

**6:00 2nd Public Hearing - Keyes Memorial Park, East Entrance - Performance Stage: Donation of equipment, personnel/labor, and materials to the Town of Milford pursuant to RSA 41:14-a.**



TOWN OF MILFORD  
OFFICE OF COMMUNITY DEVELOPMENT

**STAFF MEMORANDUM**

**Date:** March 16, 2021  
**To:** Milford Board of Selectmen  
**From:** Lincoln Daley, Community Development Director  
**Project:** Keyes Memorial Park, East Entrance - Performance Stage. Donation of equipment, personnel/labor, and materials to the Town pursuant to RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both for the assembly/construction of the performance stage. *(First Public Hearing)*

**PURPOSE:**

The purpose of this public hearing is for the Board to determine whether to accept the donation of equipment, personnel/labor, and materials used for the assembly and construction of the performance stage located at the Keyes Memorial Park – East Entrance (former Fletcher Paint Superfund site). Although the stage has been constructed, in order to formally accept said donation (categorized as property), the Board of Selectmen is required to hold two public hearings in accordance with NH RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both. The first of two public hearings is scheduled for April 12<sup>th</sup> followed by a second hearing on April 26<sup>th</sup>. The Selectmen's final vote would take place at the May 10<sup>th</sup> meeting.

**BACKGROUND:**

As the Board may recall, the Demontigny family had previously donated granite stone material from a 30' x 60' stone structure building on their property. The material was used to construct the performance stage. Through the collected efforts and coordination of eighteen (18) local companies, they disassembled/removed the material from Demontigny property and then reassembled the material at the Keyes Memorial Park – East Entrance to create the 30' x 30' (approx.) performance stage.

The construction of the performance stage was included as an important element of the 2016 Keyes Memorial Park East Entrance Master Plan. The granite stone material, equipment and services used to relocate the material and the construction of the project was donated by the referenced individuals/companies at no expense to the Town. The total approximated cost of the donated equipment, materials, and labor is approximately \$100,000. (See Attachment 1)

**REVIEW/RECOMMENDATIONS:**

The donation of equipment, personnel/labor, and materials is the result of a mutually beneficial and collaborative process involving the property owner, Town, and vested private parties. Said donation represents a unique opportunity to preserve Milford's historic character, public enjoyment, and revitalization efforts on a former Superfund site. Staff supports the donation and recommends that the Board vote to accept/approve.

Staff recommends that the Board review the request, receive public comments, and then continue the public hearing to April 12<sup>th</sup>.

**Enclosed, please find the following:**

- Attachment 1: List of individuals/companies who donated materials, equipment, and labor towards the construction of the performance stage.
- Attachment 2: Keyes Memorial Park – East Entrance Conceptual Master Plan.
- Attachment 3: Photographs of the performance stage.

## Attachment 1: Company Listing

Below please find the breakdown of the individuals/companies who donated materials, equipment, and labor towards the construction of the performance stage located at the Keyes Memorial Park – East Entrance (former Fletcher Paint Superfund Site) and their associated estimated value.

	<b>Party/Company</b>	<b>Donated Item/Service</b>	<b>Estimated Value of Donation</b>
1	Demontigny Family	Stone structure/material	\$65,000
2	Fieldstone Engineering Land Consultants	Engineering & Design	\$1,200
3	Sandford Engineering	Structural Engineering	\$1,200
4	Leighton A. White, Inc.	Site construction	\$4,000
5	Sinotte Concrete	Materials/Labor	\$1,200
6	Granite State Concrete	Materials	\$1,200
7	Swenson's Granite	Materials	\$1,200
8	Chappell Farms	Equipment/Labor	\$5,500
9	Ciardelli Fuel	Fuel	\$500
10	Milford Lumber	Materials	\$1,400
11	Empire Sheet Metal	Equipment/Labor	\$1,200
12	Chappell Tractor, LLC	Equipment/Labor	\$4,000
13	Kent's Towing	Materials/Labor	\$2,000
14	Mark Bartrum Masonry	Materials/Labor	\$4,000
15	Gen Masonry	Materials/Labor	\$4,000
16	Freel & Sons Electric	Materials/Labor	\$600
17	Milford Electric	Materials/Labor	\$600
18	Balcom Brothers Landscaping	Materials/Labor	\$1,200
		Total	<b>\$100,000</b>

Attachment 2: Keyes Memorial Park – East Entrance Conceptual Master Plan.



**Attachment 3: Photographs of the performance stage.**



## 6:05 Approval of Land Use Change Tax (LUCT) Map 3 Lot 12

### MEMORANDUM

DATE: April 26, 2021

TO: Board of Selectmen

CC: John Shannon

FROM: Marti Noel, Assessor

RE: **Land Use Change Tax (LUCT) for 1 parcel: Map 3, Lot 12**

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This parcel has been disturbed for construction of a new home. Construction on land in Current Use requires the affected areas to be removed from Current Use and a Land Use Change Tax Warrant be issued.

The property owner is aware of the action being taken tonight regarding their property. The parcel includes 13.5 acres, and 1.5 acres are being removed as the area needed to support the home and curtilage. The remaining area is to be left in its natural state, and is of adequate size to remain in current use.

The Land Use Change Tax for the disturbed area is based on 10% of estimated market value of the affected area at the time of removal from Current Use.

The application must have original signatures as it is to be recorded at the Hillsborough County Registry of Deeds.

Thank You

## 6:06 Veterans Tax Credit - Housekeeping

### Memorandum

**To:** Board of Selectman  
**From:** Marti Noel, Assessor  
**Date:** 4/26/2021  
**Re:** Veterans Tax Credit – Housekeeping

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During a recently conducted audit of Veteran's Tax Credit Applications, it was discovered that 12 forms PA-29 (Permanent Applications) had erroneously been left unsigned. I have reviewed the applications and have presented these PA-29 forms to be signed this evening.

This is not to be construed as a new approval, but rather a housekeeping measure to correct any errors noticed from previous years of approved Veteran's applications.

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**6:05 Standard Veteran's Tax Credit (13), All Veteran's Tax Credit (4), Tax Credit for Total Service - Connected Disability and Change in Status for Spouse after Death Tax Credit**

Memorandum

**To:** Board of Selectman

**From:** Marti Noel, Assessor

**Date:** 4/26/2021

**Re:** Veterans Tax Credit – For Approval

**Standard Veteran's Credit: 13**

**All Veteran's Tax Credit: 4**

**Tax Credit for Total Service-Connected Disability**

**Change of Status for Spouse eligible for the Veteran's Credit after Death of Veteran**

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The attached list of property owners have applied for the various Veteran's Property Tax Credits as indicated on the spreadsheet attached.

**2021 Veteran's Credit List (4/26/2021)**

Map/Lot	Applicant	Veteran	72:28 (\$400)	72:28-b (\$400)	72:35 (\$1,500)	72:29-a (\$800)	72:36-a	72:28 (IV) (a)	72:28-b (IV)	Comments	Date Received
24/11-2	Ackroyd, Kathleen (Spouse)	Ackroyd, George						X			9/10/2020
31/36-1	Bates, Patrick & Larena	Bates, Patrick		X							7/6/2020
26/13-C-8	Bertrand, David & Marie	Bertrand, David	X								4/7/2021
5/26-169	Chepren, Wayne P	Chepren, Wayne P	X								3/22/2021
42/37-20	Cossingham, Darrick & Irene	Cossingham, Darrick	X								3/10/2021
25/118	Daniels, Katherine A	Daniels, John						X			4/15/2021
10/32	Dowling, Patricia A	Dowling, John J						X			2/24/2021
48/48-C-63	Farrell, Stephen & Susan	Farrell, Stephen			X						8/27/2020
24/5	Falcetti, Cynthia	Falcetti, Victor						X			1/11/2021
42/37-25	Goodrow, Donald & Nabcy	Goodrow, Donald	X								10/13/2020
30/54-C-2	Hayes, Raymond	Hayes, Raymond			X						8/10/2020
40/39-10	Kalish, Tony & Tara	Kalish, Tony L	X								3/30/2021
41/64	King, Kevin	King, Kevin	X							Afghanistan Campaign Medal; Iraq Campaign Medal	12/7/2020
20/49	Koranda, Kraig	Koranda, Kraig		X							4/14/2021
1/11-6	Krafft, Richard & Kimberly	Krafft, Richard		X							9/24/2020
30/77	Levesque, Daniel	Levesque, Daniel	X								1/11/2021
56/39	MacKay, Mary Ann (Spouse)	MacKay Daniel						X			6/15/2020
46/32	Murray, Jennifer (Spouse)	Murray, Daniel W							X		2/26/2021
31/28	O'Neil, Pamela (Spouse)	O'Neil, Gerald						X			8/10/2020
29/131	Shannon, John & Aimee	Shannon, John	X							Afghanistan Campaign Medal	6/8/2020
5/26-169	Skeie, Katherine E	Skeie, Katherine E	X								3/22/2021
41/40-3C-54	Small, Carl & Barbara	Small, Carl	X								12/17/2020
48/48-C-14	Southard, Kenneth & Andrea	Southard, Kenneth	X							AF Outstanding Unit Award w/Valor	3/3/2021
41/40-5C-21	Stevens, Alan & Theresa	Stevens, Alan	X								7/9/2020
48/48-C-39	Swank, Mark & Susan	Swank, Mark e		X							3/12/2021
25/93-A	Trempe, Colette (Spouse)	Trempe, Gene						X			8/28/2020
36/115	Wheeler, Florence	Wheeler, William						X			2/22/2021
47/29-2	Wilkins, Jane (Spouse)	Wilkins, Terrence						X			6/10/2020
42/80	Witham, John D & Kim	Witham, John D	X							Marine Corps Expeditionary Medal	2/26/2021





## Memorandum

**To:** Board of Selectman

**Cc:** John Shannon

**From:** Marti Noel, Assessor

**Date:** 4/26/2021

**Re:** Exempt Properties For Approval (35 Exempt Properties including 4 PILOT Agreements)

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**72:23 Real Estate and Personal Property Tax Exemption.** – The following real estate and personal property shall, unless otherwise provided by statute, be exempt from taxation:

I. (a) Lands and the buildings and structures thereon and therein and the personal property owned by the state of New Hampshire or by a New Hampshire city, town, school district, or village district unless said real or personal property is used or occupied by other than the state or a city, town, school district, or village district under a lease or other agreement the terms of which provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property. The exemption provided herein shall apply to any and all taxes against lands and the buildings and structures thereon and therein and the personal property owned by the state, cities, towns, school districts, and village districts, which have or may have accrued since March 31, 1975, and to any and all future taxes which, but for the exemption provided herein, would accrue against lands and buildings and structures thereon and therein and the personal property owned by the state, cities, towns, school districts, and village districts.

(b) All leases and other agreements, the terms of which provide for the use or occupation by others of real or personal property owned by the state or a city, town, school district, or village district, entered into after July 1, 1979, shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date. This subparagraph shall not apply to leases of state-owned railroad properties which are subject to railroad taxes under the provisions of RSA 82 or which provide revenue to the state, a portion of which is distributed to cities and towns pursuant to RSA 228:69, I(a). All such leases and agreements shall include a provision that “failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor.” All such leases and agreements entered into on or after January 1, 1994, shall clearly state the lessee’s obligations regarding the payment of both current and potential real and personal property taxes, and shall also state whether the lessee has an obligation to pay real and personal property taxes on structures or improvements added by the lessee.

(c) If the lessee using or occupying the property fails to pay the duly assessed personal and real estate taxes on the due date, the tax collector of the taxing district involved shall notify the lessor that the same remains unpaid. Upon receipt of said

notification from the tax collector, the lessor shall terminate said lease or agreement and pay over to the tax collector from amounts received from said lease such sums as are necessary to satisfy the tax due.

(d) The exemptions provided in subparagraph (a) shall apply to the lands and the buildings and structures thereon and therein and personal property owned by the university system of New Hampshire. The requirements of subparagraph (b) shall apply to all leases and other agreements entered into or renewed on or after April 1, 2006, the terms of which provide for the use or occupation by others of real or personal property owned by the university system of New Hampshire. The remedies set forth in subparagraph (c) shall be available to enforce the payment of real and personal property taxes assessed against the lessees of property owned by the university system of New Hampshire pursuant to this subparagraph.

II. Lands and buildings and personal property owned and used by any county for governmental purposes, including hospitals, court houses, registry buildings, and county correctional facilities except that county farms and their lands, buildings and taxable personal property shall be taxed.

III. Houses of public worship, parish houses, church parsonages occupied by their pastors, convents, monasteries, buildings and the lands appertaining to them owned, used and occupied directly for religious training or for other religious purposes by any regularly recognized and constituted denomination, creed or sect, organized, incorporated or legally doing business in this state and the personal property used by them for the purposes for which they are established.

IV. The buildings and structures of schools, seminaries of learning, colleges, academies and universities organized, incorporated or legally doing business in this state and owned, used and occupied by them directly for the purposes for which they are established, including but not limited to the dormitories, dining rooms, kitchens, auditoriums, classrooms, infirmaries, administrative and utility rooms and buildings connected therewith, athletic fields and facilities and gymnasiums, boat houses and wharves belonging to them and used in connection therewith, and the land thereto appertaining but not including lands and buildings not used and occupied directly for the purposes for which they are organized or incorporated, and the personal property used by them directly for the purposes for which they are established, provided none of the income or profits are divided among the members or stockholders or used or appropriated for any other purpose than the purpose for which they are organized or established; provided further that if the value of the dormitories, dining rooms and kitchens shall exceed \$150,000, the value thereof in excess of said sum shall be taxable. A town at an annual town meeting or the governing body of a city may vote to increase the amount of the exemption upon dormitories, dining rooms and kitchens.

V. The buildings, lands and personal property of charitable organizations and societies organized, incorporated, or legally doing business in this state, owned, used and occupied by them directly for the purposes for which they are established, provided that none of the income or profits thereof is used for any other purpose than the purpose for which they are established.

V-a. The real estate and personal property owned by any organization described in paragraphs I, II, III, IV or V of this section and occupied and used by another organization described in said paragraphs, but only to the extent that such real estate and

personal property would be exempt from taxation under said paragraphs if such property were owned by the organization occupying and using the property, as long as any rental fee and repairs, charged by the owner, are not in clear excess of fair rental value.

VI. Every charitable organization or society, except those religious and educational organizations and societies whose real estate is exempt under the provisions of paragraphs III and IV, shall annually before June 1 file with the municipality in which the property is located upon a form prescribed and provided by the board of tax and land appeals a statement of its financial condition for the preceding fiscal year and such other information as may be necessary to establish its status and eligibility for tax exemption.

VII. For the purposes of this section, the term “charitable” shall have the meaning set forth in RSA 72:23-l.

**For 2021, one property is removed from this general list:**

1. Little Arrows Child Care Services, which is separated for signature as explained below.

I have reviewed the following Exempt/Charitable applications and I recommend the Board **approve** the following 34 applicants for the 2021 tax year.

