

5:30 - Review of Water/Waste Water Projects and Road Impact

# 2019 Water Main Improvements

## Traffic Control Plan Highlights

May 13, 2019

# Who am I?

Kevin Stetson, Director of Water Utilities

# Purpose of Project

When the final results of the 2018 Water System 10-Year Master Plan were reviewed, this project was recommended. The benefit to Milford is improved water pressure and flow.

# When?

The Water Main Improvements Project is planned to begin on May 13, 2019.

LOCATION	ANTICIPATED DATES
Nashua Street (Linden/Shepard)	May 13 – June 7
Nashua Street (High/Clinton)	June 3 – July 5
Elm Street (Union)	July 1 – July 19
Union Street (Elm)	July 15 – August 23

Due to construction commencing before the final day of school (June 17), traffic flow priority will be given to school buses during this time.

# Highlights

- All work will be coordinated with Milford Police and Fire departments along with Milford DPW for any traffic restrictions
- One-way alternating traffic is anticipated throughout the project, with the exception of the jack and bore work on Union Street (estimated 5-10 days)
- The most traffic disruptive work will be done at night (7pm-7am)
- Traffic flow priority will always be given to emergency services (and buses on school days)



**Questions?**



TOWN OF MILFORD, NH  
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055 TEL: (603)249-0620 WEB: WWW.MILFORD.NH.GOV

**Date:** May 8, 2019  
**To:** Board of Selectmen  
**CC:** Mark Bender, Town Administrator  
**From:** Lincoln Daley, Community Development Director  
Arene Berry, Recreation Director  
**Subject:** Milford Dog Park – Souhegan Street

---

The intent of this memorandum is to update Board members regarding (1) the status and proposed location of the dog park and (2) seek a letter of support by the elected body as required by the PetSafe “Bark for Your Park” grant program application.

As you may be recall, the Milford NH Dog Park Association and Town staff members were before the Board last July to discuss/prioritize locations for a dog park. Upon conclusion of the discussion, Members selected the undeveloped rear 6 acre portion of the property owned by Brookstone Manor located at 135 Elm Street. Unfortunately, we were informed by the owner that the property is being listed for sale and would not be available at this time as a location for the park.

Given the uncertainty of the property’s availability, we are recommending that the Board Members consider the second prioritized site located off of Souhegan Street (Tax Map 26, Lot 110, 0 Souhegan Street). The 8.5 acre, Town owned property directly abuts the Souhegan River to the south and west and residential properties to the north. The property is accessed from two locations, a pathway from the Swing Bridge and a dedicated Right-of-Way from Souhegan Street. (Please refer to the Site Evaluation and Location Study attachments for more detailed property information.) We are seeking Board support to construct the dog park on the subject property.

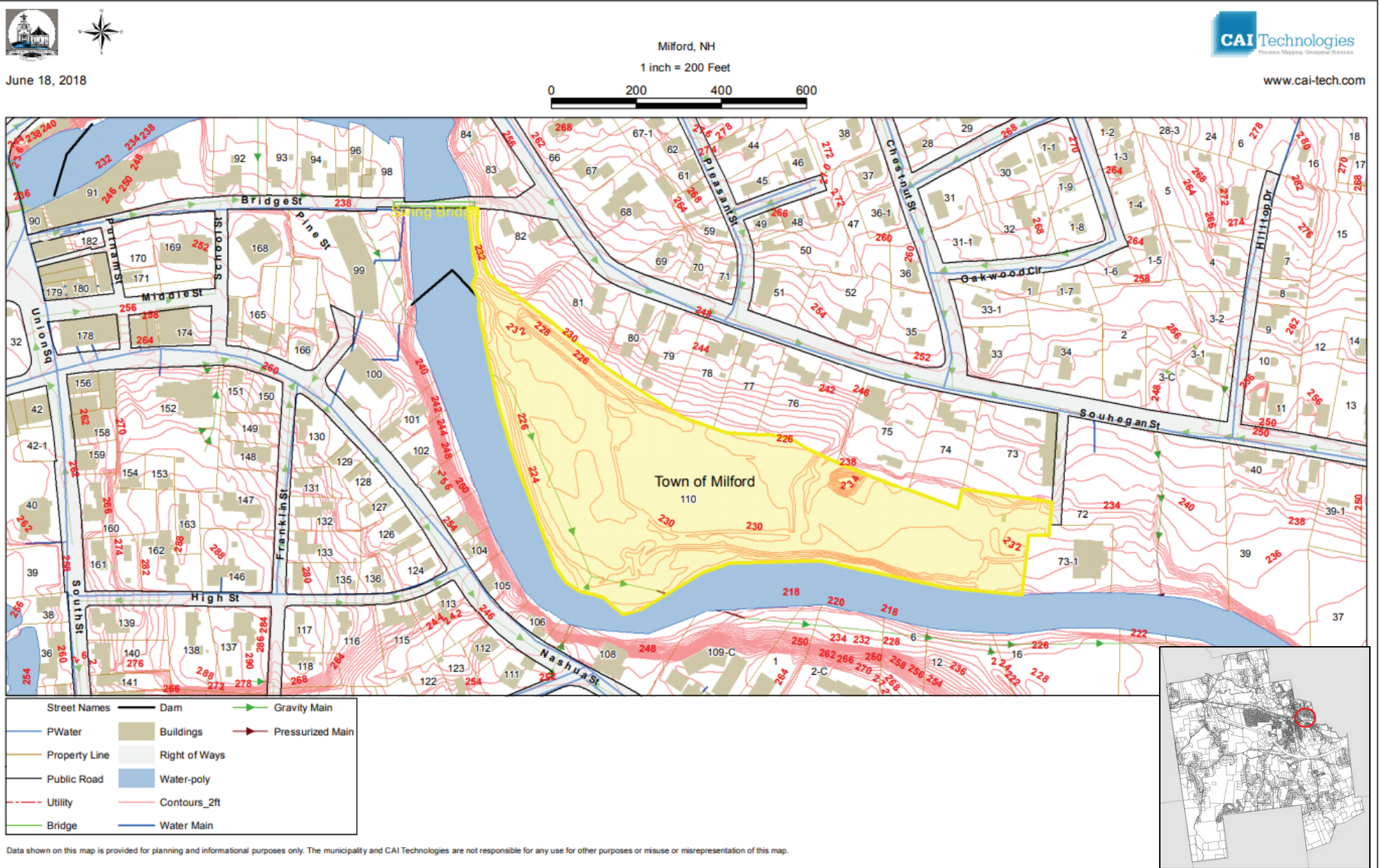
To fund the construction and fencing of the dog park, the Milford NH Dog Park Association will be submitting an application for the 2020 PetSafe “Bark for Your Park” grant program. This will be in addition to fund raising efforts. A requirement of the grant application is a letter from the governing body stating their support for the project and that the selected property can be used for a dog park. We are requesting that the Board authorize the Town Administrator to sign said letter of support (to be drafted) on behalf of the Town.



