

**5:30 Granite Town Media Overview –
Tim Finan (hand out to be provide at
BOS meeting).**

To: Milford Board of Selectmen
From: Mark Genovesi, President
Milford Historical Society

Date: July 7, 2021

This memo provides the background regarding the Historic marker for Bernice Blake Perry. I want to be sure that we are all on the same page as to the proposed location.

On June 9, I met with Peter St. Pierre from NHDOT to examine the proposed location and get his blessing for said location on Rte. 101-A/Elm St. In the course of our discussion, Peter stated that this stretch of road is within the jurisdiction of Milford. I had assumed that it was within the state's jurisdiction, given the road's designation as Rte. 101-A. He is unsure where the final jurisdiction lies.

Given this, I want to be sure that the location proposed is as suitable to the Board as it was for us. As you drive from the 101 by-pass intersection east on 101-A, the location is on the right almost directly across from the Centurywood Plaza. The marker would be placed by DOT between two telephone poles in a spot suitable.

I know that you have been made aware of this marker being placed in town but I want to be sure that you are also approving of its location. I must confess to my ignorance of the jurisdictional questions and hope this proposed location is acceptable to the Board.

I will be in attendance at the July 12th meeting to respond to any questions that anyone may have.

5. 1) Oval Elm Tree Donation

Tina Philbrick

From: John Shannon
Sent: Wednesday, July 07, 2021 8:39 AM
To: Tina Philbrick
Subject: FW: Almost dead Maple

V/R

John

From: Kent Chappell [<mailto:kent@chappell.com>]
Sent: Tuesday, June 15, 2021 2:11 PM
To: John Shannon
Subject: Almost dead Maple

Good afternoon John:

I left a message on your voicemail earlier. Bob Kokko and I have been discussing the maple tree on the oval that had a huge branch taken off which was problematic. The tree is extremely lopsided at this point. We are willing to get another Elm to go along with the others that have been planted in the last few years. They are doing nicely and it would enhance the look of the Oval. I have spoken to Rick Reindeau and he is willing to facilitate this project. He thought we would need permission from the BOS to get this done. Would we need to write them or would you approach them with this request?

Thanks in advance.

Kent Chappell

6. American Rescue Plan Funding (ARPA)

**THE AMERICAN RESCUE PLAN ACT (ARPA) of 2021
PROPOSED MILFORD PROJECTS
(PRELIMINARY LIST)
July 9, 2021**

	DEPARTMENT	DEPARTMENT PRIORITY	PROJECT NAME	ESTIMATED COST
1	ADMIN/FIRE/POLICE/AMBULANCE	1 of 1	CROWN CASTLE EMERGENCY MANAGEMENT COMMUNICATIONS ANNTENNA	\$130,000
2	AMBULANCE / FIRE	1 of 1	N95 & SCBA QUANTITATIVE FIT TESTING DEVICE	\$19,110
3	COMMUNITY DEV	1 of 1	MSRF & GAP FUND PROGRAMS	\$300,000
4	FIRE DEPT	1 of 1	HEALTH / ENVIRONMENTAL OFFICER	\$313,096
5	HUMAN RESOURCES	1 of 1	MANPOWER, WAGE & BENEFIT SURVEY	\$40,000
6	IT DEPARTMENT	2 of 2	FIBER RUN TOWN HALL TO WATER UTILITIES	\$55,000
7	IT DEPARTMENT	1 of 2	CYBER SECURITY EVAL, INSTALL & 1 YEAR	\$87,000
8	WADLEIGH MEM LIBRARY	1 of 1	HVAC SYSTEM	\$750,000
9	WATER UTILITIES	1 of 4	WASTEWATER TREATMENT FAC NUTRIENT & METALS REMOVAL UPGRADE	\$510,000
10	WATER UTILITIES	2 of 4	BROOKVIEW WATER BOOSTER PUMP STATION UPGRADE	\$250,000
11	WATER UTILITIES	3 of 4	WWTF INFLUENT PUMP STATION SCREENINGS CONVEYOR UPGRADE	\$390,000
12	WATER UTILITIES	4 of 4	PENNICHUCK INTERCONNECTION IMPROVEMENTS DESIGN	\$100,000
13	RECREATION DEPT	1 of 1	RECREATION REVOLVING FUND - LOST REVENUES	\$86,987
			TOTAL FUNDS REQUESTED	\$3,031,193



OCD use:

ARPA Project # 2

American Rescue Plan Act Project Request Form

1. DEPARTMENT: Ambulance / Fire
2. DATE REQUEST PREPARED: 6/14/2021
3. ITEM/PROJECT NAME: N95 & SCBA Quantitative Fit Testing Device
4. REQUEST PREPARED BY: Eric Schelberg
5. PROJECT PRIORITY: # 1 of 1

If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. **ITEM / PROJECT DESCRIPTION:**

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

Purchase of PortaCount Respirator Fit Tester 8048-T Kit to perform annual EMS N95 and fire SCBA mask fit testing.

7. **USE OF FUNDING:** (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. **IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?**

YES NO *(Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)*

(Please list plan or document referenced and attach supporting information/materials if needed):

9. **ITEM / PROJECT JUSTIFICATION NARRATIVE:**

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

Both ambulance and fire are required to perform annual fit testing of their respective Airborne Personal Protective Equipment (A-PPE) in accordance with health and fire requirements to ensure proper A-PPE fit and function. The PortaCount Kit is a quantitative measuring device that measures particulate inside an individuals mask versus the currently used qualitative test that utilizes a saccharin based odor/taste process - either smell or taste versus an actual particulate count. MAS currently performs this test with a qualitative kit and fire contracts the quantitative test out to a third party at a cost of .

The PortaCount Kit can perform both N95 and SCBA testing thereby eliminating the fire department third party cost associated with annual fit testing.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 19,110.00

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
	Professional services
	Real estate acquisition
	Site preparation
	Construction
\$19,110.00	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: Supports annual ambulance N95 mask and fire SCBA mask fit testing

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ 2,500.00

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source	\$19,110.00	ARP Funding
Other source		
Project cost	\$19,110.00	
Minus revenue		
Total Project cost	\$0.00	



OCD use:
ARPA Project # 3

American Rescue Plan Act Project Request Form

1. DEPARTMENT: Community Development
2. DATE REQUEST PREPARED: 7/1/21
3. ITEM/PROJECT NAME: Milford Main Street Relief Fund & General Assistance and Preservation Fund Programs
4. REQUEST PREPARED BY: Lincoln Daley, Community Development Director
5. PROJECT PRIORITY: # 1 of _____
If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

The proposal seeks to continue two of the now expired States emergency relief and recovery financial grant programs under the CARES Act Corona Virus Relief Funds. Under this proposal, the Town would administer a municipal adaptation of the New Hampshire Main Street Relief Fund (MSRF) & General Assistance and Preservation Fund (GAP) Programs to provide emergency financial relief to Milford small businesses and nonprofit organizations impacted/affected by the COVID-19 pandemic.

The financial assistance would be in the form of micro-grants (e.g. \$20,000 maximum) for businesses with gross revenues (e.g. not to exceed \$2,000,000) and non-profits. The programs would be administered using the established guidelines and requirements of the state programs. Businesses and non-profits must demonstrate they have experienced or anticipate they will experience a financial loss due to COVID-19 in order to qualify for either program. Businesses and non-profits would most likely use the funds to assist in covering their operational costs and legal obligations. It is anticipated that the Office of Community Development would assist in the administration of the programs for final review/approval by the Board of Selectmen.

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

The COVID-19 public health crisis has forced our business and industrial community to confront immense challenges. Small business owners and non-profits in particular continue to face incredibly difficult financial circumstances. We only need to travel a short distance through the Oval to see the impact the health crisis has had on our local businesses and the vacant store fronts. In response, the MSRF and New Hampshire GAP Fund programs were created and provided grants of up to \$350,000 to businesses with revenues of under \$20 million to business and non-profits to help offset losses due to the pandemic. In Milford, more than 70 companies applied and were awarded funds from both programs totaling over \$4,000,000. (See Attachment 1). Each program has provided an essential lifeline keeping companies financially viable and open during the extended downturn in the economy.

The State MSRF and GAP Funding programs have since expired leaving many local businesses struggling and with limited options. The proposal would fill the financial void and provide the needed assistance during this transitional period by creating/continuing both programs to support local small business and non-profit community.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 300,000

13. CAPITAL COSTS (if known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
	Professional services
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: No anticipated impact on O&M costs or personnel. Program will be administered by ComDev. Office and approved by the BOS.

Dollar cost of annual impacts if known: (+)\$ NA or (-)\$ _____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source	\$300,000	ARPA Funding
Other source		
Project cost		
Minus revenue		
Total Project cost	\$300,000	ARPA Funding