Map/Lot	Address	Name
25-113	15 Cottage St	American Legion
25-114	15 Cottage St	American Legion
8-64	13 Buxton Rd	Area Agency Properties, Inc
46-30	482 Osgood Rd	Area Agency Properties, Inc
41-26	Mason Rd	Beaver Brook Association
41-27	Mason Rd	Beaver Brook Association
41-38	Mason Rd	Beaver Brook Association
26-186	10 Amherst St	Church of Our Savior
47-12	54 Melendy Rd	Colonial Hills Baptist Church
48-2	14 Armory Rd	Dartmouth-Hitchcock Clinic (Pilot)
22-92	42 Summer St	First Baptist Church
24-12	Lewis St	First Baptist Church
24-13	65 West St	First Baptist Church
24-14	12 Spaulding St	First Baptist Church
25-38	103 South St	First Church of Christ Scientist
25-51	10 Union St	First Congregational Church
30-115	23 Webster St.	Granite Grange
18-5	273 Elm St	Light of the World Christian Church
25-57	5 Union St	Livermore Community
25-50	6 Union St	Milford Historical Society
13/1/2	0 Elm St	Milford Historical Society
26-146	95 High St	Milford Home for Aged Women
25-31	30 Mont Vernon St	Milford Masonic Temple

21-22	Mont Vernon St	Milford Masonic Temple
26-91	40 Bridge St	Milford Mill (Pilot)
26-182	21 Bridge St	Milford Mill (Pilot)
39-27	33 Alder St	Milford United Methodist Church, Inc
4-33	327 No. River Rd	Milford United Methodist Church, Inc
26-11	34 Amherst St	Roman Catholic Bishop
25-126	1 Columbus Ave	Share Outreach, Inc
21-23	56 Mont Vernon St	Souhegan Valley Boys & Girls Club
13/10-2	10 Jones Rd	Southern NH Reg Medical Ctr (Pilot)
25-59	20 Elm St	Unitarian Universalist Cong
21-3	1 VFW Way	VFW Harley Sanford Post #4368

SELECTMEN PRINTED NAME	SELECTMEN SIGNATURES OF APPROVAL	DATE
GARY DANIELS		4/26/2021
CHRIS LABONTE		4/26/2021
PAUL DARGIE		4/26/2021
LAURA DUDZIAK		4/26/2021
DAVID FREEL		4/26/2021

The property listed below is separated from the majority of exempt properties as Chairman Daniels is on its Board of Directors and has historically recused himself from the vote on this property. I recommend the Board **approve** the following applicant for the 2021 tax year.

Map/Lot	Address	Name
43-13	365 South St	Little Arrows Child Care Services

SELECTMEN PRINTED NAME	SELECTMEN SIGNATURES OF APPROVAL	DATE
GARY DANIELS		4/26/2021
PAUL DARGIE		4/26/2021
LAURA DUDZIAK		4/26/2021
CHRIS LABONTE		4/26/2021
DAVID FREEL		4/26/2021

## 6:05 Solar Exemptions Applications

### Memorandum

**To:** Board of Selectman

**CC:** John Shannon

**From:** Marti Noel, Assessor

**Date** April 26, 2021

**RE:** Solar Exemption- Application for Solar Exemption for Approval (6 New Residential, 3 Residential Change of Status)

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In March of 2016 the Town voted to approve the Warrant Article changing the amount of the solar exemption from the *cost* of the system to the *contributory value* of the system. Included below are the RSA's that address Solar Exemption. The filing deadline is April 15.

The following list of property owners have applied for the Solar Exemption. I have reviewed their applications along with the supporting documentation and recommend that the selectmen **approve** the following applicants for the 2021 tax year based on the RSA listed below.

Map/ Lot	Address	Property Owner	Amount	Date Received
<b>New Applications</b>				
53/35-30	10 Bear Ct	Golden, Bukkiah & Mohdmydin, Mardiana	\$10,000	4/1/2021
2/28	157 Jennison Rd	Johnson, Katheryn & Robert Whitney	\$10,000	3/24/2021
40/70	44 Clark Rd	Knotts, Michael & Farwell, Erin	\$10,000	3/23/2021
51/26-97	224 Badger Hill Dr	Esposito, Jon	\$10,000	3/16/2021
40/100	628 Mason Rd	Szczawinski, Adam	\$10,000	5/20/2020
53/35-35	11 Wildflower Way	Retelle, Ryan	\$10,000	4/15/2020
<b>Change of Ownership Status (placed in Trust)</b>				
5/32	31 Jennison Rd	Appel, Shayna Rev Trust	\$10,000	6/22/2020
9/1-5	46 Patch Hill Ln	Bergeron Family Rev Trust	\$10,000	6/24/2020
48/58	32 Fernwood Dr	Levine, Charles Trust & Hatfield, Margaret Trust	\$10,000	3/6/2020

SELECTMEN	SELECTBOARD SIGNATURES OF APPROVAL	DATE
GARY DANIELS		4/26/2021
CHRIS LABONTE		4/26/2021
PAUL DARGIE		4/26/2021
LAURA DUDZIAK		4/26/2021
DAVID FREEL		4/26/2021

**72:62 Exemptions for Solar Energy Systems.** – Each city and town may adopt under RSA 72:27-a an exemption from the assessed value, for property tax purposes, for persons owning real property which is equipped with a solar energy system as defined in RSA 72:61.

**72:61 Definition of Solar Energy Systems.** – In this subdivision “solar energy system” means a system which utilizes solar energy to heat or cool the interior of a building or to heat water for use in a building and which includes one or more collectors and a storage container. “Solar energy system” also means a system which provides electricity for a building by the use of photovoltaic panels.

**ABATEMENT RECORD  
TY 2021**

Date: 26-Apr-21 Record #: \_\_\_\_\_

Account #: \_\_\_\_\_ Current Assessment Revised Assessment

Owner: Gardent, Andrew & Krista Land: \_\_\_\_\_

Address: 10 Edwards St Building: \_\_\_\_\_  
Wilton, NH

Map/Lot: M 3 L 12 Total: \$0 \$0

Property Location: 0 North River Rd  Credit  Exemption  
 Other

Tax Rate: \_\_\_\_\_  
Abatement Amount: **\$7,150.00**

REASON FOR ABATEMENT: A Land Use Change Tax Warrant was signed by the BOS on March 22, 2021. Although the owners had received notice this action was taking place, they did not contact me until after the warrant was issued. This Abatement tonight is to cancel the Warrant until a few details can be worked out with the Property owners, who are still finalizing paperwork for an Excavation Permit with the Planning Board. A new LUCT warrant will be issued after the 155E and AoT permits are in place.

BOARD OF SELECTMEN: \_\_\_\_\_ Date: 4/26/2021

Abatement Approved: \_\_\_\_\_ Abatement Denied: \_\_\_\_\_  
Gary Daniels

Abatement Approved: \_\_\_\_\_ Abatement Denied: \_\_\_\_\_  
Chris Labonte

Abatement Approved: \_\_\_\_\_ Abatement Denied: \_\_\_\_\_  
Paul Dargie

Abatement Approved: \_\_\_\_\_ Abatement Denied: \_\_\_\_\_  
Laura Dudziak

Abatement Approved: \_\_\_\_\_ Abatement Denied: \_\_\_\_\_  
David Freel

TAX COLLECTOR: \_\_\_\_\_ Original Tax Due: \_\_\_\_\_

Date Abatement Executed: \_\_\_/\_\_\_/\_\_\_ Abated Amount: **\$7,150.00**

Date Corrected Tax Bill Sent: \_\_\_/\_\_\_/\_\_\_ Interest/Costs, If any: \_\_\_\_\_

Date Corrected Tax Bill Due: \_\_\_/\_\_\_/\_\_\_ Total Tax Now Due: \_\_\_\_\_

If tax has been paid and a refund is due. Amount: \_\_\_\_\_

Interest, If any: \_\_\_\_\_

Refund Date: \_\_\_\_\_ Total Refund: \_\_\_\_\_



**6:30 Joint Discussion of Dispatch Options –  
Board of Selectmen from the Towns of Milford  
NH, Mont Vernon NH and Wilton NH**



**Report of Appropriations Actually Voted**

**Milford**

For the period beginning January 1, 2021 and ending December 31, 2021

Form Due Date: **20 Days after the Annual Meeting**

**GOVERNING BODY CERTIFICATION**

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief. Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>

**For assistance please contact:**  
NH DRA Municipal and Property Division  
(603) 230-5090  
<http://www.revenue.nh.gov/mun-prop/>



**Appropriations**

Account	Purpose	Article	Appropriations As Voted
<b>General Government</b>			
4130-4139	Executive	06	\$197,943
4140-4149	Election, Registration, and Vital Statistics	06	\$190,844
4150-4151	Financial Administration	06	\$918,862
4152	Revaluation of Property		\$0
4153	Legal Expense	06	\$40,000
4155-4159	Personnel Administration	06	\$3,302,390
4191-4193	Planning and Zoning	06	\$301,507
4194	General Government Buildings	06	\$404,392
4195	Cemeteries	06	\$98,811
4196	Insurance	06	\$158,112
4197	Advertising and Regional Association		\$0
4199	Other General Government	06	\$13,587
<b>General Government Subtotal</b>			<b>\$5,626,448</b>
<b>Public Safety</b>			
4210-4214	Police	06	\$2,564,417
4215-4219	Ambulance	06,19	\$944,555
4220-4229	Fire	06	\$653,289
4240-4249	Building Inspection	06	\$131,971
4290-4298	Emergency Management	06	\$8,100
4299	Other (Including Communications)	06	\$700,734
<b>Public Safety Subtotal</b>			<b>\$5,003,066</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	06	\$199,805
4312	Highways and Streets	06	\$1,435,962
4313	Bridges		\$0
4316	Street Lighting	06	\$45,600
4319	Other		\$0
<b>Highways and Streets Subtotal</b>			<b>\$1,681,367</b>
<b>Sanitation</b>			
4321	Administration		\$0
4323	Solid Waste Collection	06	\$859,868
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>\$859,868</b>



**Appropriations**

**Water Distribution and Treatment**

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>

**Electric**

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>

**Health**

4411	Administration		\$0
4414	Pest Control		\$0
4415-4419	Health Agencies, Hospitals, and Other		\$0
<b>Health Subtotal</b>			<b>\$0</b>

**Welfare**

4441-4442	Administration and Direct Assistance	06	\$160,561
4444	Intergovernmental Welfare Payments		\$0
4445-4449	Vendor Payments and Other	13,15	\$72,000
<b>Welfare Subtotal</b>			<b>\$232,561</b>

**Culture and Recreation**

4520-4529	Parks and Recreation	06	\$277,018
4550-4559	Library	06	\$844,488
4583	Patriotic Purposes	20,21	\$15,500
4589	Other Culture and Recreation	06	\$3,000
<b>Culture and Recreation Subtotal</b>			<b>\$1,140,006</b>

**Conservation and Development**

4611-4612	Administration and Purchasing of Natural Resources	06	\$24,695
4619	Other Conservation		\$0
4631-4632	Redevelopment and Housing		\$0
4651-4659	Economic Development		\$0
<b>Conservation and Development Subtotal</b>			<b>\$24,695</b>

**Debt Service**

4711	Long Term Bonds and Notes - Principal	06	\$955,192
4721	Long Term Bonds and Notes - Interest	06	\$233,232
4723	Tax Anticipation Notes - Interest	06	\$3,000
4790-4799	Other Debt Service	06	\$1,500
<b>Debt Service Subtotal</b>			<b>\$1,192,924</b>



Appropriations

Capital Outlay

4901	Land		\$0
4902	Machinery, Vehicles, and Equipment	12,16	\$188,648
4903	Buildings		\$0
4909	Improvements Other than Buildings	04	\$1,459,000
Capital Outlay Subtotal			\$1,647,648

Operating Transfers Out

4912	To Special Revenue Fund	06	\$5,000
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	07	\$2,288,406
4914W	To Proprietary Fund - Water	08	\$1,589,652
4915	To Capital Reserve Fund	14	\$40,000
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
Operating Transfers Out Subtotal			\$3,923,058

Total Voted Appropriations \$21,331,641

# Memo

**To:** Board of Selectman  
**From:** Paul Calabria, Finance Director  
**Date:** 4/26/21  
**Re:** Investment Policy Review and Re-Adoption, and Treasurer's Delegation

---

According to the Town of Milford's Investment Policy: "This policy shall be reviewed at least annually by April 30 by the Board of Selectmen, with changes made as warranted, followed by re-adoption by the governing body." I am presenting our Investment Policy to you with no changes from last year. I am requesting re-adoption for the ensuing year.

In addition to the re-adoption of the Investment Policy, I am also requesting a renewal of the Treasurer Delegation by April 30 as required by the policy. You will find a sample of the Treasurer Delegation in Appendix J of the Investment Policy. An updated copy of the Delegation is available for your signatures in your signature folder.

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

## INVESTMENT POLICY

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Town of Milford, New Hampshire  
INVESTMENT POLICY

assignment shall be provided in writing and renewed annually by April 30.  
(See APPENDIX J)

## V. PRUDENCE

The investment policy will be conducted in accordance with the "prudent person" standard which requires that:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict (or appear to conflict) with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the Board of Selectmen any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of this jurisdiction's portfolio.

Employees and officers shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to the timing of purchases and sales.

The provisions of this section are intended as a supplement to, not a substitute for, the Town of Milford's Ethics Policy and/or Employee Handbook.

## VI. INTERNAL CONTROLS

1. Indemnification: In accordance with RSA 41:6 (Surety Bond Required),

"Town Treasurers, trustees as provided in RSA 31:22 and 23, trustees as provided in RSA 53-B:8-a, I, library trustees including alternate library trustees, if any, town clerks, tax collectors and their deputies, agents authorize to collect the boat fee, and persons delegated treasury functions under RSA 41:29, VI shall be bonded by position under a blanket bond from a surety company authorized to do business in this state. The bond shall indemnify against losses through:



Town of Milford, New Hampshire  
INVESTMENT POLICY

states government and repurchase obligations fully collateralized by such obligations.

The Director of Financial Operations (DFO) shall maintain a list of specific eligible investment instruments that meet the above criteria or short-term operating funds and excess funds. The list shall identify eligible investments individually (ie., specific securities, specific banks in which deposits may be made, specific money market funds, specific mutual funds, etc.) This list together with a report showing the Town's actual investments and the returns from such investments for the most recent period (net of all fees and expenses), shall be provided on a quarterly basis to the Board of Selectmen. The report shall also describe the DFO's investment strategy for the most recent period and how the investment strategy comports with the investment objectives and other provisions of this investment policy.

Investment maturities for operating funds shall be scheduled to coincide with project cash flow needs, taking into account large routine expenditures (e.g. Payroll and accounts payable) as well as anticipated revenue inflows.

The DFO, in investing Town funds, shall strive to obtain the highest possible investment return consistent with cash flow needs and the risk levels set by the Board of Selectmen in this investment policy.

