

MEMORANDUM

DATE: July 13, 2020

TO: Board of Selectmen

CC: John Shannon

FROM: Marti Noel, Assessor

RE: **PILOT AGREEMENT**

Dartmouth Hitchcock owns a facility at 14 Armory Rd, identified as Map 48 Lot 2, and containing a medical office and treatment facility on 3.48 acres of land with an 8,624 SF building and parking lot.

Dartmouth has been denied for exemption in prior years for failure to provide full documentation (articles of Incorporation, financial data, etc) from which to make a determination. Dartmouth has now provided the necessary documentation and while preferring a full exemption, has agreed to a PILOT agreement.

As a refresher, a PILOT is a *payment in lieu of taxes*.

RSA 72:23-n provides the governing body authority to enter a PILOT agreement with otherwise fully or partially exempt properties.

This PILOT with Dartmouth Hitchcock being presented this evening is essentially identical in terms to another medical facility in town (Southern NH Medical Center), which the Board approved at the June 22, 2020 meeting. The PILOT payment is equal to 35% of a full tax payment. This amount essentially covers all but the school portion of the taxes and is a 5 year agreement, providing Dartmouth provides documentation annually to support their request as an exempt property.

I recommend the Board approve the Exempt status with PILOT payment for the Dartmouth Hitchcock Facility.

Thank You

72:23-l Definition of "Charitable". – The term "charitable" as used to describe a corporation, society or other organization within the scope of this chapter, including RSA 72:23 and 72:23-k, shall mean a corporation, society or organization established and administered for the purpose of performing, and obligated, by its charter or otherwise, to perform some service of public good or welfare advancing the spiritual, physical, intellectual, social or economic well-being of the general public or a substantial and indefinite segment of the general public that includes residents of the state of New Hampshire, with no pecuniary profit or benefit to its officers or members, or any restrictions which confine its benefits or services to such officers or members, or those of any related organization. The fact that an organization's activities are not conducted for profit shall not in itself be sufficient to render the organization "charitable" for purposes of this chapter, nor shall the organization's treatment under the United States Internal Revenue Code of 1986, as amended. This section is not intended to abrogate the meaning of "charitable" under the common law of New Hampshire.

Source. 1991, 111:4. 1994, 378:3, eff. April 1, 1994.

Section 72:23-m

72:23-m Applicability of Exemptions. – The exemptions afforded by RSA 72:23 or 72:23-a through 72:23-k, as well as exemptions granted by other provisions of law, shall be construed to confer exemption only upon property which meets requirements of the statute under which the exemption is claimed. The burden of demonstrating the applicability of any exemption shall be upon the claimant.

Source. 1994, 378:4, eff. April 1, 1994.

Section 72:23-n

72:23-n Voluntary Payments in Lieu of Taxes. – The governing body of any municipality may enter into negotiations for a voluntary payment in lieu of taxes from otherwise fully or partially tax exempt properties, and may accept from such properties a voluntary payment in lieu of taxes.

Source. 1996, 208:1, eff. June 10, 1996.

TOWN OF MILFORD

RECREATION DEPARTMENT



The Milford Recreation Department is pleased to announce the Keyes Memorial Pool will be opening for the summer of 2020!

We do have a tentative opening date of July 25th as the contractor for the new filter and pump needs to be scheduled for the initial startup.

It is necessary to put guidelines and procedures into place to address the health and safety of the community and staff so it will look a little different. Here are the details:

- There will be signage that anyone experiencing symptoms of COVID19 not enter the facility.
- Occupancy will be limited to allow for social distancing. We will section the deck into “pods” which are areas approximately 9x10 feet for families while on the deck. Initially, twenty (20) of the twenty-five (25) pods will be available on the deck for families to reserve. Patrons will be able to reserve a pod for a one hour and fifteen minute time block in advance. Walk-ins will be accepted if there is an available pod. Additional pods will open as space is available.
- Reservations for pods will be open seven days in advance and can be completed online. The link can be found at milfordrec.com
- If a person is not present for their reservation, the pod may be released 15 minutes after the start of the time block.
- Staff will be performing cleanings of facilities and high touch areas between time blocks.
- Facemasks will be encouraged but not mandated. No facemasks while in the pool. Staff will have facemasks with the exception of lifeguards while they are in a guard chair. An area around the guard chair will be closed to allow for this.
- Patrons must arrive ready to swim. Changing will not be allowed at the pool. Restrooms will be for toilet use only and showers will not be available.
- Pool chairs will not be available but patrons may bring their own.
- There will not be any swim lessons offered for the duration of the summer. Swim team is being discussed.
- Under the Governor’s guidelines, people must maintain a distance of at least 6 feet from others at all times even while in the pool.

-revised 6/30/2020



TRUCK/TRACTOR MARKET REPORT

Phone: (888) 475-9975

Fax: (888) 475-9935

general@vvsj.com

www.vvsj.com

VVSj Request # 813001

Vehicle Summary: 2013 Ford F250 Crew Cab

Claim Reference: AU20202627699

FAIR MARKET VALUE: \$26,182.00

Prior Damage: 0.00

Deductible: 0.00

Owner Retained Salvage: 0.00

NET ADJUSTED MARKET VALUE: \$26,182.00

User ID: NN4049

Type of Loss: Collision

Carrier: Northern New England Appraisal
Service

Date of Loss: 05/26/2020

PO Box 749

Insured: Town of Milfred NH

Meredith, NH

03253

Owner: Town of Milfred NH

Claim Representative: Karen Duval

Appraiser:

Type of Valuation: Fair Market Value

Valuation Date: 06/04/2020

Valuation Zone: 03055

Detailed Option, Equipment, Condition and Representative Information on Following Pages

This valuation report is based on the information provided by the requesting parties and should be verified for accuracy and completeness prior to presentation to the client.

The market value of this vehicle was determined by comparing it to other vehicles of similar make, model, equipment, mileage or hours and condition that are being offered for sale or have been recently sold in the market area specified. In the case of specialized or low production vehicles, the search may be expanded to provide additional support. The comparable vehicle values may have been adjusted to account for differences in component, equipment and condition. These sources have been verified at the time of valuation and noted as such on the following report. Additional information may include dealership market surveys and opinions as well as previous value history.

Tax rates contained are based on sales tax data provided by The Sales Tax Clearinghouse (www.thestc.com). Excise, use, registration, licensing and other taxes and fees that may be applicable are not included. Vehicle Valuation Services, Inc. makes no representations or warranties concerning the accuracy of such information.

THIS REPORT CONTAINS PROPRIETARY INFORMATION AND SHALL NOT BE DISCLOSED TO ANY THIRD PARTY (OTHER THAN THE INSURED OR CLAIMANT) WITHOUT VEHICLE VALUATION SERVICES, INC. PRIOR WRITTEN CONSENT.



SUBJECT VEHICLE DESCRIPTION

Phone: (888) 475-9975
Fax: (888) 475-9935

general@vvsj.com
www.vvsj.com

VVSj Request # 813001

Vehicle Summary: 2013 Ford F250 Crew Cab

Claim Reference: AU20202627699

BASIC INFORMATION

Insurer Description	VINsure™ ANALYSIS
VIN: 1FT7W2B65DEB14160	1FT7W2B65DEB14160
Year: 2013	2013
Make: Ford	Ford
Model: F250 Crew Cab	F-250 4 Door Cab; Crew
Style: Innercity	
Type: Conventional	
Use: Utility Body	Full-size Pickup
Engine Mfr: Ford	Ford
Engine Model: 8-6.2L	V8, 6.2L; FFV
Engine HP: **	
Trans Mfr: Ford	
# of Speeds: Automatic	
Trans Model: **	
Two Speed Rear: No	No
# Of Axles: 2	2
# Of Drive Axles: 2	2
# Of Tag Axles: 0	0
Front Axle: Standard	Standard
Rear Axle: Standard	Standard
GVW: Class 3 or less	Class 3 or less
Mileage Listed: 54,000	