	SITE 1	SITE 2	SITE 3
<b>SITE NAME</b>	<b>Brookstone Manor</b>	<b>Souhegan Street / Downtown</b>	<b>Brox Industrial / Perry Road</b>
<b>LOCATION</b>	135 Elm Street	O Souhegan Street	0 Perry Road
<b>MAP/LOT</b>	019-025-009	026-110-000	038-005-000
<b>PROPERTY OWNER</b>	Arbor Brookstone LTD Partnership	Town of Milford	Town of Milford
<b>CURRENT USE</b>	Multi-Family Apartment Complex	Undeveloped /Wooded	Undeveloped /Wooded
<b>ADJACENT USES</b>			
<b>NORTH</b>	Souhegan River, MCAA Fields (Map 8, Lot 11), Offices, Residential Properties	Directly abuts single- and multifamily residences.	Residential, Industrial, Commercial uses.
<b>SOUTH</b>	Residential, Mixed-Use, Commercial Uses	Souhegan River and single- and multifamily residences.	Undeveloped industrial properties both TOM owned and privately owned.
<b>EAST</b>	Town of Milford 127 Elm Street Property	Souhegan River and single- and multifamily residences.	Hendrix Wire - industrial property (primarily undeveloped).
<b>WEST</b>	Granite Town Plaza, Commercial, Mixed-Use	Commercial property	Partially developed industrial properties.
<b>ACCESS/ ACCESSIBILITY</b>	Multi-Family Apartment Complex is accessed from driveway on Elm Street. Utility access easement from Granite Town Plaza to rear of subject property.	Existing Access way off of Souhegan Street.	Perry Road - Class VI roadway.
<b>RESIDENTIAL PROXIMITY</b>	120 feet north from the edge of the Souhegan River bank	Directly abuts single- and multi-family residences.	Approx. 1,000 feet from single-family residences to the north and south-east.
<b>SITE FEATURES</b>			
<b>PARCEL SIZE</b>	Total parcel 12.05 acres. Of interest is the rear 6 acres / 261,360 sf. abutting the Souhegan River	8.5 acres / 370,260 sf.	18.18 acres / 791,921 sf.
<b>EXISTING PARK SIZE</b>	Directly abuts TOM property. 127 Elm Street / Keyes Memorial Park is 24.8 acres total	NA	NA
<b>ENVIRONMENTAL CONDITIONS</b>	Souhegan River along the northern property border and subject to Shoreline protection. May contain pockets of delineated wetlands resource areas.	Souhegan River along the eastern and southern property border and subject to Shoreline protection.	The property is bi-sected by Tucker Brook rendering less than half as developable. Contains wetland resource areas in the eastern portion of property.
<b>TOPOGRAPHY</b>	Predominantly flat	Predominately flat, but slopes north to south nearing the River.	Predominately flat, but slopes south to north approaching Tucker Brook.
<b>VEGETATION</b>	Primarily undeveloped/Wooded lot. Contains unpaved access road associated with the sewer easement.	Primarily undeveloped/Wooded lot. Cleared area on the eastern portion of property.	Mixture of woody and wetland vegetation. Areas of open water.
<b>WALKSCORE.COM®</b>	42 - Within walking distance to the Milford Oval, located near shopping centers, minutes from Routes 101 and 101-A.	71 - Highly walkable and accessible to the downtown and abutting businesses/residential neighborhoods.	20 - Entirely car dependent.
<b>EXISTING INFRASTRUCTURE</b>			
<b>SURFACE</b>	Primarily undeveloped/Wooded lot. Contains unpaved access road associated with the sewer easement.	Primarily undeveloped/Wooded lot. Cleared area on the eastern portion of property.	Mixture of woody and wetland vegetation. Areas of open water.
<b>PATHS / SIDEWALKS</b>	Contains unpaved access road associated with the sewer easement.	Existing trail connection from Bridge Street / Swing Bring. Currently being used by neighboring residents and biking community.	None
<b>PARKING</b>	None	Parking available in cleared area in proximity to the access way.	None. Opportunities for parking along Perry Road / Service Road "C".
<b>FENCING</b>	None	None	None
<b>LIGHTING</b>	None	None	None
<b>RESTROOMS</b>	None	None	None
<b>STRUCTURES</b>	None	None	None
<b>WATER</b>	TOM water and waste water available on site.	None on site. TOM water and waste water available along Souhegan Street and would need to be extended to the property.	None on site. TOM water available on Perry Road, but would need to be extended approx. 1,000 feet to the property.
<b>SEWER/SEPTIC</b>	TOM water and waste water available on site. Sewer utility easement located in rear of property.	None on site. TOM water and waste water available along Souhegan Street and would need to be extended to the property.	None on site. TOM waste water available on Perry Road, but would need to be extended approx. 1,200 feet to the property.
<b>MAINTENANCE</b>	None	None	None
<b>SHADE</b>	Substantial	Substantial	Substantial
<b>PEDESTRIAN / DOG ACTIVITIES</b>	Utility maintenance.	Currently being used by neighboring residents and biking community.	None
<b>AESTHETICS</b>	Scenic area with access view of Souhegan River. Directly abuts 127 Elm Street/Keyes Memorial Park.	Scenic area with access view of Souhegan River. Abuts the Swing Bridge.	Located in proximity to Tucker Brook and within primarily undeveloped industrial property.
<b>REGULATORY</b>			
<b>LOCAL</b>	<ol style="list-style-type: none"> <li>Dog Park is a Permitted Use in Commercial District.</li> <li>Requires Site Plan Approval from Planning Board.</li> <li>Property lies in 100 and 500 year flood plains. Requires Floodplain Management Permit from Bld. Inspector.</li> <li>Requires 25' buffer setback from wetland resource areas.</li> </ol>	<ol style="list-style-type: none"> <li>Dog Park is a Permitted Use in Residential "A" District.</li> <li>Property lies in 100 and 500 year flood plains. Requires Floodplain Management Permit from Bld. Inspector.</li> <li>Requires Site Plan Approval from Planning Board.</li> </ol>	<ol style="list-style-type: none"> <li>Dog Park is not a Permitted Use in the Integrated Commercial Industrial 2 District. However, said use is a permitted use within the Commerce Community Overlay District.</li> <li>Property lies in 100 and 500 year flood plains. Requires Floodplain Management Permit from Bld. Inspector.</li> <li>Requires Site Plan Approval from Planning Board.</li> <li>50' setback from Tucker Brook and 25' wetland buffer.</li> </ol>
<b>STATE/ FEDERAL</b>	<ol style="list-style-type: none"> <li>Subject to Shoreline protection, Souhegan River.</li> <li>Subject to NHDES wetland regulations.</li> <li>Subject to National Flood Insurance Program.</li> </ol>	<ol style="list-style-type: none"> <li>Subject to Shoreline protection regulations for the Souhegan River.</li> <li>Subject to National Flood Insurance Program.</li> </ol>	<ol style="list-style-type: none"> <li>Subject to NHDES wetland regulations.</li> <li>Subject to National Flood Insurance Program.</li> </ol>
<b>COMMENTS</b>	<ol style="list-style-type: none"> <li>Would require a conservation easement from the property owner to the Town to allow the dog park and recreation uses. Currently working with owner regarding creation of said easement.</li> <li>Property directly abuts 127 Elm Street/Keyes Memorial Park. Identified site provides possible pedestrian/trail connectivity to the existing trail system, Keyes Memorial Park, MCAA fields, and Mont Vernon Road as identified in the 2014 Connectivity Plan.</li> </ol>	<ol style="list-style-type: none"> <li>Town owned property centrally located and accessible property in the downtown. Situated within established neighborhoods.</li> <li>Identified site provides possible pedestrian/trail connectivity to the future plan trail system as identified in the 2014 Connectivity Plan.</li> <li>Would require the construction of additional parking.</li> </ol>	<ol style="list-style-type: none"> <li>Town owned property and accessible. Situated outside of established residential neighborhoods.</li> <li>Would require the construction of additional parking.</li> </ol>