## **VIII. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS**

Before the Town invests any excess funds in investment instruments, with the exception of the Town's primary bank and the New Hampshire Public Deposit Investment Pool, a competitive bid process shall be conducted (see APPENDIX E).

Bids shall be requested from qualified financial institutions for various options with regards to terms and instrument. The Town will accept the bid(s) which provide(s) the highest rate of return, within the maturity required, and within the parameters of this policy, taking into consideration all associated costs, requirements and capabilities.

Where the Town has undertaken the competitive bid process in the selection of (a) banking, investment, and/or cash management provider(s), the investment of Town funds in accordance with this policy will be a key consideration in assessing and awarding such a bid. Once awarded, it is the responsibility of the provider to maintain investments within the parameters of this policy, with the understanding that each individual investment will not necessarily be competitively bid by the provider, but will meet the investment criteria as proposed and agreed.

Town of Milford, New Hampshire  
INVESTMENT POLICY

The Board of Selectmen approved adoption of the Town of Milford Investment Policy at their meeting held August 21, 1991, and amended and adopted per the Schedule in Appendix H. (See APPENDIX I).

## **APPENDIX B. RSA 41:29**

### **41:29 Duties of Elected and Appointed Town Treasurers.**

I. The town treasurer shall have custody of all moneys belonging to the town, and shall pay out the same only upon orders of the selectmen, or, in the case of a conservation fund established pursuant to RSA 36-A:5, upon the order of the conservation commission, or in the case of a heritage commission fund established pursuant to RSA 674:44-a upon the order of the heritage commission, or in the case of fees held pursuant to RSA 673:16, II, upon the order of the local land use board or its designated agent, or in the case of a recreation revolving fund established pursuant to RSA 35-B:2, upon the order of the recreation or park commission, or in the case of fees deposited by the town clerk pursuant to RSA 41:25, upon the invoice of the town clerk, or other board or body designated by the town to expend such a fund.

II. The treasurer shall deposit all such moneys in participation units in the public deposit investment pool established pursuant to RSA 383:22 or in federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, except that funds may be deposited in federally insured banks outside the state if such banks pledge and deliver to a third party custodial bank or the federal reserve bank collateral security for such deposits of the following types:

(a) United States government obligations;

(b) United States government agency obligations; or

(c) Obligations of the state of New Hampshire in value at least equal to the amount of the deposit in each case.

III. The town treasurer shall keep in suitable books provided for the purpose a fair and correct account of all sums received into and paid from town treasury, and of all notes given by the town, with the particulars thereof. At the close of each fiscal year, the treasurer shall make a report to the town, giving a particular account of all his or her financial transactions during the year and account balances at year end. The treasurer shall furnish to the selectmen statements from the treasurer's books, and submit the books and vouchers to them and to the town auditors for examination, whenever so requested.

IV. Whenever the town treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the town treasurer shall invest the same in accordance with the investment policy adopted by the selectmen under RSA 41:9, VII. The treasurer may invest in the public deposit investment pool established pursuant to RSA 383:22, in deposits, including money market accounts or certificates of deposit, of federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, or in obligations fully guaranteed as to

## **APPENDIX C. RSA 35:9**

### **35-A:9 Terms of Agreement with Holders of Securities.**

In any resolution of the bank authorizing or relating to the issuance of any bonds or notes, the bank, in order to secure the payment of such bonds or notes and in addition to its other powers, shall have power by provisions therein which shall constitute covenants by the bank and contracts with the holders of such bonds or notes;

I. To pledge to any payment or purpose all or any part of its revenues to which its right then exists or may thereafter come into existence, and the moneys derived there from, and the proceeds of any bonds or notes;

II. To covenant against pledging all or any part of its revenues, or against permitting or suffering any lien on such revenues or its property;

III. To covenant as to the use and disposition of any and all payments of principal or interest received by the bank on municipal bonds or other investments held by the bank;

IV. To covenant as to establishment of reserves or sinking funds, the making of provision for the same, and the regulation and disposition thereof;

V. To covenant with respect to or against limitations on any right to sell or otherwise dispose of any property of any kind;

VI. To covenant as to any bonds and notes to be issued and the limitations thereon and the terms and conditions thereof and as to the custody, application and disposition of the proceeds thereof;

VII. To covenant as to the issuance of additional bonds or notes or as to limitations on the issuance of additional bonds or notes and on the incurring of other debts by it;

VIII. To covenant as to the payment of the principal of or interest on the bonds or notes, as to the sources and methods of such payment, as to the rank or priority of any such bonds or notes with respect to any lien or security or as to the acceleration of the maturity of any such bonds or notes;

IX. To provide for the replacement of lost, stolen, destroyed or mutilated bonds or notes;

X. To covenant against extending the time for the payment of bonds or notes or interest thereon;

XI. To covenant as to the redemption of bonds or notes and privileges of exchange thereof for other bonds or notes of the bank;

Town of Milford, New Hampshire  
INVESTMENT POLICY

XXI. To appoint and to provide for the duties and obligations of a paying agent or paying agents, or such other fiduciaries as such resolution may provide within or without the state;

XXII. To limit the rights of the holders of any bonds or notes to enforce any pledge or covenant securing bonds or notes; and

XXIII. To make covenant other than and in addition to the covenants herein expressly authorized, of like or different character, and to make such covenants to do or refrain from doing such acts and things as may be necessary, or convenient and desirable, in order to better secure bonds or notes or which, in the absolute discretion of the bank, will tend to make bonds or notes more marketable, notwithstanding that such covenants, acts or things may not be enumerated herein.

## APPENDIX E. BIDDING PROCEDURES

### LEGAL BASIS

Investment of excess Town funds in legally permissible instruments is governed by RSA 41:29 (see Appendix A), and the Town of Milford's adopted Investment Policy.

### GENERAL

In accordance with RSA 41:29 (see Appendix A), the Town Treasurer, or his designee with the approval of the Town Administrator or Board of Selectmen, is responsible for the investing of Town Funds.

If events do not permit the following of an orderly bidding procedure, the existing investment outstanding may be rolled-over once, for a time frame not to exceed thirty (30) days.

### PROCEDURE

The following procedures shall pertain to investments made directly by the Treasurer or his designee, but are not intended to pertain to investments made by banking, investment or cash-management providers hired or employed by the Town to assist in the management and investment of Town funds:

- 1) Bids shall be obtained telephonically by the Treasurer or his designee, from at least three Qualified Institutions (see Appendix E).
- 2) Institutions will respond telephonically with bids by the date and time designated.
- 3) Awards of investments will be determined as follows:
  - a.) The Treasurer or his designee will accept bid(s) which provide the highest rate of return, within the maturity required, and within the parameters of the Town's Investment Policy, taking into consideration all associated charges and fees, legal and cash flow considerations [and the Town's cash management repurchase agreement relationship].
  - b.) A tie bid will be resolved by a coin toss, or drawing of lots in the event there are more than two tie bids.
  - c.) A transfer of funds will be made to the winning bidder by the Town Treasurer or his designee no later than the next business day. If the transfer is made by wire or electronic funds transfer (EFT), the recipient shall be instructed to call-back receipt of the funds to the Treasurer or his/her designee.
  - d.) Interest paid shall be from the date of bid award funds are transferred to the date of maturity

## APPENDIX F. QUALIFIED INSTITUTIONS CRITERIA

### PROCEDURES / METHODS

- 1) A "Qualified Institution shall be identified by the following criteria.
- 2) No investment or deposit shall be made in any institution whose financial well-being is considered in jeopardy.
- 3) Qualifying Criteria:
  - a.) Institutions must be qualified depositories in accordance with RSA 41:29 (see Appendix A) and RSA 383:22-24 (see Appendix F).
  - b.) The creditworthiness of each banking institution being considered as part of this investment policy shall be analyzed through the use and assistance of Veribanc, Inc., a recognized bank evaluation service. The New Hampshire Public Deposit Investment Pool shall be deemed creditworthy so long as the New Hampshire Bank Commissioner successfully operates the Pool for the purpose for which it was created.
  - c.) Analysis of an institution's condition and economic viability shall take into consideration overall operations and
    - Key operating measures;
    - Compliance with federal capital requirements;
    - Loan management measures;
    - Liability measures; and
    - Any other measurements, standards, criteria and principles deemed pertinent.
  - d.) The resulting evaluations and recommendations shall be considered and weighed by the Board of Selectmen, or its designee, in making judgment as to whether an institution is "Qualified".
  - e.) In the event an institution, which is serving as the Town's primary bank (as selected through the Town's Banking and Cash Management Service Request for Proposal), is deemed not qualified, the Town shall take whatever steps necessary to terminate relations with that institution, consistent with relevant RFP provisions, and to select a new primary bank.
  - f.) Using Veribanc Inc.'s evaluation as a basis of qualification, institutions must at a minimum be rated "yellow, one star."
- 4.) Depositories shall be selected through the Town's banking services procurement process, which shall include the policy herein established and a formal request for proposals issued every two or three years, or as the Board of Selectmen deems necessary.
- 5.) Letters of Credit, Performance Bonds, or other instruments of guarantee shall not be considered acceptable unless the issuing institution is otherwise eligible as a qualified institution.

## **APPENDIX G. RSA 383:22-24**

### **383:22 Public Deposit Investment Pool.**

I. The commissioner shall, with the assistance of the advisory committee created under RSA 383:24, establish and operate, beginning on January 1, 1992, a public deposit investment pool, for the purpose of investing funds of the state, and funds under the custody of governmental units, pooled risk management programs established pursuant to RSA 5-B, agencies, authorities, commissions, boards, political subdivisions and all other public units within or instrumentalities of the state.

II. The public deposit investment pool shall be operated under contract with a private investment advisor, approved by the bank commissioner and advisory committee. The commissioner and advisory committee shall choose an investment advisor by requesting proposals from advisors and reviewing such proposals based on criteria adopted by rule under RSA 383:23.

III. The commissioner shall make available to prospective depositors detailed information on the public deposit investment pool, similar to that information generally contained in a securities prospectus. The commissioner shall also ensure that periodic statements of accounts and reports on holdings are provided to pool participants relative to their proportionate share of the pool.

IV. The commissioner shall cause an independent audit of the pool to be conducted on an annual basis. The auditor shall be selected by the advisory committee.

### **383:23 Rulemaking.**

Prior to January 1, 1992, the commissioner shall, with the approval of the advisory committee, adopt rules, pursuant to RSA 541-A, relative to:

I. Formulation of a disclosure policy and materials to be included in a prospectus and in periodic reports to participants, including:

- (a) A written statement of policy and pool objectives;
- (b) Investment objectives designed to meet the pool objectives;
- (c) A description of eligible investment instruments;
- (d) The credit standard of investment;
- (e) Allowable maturity range of investments;



Town of Milford, New Hampshire  
INVESTMENT POLICY

- (c) Establishing performance standards.
- (d) Monitoring the outflow of funds from financial institutions.
- (e) Determining compliance with written investment policies.
- (f) Conducting periodic reviews of the public deposit investment pool.

Town of Milford, New Hampshire  
INVESTMENT POLICY

**APPENDIX I. POLICY ADOPTION/AMENDMENTS**

8/21/91 Original

7/26/93 1<sup>st</sup> Amendment

12/1/97 2<sup>nd</sup> Amendment

11/30/98 3rd Amendment

11/27/00 4<sup>th</sup> Amendment

03/23/09 5<sup>th</sup> Amendment

4. a) Approval of Report of Wood or Timber Cut, Map 56-52 Lot 1

FORM

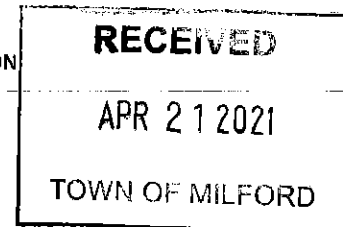
PA-8

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

REPORT OF WOOD OR TIMBER CUT

RSA 79:11

See instructions on back of form



OPERATION # 20-303-03 T

For Tax Year April 1, 2020 to March 31, 2021

8. Description of Wood or Timber Cut

SPECIES	EXACT SCALE CUT			
	USE INTERNATIONAL 1/4		RULE LOG SCALE	
	MBF = (THOUSAND BOARD FEET)			
White Pine				
Hemlock				
Red Pine				
Spruce & Fir				
Hard Maple				
White Birch				
Yellow Birch				
Oak				
Ash				
Soft Maple				
Beech/ Pallet/ Tie Logs				
Others (Specify)				
<b>PULPWOOD</b>	<b>TONS</b>			
Spruce & Fir				
Hardwood & Aspen				
Pine				
Hemlock				
Biomass Chips				
<b>MISCELLANEOUS:</b>				
High Grade Spruce/Fir =TONS				
Cordwood & Fuelwood =CORDS	8			

Mailing Address:

TIM FARWELL

PO BOX 368  
HOLLIS

NH 03049

1. City/Town of: MILFORD

2. Tax Map/Lot # or USFS sale name/unit #: 56-52-1

3. Exact Acreage of Cut: 1 Acre

4. Is the cutting complete? Yes  No

5. If yes, date cutting was completed? 9-30-2020

6. Names of ALL purchasers that the forest products were sold to:

Cleared for my own house site by

NAME myself - NO logger

NAME

NAME

NAME

7. I hereby report the wood or timber cut under penalty of perjury.  
(If a corporation, an officer must sign)

SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

CORPORATE OFFICER NAME AND TITLE \_\_\_\_\_ DATE \_\_\_\_\_

PRINT OWNER(S) NAME - (Attach a signature page for additional owners).

MAILING ADDRESS \_\_\_\_\_

CITY / TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELE NO.: \_\_\_\_\_

9. Species and Amount of Wood or Timber for Personal Use or Exempt. See exemptions on back of form.

Species:	Amount

10. Under penalty of perjury, I (the logger/forester or person responsible for cutting) declare that all information in Sections 6, 8, & 9 are true and correct.

Tim Farwell

SIGNATURE (IN INK) OF LOGGER/FORESTER RESPONSIBLE FOR CUTTING

DATE: 4-20-21

PENALTY: Pursuant to RSA 21-J:39, a person who fails to file a Report of Wood or Timber Cut with the proper assessing officials or fails to send copies to the Department of Revenue administration, in accordance with RSA 79:11, may be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a report or willfully falsifies a report, the assessing officials shall assess doomage which is two times what the tax would have been if the report has been properly filed. Refer to RSA 79:12 for the complete statute on doomage.