VINsure™ Results: No Errors Detected

BODY INFORMATION

Year: 2013	Size: 8' Steel
Make: Warner	Use: Utility Body
Model:	Ladder Rack: No
Serial Number:	



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general@vvs.com
www.vvs.com

VVS Request # 813001

Vehicle Summary: 2013 Ford F250 Crew Cab

Claim Reference: AU20202627699

OPTIONS & EQUIPMENT

INTERIOR

Conv Sleeper Size: None
COE Sleeper Size: None
APU: No
Trim Level: XL

GPS: No
Air Ride Cab: No
AC: Yes

EXTERIOR

Front Wheels: Steel Disc
O/S Rear Wheels: Steel Disc
I/S Rear Wheels: None
Front Tire Size: 16
Rear Tire Size: 16
Suspension: Spring
Lift Gate: None

Lift Gate Capacity: None
Fifth Wheel: None
Hitch Type: Tow Package
PTO: No
Wet Line Kit (Tractor Only): No
Air Brakes: No
Engine Brake: No

AERODYNAMICS

Side Fairing: No
Wind Deflector: No

Tank Fairings: No
Full Aerodynamics: No

SUBJECT VEHICLE CONDITION

INTERIOR

Interior: 3 - Avg Retail

EXTERIOR

Body: 3 - Avg Retail
Glass: 3 - Avg Retail

Paint: 3 - Avg Retail

DRIVETRAIN

Engine: 3 - Avg Retail

Transmission: 3 - Avg Retail

TIRES

F Wear Rmg %: 25

R Wear Rmg %: 25

TITLE

Branded/Previous Salvage Title: No



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www.vvsj.com

VVSj Request # 813001

Vehicle Summary: 2013 Ford F250 Crew Cab

Claim Reference: AU20202627699

VALUATION NOTES

PLEASE NOTE: COMPONENTS AND/OR OPTIONS NOT SHOWN ON SUBJECT AND REPRESENTATIVE VEHICLES ARE EQUIPPED EQUALLY OR HAVE NO AFFECT ON THE RETAIL MARKET VALUE.

RETAIL MARKET VALUATION IS PREDICATED ON THE ASSUMPTION THAT THE VEHICLE DESCRIBED ABOVE DOES NOT HAVE ANY OPEN RECALLS.

- Options and conditions based on information provided by claim rep.
- No refurbishments reported.

-Searched Ford F250 crew cab gas utility body comparables.

VALUATION INCLUDES

Added for Plow prep(\$1,016), running boards(\$102), lightbar(\$75)

SIGNAGE REMOVAL

Please be advised that if you do not retain the vehicle it may be in your or your company's interest to have any and all identifying signage removed from your vehicle at this time. This signage includes any placards, decals and ICC or DOT numbers. The removal of any and all signage is at your own cost. Should you wish to have this work done, please contact the claims representative who can provide contact information for this service.



MARKET DATA INFORMATION

Phone: (888) 475-9975
Fax: (888) 475-9935

general@vvs.com
www.vvs.com

VVSi Request # 813001

Vehicle Summary: 2013 Ford F250 Crew Cab

Claim Reference: AU20202627699

Representative #1 Source

King of Cars & Trucks Inc.

WOODBURY NJ 08097

Contact & Phone: Sales

856-693-9370

Asking Price

\$27,500.00

Take Price

\$27,000.00

Distance from Valuation Zone

276.2 mi.