MAIN STREET RELIEF FUND DISPERSMENTS - MILFORD, NH

CITY/TOWN	PROGRAM NAME	RECIPIENT NAME	STREET	AMOUNT
MILFORD	Main Street Relief Fund	HOLLIS LINE MACHINE COMPANY IN	128 OLD WILTON ROAD	\$184,671
MILFORD	Main Street Relief Fund	ROSENCRANTZ & GULDENSTERN BAN	PO BOX 150	\$7,897
MILFORD	Main Street Relief Fund	GRANITE STATE BOAT WORKS INC	1 WESTCHESTER DRIVE	\$43,931
MILFORD	Main Street Relief Fund	JEFF HARRINGTON	307 ELM ST	\$10,014
MILFORD	Main Street Relief Fund	J. M. PRINCEWELL LLC	127 UNION SQUARE	\$2,307
MILFORD	Main Street Relief Fund	THE LOFT EVENT CENTER AND MUSI	241 UNION SQ	\$199,827
MILFORD	Main Street Relief Fund	TWILL FABRIC & YARN	20 MIDDLE STREET	\$1,803
MILFORD	Main Street Relief Fund	FOLGER TECHNOLOGIES LLC	20 SOUTH ST #2	\$55,426
MILFORD	Main Street Relief Fund	AMIGOS MEXICAN CANTINA LLC	20 SOUTH STREET	\$73,316
MILFORD	Main Street Relief Fund	BTMS LLC	30 MIDDLE ST.	\$14,583
MILFORD	Main Street Relief Fund	BAR ONE LLC	40 NASHUA ST.	\$47,608
MILFORD	Main Street Relief Fund	GREG BALCOM LANDSCAPING	468 ROUTE 13 SOUTH	\$9,995
MILFORD	Main Street Relief Fund	CNI CORPORATION	468 RT 13 SOUTH	\$52,692
MILFORD	Main Street Relief Fund	HAMPSHIRE HILLS RACQUET & HEALTH	PO BOX 404	\$263,437
MILFORD	Main Street Relief Fund	RUSS WEINZIMMER & ASSOCIATES P	614 NASHUA ST SUITE 204	\$18,835
MILFORD	Main Street Relief Fund	GRANITE STATE VETERINARY ASSOC	PO BOX 62	\$128,345
MILFORD	Main Street Relief Fund	AEGIS HOLDINGS LLC	PO BOX 257	\$130,470
MILFORD	Main Street Relief Fund	NEW HAMPSHIRE ANTIQUE CO-OP IN	PO BOX 732	\$65,385
MILFORD	Main Street Relief Fund	PENIEL ENVIRONMENTAL SOLUTIONS	778 ELM ST	\$122,217
MILFORD	Main Street Relief Fund	VILLAGE FIRE PROTECTION LLC	726 ELM ST	\$5,797
MILFORD	Main Street Relief Fund	EARTHWORKS INC.	37 WILTON ROAD	\$131,318
MILFORD	Main Street Relief Fund	JAY STEEL LLC	633 ELM ST	\$350,000
MILFORD	Main Street Relief Fund	G&G FIREARMS EXPERTS INC	406 MASON RD	\$10,674
MILFORD	Main Street Relief Fund	BALCOM BROTHERS INC	94 ARMORY RD	\$15,287
MILFORD	Main Street Relief Fund	ENGINE CARE OF MILFORD INC	505 ROUTE 13 S	\$19,656
MILFORD	Main Street Relief Fund	DEMAND TRANSPORT LLC	29 ARMORY RD	\$350,000
MILFORD	Main Street Relief Fund	MILE AWAY RESTAURANT LLC	52 FEDERAL HILL RD	\$80,905
MILFORD	Main Street Relief Fund	KINCAID AUTO REPAIR & SALES LL	323 SOUTH ST	\$45,663
MILFORD	Main Street Relief Fund	ADVANCED PRACTICE SKINCARE PLL	29 MONT VERNON ST	\$3,333
MILFORD	Main Street Relief Fund	CORNERSTONE PAYROLL CONSULTING	77 JOSLIN RD	\$29,822
MILFORD	Main Street Relief Fund	ZAHARIAS REAL ESTATE	87 UNION SQ	\$19,656
MILFORD	Main Street Relief Fund	PAUL FRANCOEUR	285 UNION SQ	\$20,519
MILFORD	Main Street Relief Fund	MONADNOCK SPEEDWAY LLC	10 HOLLOW OAK LN	\$63,716
MILFORD	Main Street Relief Fund	THE FRAME DEPOT	227 UNION SQ	\$3,622
MILFORD	Main Street Relief Fund	HAYWARD'S TRADING POST & COUNT	359 ELM ST	\$13,706
MILFORD	Main Street Relief Fund	MEDLYN MOTOR INC	441 ELM ST	\$13,519
MILFORD	Main Street Relief Fund	ELCM HOLDINGS LLC	352 ELM ST	\$5,665
MILFORD	Main Street Relief Fund	EVERGREEN HOSPITALITY OF MILFO	189 ELM ST	\$11,873
MILFORD	Main Street Relief Fund	DESGES INCORPORATED	266 ELM ST	\$41,958
MILFORD	Main Street Relief Fund	GRIFFIN VENTURES LLC	168 ELM ST	\$58,077
MILFORD	Main Street Relief Fund	WEST END SALON LLC	187 ELM ST	\$2,060
MILFORD	Main Street Relief Fund	ADHRIT LLC	38 ELM ST	\$19,465
MILFORD	Main Street Relief Fund	GRANITE INDUSTRIAL MACHINERY L	8 GARDEN ST	\$111,988
MILFORD	Main Street Relief Fund	PARKSIDE GRILL LLC	4 UNION STREET	\$16,090
MILFORD	Main Street Relief Fund	MILFORD-BENNINGTON RAILROAD CO	62 ELM ST	\$10,498
MILFORD	Main Street Relief Fund	ATNA INTERNATIONAL	586 NASHUA ST	\$41,622
MILFORD	Main Street Relief Fund	PAIGE'S HAIR ESSENTIALS	401 NASHUA ST	\$3,433
MILFORD	Main Street Relief Fund	MEM PROPERTIES LLC	9 POWERS ST	\$8,173
MILFORD	Main Street Relief Fund	OTIS PROPERTIES LLC	9 POWERS ST	\$36,203
MILFORD	Main Street Relief Fund	CSP RETAIL GROUP	614 NASHUA ST	\$5,196
MILFORD	Main Street Relief Fund	JUST DRIVE EVENTS LLC	614 NASHUA ST	\$59,507
MILFORD	Main Street Relief Fund	NELSON'S CANDY LLC	58 CORTLAND RD	\$9,459
MILFORD	Main Street Relief Fund	GIORGIOS RISTORANTE CORP.	PO BOX 7543	\$189,417
MILFORD	Main Street Relief Fund 2.0	HOLLIS LINE MACHINE COMPANY IN	128 OLD WILTON ROAD	\$165,329
MILFORD	Main Street Relief Fund 2.0	ROSENCRANTZ & GULDENSTERN BAN	PO BOX 150	\$8,290
MILFORD	Main Street Relief Fund 2.0	GOOD MOJO DOG CENTER LLC	394 ELM ST	\$26,508
MILFORD	Main Street Relief Fund 2.0	GRANITE STATE BOAT WORKS INC	1 WESTCHESTER DRIVE	\$23,799
MILFORD	Main Street Relief Fund 2.0	JEFF HARRINGTON	307 ELM ST	\$43
MILFORD	Main Street Relief Fund 2.0	CARE RIDE WHEELCHAIR TRANSPORT	195 UNION STREET	\$18,455
MILFORD	Main Street Relief Fund 2.0	JOSEPH EVANS CONSTRUCTION SERV	18 SHADY LANE	\$16,996
MILFORD	Main Street Relief Fund 2.0	THE LOFT EVENT CENTER AND MUSI	241 UNION SQ	\$43,204
MILFORD	Main Street Relief Fund 2.0	FOLGER TECHNOLOGIES LLC	20 SOUTH ST #2	\$27,123
MILFORD	Main Street Relief Fund 2.0	AMIGOS MEXICAN CANTINA LLC	20 SOUTH STREET	\$26,814
MILFORD	Main Street Relief Fund 2.0	BTMS LLC	30 MIDDLE ST.	\$22,402
MILFORD	Main Street Relief Fund 2.0	BAR ONE LLC	40 NASHUA ST.	\$35,570
MILFORD	Main Street Relief Fund 2.0	GREG BALCOM LANDSCAPING	468 ROUTE 13 SOUTH	\$21,255
MILFORD	Main Street Relief Fund 2.0	CNI CORPORATION	468 RT 13 SOUTH	\$44,329
MILFORD	Main Street Relief Fund 2.0	SITUATION MANAGEMENT SYSTEMS I	339 NASHUA STREET	\$127,204
MILFORD	Main Street Relief Fund 2.0	WOODMANS FLORISTLLC	469 NASHUA STREET	\$1
MILFORD	Main Street Relief Fund 2.0	HAMPSHIRE HILLS RACQUET & HEALTH	PO BOX 404	\$86,563
MILFORD	Main Street Relief Fund 2.0	RUSS WEINZIMMER & ASSOCIATES P	614 NASHUA ST SUITE 204	\$4,326
MILFORD	Main Street Relief Fund 2.0	GRANITE STATE VETERINARY ASSOC	PO BOX 62	\$11,671
TOTAL MAIN STREET I & II PROGRAM DISBURSEMENTS				\$3,950,518

NEW HAMPSHIRE GENERAL ASSISTANCE (GAP) FUND DISPERSEMENTS - MILFORD, NH

CITY/TOWN	PROGRAM NAME	RECIPIENT NAME	STREET	AMOUNT
MILFORD	New Hampshire General Assistance & Preservation (GAP) Fund	GREENLEAF LLC.	18 WYMAN LANE	\$47,250
MILFORD	New Hampshire General Assistance & Preservation (GAP) Fund	CARE RIDE WHEELCHAIR TRANSPORT	TRANSPORTATION INC.	\$31,596
MILFORD	New Hampshire General Assistance & Preservation (GAP) Fund	PRECIOUS CARGO SHUTTLE LLC.	24 WYMAN LANE	\$22,088
TOTAL MAIN STREET (&) PROGRAM DISBURSEMENTS				\$100,934

\$4,051,452.17



OCD use:
ARPA Project # 4

American Rescue Plan Act Project Request Form

- 1. DEPARTMENT: Milford Fire Department
- 2. DATE REQUEST PREPARED: 06/16/2021
- 3. ITEM/PROJECT NAME: Heath/Environmental Officer
- 4. REQUEST PREPARED BY: Ken Flaherty
- 5. PROJECT PRIORITY: # 1 of 1

If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

Add/change Heath officer to a full time position. Funding for 3 years The goal of public health is to maintain and improve the health and well-being of all New Hampshire residents. Public health succeeds when the span of healthy life and the quality of life are increased.

Environmental health focuses on the interrelationships between people and their environment, promotes human health and well-being, and fosters a safe and healthy environment. The importance of an effective local public health system recognizes that health improvement is best achieved at local and regional levels. Communities can identify health problems, galvanize a community or regional response, and devise appropriate solutions based on available resources.

- 7. USE OF FUNDING:** (Please check one)
- Support public health expenditures
 - Address negative economic impacts caused by the public health emergency.
 - Replace lost public sector revenue.
 - Provide premium pay for essential workers.
 - Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO *(Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)*

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

Local health officials have a critical role in effective local and regional environmental and public health systems and are responsible for three critical functions.

The first is to enforce applicable New Hampshire laws and administrative rules (i.e. regulations), as well as local ordinances and regulations enacted by your community.

The second critical function is to serve as a liaison between state officials, local elected officials, and your community on issues concerning local environmental and public health.