4 a) 4) Approval of Intent to cut Wood or Timber Map 3 Lot 6, and Map 3-5 Lot 21 through 29

RECEIVED  
For Tax Year April 1, 2021 to March 31, 2022  
TOWN OF MILFORD

FORM  
**PA-7**  
(Assigned by Municipality)  
YR: [ ] - TOWN: [ ] - OP#: [ ] - **T**

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**NOTICE OF INTENT TO CUT WOOD OR TIMBER 2021**

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

- Town/City of: MILFORD
- Tax Map/Block/Lot or USFS Sale Name & Unit No.  
M3, L6
- Intent Type: Original  Supplemental  (Original Intent Number)
- Name of Access Road: FALCON RIDGE ROAD
- 5a. Acreage of Lot: 25 Acreage of Cut: 22
- 5b. Anticipated Start Date: June 2021
- Type of ownership (check only one):
  - Owner of Land and Stumpage (Joint Tenants)
  - Owner of Land and Stumpage (Tenants in Common)
  - Previous owner retaining deeded timber rights
  - Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

**REPORT OF CUT / CERTIFICATE TO BE SENT TO:**  
OWNER  OR LOGGER / FORESTER   
BY MAIL  OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Timber Tax Information is Available at [www.revenue.nh.gov](http://www.revenue.nh.gov).  
Questions?? Call (603) 230-4950

*Christopher J. Brown* 3-29-21  
SIGNATURE (In Ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

CHRISTOPHER J & SARAH A BROWN, TRUSTEES  
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE (In Ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

CHRIS & SARAH BROWN REVOCABLE TRUST  
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

215 NORTH RIVER ROAD  
MAILING ADDRESS

MILFORD NH 03055  
CITY OR TOWN STATE ZIPCODE

*cjbrown0112@gmail.com*  
E-MAIL ADDRESS

HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

**FOR MUNICIPAL ASSESSING OFFICIALS ONLY**

- The Selectmen/Municipal Assessing Officials hereby certify that:
- All owners of record have signed the Intent;
  - The land is not under the Current Use Unproductive category;
  - The form is complete and accurate; and

- Any timber tax bond required has been received.  
\$ \_\_\_\_\_ Date: \_\_\_\_\_
- The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
- This form to be forwarded to DRA within 30 days.

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	75	MBF
Hemlock	2	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch	.200	MBF
Oak	20	MBF
Ash		MBF
Beech & Soft Maple	2.5	MBF
Pallet or Tie Logs	3.5	MBF
Other (Specify)		MBF
Pulpwood	Tons	Cords
Spruce & Fir		
Hardwood & Aspen	200	
Pine	75	MBF
Hemlock	2	MBF
Whole Tree Chlps		MBF
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood		Cords

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species	Amount
---------	--------

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner. I have become familiar with RSA 227-J, the timber harvest laws.

*Patrick Kenney* 3/22/2021  
SIGNATURE (In Ink) OF PERSON RESPONSIBLE FOR CUT DATE

PATRICK KENNEY, FORESTER FORT MTN. TRUCKING CO. INC  
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

168 GRANITE STREET  
MAILING ADDRESS

ALLENSTOWN NH 03086  
CITY OR TOWN STATE ZIPCODE

603-485-4459 cindy@nhforestry.com  
PHONE NUMBER E-MAIL ADDRESS

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE  
SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

RECEIVED APR 2 2021 PA-7 Rev 04/2014

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**NOTICE OF INTENT TO CUT WOOD OR TIMBER**  
RSA 79:10  
GENERAL INSTRUCTIONS

<b>WHO MUST FILE</b>	The owner shall complete Form PA-7, Notice of Intent to Cut Wood or Timber (Intent), and shall file the form with the municipality (town, city, or unincorporated place) where the property to be cut is located.
<b>WHEN TO FILE</b>	The Intent shall be filed with the municipal assessing officials at the beginning of each tax year or prior to commencing each cutting operation. Cutting cannot take place until the Intent is signed by the municipal assessing officials and has been posted on the job site.
<b>WHERE TO FILE</b>	File the form with the municipality for approval by the municipal assessing officials and an assigned operation number. A Timber Tax bond may be required, see below. The Intent must be signed by the municipal assessing officials and an operation number assigned prior to distribution. <b>DISTRIBUTION:</b> The original, signed copy is retained by the municipal assessing officials; a copy to the Owner, a copy to the Logger, and a copy to the Department of Revenue Administration (DRA) by <b>Mail</b> to: PO Box 487 Concord NH 03302-0487; by <b>E-mail</b> to: timber@dra.nh.gov or by <b>Fax</b> to: (603) 230-5943.
<b>WHO MUST PAY</b>	After Form PA-8, Report of Wood or Timber Cut (Report), is submitted to the municipality, a tax bill will be issued to the owner and payment shall be remitted directly to the municipality. The Timber Tax is a 10% tax on the stumpage value at the time of cutting.
<b>REPORT &amp; CERTIFICATE</b>	Once the Intent has been signed and an operation number assigned, appropriate copies shall be forwarded by the municipality to the owner and the DRA. After the copy of the Intent has been received by the DRA, a Report and a Certificate will be issued by the DRA to the individual indicated on Line 6. The Certificate should be posted in a conspicuous place within the area of the cutting.
<b>EXEMPTIONS</b>	<b>RSA 79:1, II (b), The following persons shall not be required to file an Intent to Cut or be subject to the Timber Tax:</b> (1) A person who cuts, within the tax year, up to 10,000 board feet of logs from his own land for use in the construction, reconstruction, or alteration of his own buildings, structures, or fences situated in the State of New Hampshire; provided that such buildings are not being built for sale purposes; (2) A person who cuts or causes to be cut, within the tax year, up to 20 cords of fuel wood for his own consumption in the State of New Hampshire for domestic fuel purposes, or any amount for the manufacture of maple sugar or syrup; (3) Federal government, state government, cities, towns, school districts, or other political subdivisions which cut wood or timber for their own use, on lands under their ownership or jurisdiction or both. (4) Persons engaged in the clearing or manufacturing of rights-of-way or water storage reservoir areas incidental to the furnishing of utility services or transportation services to the public; provided, however, that when the person clearing or causing the clearing of said right-of-way sells or agrees to sell the wood or timber, he shall be deemed an "owner" as defined in subparagraph (a) above. (5) A person who cuts or causes to be cut, within the tax year, up to 10,000 board feet of logs and 20 cords of wood or the equivalent in whole tree chips, from the person's own land within a municipality, for land conversion purposes other than timber growing and forest uses, provided that those persons intending to convert the use of the land have secured all required permits including, but not limited to, building permits, subdivision or zoning permits, excavation permits, or site plan approvals, as necessary for the use to which the land will be converted, and are able to furnish proof of such permits. <b>RSA 79:2 Release From Taxes.</b> (6) All growing wood and timber except fruit trees, sugar orchards, nursery stock, Christmas trees, and trees maintained only for shade or ornamental purposes or for genetically-engineered short rotation tree fiber, which shall not be subject to the yield tax, shall be released from the general property tax and the school tax in unincorporated places provided for in RSA 198:16, but the land on which such growing wood and timber stands shall be assessed.
<b>TIMBER TAX BOND</b>	Bond Required: 1. If owners are not current on property taxes and/or timber taxes; 2. If owners are tenants in common and all have not signed the Intent; and 3. Owners do not own property in the municipality. Timber Tax Bonds are equal to the estimated Timber Tax.
<b>NEED HELP</b>	Call the Department's Municipal & Property Division at (603) 230-5950. Hearing or speech impaired individuals may call TDD Access: Relay NH 1-800-735-2964.
<b>NEED FORMS</b>	Forms may be obtained by mail from the New Hampshire Department of Revenue Administration, PO Box 487 Concord NH 03302-0487, by calling (603) 230-5950 or on the Department's Web site at <a href="http://www.revenue.nh.gov/forms">www.revenue.nh.gov/forms</a> .
<b>TDD ACCESS</b>	Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department. TDD Access: Relay NH 1-800-735-2964.

LINE-BY-LINE INSTRUCTIONS

<b>LINE 1</b>	Enter the name of the New Hampshire municipality where the cut is to take place.
<b>LINE 2</b>	Enter the municipality assigned tax map and lot number or the US Forest Service Sales sale name and unit number.
<b>LINE 3</b>	Indicate if the Intent is an original or supplemental. Original means the first filing in a tax year. Supplemental means an additional filing to make corrections or additions to information contained on the original Intent. If this is a supplemental, enter the original operation number as previously assigned by the municipality.
<b>LINE 4</b>	Enter the name of the road from which the cutting will be accessible.
<b>LINE 5</b>	Enter the total number of acres in the lot, the number of acres you are working on, and the anticipated start date of the cutting.
<b>LINE 6</b>	Check the box to indicate the type of ownership of the land. Check the box indicating if the Report and Certificate should be sent to the Owner or Logger/Forester. Provide an e-mail address if you would like the Report and Certificate e-mailed to the Logger/Forester.
<b>LINE 7</b>	The form must be signed and dated by all owners of the property, unless the owner's are Tenants in Common (see RSA 79:1, II (a), 2). Clearly print the complete name(s), mailing address and telephone number of the owner(s). Provide an e-mail address if you would like the Report and Certificate e-mailed to the owner(s).
<b>LINE 8</b>	Enter the estimated amount of timber to be cut by thousand board feet (MBF), tons or cords under the appropriate species. The cutting should take place during the Tax Year April 1 to March 31. Before exceeding the original estimate, a supplemental Intent must be filed for additional volumes of timber.
<b>LINE 9</b>	Enter the species of any amounts not included in section 8 you are claiming an exemption for and the amount of the cut in the space provided. [See exemptions numbers 1-6 above]
<b>LINE 10</b>	The Intent must be signed and dated by the Logger/Forester or person responsible for the cutting who accepts responsibility for verifying the volumes of wood to be reported by the owner. The person signing should be familiar with RSA 227-J, the timber harvest laws. Clearly print the name, complete mailing address and telephone number of the Logger/Forester or person responsible for cutting.

4. a) 5) Approval of Intent to Excavate Map 58 Lot 1

APR 21 2021

TOWN OF DALLBORNE

FORM

PA-7

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

NOTICE OF INTENT TO CUT WOOD OR TIMBER

(Assigned by Municipality)

YR

TOWN

OP#

-  -  -

For Tax Year April 1, 21 to March 31, 22

PLEASE TYPE OR PRINT (If filling in form on-line, use TAB Key to move through fields)

1. Town/City of: MILFORD

2. Tax Map/Block/Lot or USFS Sale Name & Unit No.  
03-5-21 Through 3-5-29

3. Intent Type: Original  Supplemental   
(Original Intent Number)

4. Name of Access Road: FALCON RIDGE ROAD

5a. Acreage of Lot: \_\_\_\_\_ Acreage of Cut: 3

5b. Anticipated Start Date: 5/12/2021

6. Type of ownership (check only one):
- a. Owner of Land and Stumpage (Sole Owner)
  - b. Owner of Land and Stumpage (Joint Tenants)
  - c. Owner of Land and Stumpage (Tenants in Common)
  - d. Previous owner retaining deeded timber rights
  - e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

**REPORT OF CUT / CERTIFICATE TO BE SENT TO:**

OWNER  OR LOGGER / FORESTER

BY MAIL  OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Attach a signature page for additional owners.

[Signature] 4-21-21  
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

Rick Charbonneau - Partner  
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

[Signature]  
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

MaKicks  
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

1 Continental Dr  
MAILING ADDRESS

Londonderry NH 03053  
CITY OR TOWN STATE ZIP CODE

Rcharbonneau @ Continental Paving, com  
E-MAIL ADDRESS

603 477 5387 603 370 0103  
HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

**FOR MUNICIPAL ASSESSING OFFICIALS ONLY**

The Selectmen/Municipal Assessing Officials hereby certify that:

1. All owners of record have signed the Intent;
2. The land is not under the Current Use Unproductive category;
3. The form is complete and accurate; and

4. Any timber tax bond required has been received.  
\$ \_\_\_\_\_ Date: \_\_\_\_\_
5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
6. This form to be forwarded to DRA within 30 days.

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut
White Pine	MBF
Hemlock	MBF
Red Pine	MBF
Spruce & Fir	MBF
Hard Maple	MBF
White Birch	MBF
Yellow Birch	MBF
Oak	MBF
Ash	MBF
Soft Maple	MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box	MBF
Other (Specify)	MBF
<b>Pulpwood</b>	<b>Tons</b>
Spruce & Fir	
Hardwood & Aspen	
Pine	
Hemlock	
Biomass Chips	220
<b>Miscellaneous</b>	
High Grade Spruce/Fir	Tons
Cordwood & Fuelwood	Cords

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species	Amount:

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 227-J, the timber harvest laws.

[Signature] 4/16/21  
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

JOHN BROWN & SONS INC. - M. PETER HENK TREASURER  
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

14 B&B LANE  
MAILING ADDRESS

WEARE NH 03281  
CITY OR TOWN STATE ZIP CODE

(603) 529-7974 pete@brownbronlo.com  
PHONE NUMBER E-MAIL ADDRESS

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

4. a) 6) Approval of Reports of Excavation Map 58 Lot 1 and Map 58 Lot 2

**REC'D**  
**APR 16 2021**  
TOWN

FORM  
PA-38  
139

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**NOTICE OF INTENT TO EXCAVATE**  
RSA 72-B

YR                      TOWN                      OP#                      E

For Tax Year April 1, 2021 to March 31, 2022

**GENERAL INSTRUCTIONS FOR FILING THIS FORM ON REVERSE**

PLEASE TYPE or PRINT (If filling in form on-line, use TAB key to move through fields)

1. Town/City of: MILFORD
2. Tax Map/Block/Lot #: 58-1
3. Name of Road From Which Accessible:  
MILESLIP
4. Total Acreage of Lot: 40
5. Date of Permit per RSA 155-E:2: PHASE 9  
or (Municipal Excavation Permit)
6. Date of Report, if required, per RSA 155-E:2, I (d): \_\_\_\_\_
7. Permit Number per RSA 485-A:17, if any: \_\_\_\_\_  
(Alteration of Terrain Permit)
8. Incidental Construction/155-E Exception: Check if Yes
9. Total Permitted Area (acres): 4.8
10. Excavation Area (acres) as of April 1: 3
11. Reclaimed Area (acres) as of April 1: 0
12. Remaining Cubic Yards of Earth to Excavate: 67206
13. Type of Ownership (Check only one):
  - Owner of land
  - Previous owner retaining deeded earth excavation rights
  - Owner of earth or earth excavation rights on public lands (Fed, State, Municipal, etc) or, removes earth from public lands or right of way

14. DESCRIPTION OF EARTH TO BE EXCAVATED DURING TAX YEAR

EARTH TYPE	ESTIMATED CUBIC YARDS (CY)
GRAVEL	15000
SAND	15000
LOAM	
STONE PRODUCTS	
OTHER ( )	
<b>TOTAL</b>	<b>30000</b>

FOR DRA USE ONLY

SIGNED ORIGINAL COPY - RETAINED BY CITY/TOWN  
SIGNED COPY TO - OWNER, RETURNED BY ASSESSING OFFICIALS  
SIGNED COPY TO - DEPT. OF REVENUE, PROPERTY APPRAISAL DIVISION

15. CHECK ONLY THE BOX THAT DESCRIBES THIS INTENT

- ORIGINAL WITH \$100.00 FEE (check payable to State of New Hampshire)
- ORIGINAL WITH NO FEE (excavation of 1,000 cubic yards or less)
- SUPPLEMENTAL WITH \$100.00 FEE (exceeding original estimate of 1,000 cubic yards or less)
- SUPPLEMENTAL WITH NO FEE (fee previously paid with original intent)

16. We hereby assume responsibility for reporting all earth excavated within 30 days of completion or by the end of the tax year, whichever comes first. (If a Corporation, an Officer must sign.)

