were in favor. The motion passed 5/0.

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187

188  
189

190 \_\_\_\_\_  
Gary Daniels, Chairman

\_\_\_\_\_   
Paul Dargie, Member

191  
192

193 \_\_\_\_\_  
Chris Labonte, Vice-Chairman

\_\_\_\_\_   
David Freel, Member

194  
195

196 \_\_\_\_\_  
Laura Dudziak, Member

# 10. a) Treasurer's Report - February 2022

TREASURER'S REPORT  
TOWN OF MILFORD, NEW HAMPSHIRE  
2/28/2022  
(unaudited)

	CHECKING ACCOUNT	TOWN CLERK ACCOUNT	ESCROW ACCOUNT	NHPDIP ACCOUNT	DISBURSEMENT ACCOUNT	BAR HARBOR ACCOUNTS	INVESTMENT ACCOUNT	TOTAL
Beginning Balance as 2/01/22	(271,993.06)	27,431.08	110,498.06	3,959.97	13,774.29	10,682.49	18,576,623.47	\$ 18,470,976.30
<b>Receipts:</b>								
Taxes and Interest	149,479.16	-	-	-	37,440.94	-	-	\$ 186,920.10
Water & Sewer User Fees	280,006.72	-	-	-	38,614.67	-	-	\$ 318,621.39
Other Revenues	290,730.19	320,891.06	-	-	3,320.55	-	-	\$ 614,941.80
Ambulance	-	-	-	-	53,614.81	-	-	\$ 53,614.81
Recreation	-	-	-	-	4,719.00	-	-	\$ 4,719.00
Escrow Deposit	-	-	-	-	-	-	-	\$ -
Escrow Transfers	97.17	-	-	-	-	-	-	\$ 97.17
Interest Income	-	-	8.46	0.06	-	0.40	1,240.33	\$ 1,249.25
Investment Transfers	3,633,623.47	-	-	-	-	-	622,000.00	\$ 4,255,623.47
TAN Deposit	-	-	-	-	-	-	-	\$ -
Bond Proceeds	-	-	-	-	-	-	-	\$ -
<b>Total Receipts:</b>	<u>\$ 4,353,936.71</u>	<u>\$ 320,891.06</u>	<u>\$ 8.46</u>	<u>\$ 0.06</u>	<u>\$ 137,709.97</u>	<u>\$ 0.40</u>	<u>\$ 623,240.33</u>	<u>\$ 5,435,786.99</u>
<b>Disbursements:</b>								
Accounts Payable Warrants	(1,270,640.72)	(71,472.09)	-	-	(6,058.88)	-	-	\$ (1,348,171.69)
Payroll Warrants	(468,858.08)	-	-	-	-	-	-	\$ (468,858.08)
Milford School District Appropriation	(2,053,014.00)	-	-	-	-	-	-	\$ (2,053,014.00)
Hillsborough County Appropriation	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	(97.17)	-	-	-	-	\$ (97.17)
Investment Transfers	(241,000.00)	(242,000.00)	-	-	(139,000.00)	-	(3,633,623.47)	\$ (4,255,623.47)
TAN Disbursement	-	-	-	-	-	-	-	\$ -
Suntrust Disbursement	-	-	-	-	-	-	-	\$ -
Bank Charges	(1,268.42)	-	-	-	-	-	-	\$ (1,268.42)
Voided Checks	30.00	-	-	-	-	-	-	\$ 30.00
<b>Total Disbursements:</b>	<u>\$ (4,034,751.22)</u>	<u>\$ (313,472.09)</u>	<u>\$ (97.17)</u>	<u>\$ -</u>	<u>\$ (145,058.88)</u>	<u>\$ -</u>	<u>\$ (3,633,623.47)</u>	<u>\$ (8,127,002.83)</u>
<b>Ending Balance as of 2/28/22</b>	<u>\$ 47,192.43</u>	<u>\$ 34,850.05</u>	<u>\$ 110,409.35</u>	<u>\$ 3,960.03</u>	<u>\$ 6,425.38</u>	<u>\$ 10,682.89</u>	<u>\$ 15,566,240.33</u>	<u>\$ 15,779,760.46</u>

*Allen White* 22 MAR 22  
ALLEN WHITE  
TOWN TREASURER