Property Boundary Map







Aerial Vicinity Map

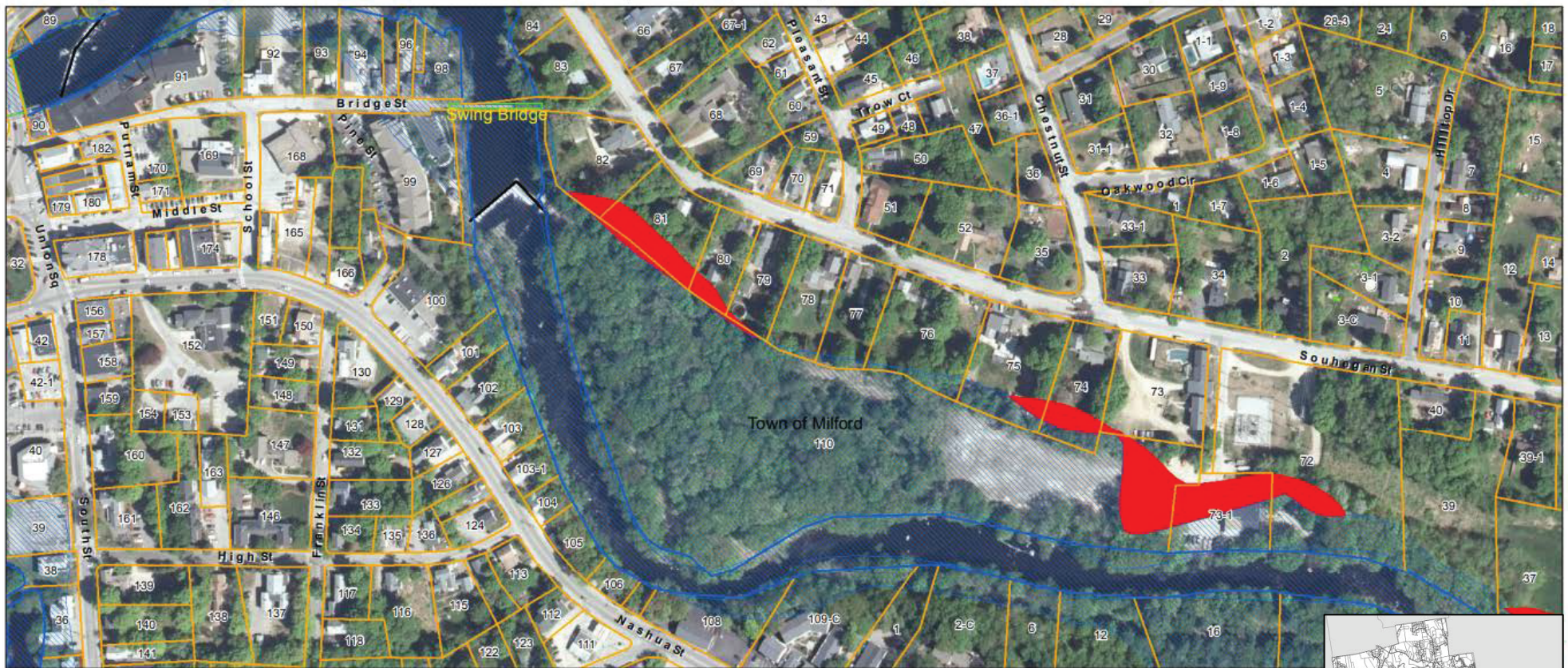


June 18, 2018

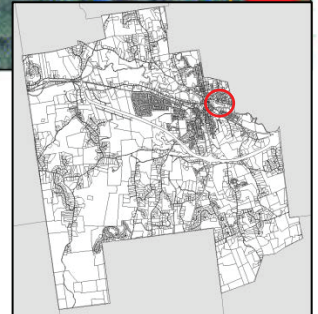
Milford, NH  
1 inch = 200 Feet  
0 200 400 600



www.cai-tech.com



- Street Names ———
- Dam ———
- PWater ———
- Property Line ———
- Public Road ———
- Utility ———
- Bridge ———
- 500 Year Floodplain (Red)
- 100 Year Floodplain - AE (Blue Hatched)