A. Jane E Brown 4/13/21  
SIGNATURE (in Ink) OF OWNER(S) OR CORPORATE OFFICER(S)                      DATE SIGNED

JANE E BROWNS  
PRINT OWNER(S) OR CORPORATE OFFICER(S) NAME CLEARLY

B. \_\_\_\_\_  
SIGNATURE (in Ink) OF OWNER(S) OR CORPORATE OFFICER(S)                      DATE SIGNED

PRINT OWNER(S) OR CORPORATE OFFICER(S) NAME CLEARLY

113 N. MASON RD

MAILING ADDRESS  
BROOKLINE NH 03033  
CITY OR TOWN                      STATE                      ZIP CODE

E-MAIL ADDRESS \_\_\_\_\_

TELEPHONE 6736807                      CELL PHONE \_\_\_\_\_  
(Type numbers only; no symbols)                      (Type numbers only; no symbols)

DATE INTENT SENT TO TOWN: \_\_\_\_\_

E-MAIL REPORT & CERTIFICATE?  (Check if YES. If No, they will be mailed to the address above)

**TO BE COMPLETED BY ASSESSING OFFICIALS**

Amount of Security Required \$ \_\_\_\_\_

Security Posted (Bond, Certified Check, etc.) \$ \_\_\_\_\_

**SIGNATURES & DATE OF ASSESSING OFFICIALS**

The Selectmen/Assessing Officials hereby acknowledge receipt of the Notice of Intent to Excavate and certify that:

1. All owners of record have signed the Intent;
2. If the land is in Current Use, the land use change tax shall be assessed on the non-qualifying land;
3. The form is complete and;
4. Any bond required under RSA 72-B:5 has been received.

SIGNATURE (IN INK) \_\_\_\_\_

SIGNATURE (IN INK) \_\_\_\_\_

SIGNATURE (IN INK) \_\_\_\_\_

SIGNATURE (IN INK) \_\_\_\_\_

SIGNATURE (IN INK) \_\_\_\_\_

**TOWN OF MILFORD, NH**

OFFICE OF THE TAX COLLECTOR

1 UNION SQUARE

MILFORD, NH 03055

603-249-0655

Map 58 Lot 1  
Operation # 20-303-01-E

Jane Provins

113 N Mason Rd  
Brookline, NH 03033

**EXCAVATION TAX ASSESSMENT PER RSA 72-B**

Operation # 20-303-01-E

**TAX YEAR: APRIL 1, 2020 - MARCH 31, 2021**

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
<b>PARCEL I.D./ TAX MAP NUMBER:</b>	GRAVEL	0	\$0.02	\$0.00
M58 L1				
	SAND	6,901	\$0.02	\$138.02
<b>OPERATION NUMBER:</b>				
20-303-01				
	LOAM	0	\$0.02	\$0.00
<b>ACCOUNT NUMBER:</b>				
0	STONE PRODUCTS	0	\$0.02	\$0.00
<b>SERIAL NUMBER:</b>				
#	OTHER	0	\$0.02	\$0.00
	<b>TOTAL EARTH:</b>	6901	<b>TOTAL TAX:</b>	\$138.02

**Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.**

**\*\*\* 18% APR INTEREST WILL BE CHARGED AFTER May 26, 2021 ON UNPAID TAXES \*\*\***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday - Friday 8:00 am to 4:00 pm



**ORIGINAL WARRANT**

**GRAVEL TAX LEVY**

TAX YEAR: APRIL 1, 2020 - MARCH 31, 2021

**THE STATE OF NEW HAMPSHIRE**

**HILLSBOROUGH COUNTY, SS**

TO: Kathy P. Doherty, Collector of Taxes for TOWN OF MILFORD, NH , in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$138.02** , with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at TOWN OF MILFORD, NH

\_\_\_\_\_  
Gary Daniels

\_\_\_\_\_  
Chris Labonte

\_\_\_\_\_  
Paul Dargie

\_\_\_\_\_  
Laura Dudziak

\_\_\_\_\_  
David Freel

DATE: **May 28, 2019**

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
Jane Provins 462 Mason Rd Milford, NH 03055	Map 58-1	20-303-01-E	\$138.02
TAXPAYER 2 ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00
TAXPAYER 3 ADDRESS ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00
TAXPAYER 4 ADDRESS ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00
TAXPAYER 5 ADDRESS ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00

DATE DUE: **May 26, 2021**

TOTAL DUE: **\$138.02**

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
REPORT OF EXCAVATED MATERIAL  
RSA 72-B:9

See instructions on back of form

OPERATION # <sup>20</sup>19-303-<sup>01</sup>02-E

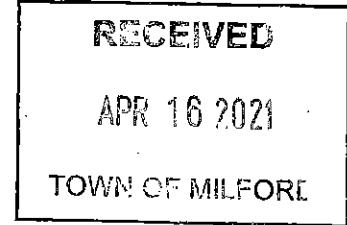
For Tax Year : <sup>2020</sup>April 1, ~~2019~~ to March 31, <sup>2021</sup>2020

Mailing Address:

JANE PROVINS

113 N MASON RD  
BROOKLINE

NH 03033-



1. Town/City of: MILFORD, NH

2. Tax Map/Lot # or Road Project Name or #: 58-1 PHASE 9

3. Total permitted area under RSA 155-E (acres): 4.8

4. Excavation area as of April 1 : 3

5. Reclaimed area as of April 1 : 0

6. Remaining cubic yards of earth to excavate: 67206

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	
SAND	6901
LOAM	
STONE PRODUCTS	
OTHER:	
TOTAL	6901

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

JANE E PROVINS  
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

Jane E Provins 4/13/21  
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

PRINT OWNER(S) NAME CLEARLY

SIGNATURE (IN INK) OF OWNER(S) DATE

113 N MASON RD  
MAILING ADDRESS

BROOKLINE NH 03033  
CITY / TOWN STATE ZIP CODE

PHONE #: 673-6807 CELL #:  

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doomage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doomage.

**TOWN OF MILFORD, NH**

OFFICE OF THE TAX COLLECTOR  
 1 UNION SQUARE  
 MILFORD, NH 03055  
 603-249-0655

Map 58 Lot 2  
 Operation # 20-303-02-E

Jane Provins

113 N Mason Rd  
 Brookline, NH 03033

**EXCAVATION TAX ASSESSMENT PER RSA 72-B**

Operation # 20-303-02-E

**TAX YEAR: APRIL 1, 2020 - MARCH 31, 2021**

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
<b>PARCEL I.D./ TAX MAP NUMBER:</b>	<b>GRAVEL</b>	5,409	\$0.02	\$108.18
M58 L2				
	<b>SAND</b>	0	\$0.02	\$0.00
<b>OPERATION NUMBER:</b>				
20-303-02				
	<b>LOAM</b>	0	\$0.02	\$0.00
<b>ACCOUNT NUMBER:</b>				
0	<b>STONE PRODUCTS</b>	0	\$0.02	\$0.00
<b>SERIAL NUMBER:</b>	<b>OTHER</b>	0	\$0.02	\$0.00
#				
	<b>TOTAL EARTH:</b>	5409	<b>TOTAL TAX:</b>	\$108.18

**Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.**

**\*\*\* 18% APR INTEREST WILL BE CHARGED AFTER May 26, 2021 ON UNPAID TAXES \*\*\***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday - Friday 8:00 am to 4:00 pm

**ORIGINAL WARRANT**

**GRAVEL TAX LEVY**

TAX YEAR: APRIL 1, 2020 - MARCH 31, 2021

**THE STATE OF NEW HAMPSHIRE**

**HILLSBOROUGH COUNTY, SS**

TO: Kathy P. Doherty, Collector of Taxes for TOWN OF MILFORD, NH , in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$108.18** , with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at TOWN OF MILFORD, NH

\_\_\_\_\_  
Gary Daniels

\_\_\_\_\_  
Chris Labonte

\_\_\_\_\_  
Paul Dargie

\_\_\_\_\_  
Laura Dudziak

\_\_\_\_\_  
David Freel

DATE: **May 28, 2019**

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
Jane Provins 462 Mason Rd Milford, NH 03055	Map 58-2	20-303-02-E	\$108.18
TAXPAYER 2 ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00
TAXPAYER 3 ADDRESS ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00
TAXPAYER 4 ADDRESS ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00
TAXPAYER 5 ADDRESS ADDRESS TOWN, CITY, STATE ZIP	MAP & LOT	03-000-00-G	\$0.00

DATE DUE: **May 26, 2021**

TOTAL DUE: **\$108.18**

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
REPORT OF EXCAVATED MATERIAL  
RSA 72-B:9

See instructions on back of form

OPERATION # <sup>20</sup>~~10~~-303-02 - E

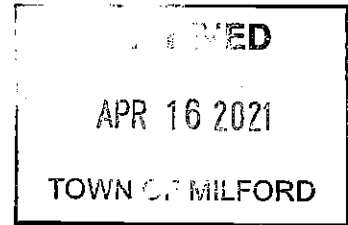
For Tax Year : April 1, <sup>2020</sup>~~2019~~ to March 31, <sup>2021</sup>~~2020~~

Mailing Address:

JANE PROVINS

113 N MASON RD  
BROOKLINE

NH 03033-



1. Town/City of: MILFORD, NH

2. Tax Map/Lot # or Road Project Name or #:

582

3. Total permitted area under RSA 155-E (acres): 4

4. Excavation area as of April 1: 3

5. Reclaimed area as of April 1: 2

6. Remaining cubic yards of earth to excavate:

Complete - RECLAIM BY  
JUNE 2021

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	5409
SAND	
LOAM	
STONE PRODUCTS	
OTHER:	
<b>TOTAL</b>	<b>5409</b>

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

JANE E PROVINS  
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

Jane E Provins 4-13-21  
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

PRINT OWNER(S) NAME CLEARLY

113 N. MASON RD  
SIGNATURE (IN INK) OF OWNER(S) DATE

BROOKLINE NH 03033  
MAILING ADDRESS CITY / TOWN STATE ZIP CODE

673-6807 CELL #:  
PHONE #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess dooamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on dooamage.

#### 4. a) 7 Request to Use the Oval for a 9/11 Memorial Service

32 Spaulding St.  
Milford NH 03055

Milford Board of Selectman  
Town Hall  
1 Union Square  
Milford NH 03055

Dear Chairman Daniels,

The Milford Rotary Club will be hosting a memorial service honoring the people who lost their lives during the attacks on 9/11/01 and the survivors and first responders. On behalf of the Club, I request the Board of Selectmen's permission to use the Oval on Saturday, September 11, 2021 from 8:00 a.m. until 1:00 p.m.

As with the previous 9/11 memorial services, we also request the Milford police, fire, ambulance, and public works departments support the event. We ask for their assistance with traffic and pedestrian management, hosting an American flag from the ladder truck, providing care if needed, and opening town hall to ring the Paul Revere bell.

Planning for the event, including conversations with relevant town staff and other participants, will begin once the Board has approved the Oval's use for the 9/11 memorial service. Please consider our request at the Board's next public meeting.

Sincerely,

(s) Pete Basiliere  
Milford Rotary Club

cc: Tim Finan, Rotary President  
Paula Telage, Rotary Vice-President

4. a) 8. Approval of Teamsters Request for Temporary Changing Union Position to a Non-union Position

# TOWN OF MILFORD

DEPARTMENT OF HUMAN RESOURCES



Date: April 26, 2021  
 To: Rick Laughton, Business Agent/Organizer  
 From: ~~Karen Blow, HR Director, Town of Milford~~  
 Subject: Requesting Temporarily Changing Union position to a Non-union position

Greetings Rick,

Thank you very much for taking the call from Karen Blow, HR Director, on Friday, April 9<sup>th</sup>, 2021. She was calling on behalf of our Water/Sewer Commissioners, specifically Dale White, Chair, to request permission to alter the status of a union position until 4/2022.

The WUD Department currently has 3 Truck Driver/Laborer positions

- Heavy Equipment/Lead position – open/**VACANT**- (Collections Dept);
- Truck Driver/Laborer position – open/**VACANT** (Water Dept);
- Truck Driver/Laborer position FILLED (but employee has been **deployed** for duty.)

The Board of Selectmen would like to take one of the VACANT union positions and recruit for a **Lead Collections** position. This position would be full-time; non-union. Next year at 4/2022, upon passing of the Town budget, the union position would return to the Collections department. We anticipate the structure to look like this...

COLLECTIONS		
2020-2021 Current Structure	2021-2022 Proposed Structure	2022 Structure
		<b>NEW POSITION - Utility Asset Manager</b> (Manager if position would have greater responsibility than foreman & supervisors) Non-Union Gr 20 OR <b>Utility Asset Supervisor</b> (if responsibilities are equal to/akin with current supervisor) Non-union – Job description will be needed
Collection Systems Foreman-B Whitfield (Gr 19 – Non union)	Collection Systems Foreman-B Whitfield (Gr 19 – Non union)	Lead Collections moves to Foreman position (Non Union Gr 19)
Lead Equipment Op – P Pirkey (Gr 16 – Union)	Lead Equip Op <b>VACANT</b> as of 4/2021. <b>Looking to fill as either Lead Collections (non-union) or Lead Collections Operator (non-union) (Gr 15)</b>	Lead Equipment Op – (Gr 16 – Union) returns to Dept
Truck Driver/Equip Op – J Bruckner ( Gr 15 – Union)	Truck Driver/Equip Op – J Bruckner ( Gr 15 – Union) <b>deployed</b>	Truck Driver/Equip Op – J Bruckner ( Gr 15 – Union)

In 2022, the Water Utilities Department will be requesting an additional position under Collections – Utility Asset Manager (Grade 20) – and it is anticipated the position will have greater responsibility than the Foreman and Equip Op/Truck Driver/Laborer. The general thought is that the current Foreman could be promoted to the new position, the Lead Collections would become the “Foreman” position and the Lead Equipment Operator (and/or equivalent of) would return to the union position. The actual position(s) and duties (s) are still in the drafting process.

The Board of Selectmen respectfully request your review of our proposal and your assistance with modifying the union position for a specified time. It would be greatly appreciated by the Department and Town as a whole.

We look forward to hearing from you.