<https://www.commercialtrucktrader.com/listing/2013-FORD->

Image Archive URL: <http://images.vvs.com/388425.jpg>

BASE VEHICLE	Subject Vehicle	Representative #1	Adjustments
VIN: 1FT7W2B65DEB14160	1FD7W2B68DEB01026		
Year: 2013	2013		
Make: Ford	Ford		
Model: F250 Crew Cab	F250 Crew Cab		
Engine Model: 8-6.2L	8-6.2L		
# of Speeds: Automatic	Automatic		
Front Tire Size: 16	17		
Rear Tire Size: 16	17		
Mileage: 54,000	95,894		628
Valuation Includes: Added for Plow prep(\$1,016), running boards(\$102), lightbar(\$75)	running boards		1091
BODY INFORMATION	Subject Vehicle	Representative #1 (cont)	Adjustments
Make: Warner	Reading		
Use: Utility Body	Utility Body		
CONDITIONS	Subject Vehicle	Representative #1 (cont)	Adjustments
Interior: 3 - Avg Retail	3 - Avg Retail		
Body: 3 - Avg Retail	3 - Avg Retail		
Paint: 3 - Avg Retail	3 - Avg Retail		
Engine: 3 - Avg Retail	3 - Avg Retail		
Transmission: 3 - Avg Retail	3 - Avg Retail		
F Wear Rmg %: 25	50		-100
R Wear Rmg %: 25	50		-100
ADJUSTED VALUE			\$28,519



MARKET DATA INFORMATION

Phone: (888) 475-9975
Fax: (888) 475-9935

general@vvs.com
www.vvs.com

VVSi Request # 813001

Vehicle Summary: 2013 Ford F250 Crew Cab

Claim Reference: AU20202627699

Representative #2 Source

Corp Trucks . Com

WEST CHESTER PA 19380

Asking Price

\$25,995.00

Take Price

\$25,395.00

Distance from Valuation Zone

283.5 mi.

Contact & Phone: Sales

610-425-1075

<https://www.commercialtrucktrader.com/listing/2014-FORD->

Image Archive URL: <http://images.vvs.com/388428.jpg>

BASE VEHICLE	Subject Vehicle	Representative #2	Adjustments
VIN: 1FT7W2B65DEB14160	1FT7W2B62EEB76956		
Year: 2013	2014		-2297
Make: Ford	Ford		
Model: F250 Crew Cab	F250 Crew Cab		
Engine Model: 8-6.2L	8-6.2L		
Engine HP: **	90		
# of Speeds: Automatic	Automatic		
Front Tire Size: 16	17		
Rear Tire Size: 16	17		
Mileage: 54,000	119,010		1200
Valuation Includes: Added for Plow prep(\$1,016), running boards(\$102), lightbar(\$75)			1193

BODY INFORMATION	Subject Vehicle	Representative #2 (cont)	Adjustments
Year: 2013	2014		
Make: Warner	Reading		
Use: Utility Body	Utility Body		

CONDITIONS	Subject Vehicle	Representative #2 (cont)	Adjustments
Interior: 3 - Avg Retail	3 - Avg Retail		
Body: 3 - Avg Retail	3 - Avg Retail		
Paint: 3 - Avg Retail	3 - Avg Retail		
Engine: 3 - Avg Retail	3 - Avg Retail		
Transmission: 3 - Avg Retail	3 - Avg Retail		
F Wear Rmg %: 25	50		-100
R Wear Rmg %: 25	50		-100

ADJUSTED VALUE

\$25,291



MARKET DATA INFORMATION

Phone: (888) 475-9975
Fax: (888) 475-9935

general@vvs.com
www.vvs.com

VVS Request # 813001

Vehicle Summary: 2013 Ford F250 Crew Cab

Claim Reference: AU20202627699

Representative #3 Source

Jakobsen Motors Ephrata PA 17522

Contact & Phone: Sales 717-431-8330

Asking Price Take Price Distance from Valuation Zone

\$20,950.00 \$20,550.00 297.6 mi.