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

4. a) 1) Request Authorization for Town Administrator to sign the Clean Water State Revolving Loan Application for the Wastewater Collection System Asset Management Plan - \$30,000

NHDES-W-09-019

**8d. DESIGNATION OF AUTHORITIES FOR CLEAN WATER SRF LOAN**

WHEREAS, Town of Milford (the Applicant)  
(legal name of Applicant)

after thorough consideration of the nature of its water pollution problem, hereby determines that the construction of certain works, generally described as:

Wastewater Collection System Asset Management Plan  
(the Project) is desirable and in the public interest, and to that end it is desired to apply for assistance from the State Revolving Fund (SRF); and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY  
Town of Milford Board of Selectmen,  
the governing body or Board of Directors of said Applicant, as follows:

1. That the person holding the position of Town Administrator (Title), currently held by Mark Bender (Name), is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500, furnishing such information, data, and documents pertaining to the applicant for a loan as may be required.
2. That if such loan be made, the following position(s), currently held by the following individual(s), is/are the Authorized Representative(s) of the Applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient.

Position Title	Name
Director of Water Utilities	Kevin Stetson

3. That if such loan be made, the Applicant agrees to repay the loan as stipulated in the loan agreement.
4. That a certified copy of this resolution be included as part of the application to be submitted for a loan.

5. That persons holding the following position(s) at the time of loan execution are authorized to sign the loan agreement binding the Applicant to the terms and conditions of the loan.

Town of Milford Water & Sewer Commissioner Chairman – Robert Courage

Town of Milford Water & Sewer Commissioner Vice Chairman – Michael Putnam

Town of Milford Water & Sewer Commissioner - Dale White

\_\_\_\_\_  
\_\_\_\_\_

6. That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

VOTED:

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification.

ATTEST:

Date: \_\_\_\_\_

\_\_\_\_\_

4. a) 2) Request Authorization for Town Administrator to sign the Clean Water State Revolving Loan Application for the Wastewater CIP Phase 2 Upgrades - Dewatering - \$503,635

NHDES-W-09-019

**8d. DESIGNATION OF AUTHORITIES FOR CLEAN WATER SRF LOAN**

WHEREAS, Town of Milford (the Applicant)  
(legal name of Applicant)

after thorough consideration of the nature of its water pollution problem, hereby determines that the construction of certain works, generally described as:

WWTF CIP Phase 2 Upgrades - Dewatering  
(the Project) is desirable and in the public interest, and to that end it is desired to apply for assistance from the State Revolving Fund (SRF); and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY  
Town of Milford Board of Selectmen

the governing body or Board of Directors of said Applicant, as follows:

1. That the person holding the position of Town Administrator (Title), currently held by Mark Bender (Name), is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500, furnishing such information, data, and documents pertaining to the applicant for a loan as may be required.
2. That if such loan be made, the following position(s), currently held by the following individual(s), is/are the Authorized Representative(s) of the Applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient.

Position Title	Name
Director of Water Utilities	Kevin Stetson

3. That if such loan be made, the Applicant agrees to repay the loan as stipulated in the loan agreement.
4. That a certified copy of this resolution be included as part of the application to be submitted for a loan.

5. That persons holding the following position(s) at the time of loan execution are authorized to sign the loan agreement binding the Applicant to the terms and conditions of the loan.
- Town of Milford Water & Sewer Commissioner Chairman – Robert Courage  
Town of Milford Water & Sewer Commissioner Vice Chairman – Michael Putnam  
Town of Milford Water & Sewer Commissioner - Dale White
- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

VOTED:

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification.

ATTEST:

Date: \_\_\_\_\_

4. a) 3) NH RSA (31:95(b)) Request for Acceptance and Appropriation of Unanticipated Revenues under \$10,000

Board of Selectmen  
Agenda Date: 5/13/19

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

Source	Amount	Purpose
MAA O'Connor Trust Fund	\$5,000.00	Third of 5 payments towards the land purchase for the Keyes Expansion Project. See attached memo from the Recreation Director.
American Legion-Ricciardi Hartshorn Post 23	\$ 500.00	Donation to be used for the Annual Milford Fishing Derby.
Silva Properties	\$ 100.00	Donation to be used for the Annual Milford Fishing Derby.

**Acceptance of Gifts of Property Under \$5,000 (31:95(e))**

None at this time.

---

MEMORANDUM

---

**TO:** KATHY TOWNSEND, FINANCE  
**FROM:** ARENE BERRY, RECREATION DIRECTOR  
**SUBJECT:** FUNDS ACCEPTANCE  
**DATE:** 4/30/19  
**NOTE:** KEYES PARK EXPANSION PROJECT

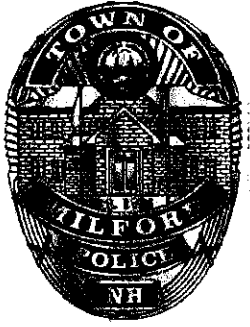
---



The O'Connor Trust donated \$25,000 towards the land purchase of the Keyes Park Expansion Project. Attached is the third of 5 payments of \$5,000 each. Please deposit this amount into the Keyes Park Expansion Project account #48401.

Thank you,

**Arene Berry**  
**Recreation Director**  
**Town of Milford**  
**1 Union Square**  
**Milford, NH 03055-4240**  
**603/249-0625 phone**  
**603/673-2273 fax**  
**aberry@milford.nh.gov**

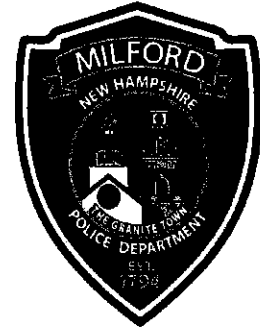


# Town of Milford

POLICE DEPARTMENT

19 Garden Street  
Milford, NH 03055  
603-249-0630

**Michael J. Viola**  
Chief of Police



To: Mark Bender, Town Administrator  
Board of Selectmen  
From: Captain Craig Frye  
Date: May 1, 2019  
Ref: Donation for the Milford Police Department: Fishing Derby

On May 1st, we received a check from the members of the American Legion, Ricciardi Hartshorn Post 23 in reference to their appreciation to the Milford Police Department for hosting the annual Fishing Derby in memory of Michael McBriarty.