The third is to be a leader and active participant in efforts to develop regional environmental and public health capacities. These roles have become more important than ever as our state faces continuing outbreaks of disease and demands greater emphasis on public health emergency preparedness.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 313,096

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
\$313,096	Professional services
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: _____

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ _____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source	\$313,096	ARPA Funding
Other source		
Project cost		
Minus revenue		
Total Project cost	\$313,096	



OCD use:
ARPA Project # 5

American Rescue Plan Act Project Request Form

1. DEPARTMENT: Human Resources
2. DATE REQUEST PREPARED: 6/4/2021
3. ITEM/PROJECT NAME: Manpower, Wage and Benefit Survey
4. REQUEST PREPARED BY: Karen Blow, HR Director
5. PROJECT PRIORITY: # 1 of 1
If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

The Manpower Survey component of the project has been recommended by Town Administrator, John Shannon. Determine if departments are right-sized. Wage and Benefit Survey (to include job description review) - Karen Blow

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
 Address negative economic impacts caused by the public health emergency.
 Replace lost public sector revenue.
 Provide premium pay for essential workers.
 Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

The Town experienced some downsizing in 2015-2019 (109 FT staff -> 105 FT Staff). In 2020 we increased to 111 FT staff and are on target for 112 FT staff for 2021 (new IT position). I am anticipating 113-114 FT staff in 2022 (new position for WUD, possible additional position lbd MFD/OCD).

The last Wage Survey that was done was pre-2005. While the Town's wage scale has been adjusted occasionally throughout the years, there still appears to be some disparity. The net that Human Resources can cast for data is smaller than that of a professional agency. The larger net may provide the information the Board of Selectmen need to substantiate additional adjustments to the Town's wage structure.

Given the pandemic and the low unemployment rates (NH 2.3%) the Town is having difficulty finding suitable candidates for current openings. (Water Utilities Director, Police Officer, WUD Truck Driver/Equip Op, WUD Collections Lead ... and soon to be Captain - Fire Prevention.) We are also losing employees to towns/cities that can pay higher wages. HR believes some adjustments are needed to the wage scale. Despite some attempt to bring certain positions up to or closer to the market, the Town's pay scale continues to lie on the low side. A formalized review might also provide options such as a step or merit system.

To ensure we are providing due diligence, we would ask whomever gets the bid for the Manpower/Wage & Benefits Survey to determine if we are right sized in staffing given the population, etc. - a single IT Director for Fire, Police, Ambulance, Water Utilities, as well as other Town Depts. Given there is one position in HR and the time it would take to comprehensively deploy this project, I believe we would benefit tremendously from outside assistance with this survey.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 30k-40k

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
30k-40k	Professional services
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
30k-40k	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: n/a

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ _____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source		
Other source		
Project cost		
Minus revenue		
Total Project cost		



OCD use:

ARPA Project # 6

American Rescue Plan Act Project Request Form

1. DEPARTMENT: Information Technology
2. DATE REQUEST PREPARED: 7/7/2021
3. ITEM/PROJECT NAME: CyberSecurity Evaluation, Installation and 1 year monitoring
4. REQUEST PREPARED BY: Bruce Dickerson
5. PROJECT PRIORITY: # 1 of 2
If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

I would plan on roughly \$13,000 for the GAP analysis against NIST CSF which includes a risk assessment, penetration test, interviews with personnel, and review of the hardware and environment setup at each location. All of those results would be pulled together into a Plan of Action & Milestones (POA&M). From there we would assign items for remediation and plan out projects with budgets and a roadmap.

Given the initial 10 hours a month for the first year of vCISO, that would be \$2000/mo so \$24,000 for the year. This includes continual management of the NIST CSF alignment, developing plans such as disaster recovery and incident response as well as planning and managing the cybersecurity training of employees. For engineering type work that could just be hourly at \$160/hr or quoted per project.

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

Cybersecurity has become a high priority item that needs to be addressed ASAP. Given that I am currently the only IT person to handle all municipal departments in the Town of Milford, the only way to address this is with a third party company that specializes in this field. David Savage of Vertex MSP provided me with this quote. He worked here as my first Microtime Tech about ten years ago. He was amazing and I had him for about 6 months before Microtime realized how talented he was and promoted him to CTO for them. He left Microtime a few years later and he created his own company (Vertex). He asked me for references for Gilmanton and Portsmouth who are looking for the same expertise. I have no doubt about his ability to provide this kind of expertise.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 87,000 _____

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
\$87,000	Professional services
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: Possibly small yearly increase for IT budget after the 1st year.

Dollar cost of annual impacts if known: (+)\$_____ or (-)\$_____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source	\$87,000	ARPA Funding
Other source		
Project cost		
Minus revenue		
Total Project cost	\$87,000	



OCD use:
ARPA Project # 7

American Rescue Plan Act Project Request Form

1. DEPARTMENT: IT Department
2. DATE REQUEST PREPARED: 7/7/2021
3. ITEM/PROJECT NAME: Fiber run from Townhall to Water Utilities Plant
4. REQUEST PREPARED BY: Bruce Dickerson
5. PROJECT PRIORITY: # 2 of 2
If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

Run aerial fiber cable from Townhall's existing fiber drop point to Water Treatment Plant. Hopefully, shorten the run by routing thru the cemetery. The cemetery building is currently reliant on a Wireless Point-to-Point to the WUD facility for phone/internet/email/timeclock connectivity. This will provide a double benefit of connecting two buildings with one fiber run.

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

Currently, the Water Utilities facility is connected to our network via a Comcast VPN to our Townhall network. Phones, email and Munis are all reliant on that connection. Historically, at least 4 to 5 times per year, the connection will drop due to accidents, weather, equipment and/or Comcast network issues. Comcast has been raising their rates on a consistent basis. This would eliminate the need for a Comcast data modem at the Water Treatment facility, saving approximately \$188/mo. It would also create a much more stable network connection that we control. I've researched current costs to run fiber per mile and it will be approximately \$20,000/mile. By road, it is 2.5 miles from Townhall to WUD. A shortcut thru the cemetery would be about 2 miles. The termination and buildout for the two buildings would be about \$15,000 for a total of about \$55,000

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ \$55,000

13. CAPITAL COSTS (if known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
	Professional services
	Real estate acquisition
	Site preparation
\$55,000	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
\$55,000	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: _____

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ 2,256

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source	\$55,000	ARPA Funding
Other source		
Project cost		
Minus revenue		
Total Project cost	\$55,000	ARPA Funding



OCD use:
ARPA Project # 8

American Rescue Plan Act Project Request Form

1. DEPARTMENT: Wadleigh Memorial Library
2. DATE REQUEST PREPARED: 6/16/2021
3. ITEM/PROJECT NAME: HVAC system
4. REQUEST PREPARED BY: K. Parenti
5. PROJECT PRIORITY: # 1 of 1
If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. **ITEM / PROJECT DESCRIPTION:**

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

Replacement of an inefficient HVAC system. This project has been on the Town of Milford ballot for 2 years (the first was part of a renovation and small addition project). The second time was the replacement and electrical upgrade in 2021 that was denied by the voters. The current system is costly to repair and parts are not readily available. Replacement of the system would allow for better air movement and cleaning and would be a healthier option for both staff and patrons.

7. **USE OF FUNDING:** (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. **IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?**

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. **ITEM / PROJECT JUSTIFICATION NARRATIVE:**

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

Replacement of the HVAC system would allow the staff and patrons to use the facility in a safer and more comfortable manner. The pandemic has shown how important good air quality is for everyone. The building is used as a warming center in the winter and a cooling center in the summer. This cannot happen again until the issues with the system are corrected. These funds could reduce the impact on the taxpayers by reducing the dollar amount required to replace the system.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 750,000

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
0	Planning/feasibility analysis
0	Professional services
0	Real estate acquisition
0	Site preparation
750,000	Construction
0	Furnishings & equipment
0	Vehicles & capital equipment
0	Capital Reserve fund
0	Other
750,000	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: A new system would only require annual maintenance and no repairs for several years, as compared to the current system, which requires regular repair.

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ _____

Annual maintenance and repair costs:

	Maint.	Repairs	Total
2017	\$1,648.00	\$3,449.34	\$5,097.34
2018	\$1,648.00	\$3,572.86	\$5,220.86
2019	\$1,900.00	\$7,818.85	\$9,718.85
2020	\$1,900.00	\$2,508.54	\$4,408.54
2021	\$1,900.00	\$710.20	\$2,610.20 *through May
	\$8,996.00	\$18,059.79	\$27,055.79

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant	\$750,000	ARPA Funds
Loan	0	
Donation/Bequest/Private	0	
User Fees & Charges	0	
Capital reserve withdrawal	0	
Impact fee account	0	
Current revenue	0	
General obligation bond	\$250,000	to be placed on Town Warrent 2021
Revenue bond	0	
Special Assessment	0	
Other source	\$200,000	Trustee Funds
Other source	0	
Project cost	0	
Minus revenue	0	
Total Project cost	1.2 million	Based on 2020 assessment



OCD use: ARPA Project # 9

American Rescue Plan Act Project Request Form

- 1. DEPARTMENT: Water Utilities Department
- 2. DATE REQUEST PREPARED: June 8, 2021
- 3. ITEM/PROJECT NAME: Milford Wastewater Treatment Facility Nutrient and Metals Removal Upgrade
- 4. REQUEST PREPARED BY: Board of Water & Sewer Commissioners
- 5. PROJECT PRIORITY: # 1 of 4
If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

The upcoming nutrient removal project at the Milford Wastewater Treatment Facility (WWTF) is driven by a new EPA NPDES Discharge Permit that requires a significant reduction in metals and nutrients in the effluent. The new permit limits come at a time when Milford is implementing a 10-year capital improvement plan (CIP) at the facility, investing more than \$10M in improvements over that time period. Milford will invest another \$6.0M to 7.5M to implement the permit-driven WWTF upgrades. The initial engineering study (\$135,000), equipment pilot (\$60,000), and engineering design (\$315,000) are immediate needs for Milford to respond to the NPDES permit requirements. The upgrades are anticipated to include changes to the sludge storage and handling, new chemical feed systems to sequester copper and aluminum, aeration process changes to enhance nutrient removal and tertiary filtration to reduce phosphorous in the effluent.