Best regards,

~~Karen Blow~~  
~~HR Director~~  
~~249-0605~~

**Approved by**  
**BOARD OF SELECTMEN FOR THE TOWN OF MILFORD**

**April 26, 2021**

**By:**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Vice-Chairman

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Selectman



**Board of Selectmen**  
**Agenda Date: 4/26/21**

**Acceptance and Appropriation of Unanticipated Revenues Under \$10,000 (31:95(b))**

<b>Source</b>	<b>Amount</b>	<b>Purpose</b>
"Three Wonder Children" - Lola Van Gemert, Cooper Pare and Emily Vance-Blais	\$ 69.10	Donation to the Milford Fire Dept. for the Fire-Rescue Donations Special Purpose Fund. See memo from the Fire Chief.
<b>Acceptance of Gifts of Property Under \$5,000 (31:95(e))</b>		
Allen and Lisa Durant		Donation of 1 plum tree to the Milford Cemetery Dept. This has a value of \$275. See attached memo from the Milford Cemetery Foreman.
Eversource, Lucas Tree, and Asplundh		Donation of goods and services for the Town of Milford This has an estimated value of \$3,490. See attached memo from the Public Works Director.

4. a) 9) (NH RSA (31:95(b))) Request for Acceptance and Appropriation of Unanticipated Revenues under \$10,000.



## Fire Department MEMORANDUM

**TO:** Finance, BOS

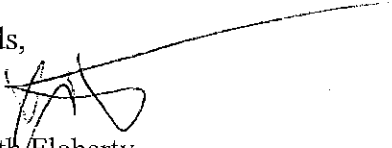
**FROM:** Milford Fire Department

**DATE:** 4/19/21

**SUBJECT:** Donation

The Milford Fire Department received a monetary donation of \$69.10 from "Three Wonder Children"- Lola Van Gemert, Cooper Pare and Emily Vance-Blais. This group sold old toys and wanted to donate proceeds to MFD.  
Please accept this donation and apply to account 48149-470820- Fire Rescue Donations.

Regards,

  
Kenneth Flaherty  
Chief of Department

**TOWN OF MILFORD**  
**DEPARTMENT OF PUBLIC WORKS**

Buildings • Cemeteries • Highway • Parks  
Recycling Center • Transfer Station

To: Board of Selectmen  
From: Troy Swanick Cemetery foreman  
Date 4/21/2021  
Subj: Donation of tree

On behalf of the Milford cemetery dept. I would like to thank Allen and Lisa Durant for their generous donation of a tree to be planted at the Riverside cemetery. The value of the tree is \$275.00.

Respectfully  
Troy Swanick

**TOWN OF MILFORD**  
**DEPARTMENT OF PUBLIC WORKS**

Buildings • Cemeteries • Highway • Parks  
Recycling Center • Transfer Station

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

Ref: Donation of Goods and Services

In honor of Arbor Day, Eversource, Lucas Tree, and Asplundh have offered to grind a stump and plant a tree at Shepard Park. In addition they have offered to trim the trees on the Oval. The value of this donation of goods and services is estimated at \$3,490.

Sincerely,



Ricky Riendeau  
Director  
Milford Public Works

289 South Street Milford, NH 03055  
(603) 673-1662 Fax: (603) 673-2206  
TDD Access: Relay NH 1-800-735-2964

**ARBOR DAY DONATION BY EVERSOURCE TO TOWN OF MILFORD**

**Friday April 30, 2021**

<b>SERVICE</b>	<b>COMPANY</b>	<b>ESTIMATED COSTS</b>
GRIND STUMP	LUCAS TREE	\$150.00
TREE	LUCAS TREE	\$500.00
PLANT TREE	LUCAS TREE	\$200.00
TRIM TREES	<b>ASPLUNDH</b>	
220	HR/2 MAN CREW	
3	CREWS	
4	HOURS	\$2,640.00
	<b>TOTAL DONATION</b>	<b>\$3,490.00</b>

THESE SERVICES ARE PROVIDED IN COOPERATION WITH EVERSOURCE  
FROM EVERSOURCE TO THE TOWN OF MILFORD

## 5. Town Status Report

### Town Status Report – April 26, 2021

- 1. Town Hall Re-Opening** – Town Hall will be re-opening on May 17, 2021. The Town has determined that all mask and social distancing requirements will stay in affect for the time being. These requirements will be continuously reviewed and will be relaxed at the appropriate time. All other options for obtaining services (i.e. drop boxes, online, appointments, by phone) are available at all times. Any questions or concerns about the project can be directed to the Town Administrator’s Office.
- 2. ARPA Funding** – The American Rescue Plan Act of 2021 created new Coronavirus State and Local Fiscal Recovery Funds to keep first responders, frontline health workers, and other providers of vital services safely on the job as states, local governments, Tribes, and territories to fight to rebuild Main Street economies. The rules are still being developed by the US Department of the Treasury and are due out by May 10<sup>th</sup>. Once the rules promulgated and the Town receives the funding, the BOS will work to identify the most effective way to utilize these monies.

6. 1) Mail Box Policy Discussion - Tabled from April 12, 2021

# **TOWN OF MILFORD, NEW HAMPSHIRE**

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## **Mail and Newspaper Delivery Box Installation and Maintenance Policy**

**Purpose:**

The purpose of this policy is to allow the placement and maintenance of mail and newspaper delivery boxes (hereinafter jointly referred to as mailbox) within the right-of-way of public roads in such a manner that does not interfere with the safety of the traveling public or the Public Works department performing road maintenance.

**Authority:**

The authority of the Board of Selectmen to adopt this policy is derived from RSA 41:11.

**General:**

The municipality is not responsible for damage to private property that is located within the public right of way (RSA 231:92-a). The right of way (ROW) is often 50' wide, but varies based on original layout, and is often confused by property owners as their property. In most cases, the ROW often extends 25 feet of either side of the centerline of the road.

Mailboxes that are located within the highway limits, ROW (town right of way), are the responsibility of the property owner.

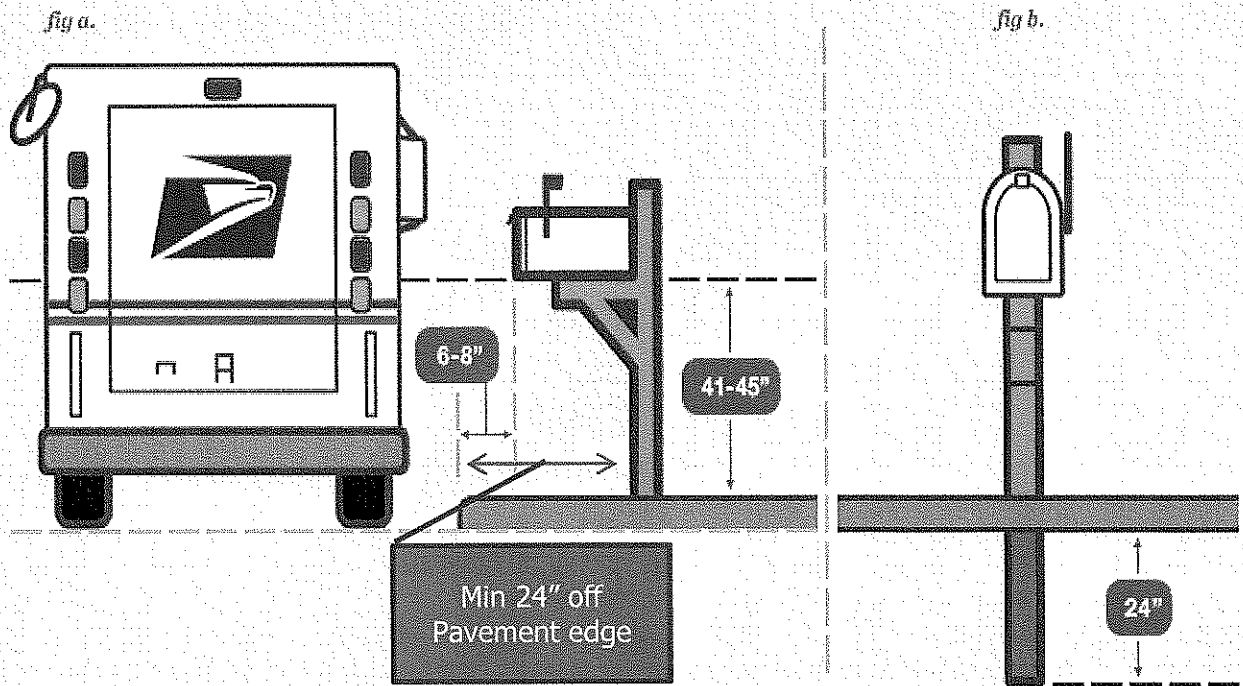
Residents shall be responsible for cleaning snow around their mailbox to assure delivery of mail. The town's primary obligation is to insure that roadways are kept free of snow and ice.

**Mailbox design:**

Mailbox shall be U.S. Postal Service Approved

## Mailbox locations:

Below is a USPS guideline diagram of placement (see <https://www.usps.com> for guidelines and specifications.)



## Damage and Snow Removal:

Generally Milford DPW is not responsible for damage and does not repair, replace or re-erect boxes that are located within the highway right-of-way.

Occasionally mailboxes or other devices are damaged by snow plowing operations due to poor visibility, the mailbox being buried in a snow bank or the weight/volume of the snow being plowed. This damage is not deliberate and in most cases is unavoidable.

There may be some unusual circumstances where the Department of Public Works determines that the town is responsible for damages and will attempt to repair or replace a mailbox. Replacement of mailboxes shall be limited to furnishing and delivering a minimum standard U.S. Post Office approved mailbox and standard 4"x4" treated wood post. Special decorative mailboxes and/or posts will not be provided.



Milford DPW will work with the box owners to locate the box in the safest possible location and offer advice on its design to minimize damage


If the owner wishes to use a decorative mailbox and/or post that meet's Post Office standards, it shall be at the owner's expense. There will be no compensation for the difference in cost between the decorative installation and the standard installation.

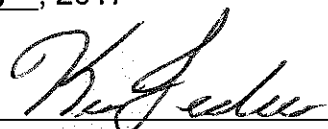
**Enforcement:**

An owner of a non-conforming installation will assume all risks and liabilities associated with such installation.

**Adoption:**

This policy, encompassing standard operating procedures, have been adopted by the Milford Board of Selectmen on Feb 13, 2017

  
\_\_\_\_\_  
Gary L. Daniels  
\_\_\_\_\_

  
\_\_\_\_\_  
Kathleen Bauer  
M.H. Art  
\_\_\_\_\_

---

**Tina Philbrick**

---

**From:** Paul Dargie <pauldargie@gmail.com>  
**Sent:** Thursday, April 22, 2021 9:52 AM  
**To:** Tina Philbrick  
**Subject:** Fwd: Mailbox Replacement Request

----- Forwarded message -----

**From:** Jennifer Hannon <jennifer.hannon23@gmail.com>  
**Date:** Sun, Apr 11, 2021 at 7:57 AM  
**Subject:** Mailbox Replacement Request  
**To:** <gdaniels@milford.nh.gov>, <clabonte@milford.nh.gov>, <ldudziak@milford.nh.gov>, <pdargie@milford.nh.gov>, <dfreel@milford.nh.gov>

Dear Board of Selectmen,

I am writing to ask for an exception to the mailbox installation and maintenance policy. On 2/20/21, at approximately 4:40am, a Town of Milford snow plow hit our mailbox and severed the granite post. Due to it being a Saturday, and the first time something like this has occurred, I did not know who to call to report the damage so I contacted the Milford Police Department. The officer came out and took my statement, took pictures of the mailbox and tire tracks and then contacted the DPW on my behalf. Additionally he requested a quote for replacement for the report. In addition, he asked for the video feed from my Ring doorbell which shows the accident occurring.

Knowing that we had to have the mailbox replaced quickly in order to continue to receive our mail delivery we replaced the mailbox with a temporary post on Sunday, February 21st. On Monday, February 22 I heard back from the officer and he told me to contact the DPW to have the mailbox replaced. On Tuesday February 23rd I contacted the DPW. It was at that time I heard that the town would replace the mailbox with a standard, wooden mailbox post. I inquired and was told it was the policy of the town but that it would be looked into to see if anything could be done. The following day I heard back and that was all they could do. Additionally, they had come out to replace my mailbox and since we had already done it they had left. It was suggested that I revisit the request in the spring.

I have ordered a replacement mailbox that matches what was destroyed by the snowplow. The cost is \$611.00 which includes the delivery and labor to install it. I am asking for reimbursement by the town as this was not our fault. The mailbox was installed in the required area and was well marked with reflectors. In the video footage the mailbox can be seen as the plow driver comes down the street and is plowing the cul-de-sac. The plow driver then backs up to push the snow forward and hits the mailbox, severing the post. When doing a final sweep along the side, the driver sees the mailbox has been hit and gets out of the truck to inspect it. I understand that mistakes happen. However, If I had committed this act on another person's property it would be considered a crime, specifically a hit and run according to the responding officer. I feel that by replacing my mailbox with a standard post, but not comparable to what was destroyed, is wrong. It admits guilt but does not show responsibility. I am asking for full restitution.

Thank you for your consideration in the matter.

## **6. 2) Communications (VERBAL)**

## 9. Approval of Final Minutes - April 12, 2021

DRAFT

### MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

April 12, 2021

This meeting was conducted pursuant to the State of New Hampshire Emergency Order #12 pursuant to Executive Order 2020-04, temporary modification of public access to meetings under RSA 91-A. As such, the meeting was conducted online using these connection instructions that were listed on the posted meeting agenda: The Public can participate remotely, call in on your phone at 1-646-558-8656 and enter the meeting ID# 849 5874 6041. The password is 014262. You may also join the Zoom Meeting at <https://us02web.zoom.us/j/84958746041?pwd=amRHMEFRV3ZMTzFTQ2hPZkhqUVVmZz09>.

Please log in five minutes before the meeting's scheduled start time in case there are any technical difficulties. This meeting will be a HYBRID meeting. People may attend in person at Town Hall or by Zoom. **All appropriate mask and social distancing rules will be in place for in person attendees.**

<b>PRESENT:</b>	Gary Daniels, Chairman	John Shannon, Town Administrator (Zoom)
	Chris Labonte, Vice Chairman	Tina Philbrick, Executive Assistant (Zoom)
	Laura Dudziak, Member	Nate Addonizio, Videographer
	Paul Dargie, Member	
	David Freel, Member	

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

Chairman Daniels declared that an emergency exists and he was invoking the provisions of RSA 91-A: 2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to the community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, he also finds that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted with some members participating via Zoom and some members attending in person. Information for accessing this meeting can be found on the Town website in the red banner.

Chairman Daniels welcomed members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Public comments will be limited to five minutes per person. Any person found to be disrupting this meeting will be asked to cease the disruption. If the disruptive behavior continues thereafter, that person will be removed from the meeting.

All votes that are taken during this meeting must be done by Roll Call vote. Members who called in from home were asked to state their name and state whether there was anyone in the room with them during this meeting, which is required under the Right-to-Know law.