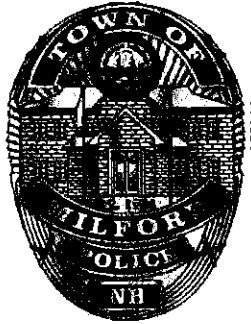
On behalf of the Milford Police Department, I am respectfully requesting the Board of Selectmen to consider and approve a donation in the amount of \$500.00 (five hundred dollars), from the American Legion, Ricciardi Hartshorn Post 23, to be donated to the Milford Police Department's fishing derby fund.

On behalf of the Milford Police Department, I would like to thank the members of the Sons of the American Legion, Ricciardi Hartshorn Post 23 for their donation to the Milford Police Department.

Your consideration in this request would be greatly appreciated.

*Michael Viola*  
5/1/19



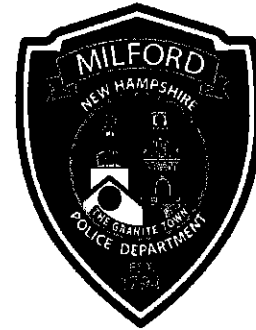


# Town of Milford

POLICE DEPARTMENT

19 Garden Street  
Milford, NH 03055  
603-249-0630

**Michael J. Viola**  
Chief of Police



To: Mark Bender, Town Administrator  
Board of Selectmen  
From: Captain Craig Frye  
Date: May 1, 2019  
Ref: Donation for the Milford Police Department: Fishing Derby

On March 9 2019, we received a check from the Silva Properties in reference to their appreciation to the Milford Police Department for hosting the annual Fishing Derby in memory of Michael McBriarty.

On behalf of the Milford Police Department, I am respectfully requesting the Board of Selectmen to consider and approve a donation in the amount of \$100.00 (one hundred dollars), from the Silva Properties to be donated to the Milford Police Department's fishing derby fund.

On behalf of the Milford Police Department, I would like to thank the Silva Properties for their donation to the Milford Police Department.

Your consideration in this request would be greatly appreciated.

*Michael Viola*  
5/1/19

6. Traffic Safety Concern - Prospect Street Speed Limit

May 1, 2019

Board of Selectmen

Town of Milford

One Union Square

Milford, New Hampshire 03055

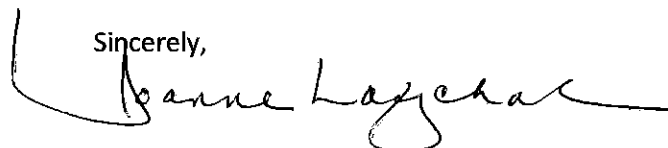
RE: Prospect Street

Dear Board Members:

The speeding continues on Prospect Street; people illegally enter Prospect Street via Phillips Way; there still isn't a sign cautioning drivers that children live and play on our street. Needless-to-say, I am frustrated at the Town's lack of caring and concern. I realize the Town officials have larger problems, but safety should also be a concern. Previous correspondence had indicated police would patrol the street more frequently, but that hasn't happened. Once drivers round the corner at the top of Prospect Street, they hit the accelerator. If I am walking my dog after 9 am, on numerous occasions, I have witnessed a Lincoln SUV speeding on Prospect Street, and she turns onto Phillips Way. Am I to assume she's late for work at Ledgewood?

These issues need to be addressed for the safety of the children and those jogging and walking on the street.

Sincerely,

A handwritten signature in black ink that reads "Joanne Laychak". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

Joanne Laychak

Copies: Milford Police Department

Milford Traffic Committee

RECEIVED MAY 06 2019

May 1, 2019

Town of Milford  
Traffic Committee  
One Union Square  
Milford, New Hampshire 03055

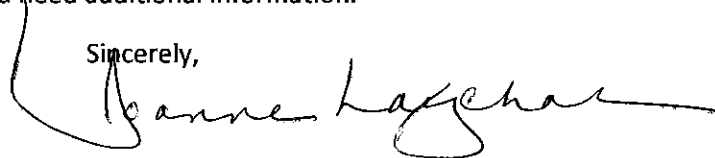
RE: Prospect Street Speed Limit

Dear Committee Members:

For the umpteenth time, I am requesting a reduction in the speed on Prospect Street to 25 miles per hour. People, including residents on the street, fail to adhere to the present speed limit. I have personally witnessed residents at the end of the street going in excess of the present 30 miles per hour. The neighborhood is now a place for younger people with children and there should be some concern for their safety. I walk my night at night, with a flashlight, and I fear that I will be hit by a speeder. The Town needs to address this matter, instead of brushing it off with promises of police patrolling, which I haven't seen in months.

Feel free to contact me if you need additional information.

Sincerely,

A handwritten signature in black ink that reads "Joanne Laychak". The signature is fluid and cursive, with a long horizontal stroke at the end.

Joanne Laychak

Copies: Milford Board of Selectmen  
Milford Police Department

RECEIVED MAY 06 2019

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING 5<sup>th</sup> Monday Forum

April 29, 2019

**PRESENT:** Gary Daniels, Chairman Mark Bender, Town Administrator  
Paul Dargie, Vice Chairman Tina Philbrick, Recording Secretary  
Mike Putnam, Member - **Excused** Hazen Soucy, Videographer  
Laura Dudziak, Member  
Chris Labonte, Member

**CALL TO ORDER, BOARD OF SELECTMEN INTRODUCTIONS & PUBLIC SPEAKING INSTRUCTIONS** - Chairman Daniels called the public meeting to order at 6:45 p.m., introduced Board members and then led the audience in the Pledge of Allegiance. Chairman Daniels indicated that those people in the audience who want to speak or add to the discussion should please use a microphone in order to be heard on the PEG Access live broadcast.

**1. 6:45 Approval Request to Abate Outstanding Taxes – Manufactured Demo Homes**

Map 42-73-M-5. 26 Melendy Road, Lot 5. This property was vacated by the heirs of Cindy Anderson. The property was given status of uninhabitable. Abatement Request: \$758.28

Map 43-59-M-39. 529 Nashua Street, Unit 39. The former property owners are both deceased and the property has been vacated. The property was given status of uninhabitable. Abatement Request: \$2,998.71

Selectman Labonte asked if there was any way to go after the money. Chairman Daniels said no. Selectman Dargie made a motion to abate outstanding taxes on Map 42-73-M-5, 26 Melendy Road, Lot 5. Selectman Dudziak seconded. All were in favor. The motion passed 4/0.