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

The nutrient removal project is needed to comply with the new EPA discharge permit issued on November 30, 2020. The new permit requires Milford to complete a pilot study and basis of design report by November 2021, followed by final design (2022), then bidding and construction (2023-2024). The total cost of the project is projected to be in the range of \$6.0 - \$7.5 million, well beyond the financial capacity of the enterprise fund. The Milford Board of Water and Sewer Commissioners will rely on passage of a Town-sponsored bond request (general taxation bond) to fund the upgrade. Milford has applied for CWSRF loan funding and is seeking grant funds from the NH ARPA grant allocation to reduce the financial stress on the enterprise fund and to limit the impacts to Milford's bonding capacity and financial rating. Significant grants funds applied to the permit-driven WWTF upgrade will be beneficial to the sewer users, the residents of Milford, to future economic growth in the community and will result in improved public and environmental health.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 510,000.00

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
\$135,000.00	Planning/feasibility analysis (Engineering Study)
\$315,000.00	Professional services (Engineering Design)
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
\$60,000.00	Other (Tertiary Process Equipment Pilot)
	Total Project Cost \$510,000.00

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: Additional process equipment and chemicals needed. Increased electrical, chemical, and labor costs.

Dollar cost of annual impacts if known: (+)\$ 95,000 or (-)\$ _____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant	\$408,000.00	ARPA Grant request
Loan	75,000.00	CWSRF Pre-Application apportioned to Study phase
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal	\$27,000.00	previously allocated for FY2021 expenditure
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source		
Other source		
Project cost		
Minus revenue		
Total Project cost	\$510,000.00	



OCD use:
ARPA Project # 10

American Rescue Plan Act Project Request Form

1. DEPARTMENT: WATER UTILITIES DEPARTMENT
2. DATE REQUEST PREPARED: JUNE 8, 2021
3. ITEM/PROJECT NAME: BROOKVIEW WATER BOOSTER PUMP STATION UPGRADE
4. REQUEST PREPARED BY: UNDERWOOD ENGINEERS IN CONCERT WITH MWUD
5. PROJECT PRIORITY: # 2 of 4
If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. **ITEM / PROJECT DESCRIPTION:**

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

The Town of Milford owns and operates a small water booster pump station in the vicinity of Brookview Drive. The proposed project would involve constructing a small above grade building (wood frame with vinyl siding) to house replacement water booster pumps, piping, valves, and controls to replace the existing aged and failing station that currently exists in a below grade buried vault. Please see attached project summary document for more detail.

7. **USE OF FUNDING:** (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. **IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?**

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. **ITEM / PROJECT JUSTIFICATION NARRATIVE:**

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

This project would replace aged infrastructure that must be replaced in the near term before it fails, and by moving the station into an above grade building would solve existing employee health and safety concerns by eliminating the below grade confined space entry issue. Based on the Milford Water System Asset Management program, this is the most critical water project at this time. Please see attached project summary document for more detail.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 250,000

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
\$60,000.00	Professional services
	Real estate acquisition
	Site preparation
\$180,000.00	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
\$10,000.00	Other CONTINGENCY
\$250,000.00	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: PROJECT WILL ELIMINATE CONFINED SPACE ENTRY THAT REQUIRES 2 STAFF AT ALL TIMES

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ 3,900.00

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges	\$250,000.00	WARRANT ARTICLE BOND PAYMENTS WILL BE PAID VIA USER FEES
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source		
Other source		
Project cost		
Minus revenue		
Total Project cost	\$250,000.00	

Milford Water Utilities Department, Milford, NH
American Rescue Plan Act Funding Proposal for:
Brookview Water Booster Pump Station Upgrade - \$250,000

Project Description:

The Town of Milford owns and operates a small water booster pump station in the vicinity of Brookview Drive. The proposed project would involve constructing a small above grade building (wood frame with vinyl siding) to house replacement water booster pumps, piping, valves, and controls to replace the existing aged and failing station that currently exists in a below grade buried vault.

Purpose:

This project would replace aged infrastructure that must be replaced in the near term before it fails, and by moving the station into an above grade building would solve existing employee health and safety concerns by eliminating the below grade confined space entry issue.

Project Goals and Results:

The goal of this project is to continue to improve on the level of service of the Milford municipal water system by ensuring that all users are served by a reliable and robust infrastructure. The result will be that the most pressing current deficiency in the system will be rectified.

Economic/Community Impact:

Providing reliable water service throughout the municipal distribution system is a benefit to the entire community. Numerous water projects of significant size are pending in the water Capital Improvements Plan which will impact user rates and potentially tax rates. Funding this most pressing water project with ARPA grant monies will help alleviate the cost burden put on water users.

Implementation of this project will:

1. Decrease energy usage at the station by employing LED lighting and premium efficiency motors and variable frequency drives
2. Replace aged and failing infrastructure
3. Improve reliability of the existing water distribution system
4. Eliminate the health/safety issues with a confined space entry location

Schedule:

ARPA funding:	Available June 2021 (June 2022)
Engineering:	To be completed in 2021
Construction:	To be Completed in 2022



OCD use:
ARPA Project # 11

American Rescue Plan Act Project Request Form

1. DEPARTMENT: WATER UTILITIES DEPARTMENT
2. DATE REQUEST PREPARED: JUNE 8, 2021
3. ITEM/PROJECT NAME: WWTF INFLUENT PUMP STATION SCREENINGS CONVEYOR UPGRADE
4. REQUEST PREPARED BY: UNDERWOOD ENGINEERS IN CONCERT WITH MWUD
5. PROJECT PRIORITY: # 3 of 4

If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

The Town of Milford commissioned the creation of a Comprehensive Wastewater Facility Plan Report in 2015. The Water and Sewer Commissioners have been working to implement the 10-Year Capital Improvements Plan (CIP) recommended in that report, and over the past 6 years have completed 6 of the 12 needed projects. The subject CIP project would involve constructing a conveyor system and a small building foundation addition and overhead canopy at grade to transport screenings removed from the raw wastewater on the lowest level of the influent pump station building to the surface under the canopy and into a dumpster for easy removal via fork truck.

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO *(Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)*

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

This project will simplify operations and improve safety by eliminating the need for staff to manually move heavy containers full of wet screenings to a non-engineered hoist system, load them onto the hoist system, raise the containers to the surface, take them off the hoist system, manhandle the containers through the building to the outside, and then hoist them again to get them into a dumpster. The subject project will automate the transport of collected screenings from the lowest level of the station to a dumpster located on the outside of the building above grade. Please refer to the attached project summary sheet for more detail.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 390,000

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
\$100,000.00	Professional services
	Real estate acquisition
	Site preparation
\$270,000.00	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
\$20,000.00	Other CONTINGENCY
\$390,000.00	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: PROJECT WILL ELIMINATE THE NEED FOR 2 STAFF TO REMOVE SCREENINGS FROM BUILDING ON A DAILY BASIS

Dollar cost of annual impacts if known: (+)\$_____ or (-)\$^{18,250.00}_____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges	\$390,000.00	WARRANT ARTICLE BOND PAYMENTS WILL BE PAID VIA USER FEES
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source		
Other source		
Project cost		
Minus revenue		
Total Project cost	\$390,000.00	

Milford Water Utilities Department, Milford, NH
American Rescue Plan Act Funding Proposal for:
WWTF Influent Pump Station Screenings Conveyor Upgrade - \$390,000

Project Description:

The Town of Milford commissioned the creation of a Comprehensive Wastewater Facility Plan Report in 2015. The Water and Sewer Commissioners have been working to implement the 10-Year Capital Improvements Plan (CIP) recommended in that report, and over the past 6 years have completed 6 of the 12 needed projects. The subject CIP project would involve constructing a conveyor system and a small building foundation addition and overhead canopy at grade to transport screenings removed from the raw wastewater on the lowest level of the influent pump station building to the surface under the canopy and into a dumpster for easy removal via fork truck.

Purpose:

This project will simplify operations and improve safety by eliminating the need for staff to manually move heavy containers full of wet screenings to a non-engineered hoist system, load them onto the hoist system, raise the containers to the surface, take them off the hoist system, manhandle the containers through the building to the outside, and then hoist them again to get them into a dumpster. The subject project will automate the transport of collected screenings from the lowest level of the station to a dumpster located on the outside of the building above grade.

Project Goals and Results:

This project will reduce manpower needed to transport the screenings and also improve the working conditions for staff relative to health and safety.

Economic/Community Impact:

A new EPA discharge permit was issued to the Milford wastewater plant in 2020 that has triggered the need to accomplish on the order of \$8M+ in remaining CIP upgrades within the next 3 years. This will put a significant financial burden on the entire Town tax base to afford this large capital expenditure. The subject project, while needed, is not part of the permit driven upgrades. Without ARPA funding this project will add to that already large financial burden and may fall to the wayside.

Implementation of this project will:

1. Reduce manpower requirements for screenings transport and free up staff for other essential duties
2. Improve functionality and reliability of the existing wastewater treatment system
3. Eliminate the health/safety issues associated with manual transport of screenings

Schedule:

ARPA funding:	Available June 2021 (June 2022)
Engineering:	To be completed in 2021
Construction:	To be Completed in 2022



OCD use:
ARPA Project # 12

American Rescue Plan Act Project Request Form

1. DEPARTMENT: WATER UTILITIES DEPARTMENT
2. DATE REQUEST PREPARED: JUNE 8, 2021
3. ITEM/PROJECT NAME: PENNICHUCK WATER INTERCONNECTION IMPROVEMENTS DESIGN
4. REQUEST PREPARED BY: UNDERWOOD ENGINEERS IN CONCERT WITH MWUD
5. PROJECT PRIORITY: # 4 of 4

If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

Milford has spent significant time, effort, and dollars searching for a second viable drinking water source within the Town's boundaries. Due to existing groundwater aquifer contamination issues, they have been unable to find a backup source within Town of a large enough capacity to support a municipal well. As a result, the Town has committed to working with Pennichuck water for their second source of drinking water and an existing interconnection exists at the Milford/Amherst town line. As it stands, there is approximately 3,000 feet of existing 10" piping that constitutes a bottleneck to maximizing the volume of water that Milford can obtain from the Pennichuck system.