<https://www.commercialtrucktrader.com/listing/2012-FORD->

Image Archive URL: <http://images.vvs.co/388433.jpg>

BASE VEHICLE	Subject Vehicle	Representative #3	Adjustments
VIN: 1FT7W2B65DEB14160	1FD7W2A67CEC57977		
Year: 2013	2012		2297
Make: Ford	Ford		
Model: F250 Crew Cab	F250 Crew Cab		
Engine Model: 8-6.2L	8-6.2L		
# of Speeds: Automatic	Automatic		
# Of Drive Axles: 2	1		450
Front Tire Size: 16	17		
Rear Tire Size: 16	17		
Mileage: 54,000	100,597		473
Valuation Includes: Added for Plow prep(\$1,016), running boards(\$102), lightbar(\$75)			1193

BODY INFORMATION	Subject Vehicle	Representative #3 (cont)	Adjustments
Year: 2013	2012		
Make: Warner	Knapheide		
Use: Utility Body	Utility Body		

CONDITIONS	Subject Vehicle	Representative #3 (cont)	Adjustments
Interior: 3 - Avg Retail	3 - Avg Retail		
Body: 3 - Avg Retail	3 - Avg Retail		
Paint: 3 - Avg Retail	3 - Avg Retail		
Engine: 3 - Avg Retail	3 - Avg Retail		
Transmission: 3 - Avg Retail	3 - Avg Retail		
F Wear Rmg %: 25	50		-100
R Wear Rmg %: 25	50		-100

ADJUSTED VALUE	\$24,763
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Tina Philbrick

From: Ken Flaherty
Sent: Thursday, July 09, 2020 2:53 PM
To: Tina Philbrick
Subject: Fwd: F250 Pick Up
Attachments: image001.jpg

OMG Colonial

Sent from my iPhone

Begin forwarded message:

From: Michael Chase <mchase@buycmg.com>
Date: July 9, 2020 at 14:26:50 EDT
To: Ken Flaherty <kflaherty@milford.nh.gov>
Subject: F250 Pick Up

Chief,

32,313 for a White F250 Super Cab on the lot ready to go.

Michael Chase
Sales Executive
Cell: (508)280-6603

www.buycmg.com/showroom/index.htm



CUSTOMER

Contact Name: Chief Ken Flaherty
 Company/Dept: Milford NH Fire Dept
 Street Address: 39 School St
 City, State, Zip: Milford, NH 03055
 Phone: 603-249-0680/603-673-0657
 Email: kflaherty@milford.nh.gov

Date: 6/10/2020
 Valid Until: 60 days*
 Customer #:
 Contract: Active MA
 Sales Rep: Kris Wright

Vehicle:

CONTRACT LINE REFERENCE	LINE DESCRIPTION	UNIT PRICE	QTY.	EXTENDED PRICE
X2B	2020 or current F-250 SRW (X2B) XL 4WD SuperCab 6.75' Box	\$ 29,750.00	1	\$ 29,750.00
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel	\$ -	1	\$ -
44S	Transmission: Transmission: TorqShift-G 6-Spd Auto w/SelectShift	\$ -	1	\$ -
X3E	Electronic-Locking w/3.73 Axle Ratio	\$ 382.00	1	\$ 382.00
PQ	Exterior Color: Race Red	\$ -	1	\$ -
AS	Interior Color: Medium Earth Gray, HD Vinyl 40/20/40 Split Bench Seat	\$ -	1	\$ -
18B	Platform Running Boards	\$ 436.00	1	\$ 436.00
473	Snow Plow Prep Package	\$ 245.00	1	\$ 245.00
66S	Upfitter Switches	\$ 162.00	1	\$ 162.00
52B	Trailer Brake Controller	\$ 265.00	1	\$ 265.00
90L	Power Equipment Group -inc: Deletes passenger-side lock cylinder, upgraded door trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, Power Locks, Remote Keyless Entry, Manual Telescoping/Folding Trailer Tow Mirrors, power heated glass, heated convex spotter mirror and integrated clearance lights and turn signal indicators, Power Front & Rear Seat Windows, 1-touch up/down driver/passenger window, Power Tailgate Lock	\$ 897.00	1	\$ 897.00
85S	Tough Bed Spray-In Bedliner	\$ 583.00	1	\$ 583.00
41P	Transfer Case & Fuel Tank Skid Plates	\$ 98.00	1	\$ 98.00
64A	Wheels: 17" Argent Painted Steel	\$ -	1	\$ -
TBM	Tires: LT245/75Rx17E BSW A/T	\$ 162.00	1	\$ 162.00
VEHICLE TOTAL:				\$ 32,980.00