Selectman Dargie made a motion to abate outstanding taxes on Map 43-59-M-39, 529 Nashua Street, Unit 39, Lot 5. Selectman Dudziak seconded. All were in favor. The motion passed 4/0.

**2. 7:00 OPEN FORUM**

**a. Public Hearing for (NH RSA (31:95)e)** Appropriation for Personal Property Donated during the Year over \$5,000. Exofit Outdoor Fitness Equipment donated half the value of the fitness equipment in the amount of \$7,396 for fitness stations along a walking/biking trail at Keyes Memorial Park.

Chairman Daniels opened the public hearing. There were no questions. Chairman Daniels closed the public hearing. Selectman Dargie made a motion to accept the fitness equipment from Exofit in the amount of \$7,396. Selectman Dudziak seconded. All were in favor. The motion passed 4/0.

**b. Milford Town Marker (Tombstone) Discussion**

Chairman Daniels said the stone was removed a while ago and new signs were put up. People came forward at that time and we found out that they had an attachment to the stone marker. Some people wanted to know where the marker was. It has been put in safe keeping, but out of sight. The Historical Society recently requested to put the stone marker on their property at the Carey House at their cost if the Board is okay with it. This is a good offer because it keeps the stone centrally located for the public. If anyone has any thoughts on where the stone should go, this would be the opportunity to speak. Chairman Daniels said he would be glad to see it out in public, as it is a part of Milford's history.

No one from the public came forward to speak. Selectman Dargie stated that this would be on loan to the Historical Society, but it will still belong to the town. Selectman Labonte asked how long it would be there. Selectman Dargie said it's open ended. Selectman Dargie made a motion to lend the stone to the Historical Society and authorizing them to place it on the Carey House lawn. Selectman Dudziak seconded. All were in favor. The motion passed 4/0.

**c. Public Input Session Regarding Questions and Concerns about Dispatch**

Chairman Daniels reviewed the Budget and Bond hearing and Deliberative session videos and wrote down questions that people had asked at those times. At this time, he will take input from the public so we can get all the questions on the table. If we are going to spend \$85,000 for a consultant, we should have all the questions in place.

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING - 4/29/2019

60 Rodney Richie, Milford citizen asked what was the interpretation of the warrant article that was passed to spend the  
61 \$85,000 on. Chairman Daniels said it was his understanding that the legal interpretation was; it can only be spent  
62 pursuing a Milford only dispatch center. His interpretation at the Deliberative Session was that once the language  
63 was changed, they could look at both. The Town's Attorney has since stated that because the warrant article was for  
64 a Milford Dispatch Center, (standalone), the questions have to be in that way. He believes that depending on how  
65 the questions are phrased, we may be able to get some idea of the other. He doesn't think we can spend the money  
66 asking questions about MACC Base. If there are questions about MACC Base, he will try hard to find money with-  
67 in the current budget. All questions need to be answered before we make a decision.  
68

69 Selectman Dargie said that we've asked the Department of Revenue Administration, (DRA), to give us a formal re-  
70 sponse on the language of the warrant article and we haven't received a reply back yet. It's an open question of  
71 what can we legally do with that warrant article.  
72

73 Rodney asked if they would consider asking the DRA look at RFP that will be prepared for the consultant, to see if  
74 we've gone beyond their interpretation or not met our expectations. The draft that's been prepared looks like it in-  
75 cludes the opportunity to include an analysis of the communication needs situation across the board. With the word  
76 "possibly" in the warrant article, going across the full analysis would certainly be possible. Chairman Daniels said  
77 they could do that. One of the challenges we are up against is that the DRA may not come back with any kind of  
78 decision until fall. We would like it earlier so we can address this properly. Rodney said time is at the essence. We  
79 extended the contract with MACC base for two years from the first of this year and we are already almost into May.  
80

81 Selectman Labonte clarified that regardless of the \$85,000 in the warrant article, we can still study the MACC Base  
82 section if we can come up with the money. Chairman Daniels said we should look at all of the questions. We need  
83 everything on the table to look at all the pros and cons. We will be limited on money because we don't throw a lot  
84 of "fluff" in the budget.  
85

86 Captain Craig Frye, Milford Police Department and resident said he agrees, but MACC Base did a study. There's  
87 already been two studies done and now you are looking to do a third study on the whole regional dispatch. Chair-  
88 man Daniels said what he's looking for is to get answers to questions. People have questions about MACC Base  
89 and they can't be found in the studies that were done.  
90

91 Peggy Seward, Milford resident said she was the person who proposed the amendment of "possible" to the warrant  
92 article at the Deliberative Session. Over two and a half hours were spent on this warrant article at the deliberative  
93 session with questions that were not answered. To come up with \$85,000 not looking at the whole system which in-  
94 cludes MACC Base, Milford and the other towns is wrong. We had studies for both MACC Base and Milford PD  
95 but the \$85,000 was going to be done to put it all together. The RFP was vague and didn't handle everything and  
96 there was only one bid. In her opinion, it was a mess. The Budget Committee didn't have any answers. We voted 3-  
97 3-3. We needed more time to look at it. The \$85,000 isn't just for a Communications Center; it's to come up with  
98 a Communications System for this town. That's what the people voted for. If we don't do that then the warrant ar-  
99 ticle should be negated completely and nothing spent until next year. Chairman Daniels said that's an option and he  
100 would agree with her. He felt that the intent of the people was to look at both options which is why we are going  
101 through the DRA.  
102

103 Mark Fougere, Milford citizen said his biggest concern is officer safety. We've been kicking this can down the  
104 road for ten years. Every board has been kicking it down the road because it's hard and no one wants to make a de-  
105 cision when it's hard. We have officers who are going into situations every day where they can't communicate. We  
106 can't wait another year. Find the money to answer the questions that are legitimate. He feels the article is clear, it  
107 said Milford Communications. You have to be very careful when you are making amendments on the fly at Delib-  
108 erative Session. We've already wasted six weeks. This is a problem that's been festering for a long time. MACC  
109 Base has been with us for a long time and it's done a lot of good. He keeps hearing simple solutions being put for-  
110 ward; all we need to do is amend the agreement to allow them to bond and that will solve our problem, and they can  
111 borrow money. This doesn't solve our problems. If Mont Vernon and Wilton voters say no, the bond article  
112 doesn't pass and we wait another year. Unless you can find a solution where this large capital cost is going to get  
113 funded soon keeping MACC Base together, he doesn't know what's going to happen. He's all for a regional dis-  
114 patch solution, it saves us money. We have a crisis that can't be avoided and the Selectmen are going to have to  
115 make a decision soon. We already spent \$25,000 on one study if questions need to be answered, answer them. He  
116 can't imagine why we have to spend another \$85,000 when the last study was \$25,000. He hopes this is attacked  
117 soon and we can come up with a solution to protect our officers.  
118