**Roll call attendance: Selectman Dargie, yes, (zoom) no one is present. Selectman Dudziak, yes (zoom) no one is present. Selectman Labonte yes, present in the BOS room, Selectman Freel, present in the BOS room, and Chairman Daniels yes, present in the BOS room.**

#### 2. APPOINTMENTS – (Approximate times)

**6:00 p.m. – Public Hearing - Keyes Memorial Park, East Entrance - Performance Stage. Donation of equipment, personnel/labor, and materials to the Town pursuant to RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both for the assembly/construction of the performance stage.**

Chairman Daniels opened the public hearing. Lincoln Daley, Community Development Director gave a brief overview. In Summary: the Demontigny family had previously donated granite stone material from a 30' x 60' stone structure building on their property. The material was used to construct the performance stage. Through the collective efforts and coordination of eighteen (18) local companies, they disassembled/removed the material from Demontigny property and then reassembled the material at the Keyes Memorial Park – East Entrance to create the 30' x 30' (approx.) performance stage.

The construction of the performance stage was included as an important element of the 2016 Keyes Memorial Park East Entrance Master Plan. The granite stone material, equipment, and services used to relocate the material and the construction of the project was donated by the referenced individuals/companies at no expense to the Town. The total approximated cost of the donated equipment, materials, and labor is approximately \$100,000.

The purpose of this public hearing is for the Board to determine whether to accept the donation of equipment, personnel/labor, and materials used for the assembly and construction of the performance stage located at the Keyes Memorial Park – East Entrance (former Fletcher Paint Superfund site). Although the stage has been constructed, to formally accept

63 said donation (categorized as property), the Board of Selectmen is required to hold two public hearings in accordance with  
64 NH RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both. The first of two public hearings is scheduled for April  
65 12th followed by a second hearing on April 26th. The Selectmen's final vote would take place at the May 10th meeting.

66  
67 Selectman Dargie asked if this included a roof on the structure. Lincoln said that will come in the next phase. Selectman  
68 Freel asked when it can be used. Lincoln said it's available for use now.

69  
70 Chairman Daniels closed the public hearing. The 2<sup>nd</sup> public hearing will be on Monday, April 26, 2021, at 6:10.

71  
72 **6:05 p.m. – Future Replacement of Mason Road Bridge Discussion – Public Works Director, Rick Riendeau**  
73 **Existing Bridge Details**

74 Tom Levins, an Engineer, gave a presentation of the Mason Road Bridge update. They are looking at getting some of the  
75 funding, about 80% paid for. This is a preliminary meeting. There will be additional meetings over the next year.

76  
77 The bridge was constructed in 1982; approximately 3,500 vehicles travel over the bridge per day, 4% being trucks, it was  
78 added to Red List in 2018. It will not last much longer. The culvert Invert is deteriorating and it is in condition state 4  
79 (poor). They also want to expand the hydraulic opening for better flow.

80  
81 **Bridge Replacement**

- 82 • Proposed bridge to be a single span (25-foot clear opening).  
83 **Bridge alternatives include:** Longitudinal glulam timber deck superstructure supported on concrete abutments and spread  
84 footings and Precast Concrete Rigid Frame supported on concrete pedestal walls and spread footings

85  
86 **Maintenance of Traffic**  
87 **Alternatives:**

- 88 • Accelerated Bridge Construction (ABC) with bridge closure. Detour traffic using NH Rt. 101 and local roads. Approxi-  
89 mate closure duration of Mason Road = 1 month. Anticipated construction duration = 2 months  
90 • Offline temporary bridge. Additional impacts to wetlands. 50-foot span for the temporary bridge. Anticipated construction  
91 duration = 1 full construction season (3 to 4 months). Additional \$90,000 to \$100,000.

92  
93 **Cultural Resources: Section 106 Review**

- 94 • Request for Project Review was submitted to DHR. The bridge is not considered historic. The project area is considered  
95 archaeologically sensitive. The survey may be necessary depending on project design & impacts.

96  
97 **Natural Resources**

- 98 • Great Brook & adjacent wetlands  
99 – Tier 3 stream crossing  
100 – Impacts require permits from NHDES & USACE  
101 • T&E Species / Wildlife  
102 – Blanding's turtle, Eastern hognose snake, spotted turtle so further coordination with NHF&G is required.  
103 – Northern long-eared bat – no tree clearing anticipated, so no impacts expected.  
104 – Beaver impoundments – NHF&G recommended that they remain in place.

105  
106 **Your Input is needed**

- 107 • Preferred Closure Time (Spring, Summer, or Fall) for ABC  
108 • Emergency Response Routes  
109 • School Bus Routes  
110 • Historic Concerns  
111 • Past Flooding Concerns  
112 • Bicycle and Pedestrian Concerns  
113 • Other Concerns

114  
115 Selectman Freel is for keeping the road open, not closing it, and for a temporary bridge. Rick said this is just the first pass  
116 at informing the public and the Board. Selectman Dargie said he's in favor of having the bypass bridge build. He has con-  
117 cerns about response time if there is an emergency. There was more discussion about the amount of travel on the road.

118

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 4/12/2021**

119 Selectman Labonte asked if the emergency services have given their input yet. Rick repeated this is the first meeting; it's in  
120 the early stage. They have time for input. Selectman Freel thought they could just repair the bridge instead of replacing it.  
121 Rick said the support is bad and that is what is holding the bridge up. There are a lot of things they need to follow when  
122 designing bridges. Tom said the hydraulic opening isn't adequate and needs to be replaced. Selectman Labonte asked about  
123 weight restrictions. Tom said there will not be any.

124  
125 Bob Labonte, Milford resident, said there are rumors about doing the bypass this year, it could affect that. Chairman Dan-  
126 iels said this won't be done until next year. Selectman Freel asked how bad this bridge is. Rick said it's already level 4 and  
127 red-listed and it could go quick. Jennison road was the same and it went quick, everything is different. Tom said metal  
128 structures can go fast. One in Hancock went fast and we didn't think it was that bad.

129  
130 Chairman Daniels asked Rick to get some additional estimates. Tom said they are still in the engineering stage. Selectman  
131 Labonte asked how long this bridge was on the red list. Tom said since 2018. Chairman Daniels asked when they would  
132 do the next update. Tom said the next step is to develop and evaluate alternatives based on the Town's input. Then they  
133 have to submit an Engineering Study Report summarizing the alternatives and selection of preferred alternative.

134  
135 **6:20 p.m. – Outdoor Seating, Union Street Grill – Kevin Stephens**

136 In summary: Kevin would like to set up tables in Memorial Park where he set up last summer during the pandemic. Kevin  
137 provided a seating chart for the Board to review.

138  
139 Selectman Labonte asked Rick how he felt about this. Rick said he is good with it.

140  
141 **Selectman Freel made a motion to approve the proposed seating arrangement for the Union Street Grill for the 2021**  
142 **season. Seconded by Selectman Labonte. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak**  
143 **yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed**  
144 **5/0.**

145  
146 **6:30 p.m. – Request for Waiver of Ordinance 7.16.070 – Fred Kemmerer**

147 In summary: The Nashua Area Radio Society has requested the use of the Keyes Pavilion starting on Friday, June 25, 2021,  
148 through Sunday, June 27, 2021, for their Amateur Radio Emergency Communications Drill (ARRL Field Day). They have  
149 previously held this event in 2019 and 2020 with the waiver of the ordinance. They would need to have a limited number of  
150 people operating at the site overnight on Friday and Saturday to ensure safety and security.

151  
152 **Selectman Freel made a motion to approve The Nashua Area Radio Society's request to Keyes field. Seconded by**  
153 **Selectman Labonte. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman La-**  
154 **bonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**

155  
156 **6:40 p.m. - Abandonment Request Driveway, 4 Fernwood Drive Map 48 Lot 55 – Duane Myers**

157 In summary: Duane bought the property in June of 2020 and would like to build a 2 or 2.5 car garage. The town owns 1/3  
158 of the driveway and uses it as a turnaround because Fernwood is a dead end. He is requesting the town abandon this sec-  
159 tion of his driveway which would allow him to build a garage without requesting a variance to remain 15 feet from his  
160 driveway. He would like to pave or improve the dirt driveway. If the town maintains ownership he is requesting that they  
161 pave/improve their section. He would still allow the town to continue to use the end of the driveway as a turnaround. If  
162 denied, he will move forward with a variance request.

163  
164 Lincoln explained that this would be a special exception, not a variance. They would need a maintenance easement to al-  
165 low the town to continue using the property. Rick said there are two options, the abandonment from the turnaround which  
166 will leave them with a dead end with no turn around or if the easement is granted, we would be working in an easement  
167 area. It's tough either way.

168  
169 Selectman Dargie asked if the garage was built would it be on town's own land. Duane said it would be built on his land.  
170 Selectman Dargie said the special exemption is straight forward and he doesn't see why you wouldn't go that route.

171  
172 Selectman Dargie asked if Lincoln had a recommendation on this. Lincoln said they provided options to Duane. He  
173 doesn't have an opinion either way. Selectman Labonte asked if Rick had a preference. Rick said no, he just hates to give  
174 up portions of the road. With an easement, we may end up damaging the property but if we didn't have the easement we  
175 would have to back up which is a safety problem.

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 4/12/2021**

176 Selectman Labonte asked if Duane has an objection to going for a special exception instead. Duane said no. Chairman  
177 Daniels said he could try that first and then if he needs to, he can come back. Lincoln said he would work with Duane to  
178 create the application.

179  
180 **6:50 p.m. – Scout House Windows – Claudia Lemaire**

181 In summary: The scouts use the scout house and there is no ventilation because the windows won't open and need to be  
182 replaced. There are six windows and a front door. They sent a letter to the American Legion asking to make the repairs.  
183 They also need permission from the Board of Selectman. They are looking for monies to help with the repairs from both the  
184 Town and Legion. There is concern about structural work and there maybe rot issues as well.

185  
186 According to the Scout House lease, The Town of Milford shall be responsible for the upkeep and maintenance of the exte-  
187 rior of the building (inclusive of doors/frames, and the one (1) externally entranced lavatory facility).

188  
189 Claudia has a quote and a contractor that will do the work for \$3,355. Selectman Freel asked if there was money to pay for  
190 this. Administrator Shannon said yes, but according to the procurement policy, you need three bids although there is a stip-  
191 ulation for sole source. If you want to go with the sole source, it requires a Board vote. There was some talk about getting  
192 additional bids.

193  
194 Selectman Dudziak asked if it was a historical building. Claudia said no, she called the historical society. Captain Frye  
195 asked if they asked for donations to put towards this. Claudia said it isn't a ton of money and they need it done quickly and  
196 have someone to do it for a cheap price.

197  
198 **Selectman Freel made a motion to approve the work to be done up to \$3,400 with the town getting additional bids.**

199 **Seconded by Selectman Labonte.**

200  
201 Selectman Labonte is in favor but feels we should follow the policy and get other bids. Selectman Dargie is in favor of sup-  
202 porting a sole source and doing it as quickly as possible.

203  
204 Janet Langdell, Milford resident, asked if Claudia checked with the Heritage Commission on this building. Claudia said no.  
205 She can also get it in writing. Janet said being on the historical registry is different than being a historical building in Mil-  
206 ford. She suggests verifying with the Heritage Commission. Tina Philbrick, Milford resident, said the Heritage Commis-  
207 sion is meeting at 7:00 pm on Wednesday. Janet said that the building is one of the original school buildings in Milford.

208  
209 Selectman Dargie asked to amend the motion to being a sole source instead of getting three quotes per policy. Selectman  
210 Freel asked to include the types of windows per the opinion of the Heritage Commission. There was a discussion of add-  
211 ing additional monies to cover more expensive windows. Selectman Dargie said he changes his motion to include a change  
212 in the price. Selectman Freel said to change it to \$4,900.

213  
214 Chairman Daniels is hesitant on increasing it. He would rather get the information from the Heritage Commission. Se-  
215 lectman Dargie said the main thing is the look. Chairman Daniels suggests approving as a sole source at \$3,500, have  
216 Claudia check with the Heritage Commission and if it doesn't fit, he will call a special meeting. Selectman Labonte said  
217 he's for the project, just not as a sole source, we have policies for a reason. Chairman Daniels said those policies can be  
218 waived.

219  
220 **Selectman Dargie made a motion to approve the project at a not to exceed \$3,500 if the cost exceeds that then Clau-**  
221 **dia will contact the Board. Selectman Freel seconded. A roll call vote was taken with Selectman Dargie yes, Select-**  
222 **man Dudziak yes, Selectman Labonte no, Selectman Freel yes, and Chairman Daniels yes. The motion passed 4/1**  
223 **with Selectman Labonte opposed.**

224  
225 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)** There were no public comments at this time

226  
227 **4. DECISIONS** – Selectman Labonte asked to remove 4. a) 1 and Selectman Freel asked to remove 4. a) 2 from the con-  
228 sent calendar. Selectman Labonte made a motion to approve the consent calendar except for 4. a) 1 and 4. a) 2. Seconded  
229 by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte  
230 yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

231 **a) CONSENT CALENDAR**

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 4/12/2021**

- 1) Request for Report of Excavated Material Map 38 Lot 58 (**PRIOR YEAR** April 1, 2019, to March 31, 2020.)
- 2) Request for Approval to use Town Owned Lot – International Police Mountain Bike Association (IPMBA) May 24<sup>th</sup> until May 28<sup>th</sup>.
- 3) Acceptance and Appropriation of Unanticipated Revenues Under \$10,000 (31:95(b)) – Donation of 1 container of 200 tablets Protexus PROTABS from the NH Division of Fire Standards and Training & EMS Bureau - \$200.
- 4) Approval to re-appoint Chris Costantino as an NRPC Commissioner – Term expires 2023.
- 5) Approval to re-appoint Janet Langdell as an NRPC Commissioner – Term Expires 2024.
- 6) Approval to appoint John Shannon as an NRPC Commissioner – Term Expires 2025.

Selectman Labonte asked for more detail on 4. a) 1) Request for Report of Excavated Material Map 38 Lot 58 (PRIOR YEAR April 1, 2019, to March 31, 2020.), why wasn't it filed on time. Marti Noel said it slipped through the cracks. She didn't pursue it because she thought there was a stop order. There was excavation done before the stop order.

Selectman Labonte said the material was hauled from the pit in October of 2020 and there should be something on file, it was bought from North East Sand and Gravel by the Town of Milford. Marti will look into it; she doesn't have an intent to excavate for this. Administrator Shannon said Selectman Labonte is referring to the sand that was already processed and we thought we were able to use. We were in the pit for less than a day. They were not excavating anything. Selectman Labonte said it doesn't matter when the sand was processed, it's when it left the property.

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

Selectman Freel asked if there has ever been a problem with people trying to park or get their kids across the street during the Mountain Biking courses. Captain Frye said no. Selectman Freel asked if there was a reason they don't wait until school is out in a month or so. Captain Frye said they want to get the bike units out before school ends, it's not just for Milford.

**Selectman Freel made a motion to approve 4. a) 2). Seconded by Selectman Labonte. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**

**b) OTHER DECISIONS**

- 1) N/A

**5. TOWN STATUS REPORT**

**1) Keyes Field Merry-go-round Maintenance**

The Board received a letter from 10-year-old Elli Moore expressing interest in painting the merry-go-round at Keyes Field. They are willing to supply the paint and brushes. We will let her help. Rick is aware.