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO *(Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)*

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

Implementation of this project would allow the Town of Milford to utilize the Pennichuck water interconnection to a much greater degree and would also allow the Town to achieve their desired goals for future growth and expansion of the water distribution system for years to come. The current ask for funding is for design engineering to create a "shovel ready" set of plans in anticipation of federal infrastructure stimulus money pending in Congress. Please refer to the attached project summary sheet for more detail.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ 100,000

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
\$100,000.00	Professional services
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
\$100,000.00	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: ENGINEERING AND EVENTUAL PROJECT WILL INCREASE VOLUME OF WATER AVAILABLE BUT WILL NOT NEGATIVELY IMPACT O&M

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ _____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges	\$100,000.00	WARRANT ARTICLE BOND PAYMENTS WILL BE PAID VIA USER FEES
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source		
Other source		
Project cost		
Minus revenue		
Total Project cost	\$100,000.00	

Milford Water Utilities Department, Milford, NH
American Rescue Plan Act Funding Proposal for:
Pennichuck Water Interconnection Improvements Design - \$100,000

Project Description:

The Town of Milford has spent significant time, effort, and dollars searching for a second viable drinking water source within the Town's boundaries. Due to existing groundwater aquifer contamination issues, they have been unable to find a backup source within Town of a large enough capacity to support a municipal well. As a result, the Town has committed to working with Pennichuck water for their second source of drinking water and an existing interconnection exists at the Milford/Amherst town line. As it stands, there is approximately 3,000 feet of existing 10" piping that constitutes a bottleneck to maximizing the volume of water that Milford can obtain from the Pennichuck system.

Purpose:

This project would allow the Town of Milford to utilize the Pennichuck water interconnection to a much greater degree and would also allow the Town to achieve their desired goals for future growth and expansion of the water distribution system for years to come. The current ask for funding is for design engineering to create a "shovel ready" set of plans in anticipation of federal infrastructure stimulus money pending in Congress.

Project Goals and Results:

The goal of this project is to improve the water interconnection infrastructure that the Town has with Pennichuck Water Works given that no additional large sources of clean drinking exist within the Town's boundaries. Without the improvements the Town will exceed the available water supply that they have within the foreseeable future. Pennichuck has sufficient volume available to supply Milford's needs for many years into the future.

Economic/Community Impact:

Sufficient clean potable water is key to the success of all sizeable communities. As it stands, Milford's available water supply volume will be exceeded in the foreseeable future and unless something is done, growth in the community will be affected by lack of municipal water.

Implementation of this project will:

1. Replace aged infrastructure
2. Improve reliability of the existing water distribution system
3. Increase the available water supply in Town to handle demands for years to come
4. Provide additional water in the event of an emergency affecting the Town's wells

Schedule:

ARPA funding: Available June 2021 (June 2022)

Engineering: To be completed in 2021



OCD use:
ARPA Project# 13

American Rescue Plan Act Project Request Form

1. DEPARTMENT: Recreation Department
2. DATE REQUEST PREPARED: July 8, 2021
3. ITEM/PROJECT NAME: Loss of Revenue Reimbursement
4. REQUEST PREPARED BY: Arene Berry
5. PROJECT PRIORITY: # 1 of 1

If you have multiple projects planned, please number your projects based on priority (#1 being of highest importance)

Using the following to describe and detail the project request.

6. ITEM / PROJECT DESCRIPTION:

(Provide complete description and attach additional explanatory supporting information/materials if needed.)

I would like to request a reimbursement of loss of revenue to the Recreation Revolving Fund.

In 2019, the revolving fund revenue was \$109,366.06 and in 2020 it was \$22,379.50. This is a loss of \$86,986.56.

7. USE OF FUNDING: (Please check one)

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency.
- Replace lost public sector revenue.
- Provide premium pay for essential workers.
- Invest in water, sewer, and broadband infrastructure.

8. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

YES NO (Examples: Master Plan; departmental work program (s); facilities plans, equipment/vehicle replacement plan, etc.)

(Please list plan or document referenced and attach supporting information/materials if needed):

9. ITEM / PROJECT JUSTIFICATION NARRATIVE:

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation/pages if needed)

The Recreation Revolving Fund is an important source to provide materials and wages for programs, events, and trips offered by the Department.

10. YEAR FUNDING NEEDED: 2021 2022 2023 2024

11. PROJECT START DATE: 2021 2022 2023 2024

12. COST ESTIMATE: \$ \$86,987.00

13. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
	Professional services
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
	Vehicles & capital equipment
	Capital Reserve fund
	Other
	Total Project Cost

14. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs Add personnel Reduce personnel
 Increased O & M costs Decreased O & M costs

Explain: _____

Dollar cost of annual impacts if known: (+)\$ _____ or (-)\$ _____

15. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source	\$86,987	ARPA Funds to replenish Recreation Revolving Fund
Other source		
Project cost		
Minus revenue		
Total Project cost	\$86,987	

6. 2) Communications Troubleshooting Process

Communications Troubleshooting Process

This process shall be used by the respective emergency service and MACC Base in any instance where there is a communication failure, whether the source of the failure is equipment or personnel, including the ability to talk, hear and understand the communicating parties:

1. Document the issue.
 - a. Date
 - b. Time
 - c. Location
 - d. User (individual, not department)
 - e. Communication equipment used
 - i. Battery Level (if applicable)
 - ii. Antenna Type (if applicable)
 - f. Description of failure
2. Send failure report to:
 - a. MACC Base BOG
 - b. Town Administrator
 - c. Town Board of Selectmen
3. Failure Analysis
 - a. Isolate Failure to the Town or MACC Base
 - i. Can failure be replicated with other, fully-charged equipment from the same location?
 - b. Corrective action taken by the responsible entity

9. Approval of Final Minutes - June 28, 2021

DRAFT
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
June 28, 2021

This meeting was conducted pursuant to the State of New Hampshire Emergency Order #12 pursuant to Executive Order 2020-04. As such, the meeting was conducted online and in person.

PRESENT:

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

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

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

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

2. APPOINTMENTS – (Approximate times)

5:30 p.m. – Standard Veteran’s Tax Credit (2), Land Use Change Tax: Map 51 Lot 23-2, Late Filed Residences in Industrial or Commercial Zone (4), Supplemental Notice of Excavation: Map 50 Lot 4-4 and Map 42 Lot 1 and Property Abatement Applications for Denial (11) – Assessing Director Marti Noel.

Standard Veteran’s Tax Credit (2) - Mr. Gagnon has had the Veteran’s Credit since 2015. He has recently changed residences within Milford. The statute does allow for the transfer of the Veteran's credit to a new residence when the Veteran has moved within the same community. Chairman Daniels asked if Mr. Gagnon had applied for the Veteran’s credit on the previous residents. Marti said yes.

Selectman Dargie made a motion to approve Mr. Gagnon’s Veteran’s Tax Credit. Seconded by Selectman Labonte. All were in favor. The motion passed 4/0.

Mr. Green purchased a property from his parent in August of 2020 and has lived in that home for many years before the purchase. In discussion, she explained to Mr. Green that a late-filed application may be approved under specific statutory reasons which include ... "accident, mistake or misfortune..." Usually, the homeowner will have to wait until the following year if there isn't a substantial reason for a late filing. Mr. Green submitted a letter explaining the reason for the late-filed application was that he was unaware of the Credit until after the deadline. Marti recommends denial, but it’s up to the Board.

Selectman Dargie made a motion to approve Mr. Green’s Veteran’s Tax Credit. Seconded by Selectman Freel.

Selectman Dargie wants to give Mr. Green the benefit of the doubt. He never owned a home before this, and just learned about it. Chairman Daniels agreed. Selectman Freel asked why Marti recommends denial. Marti said she tells all veterans that apply late that they will have to wait until the following year, she recommends denial for consistency.

Selectman Labonte asked how many applicants are told to try the following year if they are late in applying. Marti said about 3 or 4 for this year. They can request to come before the Board, which is what Mr. Green did.

Selectman Dargie asked if the other 3 or 4 people were given the option to go before the Board. Marti said no, she tells them the same thing she told Mr. Green, and just the fact that they didn't know doesn't qualify them for the exemption. She doesn't present the option to go before the Board. If she did, they would never be able to set the veteran's credit. It would be difficult for the Tax Collector to include them after the tax bill.

Selectman Freel asked if it was typical for first-time applicants to miss the boat. Marti said this happens often, there could be multiple reasons for being late in applying. They are not denied forever, just this year. Selectman Freel said if we allow this, should we go back and allow the other 3 or 4 to also come before the Board. Marti repeated that the stipulation in the statute is ... “accident, mistake or misfortune...”, she doesn’t think “I didn’t know about it” qualifies.

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63 Selectman Dargie said he changed his mind and will vote no to be consistent. He feels that the applicants should know that
64 coming to the Board of Selectman is an option. Selectman Freel said you open a can of worms if you start allowing this for
65 everyone. Marti said the question now becomes, “what is the cutoff date”. How long do we let late fillers file? Selectman
66 Dargie said until the tax rate is set in the Fall. Selectman Freel said there shouldn’t be a cutoff date. If we know that they
67 are veterans we should send something to them telling them that they qualify for this, come in and fill out the paperwork.
68

69 Selectman Labonte asked if we notify veterans. Marti said we don’t send out a letter to veterans because she doesn’t know
70 who they are. It does say on all tax bills that these credits can be applied for. Chairman Daniels said if someone has never
71 done this before, they should cut them some slack the first time. Marti said the veteran only needs to apply once, it isn’t an
72 every-year thing.
73

74 Selectman Dargie changed her mind again. He will vote in favor of it. He wants to notify the other 3 or 4 about this and
75 allow them to apply. Marti said they can only keep it open until September 1st when the MS1 is sent to the state. Marti said
76 she has the other veteran's applications that were denied, she will bring them forward at the next meeting.
77

78 **Selectman Dargie made a motion to approve Mr. Gagnon’s Veteran’s Tax Credit. Seconded by Selectman Labonte.**
79 **All were in favor. The motion passed 4/0.**
80

81 **Land Use Change Tax: Map 51 Lot 23-2** - This parcel has been disturbed for the construction of a new home. Construc-
82 tion on land in Current Use requires the affected areas to be removed from Current Use and a Land Use Change Tax War-
83 rant be issued.
84

85 **Selectman Dargie made a motion to accept the Land Use Change Tax for Map 51 Lot 23-2. Seconded by Selectman**
86 **Labonte. All were in favor. The motion passed 4/0.**
87