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING - 4/29/2019

119 Another issue he wanted to bring up was the \$200,000 that MACC Base found in their account. It's disturbing that  
120 they "found" money. He doesn't know all the details but he knows there's been a discussion about the need to have  
121 an independent audit of MACC Base's finances done by an outside agency. He urges this Board to ask our repre-  
122 sentative to see that that happens. All towns get audited. It's not an insult to anyone, its good practice and transpar-  
123 ent. Its public money and we should know what's going on.  
124

125 Chairman Daniels said a lot of that is already in process. He thinks MACC Base is planning to have an audit from  
126 someone who hasn't been their regular auditor. Jason Johnson, Director of MACC Base said as far as the account-  
127 ing goes, the Board is meeting with the accountant that has prepared our audits in recent years to find out how the  
128 error happened on that end. After that happens, the Board discussed finding a new auditor to do a seven to ten year  
129 audit on everything. The bad news is, money accrued, the good news is every penny of it is there which means it  
130 wasn't miss spent or miss used and it wasn't withheld. Each town has always received a copy of the annual finan-  
131 cials. It just happens that this year, Captain Frye reviewed them and found a number that looked wrong. We went  
132 back, researched it and agreed. As far as the earlier comment about kicking the can on these issues, we've been  
133 proposing solutions for years and every time we've tried to do it at regular budget time, it's been Milford that said  
134 no. Chairman Daniels thanked Jason for the clarification. He said as far as MACC Base, we have all decided that  
135 it's our number one priority this year. There are things that we can be working on even while we are waiting for  
136 DRA to respond. In response to Mr. Fougere comment that "the Board needs to do something", the people have de-  
137 cided that we needed to take a step back and voted in the \$85,000. It's his goal to try to get something done this  
138 year.  
139

140 Rodney Richie said he's concerned with Jason's characterization of the audit situation. At the last Board of Gover-  
141 nors meeting he asked if there was a commitment for this auditor to be at the next meeting and there was no such  
142 commitment. In the last three or four meetings there's been no move that he can recall to hire an independent audi-  
143 tor to come in on top of the current accountant. Rodney thanked the Town Administrator and new Media Specialist  
144 Chris Gentry for providing the video taping of MACC Base's meetings. The transparency situation with MACC  
145 Base was not what it should have been in the past, it's now getting corrected.  
146

147 As far as the "kicking the can down the road" he's read in the inter-municipal agreement, we have two votes on that  
148 Board and we pay for and use 70% of the service. He doesn't understand that. For the Budget Committee we have  
149 one member and that's only 30% and we pay for and use 70% of the service. The contract that we currently have  
150 regarding our participation in MACC Base is of some concern. This is information that needs to be provided as we  
151 consider the questions in our ongoing commitment, we have another year and a half at least with MACC Base op-  
152 eration. The surplus that was taken back from MACC Base would be a potential source to use to answer the ques-  
153 tions if the \$85,000 warrant cannot be used for the off the board questions for our needs. Mark mentioned the con-  
154 cern for our officer's safety, which is significant. Officer to Officer communications in the contract is not a MACC  
155 Base responsibility. They provide dispatch service for us; we provide our own Officer to Officer communication.  
156 Whatever we need to do about that could be done without MACC Base being involved. If we want end to end  
157 communication support than that is what we need to put in our requirements and contract for it.  
158

159 Captain Frye said they are working on getting the auditor to come in sometime in May. The auditor is the first step  
160 and as Jason said, we will do a seven to ten year audit.  
161

162 Chris Pank, Milford Resident suggest after talking with many people, that we look at both possibilities, a Milford  
163 only Dispatch, and a Regional Dispatch. If you just look at Milford only, you will have to come back to the Budget  
164 Advisory Committee next year and the townspeople, and they won't be happy because both were never looked at.  
165 The Budget Committee may vote 3-3-3 again, but there is a good chance that the townspeople will not accept it un-  
166 less you look at both.  
167

168 Chief Viola, Milford Resident and Chief of Police replied, in reference to the MACC Base Director's comment that  
169 proposals have been brought forward and Milford has said no; one of the reasons Milford said no was because they  
170 have been "short term" solutions which is why we are in the situation we are in now. We are looking for a long  
171 term remedy to the problem. We've worked with the Director on several occasions and have looked at different op-  
172 tions and we didn't feel the options were going to help in the long term. We didn't feel the Town should spend the  
173 money for a short term solution; we need to fix this problem for the duration. Communication is constantly chang-  
174 ing, but we are so far behind right now, we need to fix it so we don't run into this problem five years down the  
175 road.  
176

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING - 4/29/2019**

177 Peter Basiliere, Milford and Town Moderator said he's been waiting for people to realize how important the  
178 Town's Deliberative Session is. We may end up having a large crowd at the School's Deliberative Session if their  
179 budget goes over \$42,000,000. Deliberative Sessions are a critically important part of the town meeting process. He  
180 also doesn't understand why the DRA has taken this long to give us an answer. They responded quickly after the  
181 Deliberative session when the Towns Finance Director, Jack Sheehy wrote to them about the change of purpose  
182 from a bond to a study would be acceptable. He feels that the Board should find out the timing of the Communica-  
183 tions by the DRA and ask them why we don't have an answer yet. It's been six weeks and nothings been done.  
184 There are people's lives on the line and we could have petitioned for a special meeting by now. The longer it takes  
185 the less likely that a court will allow us to have a special meeting before next February's Deliberative session. He  
186 feels the safety of our first responders is his number one priority; the safety of first responders that help us from  
187 other towns is his number two priority, and the safety of the town and people, who are involved in those instances,  
188 whether they live in town or not, is his number three priority. He strongly encourages the Board to use some of the  
189 \$85,000 to look at a Milford only dispatch center because we already know we can do that. Then, if we can take  
190 some amount of money out of the operating budget we do that as well.