Contract Equipment:

CONTRACT LINE REFERENCE	LINE DESCRIPTION	UNIT PRICE	QTY.	EXTENDED PRICE
Package C	Deluxe Graphics Package	\$ 695.00	1	\$ 695.00
287	Whelen (2) LED Vertex hideaway system, model # VTX609* Mounted in headlight corners - Red	\$ 320.00	1	\$ 320.00
76	Whelen Headlamp flasher positive or negative output Model UHF2150A	\$ 125.00	1	\$ 125.00
1200	Setina PB450 VS Aluminum Push Bumper with 2 Whelen ION Duo Lightheads (Red/White) mounted in front top bar for F250 model # BK2017FDT17F250	\$ 1,023.00	1	\$ 1,023.00
106	Whelen Super LED ION Series Dual Colored Light (I2*) - Mounted on side of push bumper - Red/White	\$ 230.00	2	\$ 460.00
106	Whelen Super LED ION Series Dual Colored Light (I2*) - Mounted on side of truck bed cap high - Red/White	\$ 230.00	2	\$ 460.00
107	Whelen Super LED ION series lights, one pair model # IONB Mounted inside rear bed cap upper window- Red	\$ 380.00	1	\$ 380.00
288	Whelen (4) LED Vertex hideaway system, model # VTX609* Mounted in Tail lamps - (2) Red (2) White	\$ 525.00	1	\$ 525.00
772	Havis Consolidator model # C-2410 & C-TMW-24, 24" console with 24" track mount and associated mounting brackets for radios, sirens and switching (Pickup Truck, Chassis, Large SUV, Van)	\$ 525.00	1	\$ 525.00
817	Havis Dual internal cup holder model # C-CUP2-I	\$ 45.00	1	\$ 45.00
785	Havis Armrest, console side mount style model # C-ARM-102	\$ 70.00	2	\$ 140.00
1065	Maglight model LED # RL2019 full size rechargeable flashlight w/cigarette lighter adapter	\$ 132.00	2	\$ 264.00
1398	Transfer 2-way radio and front mount antenna	\$ 235.00	1	\$ 235.00
1909	Fiberglass pick-up cap- Front and rear windows and painted to match the vehicle	\$ 1,995.00	1	\$ 1,995.00
COREPKG	Whelen Liberty II WC Lightbar IB8/2BBBB 54" with full Dual Color, Whelen Cencom Core Siren and light control, and Whelen SA315p Siren Speaker	\$ 3,600.00	1	\$ 3,600.00
Transfer	Transfer snow plow to include new vehicle mount: Includes labor and associated parts (Estimate)	\$ 2,700.00	1	\$ 2,700.00
EQUIPMENT TOTAL:				\$ 13,492.00

Vehicle & Equip Total:	\$ 46,472.00
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TERMS AND CONDITIONS

*This quote is valid for 60 Days. Any purchase orders or approved quotes received outside of this date will be subject to price adjustments. By signing this quote, the customer is agreeing to pay, in full, for all items listed above. Any requests for changes, modifications, replacements, removals or additional items may be subject to additional fees and/or adjusted delivery dates.

M.G.L. c.30B applies to the procurement of all commodities quoted. Plymouth County contract items have been collectively purchased pursuant to M.G.L. c 30B sec. 1c and M.G.L. c.7 sec. 22B. The governmental body is responsible to determine the applicability of M.G.L. c 30B to off contract items, including, but not limited to off contract items that have already been properly procured under M.G.L. c 30B sec. 1c and M.G.L. c. 7 sec. 22A (purchases from a vendor on a contract with the Commonwealth), other contracts procured under M.G.L. c 30B sec 1c and M.G.L. c.7 sec. 22B, or any M.G.L. c. 30B contract between the vendor and the jurisdiction. All off contract items must be procured under M.G.L. c. 30B.