88 **Late Filed Residences in Industrial or Commercial Zone (4)** – I have reviewed the applications and I recommend that
89 the Board of Selectman approve the attached list of applicants for Residences in an Industrial or Commercial Zone for the
90 tax year 2021. At the last meeting Chairman Daniels noticed that there were some missing, these are missing applications.
91 This is applied for every year.
92

93 **Selectman Dargie made a motion to accept the four Late Filed Residences in the Industrial or Commercial Zone.**
94 **Seconded by Selectman Labonte. All were in favor. The motion passed 4/0.**
95

96 **Supplemental Notice of Excavation: Map 50 Lot 4-4 and Map 42 Lot 1** – The warrants were approved in the last meet-
97 ing this is to clean up the paperwork.
98

99 **Selectman Dargie made a motion to accept the Supplemental Notice of Excavation: Map 50 Lot 4-4 and Map 42 Lot**
100 **1. Seconded by Selectman Labonte. All were in favor. The motion passed 4/0.**
101

102 **Property Abatement Applications for Denial (11)** – This is the last of the abatement applications. She recommends that
103 they be approved. All property owners have been notified. These property owners failed to provide evidence that their
104 property values were too high. The deadline for response by the municipality to all abatements timely filed is July 1. If no
105 decision has been made, the abatement is to be considered to have been denied, and the Appellants may begin filing for
106 appeal at the state level, either the BTLA or Superior Court.
107

108 Selectman Dargie said they are required to provide an appraisal that states that the properties are too high. He asked Marti if
109 they were looking at these in detail for the reassessment this year. Marti said yes. Selectman Dargie asked if the owners
110 came in with a rationale for reducing the assessment, would Marti have compared it with the previous assessment or the up-
111 coming assessment. Marti said they look at each year individually. Abatements that have been filed are for April 2020.
112 Selectman Dargie asked how the assessment was done. Marti said it's coming along. Tables need to be updated for com-
113 mercial properties. She wants to let anyone who gets letters to not use the prior year’s tax rate to calculate taxes for this
114 year. If values go up, the tax rate typically goes down some. This revaluation is to get the values closer to market value.
115

116 Selectman Freel asked what these people are saying that their values should be. Selectman Dargie said they didn’t provide
117 what they think their values should be. Marti said the property owner can put what they think their value should be, but they
118 have to provide documentation of that value. Selectman Freel asked if any of these property owners have come forward in
119 previous years for abatements. Marti said yes, Abby Land did apply before and they are going before the Tax and Land

120 Appeal Board soon. They also applied in 2016 and their value was reduced, they are looking for additional reductions
121 when their values are increasing. Chairman Daniels asked if they have an opportunity to challenge this again. Marti said
122 yes, every year.

123
124 **Selectman Dargie made a motion to deny the eleven Property Abatement Applications for Denial. Seconded by Se-**
125 **lectman Freel. All were in favor. The motion passed 4/0.**

126
127 Selectman Labonte asked Marti what the PA28 form is. Marti said that is a form that we get every year from the Depart-
128 ment of Revenue. They use to send out questionnaires to all property owners to fill out to report any changes to their prop-
129 erty. Milford has not used this since well before her time, and she's been here for 13 years. There are maybe 6 communities
130 in New Hampshire that use these forms.

131
132 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)**

133 Mark Fougere, a Milford Resident, shared a complaint with the Board. He filed a complaint on April 5th against Jason
134 Johnson, MCC Base Director, relative to his activities in displaying a Vote No sign on the Milford Oval, given that he is a
135 public employee and a resident of Mont Vernon. It is his opinion that Mr. Johnson should no longer remain as Director of
136 MACC Base. The complaint outlines that:

137 a. As Director of MACC Base, it is one thing to advocate a position during public meetings and hearings; that is certainly
138 within his duties. It is another to actively advocate against a Warrant Article that is supported by a supermajority of both the
139 BOS and Budget Committee when you are not a resident of the community, but an employee.

140 b. If not illegal, Mr. Johnson's actions are unethical and raises questions as to his ability to objectively oversee an agency
141 that is 70% funded by Milford taxpayers. Do we want public employees who are not residents of the community activity
142 trying to undermine the town voting process? If this action is left unchecked, similar activities from others are sure to fol-
143 low.

144 c. Given Mr. Johnson's actions, questions can also be raised as to his activities with MACC Base subordinates. Did Mr.
145 Johnson direct Milford residents to Vote No on 3? Did Mr. Johnson advocate put up lawn signs during working hours?
146 What other advocacy actions took place behind the locked doors of MACC Base?

147 d. When a Milford Police Officer contacted MACC Base relative to the truck (with sign) that had been parked on the Oval
148 too long, he soon heard from an "off duty" Mr. Johnson over the MACC Base radio system asking about the truck. It is ob-
149 vious MACC Base personal reached out to Mr. Johnson after the police officer radioed in. Why was an off-duty Mr. John-
150 son reaching out to a Milford Police officer over the MACC Base radio system? Soon after this exchange, Mr. Johnson sent
151 a text to the Officer threatening legal action showing concern over his sign. Mr. Johnson was then observed moving the
152 truck to a new location and attempted to hide his dubious actions by covering his appearance with a hoodie. These activities
153 demonstrate he is not fit to lead this Agency.

154 d. As Director of a regional communication agency, such a position must remain above politics. Mr. Johnson's actions raise
155 serious concerns as to his clear bias against Milford and its first responders who protect the health and safety of our resi-
156 dents.

157
158 Mark strongly urges that the Milford Board of Selectmen take a vote of no confidence against Mr. Johnson and demand his
159 resignation. It's clear that Mr. Johnson can no longer oversee such a critical agency in an honest and dignified manner.

160
161 A letter came from the Attorney General's Office on June 7th, filed by Kevin Kleber who happens to be Jason Johnson's
162 roommate. He finds it highly unlikely Mr. Kleber filed that complaint against our Fire Chief, Police Chief, and EMS Direc-
163 tor.

164
165 Chairman Daniels said since this has been filed with the AG's office we will take it under consideration once we have heard
166 from that office.

167
168 Paul Bagley, a Milford resident, thanked the Board for continuing the zoom meetings as many can't attend in person. He
169 would also like to wish Administrator Shannon a speedy recovery from his accident. As far as the Attorney General's letter
170 from June 7th, he was one of the people who took issue with the subject. The decision's been made and the Board is under
171 a mandate for a cease and desist for the electioneering behavior and a policy and procedure needs to be in place by next
172 Wednesday. Everything also needs to be removed from all town's social media pages and employees need to be educated
173 on such policy. Nothing has been done yet.

174
175 Selectman Labonte said he was going to bring this up later. He also passed out a document, not included in the Boards
176 package. He received a letter from the Town Administrator that he thought this should have gone to the Board. He also

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177 doesn't think some of the information in the letter, to the AG's office is accurate. He mentioned the social media policy.
178 He would like to know the process of violating a policy. Is it appropriate to use social media for unlawful activities?
179

180 Chairman Daniels said they would have to discontinue all communication with the town regarding any elections, any avo-
181 cation with any political positions, Selectman Labonte interrupted and said we can't use social media for illegal activities.
182 Chairman Daniels said what they are talking about is putting a vote of yes on warrant articles on the website or town's face-
183 book pages. He understood that this information was taken down. Going forward, unless the law is changed, this stops us
184 from putting the voters guide on the town's website, the law is flawed. He's spoken to the Secretary of State about this and
185 he agrees. You shouldn't be putting things like vote yes on certain warrant articles, but when you are trying to communi-
186 cate with the town about certain things that we are doing so that they can have a heads up, and go to the polls with infor-
187 mation to use for voting, he doesn't think the law intended for us to not be able to do that. It will take a change in statute to
188 do it. It prohibits the use of town equipment for advocating for political positions.
189

190 Selectman Labonte reads the statute differently. Elected officials are allowed to do this. Chairman Daniels repeated, it pro-
191 hibits the use of town equipment for advocating for political position. Selectman Labonte asked at what point does this type
192 of information goes to the whole Board. It only went to the Chair. Should it go to all Board members in the future?
193 Chairman Daniels said yes. Selectman Labonte asked if the Board needs to take action on this. Chairman Daniels said yes.
194

195 Administrator Shannon said a powerpoint was developed for training purposes. This was discussed with the AG's office
196 and they liked the idea. Chief Viola helped to develop it. It would have been completed last week, and you will all be cop-
197 ied on the response. The AG's office said they would like a copy of this along with a copy of our social media policy and
198 this will be done no later than Wednesday. This will meet our obligations in the letter. Our Town Counsel agreed that this
199 will satisfy everything.
200

201 Selectman Labonte said there is still one post that says yes on warrant article 3 from February of 2019. Administrator
202 Shannon said they will take care of it. Chief Viola said they did go through the past two years and obviously, they missed
203 one. Before this all came out, this Board agreed, 4/1 that we could do this. This has been going on for years in this town
204 and we just found we couldn't do this.
205

206 **4. DECISIONS – Selectman Dargie made a motion to accept the consent calendar. Seconded by Selectman Labonte.**
207 **All were in favor. The motion passed 5/0.**

- 208 **a) CONSENT CALENDAR**
209 1) Request Approval to NOT USE the PA-28 Form for Assessing in 2022.
210 2) Approval of Two (2) Yield Tax Levy Forms: Map 38 Lots 10 and 10-1 and Map 41 Lot 40-2C.
211 3) Approval of Recommendations for Appointment of Deputy Forest Fire Warden(s) and Issuing Agent for the Mil-
212 ford Fire Department

213 **5. OTHER DECISIONS**

- 214 1) N/A
215

216 **5. TOWN STATUS REPORT – Town Administrator, John Shannon**

217 **1) Town Fireworks -**

218 The Town fireworks to celebrate Independence Day will take place on Friday, July 2nd at Keyes Field. Any questions or
219 concerns can be directed to the Town Administrator's Office or the Recreation Department.
220

221 **6. DISCUSSIONS**

222 **1) Communications –** Captain Frye said they worked on the IMA at the last BOG meeting. There was a surplus of
223 \$168,417 of the total surplus at MACC Base this year. They did about \$55,000 in upgrades. There is a balance of
224 \$113,417 and of that; approximately \$86,000 belongs to Milford, Mont Vernon gets \$12,000 and Wilton gets \$19,000. We
225 need to decide what to do with the money. There are currently no plans to spend the surplus money at MACC Base. Wil-
226 ton has their meeting tonight. We need to know by June 30th.
227

228 Selectman Dargie asked if there was money somewhere that can be used in case of an emergency this year. Captain Frye
229 said yes, \$40,000. Selectman Freel asked if the money has to go back into the general fund if it's returned to Milford. Se-
230 lectman Dargie said yes. Selectman Freel asked if it's kept at MACC Base could they use it for the infrastructure of Mil-
231 ford. Captain Frye said no, it goes into joint MACC Base equipment. He said it could go towards our current problem like

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232 securing Crown Castle. It's money that the taxpayers already sent out for communications. He doesn't see a problem giving
233 it back. He doesn't know what Wilton or Mont Vernon is going to do.