191  
192 There isn't any reason the wait for the DRA. They're only going to tell you that the actions that the voters took at  
193 the meeting, to include the word 'possibly' for the intent of studying, not only a Milford only Dispatch Center but  
194 also an area Communications Center was up or down. We should be doing something now. Chairman Daniels said  
195 it sound like Peter is saying, go ahead and spend the money now and if we need to, we can get it back. Peter said  
196 you spend it from somewhere else, not get it back from somewhere else. In his mind, he was thinking \$100,000 for  
197 a study, it came up at the Deliberative session as \$85,000 and he wasn't going to use his position as Moderator and  
198 say it needed to be more. It sounds like a reasonable number and the Captain said it could be a lot less. You know  
199 what you have that you can spend on a study for Milford only; there is no question that the DRA will allow that.  
200 The question is if they don't allow you to use it for an area communications center, how you are going to pay for it.

201  
202 Chairman Daniels said he doesn't know that they are looking to do a study; we've done three studies already. He's  
203 looking for answers to questions that may not have been answered in the previous study. He would hope it wouldn't  
204 take \$85,000. Peter said the voters expect something. Law enforcement and other first responders deserve some-  
205 thing; we shouldn't be waiting any longer. If we only need answers to questions, then we should get those answers  
206 from whoever did the previous bids and ask the court for a special meeting. Chairman Daniels said we never have  
207 sufficient turn out at a special meeting. Peter agrees but we had an unusual amount of people who showed up at the  
208 last meeting with a fair amount of advertisement we could get a good turnout. If not, the people who care will be  
209 there. These are life safety issues that need to be addressed. Chairman Daniels said the Board is aware of that. We  
210 would like to get this done as quickly as possible. Selectman Dargie said he doesn't think it's a given that DRA is  
211 going to allow a study on a Milford only Dispatch Center. It's an open question as to whether or not that language  
212 was a change in purpose. Peter said in his opinion as Moderator, and having been trained in this, he feels that it  
213 was within the purpose to change it from a bond to a dollar amount. Attorney Drescher also gave this as his opin-  
214 ion. Also in his opinion, the bond would never have passed. At least we have the \$85,000 and a clear direction  
215 from the voters for some actions. Chairman Daniels said there were actually two questions, one can we change the  
216 bond to a monetary and we could, and two, is the subject matter Milford only or Regional.

217  
218 Selectman Dargie said for clarification, the e-mail that was sent to the Finance Director in three days, was specifi-  
219 cally identified as being an unofficial response and they specifically said a lot more work would be needed to give  
220 an official response. You can't say it was a "three day turn around", as they identified at that time that it was a  
221 complicated question. Peter agreed.

222  
223 Captain Frye said as far as the \$85,000 is concerned, he isn't a consultant but that is what the RFQ was put together  
224 for, to get a consultant to get answer questions that we may all have. We have almost three years of research done  
225 on this and its public information. A consultant is going to look at the current information so as to not reinvent the  
226 wheel and investigate the problems. The word "possibly" does hold some weight. He doesn't see where they will  
227 not be able to look into what's going on around us already. He doesn't know how long they want to wait. The RFQ  
228 could go out if it was agreed upon by the Selectmen and we could start the ball rolling. It will most likely take  
229 about two or three months to get the work done. Without even approving the RFP we're months away from having  
230 a consultant. Waiting for DRA is just delaying the inevitable.

231  
232 Chairman Daniels said he sees a common theme here. We would like the state to give an answer ASAP be we  
233 don't need to wait for the state before we can go forward. There are other areas we can start working on, like out-  
234 standing questions. We would like to have those included in the RFQ. Captain Frye said there's an interview pro-

cess of what could be brought forward when you get the consultant, questions could be brought up and added to the consultant firms investigation. It's already covered in the RFQ.

Dale White, Milford resident and Water Utilities Commissioner, said he understands the RFQ that's been presented to the Board is to look for multiple Engineering Firms or Consulting Firms to present back to the town how they suggest we should move forward. Once the firm is chosen, they put it out to bid to multiple companies that would build out either MACC Base or the Regional Communications Center. You have the money that's been approved by Town meeting to go ahead and find that consultant firm to do this. There has to be enough money in your budget somewhere that you go ahead and have someone look at the MACC Base side of it. It doesn't need to be complicated. Someone needs to make a phone call.

Bob Courage, Milford resident and Water Utilities Commissioner, said you need to have a consultant on board to review all the data that's available and have him tell the town what they need, not a vendor tell the town what they think we need. This will give you a document so you can move forward in that direction. That's what the voters wanted. One price, \$2,500,000 is not acceptable. He agrees with the concerns with the Police Department, we have a problem that has to be addressed sooner than later. We do the same in Water Utilities. Captain Frye said that's how it's laid out in the RFQ.

Ted Bartlett, Milford resident said he was in full support of a fully robust system for our emergency services. He's built these systems and has worked through the RFQ and RFP processes. He agreed with Bob Courage about his vendor comment. He thought \$2,500,000 was absurd. MACC Base needs to be modified and updated; it's the cheaper expense to go with. A consultant should come in and look at both possibilities. There are a number of vendors out there that can provide answers without just going through one. We need to look at our options to see where our money would be best spent.

Chairman Daniels thanked everyone for their comments. The Board will be transparent on this. He's already started speaking to the heads of the Boards in the other Towns so he can get an idea of what their issues are and to see if they match up with what our needs are. We will try to find a way to put pressure on the DRA to get a decision to us. This will not be put on the back burner and we will continue to address it this year.

**3. DECISIONS**

**a. CONSENT CALENDAR** - Chairman Daniels asked if there were any items to be removed from the consent calendar. There were no items to be removed. Selectman Dargie moved to approve the consent calendar as presented. Selectman Dudziak seconded. All were in favor. The motion passed 4/0.

- 1. Approval of Intent to Excavate – Map 58 Lot 2
- 2. NH RSA (31:95(b)) Request for Acceptance and Appropriation of Unanticipated Revenues under \$10,000:
  - Donation to the Milford Police Department for the IPMBA Mountain Bike training - \$900.00
  - Donation to the Milford Fire Department for the Fire/Life Safety Education Special Purpose Fund - \$100.00

**4. APPROVAL OF FINAL MINUTES:** Selectman Dargie moved to approve the minutes of April 22, 2019. Chairman Daniels seconded. All were in favor. The motion passed 4/0.

**5. ADJOURNMENT -**

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

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

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

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

\_\_\_\_\_  
**EXCUSED**  
Mike Putnam, Member