**Selectman Labonte made a motion to approve the request to paint the merry-go-round. Seconded by Selectman Dargie. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**

**2) Execution of Warrant Article #12 – Pubic Works 6-Wheel Snow Plow Unit \$180,000.**

Rick Riendeau, Public Works Director submitted three quotes that identically spec'd for equal comparison.

\*\*The International HV507 SFA is a stock-ordered vehicle that meets our spec'd needs, which includes the motor, transmission, suspension, torque, and braking upgrades. This unit has a secured build date of July 2021 and will be up to fit complete before the winter season. Rick recommends this as the best value for the town's needs.

The Freightliner 1085D is a buildable unit with an unknown production date. Is currently over budget, unknown warranty cost, and is not a chassis of choice for our needs.

The Western Star 4700SF is a buildable unit with an unknown production date. Is currently over budget, unknown warranty cost, and is not a chassis of choice for our needs.



**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 4/12/2021**

288 Rick was able to secure/ schedule up fit installation with Viking Cives for Fall 2021 to be completed by the upcoming win-  
289 ter season. P&S has been completed for the chassis and body up-fit authorizations have been completed.

290  
291 Selectman Labonte asked why they didn't price this locally. Rick said they didn't price locally because of past issues. Se-  
292 lectman Labonte asked how they move forward if we only have \$186,802 when they only have \$180,000. Rick said they  
293 have a trade in value to work in the deals. Selectman Labonte said the purchase policy states gross appropriation  
294

295 Chairman Daniels said the policy was that if the gross amount was over \$25,000 it would come to the Board for approval.  
296 There was an additional conversation about the purchasing policy; Selectman Labonte interprets it differently than the other  
297 Selectmen.

298  
299 Selectman Freel said we are allowing Rick to spend up to \$180,000 and we have an asset to trade in which has a cash value.  
300 Paul Calabria, Finance Director said the policy was to approve an amount over \$25,000 if the gross was higher. In this  
301 case, we have a warrant article for \$180,000 but should the DPW Director not have a trade-in to get him under the \$180,000  
302 he could pull the additional money from his operating budget. Selectman Labonte said it was still referred to as gross ap-  
303 propriation on any level.  
304

305 Selectman Dargie asked if the \$10,779 warranty something that we want to do or can we not do it. Rick said we usually do  
306 the warrantees, it's a good investment. It is not included in the gross vehicle cost. Administrator Shannon said read  
307 SECTION VII: of the procurement process on page 2.  
308

309 Selectman Labonte asked if they had a trade-in value on the old vehicle yet. Rick said no, not yet. Selectman Labonte  
310 wants to wait until we get a trade-in before going forward on this. Chairman Daniels said we can approve it insuring that  
311 the cost doesn't exceed \$180,000. Selectman Dargie is in favor of buying the truck for \$186,777 plus buying the warran-  
312 tee, getting a trade-in value, and taking any amount over the \$180,000 out of the regular budget. Rick said he's good with  
313 that because trade-in values have been strong on used equipment.  
314

315 Selectman Labonte asked if we have a breakdown of what type of body the vehicle has yet, there are ways we can save  
316 money. Rick said yes because we have a quote on it. The truck isn't built yet but it's in the queue. Selectman Labonte  
317 asked about color, he would like the town to go back to orange like they use to have. Selectman Freel said he's not in favor  
318 of extended warrantees, he asked if we do that on all town vehicles. Rick said he doesn't know about Police and Fire but  
319 he's done it on several vehicles and it's saved them a lot of money. The standard warranty is only one year.  
320

321 **Selectman Dargie made a motion to approve the purchase of the warranty and the 6-wheel snowplow unit that was**  
322 **approved by town vote and any amount that is over \$180,000 comes from the DPW budget. Seconded by Selectman**  
323 **Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte no, Se-**  
324 **lectman Freel yes, and Chairman Daniels yes. The motion passed 4/1.**  
325

326 **3) Compost Purchase – Steve Trombly**

327 Steve Trombly would like to purchase the ground compost located at the transfer station, it was mentioned at a previous  
328 Selectmen meeting, that DPW was looking at ways to market this product for sale  
329

330 Steve inspected the large material pile located in the rear of the transfer Station property that was ground this previous fall  
331 and would be willing to purchase the entire pile for the lump sum of \$10,000. He would be responsible for all the loading  
332 and trucking of this material and no cost whatsoever would be incurred to the town. This removal would be completed on  
333 time and at times that do not inhibit any current operational activities. He will pay by check the entire amount. Steve has  
334 donated his services to the Town for many years when his equipment has been needed to manage the turning of the leaf  
335 piles at no expense to the town.  
336

337 Selectman Labonte asked how many yards in this compost. Rick said he estimates between 2500 to 3000 yards. Selectman  
338 Labonte asked if Rick knew that market value was for it. Rick said it's in between compost and mulch, it can't be matched  
339 to anything, and it's a waste reduction product. Selectman Labonte said in the retail market it goes for about \$40 per yard.  
340 He thinks that what is being offered is low and we should put it out to bid instead of just taking a sole source offer. Other  
341 vendors may be willing to pay more than that. He thinks that we paid between \$14,000 and \$16,000 to process this. Rick  
342 said it cost \$9,300 to process it.  
343

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 4/12/2021**

344 Selectman Labonte made a motion to go out to bid on the compost. The motion failed for lack of a second. Administrator  
345 Shannon said sole source only has to do with procurement this isn't procurement.

346  
347 Selectman Freel asked who came up with the \$10,000 number. Administrator Shannon said Mr. Trombly offered the mon-  
348 ey. Rick said he didn't know about this until he was shown the letter by Administrator Shannon. Selectman Labonte still  
349 believes that other people are interested in buying some compost. Chairman Daniels said if people were interested they  
350 would have come to the town and asked about it.

351  
352 Selectman Freel said Mr. Trombly is a taxpayer and has been around this town forever. If he's using it on the farm, it gets it  
353 out of the way and we get some money for it. Selectman Labonte said this isn't about Mr. Trombly, it's about maximizing  
354 the amount of money we can get. Selectman Freel said it isn't like the town paid \$20,000 for it and we are losing money on  
355 it. Selectman Freel asked if this seems like a reasonable amount of money for this material. Rick said yes, we are not in  
356 the retail market to try to sell for top dollar and we still have plenty for our use and other residents to use.

357  
358 **Selectman Dargie made a motion to approve Steve Trombly's request to purchase ground compost for \$10,000.**  
359 **Seconded by Selectman Dudziak.**

360  
361 Ammy Rice, Milford resident, said she's disappointed. If the Trombly's are coming to us with a \$10,000 offer we are leav-  
362 ing money on the table. She's disappointed that the Board won't listen to what Selectman Labonte is trying to tell you.  
363 She wishes the Board would reconsider.

364  
365 Selectman Labonte said if no one knows it's for sale, you won't get anyone to buy it. He feels we can get more for it. We  
366 have dredgings that are not good unless we add organic material to it, which is compost at the transfer station. We will  
367 have to plan for a cemetery within the next five to ten years, we have other options and opportunities and shouldn't jump at  
368 the first one. Chairman Daniels said a few years ago we were begging people to take this away.

369  
370 Tina Philbrick, a Milford resident said we have an offer for \$10,000 and if we decide to not go for that offer and wait for  
371 however long for someone else to asked for it, and if no one else comes forward, we have lost \$10,000. This is the only  
372 offer we have for this material and we still have compost remaining for others to buy if needed. This compost is not going  
373 to just sit to be used in ten or fifteen years for a cemetery. We have an opportunity to make \$10,000, we should take it. Mr.  
374 Trombly does a lot for the town, it's a no-brainer.

375  
376 Bob Labonte, Milford resident said table this for a month to see what happens.

377  
378 **A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte no, Selectman**  
379 **Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 4/1.**

380  
381 **6. DISCUSSIONS**

382 **1) Crosby Street – Request for Deaf Child Signs**

383 Betty Rodimon is requesting that Deaf child signs be placed around 66 Crosby Street to accommodate her grandson. She  
384 recently lost her husband to Covid in December and her oldest son and his family moved in with her to help supplement her  
385 income. One of the grandchildren was diagnosed with Auditory Neuropathy 2 years ago. This is a hearing loss that is diffi-  
386 cult to explain. For him, a car horn and a dog barking could sound the same. Her son's family is moving from a home that  
387 is set far from the road where they don't have to worry about him running toward a road. Moving to Crosby Street is a con-  
388 cern for them since so many people fly down the road and he would not hear a car coming or even honking at him. She is  
389 hoping that people seeing these signs will bring a little more awareness when driving in our neighborhood. We can repur-  
390 pose signs in other neighborhoods that are no longer needed.

391  
392 Selectman Dargie asked if this needs to go to Traffic Safety. Administrator Shannon said no.

393  
394 **Selectman Freel made a motion to approve posting deaf child signs on Crosby Street. Seconded by Selectman Dar-**  
395 **gie. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman**  
396 **Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**

397  
398 **7. PUBLIC COMMENTS – (regarding items that are not on the agenda)**

399 Selectman Freel referenced a letter about a Granite mailbox post that was taken out by a snowplow unit. The owner bought  
400 a new post and wants to be reimbursed. They were told the town would only replace it with a wooden post. Administrator

401 Shannon said policy reads “The municipality is not responsible for damage to private property that is located within the  
402 public right of way (RSA 231:92-a). The right of way (ROW) is often 50'wide, but varies based on the original layout, and  
403 is often confused by property owners as their property. Mailboxes that are located within the highway limits, ROW (town  
404 right of way), are the responsibility of the property owner. Replacement of mailboxes shall be limited to furnishing and  
405 delivering a minimum standard U.S. Post Office approved mailbox and standard 4"x4" treated wood post. Special decora-  
406 tive mailboxes and/or posts will not be provided. This was voted on by the Selectmen.  
407

408 Selectman Freel said that needs to change. The Town should replace what they hit even if it's a cap of \$300 or something.  
409 Chairman Daniels said a granite post was replaced on Crestwood Drive. Selectman Labonte asked if the mailbox was hit  
410 by the plow. Selectman Freel said the plow truck backed into the mailbox. Selectman Labonte said it's an accident not a  
411 snow plowing problem. There was more discussion about the interpretation of the policy. The discussion was tabled until  
412 April 26<sup>th</sup> pending more information.  
413

414 **8. SELECTMEN’S REPORTS/DISCUSSIONS**

415 **1. FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES**

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

417 **9. APPROVAL OF FINAL MINUTES - Selectman Freel moved to approve the minutes of March 22, 2021, and**  
418 **March 29, 2021, (5<sup>th</sup> Monday Forum). Seconded by Selectman Labonte. A roll call vote was taken with Selectman**  
419 **Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All**  
420 **were in favor. The motion passed 5/0.**  
421

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

423 1. Treasurer’s Report – January 2021 and February 2021.  
424

425 **11. NOTICES.** Notices were read.  
426

427 **12. NON-PUBLIC SESSION a motion made by Selectman Freel to enter into a non-public session for approval of**  
428 **Minutes (RSA 91-A:3, II(c)) – Reputation – March 22, 2021. Seconded by Selectmen Labonte. A roll call vote was**  
429 **taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chair-**  
430 **man Daniels yes. The motion passed 5/0.**  
431

432 **In non-public, the Board addressed one thing and made one decision.**  
433

434 **13. ADJOURNMENT: Selectman Labonte moved to adjourn at 8:20 pm. Seconded by Selectman Freel. A roll call**  
435 **vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and**  
436 **Chairman Daniels yes. All were in favor. The motion passed 5/0.**  
437

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

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

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

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

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

TREASURER'S REPORT  
TOWN OF MILFORD, NEW HAMPSHIRE  
3/31/2021  
(unaudited)

	CHECKING ACCOUNT	TOWN CLERK ACCOUNT	ESCROW ACCOUNT	NHPDIP ACCOUNT	DISBURSEMENT ACCOUNT	BAR HARBOR ACCOUNTS	INVESTMENT ACCOUNT	TOTAL
Beginning Balance as 03/01/21	40,458.99	53,396.11	211,609.73	3,959.20	16,791.48	10,677.62	14,111,626.60	\$ 14,448,519.73
<b>Receipts:</b>								
Taxes and Interest	131,236.83	-	-	-	43,509.52	-	-	\$ 174,746.35
Water & Sewer User Fees	286,126.11	-	-	-	42,071.12	-	-	\$ 328,197.23
Other Revenues	222,322.21	488,068.96	-	-	1,892.00	-	-	\$ 712,283.17
Ambulance	-	-	-	-	92,321.50	-	-	\$ 92,321.50
Recreation	-	-	-	-	5,775.00	-	-	\$ 5,775.00
Escrow Deposit	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	-	0.46	1,121.59	\$ 1,136.16
Interest Income	-	-	14.04	0.07	-	-	986,000.00	\$ 5,283,000.00
Investment Transfers	4,297,000.00	-	-	-	-	-	-	\$ -
TAN Deposit	-	-	-	-	-	-	-	\$ -
Bond Proceeds	-	-	-	-	-	-	-	\$ -
<b>Total Receipts:</b>	<u>\$ 4,936,685.15</u>	<u>\$ 488,068.96</u>	<u>\$ 14.04</u>	<u>\$ 0.07</u>	<u>\$ 185,569.14</u>	<u>\$ 0.46</u>	<u>\$ 987,121.59</u>	<u>\$ 6,597,459.41</u>
<b>Disbursements:</b>								
Accounts Payable Warrants	(1,243,956.01)	(112,748.55)	-	-	(14,418.84)	-	-	\$ (1,371,123.40)
Payroll Warrants	(447,700.35)	-	-	-	-	-	-	\$ (447,700.35)
Milford School District Appropriation	(3,051,747.00)	-	-	-	-	-	-	\$ (3,051,747.00)
Hillsborough County Appropriation	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	(181,000.00)	-	(4,297,000.00)	\$ (5,283,000.00)
Investment Transfers	(419,000.00)	(386,000.00)	-	-	-	-	-	\$ -
TAN Disbursement	-	-	-	-	-	-	-	\$ -
Suntrust Disbursement	-	-	-	-	-	-	-	\$ (1,270.88)
Bank Charges	(1,270.88)	-	-	-	-	-	-	\$ 1,052.31
Voided Checks	1,052.31	-	-	-	-	-	-	\$ -
<b>Total Disbursements:</b>	<u>\$ (5,162,621.93)</u>	<u>\$ (498,748.55)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (195,418.84)</u>	<u>\$ -</u>	<u>\$ (4,297,000.00)</u>	<u>\$ (10,153,789.32)</u>
<b>Ending Balance as of 3/31/21</b>	<u>\$ (185,477.79)</u>	<u>\$ 42,716.52</u>	<u>\$ 211,623.77</u>	<u>\$ 3,959.27</u>	<u>\$ 6,941.78</u>	<u>\$ 10,678.08</u>	<u>\$ 10,801,748.19</u>	<u>\$ 10,892,189.82</u>

*Allen M. White* 4/22/21  
ALLEN WHITE  
TOWN TREASURER