234
235 Selectman Labonte asked if all three towns were willing to leave their money with MACC Base could they go forward and
236 continue with Crown Castle. Captain Frye said not with that small amount. They are trying to figure out the cost now.
237 Just putting antennas up there won't fix the problem we need equipment that matches what we currently have. Selectman
238 Labonte asked if anyone received any information from 2Way as far as the equipment list. Captain Frye said they will be
239 coming in at the next Board meeting in a non-public meeting.

240
241 Selectman Freel clarified that if the money comes back it will be placed in the general and used to set the tax rate for next
242 year or, can it be used for something else, or can it be placed into an account for use of communications. Selectman Dargie
243 said the two options are to leave it at MACC Base and the BOG has control over that money and they can spend it however
244 they want to, or put it in the general fund as misc. revenue and it's used to reduce the taxes. You can't put it in a special fund
245 and allocate it for anything.

246
247 Selectman Freel said if Wilton or Mont Vernon takes their money out, there isn't any reason to keep ours in there. Chair-
248 man Daniels asked if this was anticipated. Selectman Dargie said it is anticipated. Paul Calabria said we kept \$5,000 in the
249 line item for surplus. In 2019 they had \$144,000 returned and in 2020, \$76,000 was returned.

250
251 Selectman Labonte asked if the BOG feels that there are upgrades that can be done to benefit the emergency services if all
252 three towns are willing to keep their money at MACC Base. Captain Frye said not at \$113,000. Selectman Labonte asked
253 if it can be carried over to the next year. Captain Frye said in 2019 there was almost \$200,000 left in there with no explana-
254 tion so we could put money in there with an explanation of why it was there. It's too bad we can't use it to help us out on
255 Crown Castle with the plan that 2Way is putting together.

256
257 Captain Frye said the town needs to decide what we want to do. Right now we don't have an out with MACC Base if there
258 is a collapse. Selectman Labonte asked if there was a ballpark number of what it would cost for MACC Base to put an an-
259 tenna site on Crown Castle? Captain Frye said no. Selectman Freel asked what the \$55,000 in upgrades were for. Captain
260 Frye said CAD upgrades, maintenance on towers, and A/C on the roof, but nothing as far as communication. Selectman
261 Freel said what would be the minimal amount to make any kind of change to make it better. Captain Frye said around
262 \$500,000. These are just estimates. Selectman Freel asked if the other towns are on board with maybe giving \$200,000 to
263 go towards that. Captain Frye said no, they won't use their money contributing to our fix. Selectman Freel asked about
264 consoles. Captain Frye said they are around \$100,000 to \$200,000 each. We have two. They are still working but are at the
265 end of their life span.

266
267 Selectman Labonte said we already contracted to get a license on Crown Castle. Captain Frye said yes to get our site li-
268 cense. Selectman Labonte asked why we didn't go through MACC Base. Captain Frye said because it will be supporting
269 Milford and all of our problems. The other towns can benefit from the site tower if they put their equipment on the tower.

270
271 Katherine Kokko, a Milford resident, said with the history of MACC Base, Milford has repeatedly required that this money
272 come back to the town. She's appalled at the underinvestment that we have put into the infrastructure of MACC Base.
273 There is an interest in Milford doing its own thing. Money has gone back to the other towns as well. A comment was
274 made by Captain Frye at the last meeting was that his board made it clear that they expected this money to come back to
275 them. She doesn't understand why the taxpayers wouldn't be pleased with taking \$100,000 off a potential fix if there were
276 things that could be done with that money. Historically this town has decided that they want to take their money back which
277 is part of the infrastructure problem. Captain Frye said it could also be Mont Vernon and Wilton taking their money back
278 and us leaving ours in there. Katherine said it's largely Milford doing that and the other towns following. Captain Frye said
279 Wilton is making their decision tonight.

280
281 Selectman Freel said if the money is left in MACC Base can the BOG use it for anything. Captain Frye said yes. Select-
282 man Freel asked if we could say no if we didn't like where they want to put the money. Captain Frye yes. Selectman La-
283 bonte said if we went through MACC Base for the license for Crown Castle we would have only had to pay 71% of \$3,000.
284 Selectman Freel asked who applied for the license. Captain Frye said we did. Selectman Labonte said it was never brought
285 up at MACC Base.

286
287 Selectman Dargie thinks we should leave the \$80,000 in there for now. Because it's anticipated revenue, you can't re-
288 appropriate it. Selectman Labonte said if you leave it in there, it may be able to be used if there becomes a remedy to help

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289 MACC Base tomorrow and you won't have to wait for the March vote. Selectman Dargie said he doesn't have a problem
290 with MACC Base having a pot of money available for emergencies. Selectman Freel asked if we get the money back if we
291 were to pull out of MACC Base. Captain Frye said we carry over \$25,000 per year. If we pulled out of MACC Base it's
292 written in the IMA that it's surplus and they would get to keep it.

293
294 Selectman Freel suggests that we never have any more than \$50,000 in MACC Base and everything else come back to the
295 town. There was more discussion about what they would do if they kept a certain amount in MACC Base and what it could
296 be used for if they had different amounts in there. At this point, they don't know what they need to fix the problem.

297
298 Chairman Daniels said we don't know how the IMA is going to change. They didn't accept the amendment that Selectmen
299 Freel put in so that if a town leaves, you get your surplus back. Selectman Freel said that the IMA line was only to cover
300 the money for that current year, not for savings sitting in an account. We already budgeted for the year and we leave 6
301 months early, we should get the reaming money back. Selectman Labonte said you don't leave mid-year, you leave at the
302 end of the year. Chairman Daniels said the town has no vote on the following year's budget and you won't be able to de-
303 termine how the surplus is spent. The BOG needs to have something in writing on who is supposed to take care of the
304 infrastructure, us or MACC Base.

305
306 Selectman Dargie is still in favor of the CTA's report, having a Milford-owned dispatch and having the other towns as cus-
307 tomers if they chose to do that. If there is money to be spent to upgrade MACC Base we need to do it in a way so that it
308 comes to us when we leave. Selectman Freel said that would leave MACC Base without equipment wouldn't work. Se-
309 lectman Dargie said if we need to build a tower, Milford should do it on their own and let MACC Base use it. Selectman
310 Freel agrees. Selectman Dargie repeated that he's okay with leaving the money at MACC Base for this year. Chairman
311 Daniels said he would be willing to do that with the stipulation that before any of it gets spent, it comes back to this Board
312 to decide if we want to spend it on that first. We have the two votes to stop it from being spent on something that doesn't
313 benefit us.

314
315 Selectman Freel asked what Chairman Daniels's thoughts were on repeating this same talk next year. Selectman Labonte
316 said they may have answers by then because we need to have a new IMA by the end of this year. Selectman Freel let's see
317 where the other towns are going with this. Selectman Labonte assumes that if we leave our money in and the other towns
318 take theirs out if something needs to be upgraded, the other towns would have the opportunity to add their money back in.

319
320 Selectman Freel said if we decide to leave the money in there we are saying we are supporting MACC Base and that's it.
321 Other than that, there is no reason to leave the money in there. Chairman Daniels changed his mind. If we don't have a
322 direction in where we are going, let's pull the money back. Selectman Labonte wants to leave it in there, it does more for
323 the first responders now than waiting. If there is something that comes up, we will have the money in there. There was
324 more talk about money in the budget and surplus.

325
326 **Selectman Freel made a motion to allocate the surplus funds from MACC Base back into the general fund. Second-**
327 **ed by Chairman Daniels.**

328
329 Selectman Labonte asked what is the advantage of doing that instead of just leaving it in there. Selectman Freel said he
330 knows in another 2 to 3 months there is still a surplus and we will be sitting at this table in another 12 months hearing about
331 this again and we we will be at \$160,000. Selectman Labonte said then you are not willing to do upgrades since we don't
332 budget for upgrades and just use the surplus. Selectman Freel asked if there will be a surplus this coming year. Captain
333 Frye said it's early, but there will be. Selectman Labonte asked if any major upgrades can be done at MACC Base for
334 \$80,000. Captain Frye said no. Selectman Freel asked if they could do some for \$160,000. Captain Frye said yes, but we
335 would have to wait another year. It would have to stay in there for several years to build up money. Do we have that luxury
336 to sit around and wait at \$80,000 a year for upgrades? If this didn't have to go into the general fund, he would recom-
337 mend that we put it in an account that goes directly for communications to fix and address our current problem.

338
339 Selectman Labonte said if we put it into MACC Base this year and next, we will have \$160,000. The voters have said no
340 for 3 years in a row. We could put a warrant article out again next year and it may not pass, at least we have \$160,000 sit-
341 ting there. Selectman Freel said he isn't doing this because he wants one or the other; he's doing it because he feels that the
342 money needs to go back to the taxpayers because he doesn't see it helping while sitting in an account doing nothing. If
343 MACC Base was a business, it would have been closed years ago. If they really needed consoles and equipment they could
344 let us know what they need, and how much they needed from each town to get their equipment. We can then go to the tax-

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345 payers and tell them, this is what we need to fix the system, no one is doing that. We are leaving money in there to do nothing because no one will come to the table and tell us what we need to do.