The terms and conditions stated herein and the provisions of any agreement between MHQ and Buyer, if applicable, shall constitute the complete and only terms and conditions applicable to any and all purchases by Buyer from MHQ. Any additional and/or different terms and/or conditions printed anywhere including on, or with, Buyer's order shall be inapplicable in regard to any purchase by Buyer from MHQ.

IMPORTANT NOTE: Pricing shown requires membership into referenced contract. ** Denotes non contract item

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from MHQ, Inc.

x

PRINT NAME

x

TITLE

x

SIGNATURE

x

DATE

DAVE BLOOM
QUIRK CHEVROLET - GMC FLEET AND COMMERCIAL DEPARTMENT
1250 SOUTH WILLOW STREET
MANCHESTER, NH 03103
603-263-4939 FAX 603-669-0619 CELL 603-759-4910
E-MAIL: CSVCHEVY@AOL.COM
WEB SITE: WWW.QUIRKNH.COM

June 16, 2020
061613920

QUOTE#

QUIRK CHEVROLET - GMC FLEET AND COMMERCIAL DEPARTMENT IS PLEASED TO QUOTE THE NEW 2020 GMC SIERRA PICK UP TRUCK EQUIPPED AS SHOWN ON THE ATTACHED SPECS PLUS THE FOLLOWING:

STATE OF NEW HAMPSHIRE EMISSIONS AND INSPECTION FEE
DEALER PAINTED CODE G7C CARDINAL RED [2 STAGE PAINT]
LINE-X SPRAY IN BED LINER

*SALE PRICE \$44,916.00

ORDER# XSPBP3, SUBJECT TO AVAILABILITY. SCHEDULED TO BE BUILT THE WEEK OF 6/22/20.

*INCLUDES BID ASSISTANCE WHICH MUST BE APPROVED BY GM AND CERTAIN RESTRICTIONS APPLY. PRICES AND SPECIFICATIONS ARE SUBJECT TO CHANGE AT ANY TIME WITHOUT NOTICE.

SALE PRICE DOES NOT INCLUDE SALES TAX OR REGISTRATION FEES WHICH MAY APPLY.

IF THIS PROPOSAL IS ACCEPTED PLEASE SIGN, DATE AND SEND BACK.

SIGNED: _____

DATE: _____

NOTE: SEE OWNERS MANUAL FOR INFORMATION ON ALTERNATIONS AND WARRANTIES ON CHEVROLET COMMERCIAL VEHICLES. INSTALLATIONS OR ALTERATIONS TO THE ORIGINAL EQUIPMENT VEHICLE [OR CHASSIS] AS DISTRIBUTED BY GENERAL MOTORS ARE NOT COVERED BY THE GENERAL MOTORS NEW VEHICLE LIMITED WARRANTY. THE SPECIAL BODY COMPANY, ASSEMBLER, EQUIPMENT INSTALLER OR UPFITTER IS SOLELY RESPONSIBLE FOR WARRANTIES ON THE BODY OR EQUIPMENT AND ANY ALTERATIONS [OR EFFECT OF THE ALTERATIONS] TO ANY OF THE PARTS, COMPONENTS, SYSTEMS OR ASSEMBLIES INSTALLED BY GENERAL MOTORS.



TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

Date: July 9, 2020
To: Board of Selectmen
John Shannon, Town Administrator
From: Lincoln Daley, Community Development Director
Subject: Marmon Utility, LLC. (Hendrix Wire), 53 Old Wilton Road
Building Permit Cost – Construction of 32,924 sf. Concrete Pad

Marmon Utility, LLC is before the Board to request a reduction to building permit fee for the construction of a 32,924 square foot concrete slab to provide needed additional storage and to improve operational efficiencies.

Marmon Utility recently appeared before both land-use boards and received the required Variance and Site Plan Approval to construct the concrete pad (see attached site plan). With the approvals in place, they then filed for a building permit to construct the concrete slab (see attached). For new construction (proposed concrete slab), the non-residential building permit fee is \$.25/sf resulting in a total cost of \$8,231.