346
347
348 Selectman Labonte said Selectman Freel keeps saying that MACC should come to us, we are 71% of MACC, and we can propose our things. Selectman Freel said someone is running MACC Base and that someone should be telling us what we need for equipment to make it work. Selectman Labonte agrees but it works the same way our town works. Our Town Administrator works at the direction of the Board which is the same way the Director of MACC works with the BOG. He asked Captain Frye if the Director of MACC been given the direction to fix the problem in the last 5 years. Captain Frye said yes, and but he's not come to the Board with a fixed price, it's always estimated. With that, the question comes back, is it a system or center for calls.

355
356 Selectman Labonte referenced a letter sent in April as far as cost, they were also estimates, the same as what Director Johnson sent. Captain Frye said he answered Selectman Labonte questions which are always repeaters, repeaters, repeaters. He got the quote for the repeaters. That was expensive. He spoke to 2 Way and who suggested securing Crown Castle and doing this the way we were going to do it with CTA but on a lower down level scale so we could get it through to the taxpayers. Unfortunately, we will most likely do what happened 4 years ago when Selectman Labonte was on the budget committee and we presented the \$1,600,000 for a Milford fix and that got voted down to an \$85,000 study. We have a surplus and we don't know what the other towns are doing with their surplus. We argue about everything and nothing gets done. That's the problem with MACC Base. If you want to keep the money there then do so, but he doesn't see them spending the money for several years. The prices keep going up every year. We have a problem in Milford. The \$80,000 can't do anything other than go into the general fund. It was a 4/1 vote to put \$700,000 into the warrant article. He doesn't know what it takes to remove money from the general fund but we should be doing whatever it takes to fix our serious problem now. If MACC Base falls apart, we don't have any infrastructure of our own to do anything with.

368
369 Chairman Daniels asked Paul Calabria, Finance Director, if there were provisions where that money could go back into a dedicated fund for communications instead of the general fund. Paul said no unless it was acted on at the town meeting. He will check. Selectman Freel can't believe that the leftover money can't be used to fix communications as a whole. Chairman Daniels said it could if went before the voters saying that any surplus coming back can be used for communications.

374
375 **They took a vote on the motion and it failed 2/2 with Selectman Dargie and Selectman Labonte opposed.**

376
377 **Selectman Labonte made a motion to keep the money at MACC Base as long as Milford's Board of Selectman had said in how it would be spent.**

378
379
380 Selectman Freel asked if they left \$20,000 in and took \$60,000 out, would they approve that. Selectman Labonte said no, we need everything in that we can get to do the now fix. Captain Frye said that would have to be spent on the MACC Base fix, not the Milford fix. Selectman Labonte said he heard from heads of emergency services that they don't care who heads this, they just want to know if they hit the button, it works. Captain Frye said that's true, and it doesn't work. We are sending two guys to every call now because we are not sure if the radios are going to work. Officer safety is an issue and the guys are going to take care of themselves.

386
387 Selectman Freel asked why in the last 2 or 3 years have we just opted to take our money back. Why didn't we leave any in? Selectman Labonte said he guesses that it's been in the mindset to have a town-owned system. Selectman Freel asked Selectman Dargie that if next year we are just sitting here what would his vote be on taking \$140,000 out and leaving \$20,000 at MACC Base. Selectman Dargie said it depends. He's hoping to do another warrant article 3. He fully supports the CTA report. Selectman Freel said if that happens, do we get our money back. Captain Frye said the way the current IMA is written, no.

393
394 Katherine Kokko asked Captain Frye how he comes up with no as getting the money back next year. At last week's MACC Base meeting they talked about changing the language to address if someone were to leave. Captain Frye said the surplus is for the prior year, we would forfeit the \$80,000.

397
398 Selectman Freel said a couple of years ago we got a big surplus back that no one knew about and we are arguing about this \$80,000 and leaving it in MACC Base. We have millions in the fund balance, if we need something we can get it. Selectman Labonte said we just don't take money out of the fund balance. Selectman Freel said if there is an emergency they might.

402 **Selectman Labonte repeated his motion to keep the money at MACC Base as long as Milford's Board of Selectman**
403 **had say in how it would be spent.** Captain Frye said according to the IMA we don't have to come back to this Board.

404
405 Selectman Dargie said he wouldn't second Selectman Labonte's motion. Selectman Dargie would like to reconsider the
406 previous motion. **Chairman Daniels said there is a motion to reconsider the previous motion that resulted in a 2/2 tie**
407 **and failed. Seconded by Selectman Freel.**

408
409 **Selectman Labonte made a motion to table the discussion. There was no second and the motion failed.**

410
411 **The motion to reconsider the previous motion passed 3/1 with Selectman Labonte opposed.**

412
413 **Selectman Freel made a motion to allocate the surplus funds from MACC Base back into the general fund. Second-**
414 **ed by Chairman Daniels. The motion passed 3/1 with Selectman Labonte opposed.**

415
416 Selectman Dargie said he's still on the fence but if there is a need to do something, they can always come up with the mon-
417 ey. It's unlikely that \$80,000 will accomplish a lot. He's in favor of a real fix. Selectman Labonte repeated that having
418 \$80,000 available at MACC Base if there was something that comes up would still be good. Nothing has been put forward
419 in the past.

420
421 Selectman Labonte asked where the \$3,000 for the license on Crown Tower come from. Administrator Shannon said he
422 will get an answer. Chief Viola said he doesn't think it came out of his budget.

423
424 **7. PUBLIC COMMENTS. (Regarding items that are not on the agenda)**

425
426 Katherine Kokko followed up on Selectman Labonte's proposed process for investigating radio issues. No action was tak-
427 en on this at the last board meeting.

428
429 Milford does not have a structured process in place to investigate radio issues. Communications issues are written up and
430 emailed in by the first responders that experience them. Those emails are collated and sent to the Board of Selectmen, but
431 no additional steps are taken. There is also no distinction made between identified issues that are true system failures, and
432 those that are simply an inability to do something that the system wasn't designed to do in the first place. This "everything
433 is a failure" approach distorts the already complicated discussion of Milford's communications problems.

434
435 In her discussions with other dispatches, she asked how they deal with localized radio issues as we have experienced here.
436 All of them have responded that they investigate, replicate, pinpoint, then try to mitigate the issue. During our discussion
437 at the last Board of Selectman meeting, Mr. Bartlet also confirmed that to understand an issue, it must be replicated. Se-
438 lectman Labonte's proposed process begins to get to this need.

439
440 Most importantly, when there is an issue in a locale – that locale brings the issue to their dispatch for investigation. The
441 locale in question, and the dispatch, work together to do something about it. But the process starts with the one who has
442 experienced the radio issue. When she asked why we aren't doing this in Milford, she has been given the excuse that
443 "MACC Base should know" about these issues – But MACC Base does not manage Milford's radios, and has not been
444 asked by Milford to support any kind of coordinated investigative process or solution.

445
446 It is Milford's responsibility to fully understand our problems and then escalate to MACC Base when the problem is defini-
447 tively identified as a potential system issue under MACC's jurisdiction.

448
449 Finally, when asked in a prior meeting what steps were being taken to address radio issues in town, a representative of the
450 Police Department stated that "this is why we proposed the warrant article."

451
452 All of this background is concerning. The approach being taken by Milford today does not lend itself to problem-solving
453 and is not protecting lives. A warrant article with a long lead time is not a mitigation strategy. Without a policy and a pro-
454 cess for logging, categorizing, investigating, replicating, and escalating issues, problems will not get addressed – it doesn't
455 matter what kind of organization we are talking about – public or private. And it abdicates responsibility completely to say
456 "we assume they know about the problems," rather than attempting to coordinate a response with MACC Base.

457

458 The BOS should be aggressively pursuing ALL options to mitigate our localized radio issues. This includes having a struc-
459 tured problem-solving process in place, not just waiting for a new warrant article. This is a concrete step that can be taken
460 by our town to protect our first responders. It is also relevant to taxpayers who want to see that our elected officials are
461 investigating ALL relevant options.
462

463 She repeated, what action will the BOS be taking on Selectman Labonte's proposed process for investigating radio prob-
464 lems in Milford?
465

466 Bobby Jones, the AFSME representative for the Milford Police Department, said he hasn't spoken to any other dispatch
467 center but he does have 30 years of police, law enforcement, dispatch experience with the last 8 years being a dispatch su-
468 pervisor of a much larger communications center than MACC Base. It isn't just Milford PD that has the owners tracking
469 this down, it's MACC Base that has the owners tracking this down because they are the dispatch center. Their job is to
470 transmit and receive. If they are constantly saying to the officers on the road that "they can't hear or understand them",
471 then why isn't MACC Base trying to mitigate and figure out what the problem is, not just Milford PD.
472

473 Katherine Kokko said she didn't say that MACC Base doesn't have any responsibility, she is saying that it begins with the
474 town identifying the radio issues that we have and then escalating them as needed.
475

476 **8. SELECTMEN'S REPORTS/DISCUSSIONS**

477 Selectman Labonte said Granite Town Media figured out the sound in the Board room, he doesn't know what is happening
478 tonight.
479

480 **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES**

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

482 Selectman Dargie said the Transfer Station doesn't support volunteers anymore. There used to be court-appointed volun-
483 teers and they may have stopped it due to COVID. Welfare also needs people to help out. He would like to have this re-
484 started. Administrator Shannon will speak to Public Works about it.
485

486 **9. APPROVAL OF FINAL MINUTES - Selectman Dargie moved to approve the minutes of June 14, 2021, as**
487 **amended. Seconded by Chairman Daniels. All were in favor. The motion passed 4/0.**
488

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

490 1. N/A

491 **11. NOTICES.** Notices were read.

492 **12. NON-PUBLIC SESSION a motion made by Selectman Dargie to enter into a non-public session for in accord-**
493 **ance with (RSA 91-A:3, II(e)) Legal. Seconded by Selectmen Labonte. A roll call vote was taken with Selectman**
494 **Dargie yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion**
495 **passed 4/0.**
496

497 In non-public, the Board made no decisions.
498

499 **13. ADJOURNMENT: Selectman Dargie moved to adjourn at 8:15 pm. Seconded by Selectman Freel. A roll call**
500 **vote was taken with Selectman Dargie yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes.**
501 **All were in favor. The motion passed 4/0.**
502

503
504

505 _____
Gary Daniels, Chairman

505 _____
Paul Dargie, Member

506
507

508 _____
509 Chris Labonte, Vice-Chairman

508 _____
509 David Freel, Member

510
511

512 _____
513 Laura Dudziak, Member