Town Staff recently met with Kevin Boette, Plant Engineer for Marmon Utility, LLC. to discuss the estimated building permit cost and possible alternatives. Mr. Boette explained that the \$.25/sf permit fee applies to the construction of a building. Applying the same permit fee for a concrete slab would be excessive as it represents a small percentage of the total amount of construction and costs for a typical building. In addition, the project requires less involvement by Town staff in the administrative review/approval and number of inspections. As such, Mr Boette is asking the Board to consider a reduction to the building permit fee to reflect the type of construction and use.

The Building Permit fee schedule was developed to fairly and effectively capture the range of the commercial and industrial development. However, there are circumstances and types of non-residential development that do not easily fit within the established fee schedule. For Board consideration, Staff recommends a reduction of the building permit fee to \$.15/sf for a total cost of \$4,938.60. Marmon Utility, LLC would then be assessed the remaining \$.10/sf. upon receipt of a building permit to construct a building on the concrete slab. Said reduction provides financial relief to the company while accounting for the services provided by the Building Department to administer, review/approval, and inspect the project.

**RESIDENTIAL BUILDING PERMITS: All work regulated by the 2009 International Residential Code (IRC)**

Applicability: The provisions of the International Residential Code for One and Two Family Dwellings shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one and two-family dwellings and townhouses not more than three stories above grade plane in height with a separate means of egress and their accessory structures (garages, sheds, pools, decks, etc.)

Application fee due at time of submittal.....	\$50.00
All construction.....	\$.14/SF
Demolition (removal of entire structure).....	\$50.00

NON-RESIDENTIAL BUILDING PERMITS: All work regulated by the 2009 International Building Code (IBC)

Applicability: The provisions of the International Building Code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of any building or structure or any appurtenances connected or attached to such buildings or structures. This does not include structures regulated by the IRC.

Application fee due at time of submittal.....	\$50.00
All new construction.....	\$.25/SF
Construction existing structures.....	\$.20/SF
Demolition (removal of entire structure).....	\$50.00

ELECTRICAL PERMITS: All work regulated by the 2014 National Electrical Code

Application fee due at time of submittal.....	\$50.00
---	---------

RESIDENTIAL

New & existing structures	\$25 for each New/Temp/Sub panel
Panels (Upgrades/Subpanel)	\$25 per panel

COMMERCIAL/INDUSTRIAL

New construction (new & additions).....	\$.05/SF plus \$25 per service/panel
Existing structures	\$25 per service/panel
Panels (Perm/Temp/Subpanels)	\$25 per additional service and/or panel

ADDITIONAL POWER SOURCE (Generator/Solar).....	\$50 (Building/Mechanical / Gas Piping permits required)
---	---

PLUMBING PERMITS: All work regulated by the 2009 International Plumbing Code

Application fee due at time of submittal.....	\$50.00
---	---------

RESIDENTIAL (All plumbing work).....	\$50.00
---	----------------

COMMERCIAL/INDUSTRIAL

New & existing structures.....	\$10 per new fixture (including hot water heaters)
--------------------------------	--

MISCELLANEOUS PERMITS: All work regulated by Milford Zoning Ordinance or Milford Municipal Code

Accessory Dwelling Units (ADU).....	See Residential Building
Home Occupations.....	See Residential/Non-Residential Building
Permit Renewals.....	\$25.00
Sign Permits (Due at time of application).....	\$50.00 (Building/Electrical permits may also be req'd)
Stormwater Permit	\$25.00
Stormwater Plan Review fee (if required).....	\$50.00
Mechanical/Gas Piping permits.....	Contact Fire Department (603) 249-0680
Driveway permits.....	Contact DPW (603) 249-0685
Water/Sewer permits.....	Contact Water Utilities (603) 249-0660

MISCELLANEOUS FEES:

Work commencing prior to permit issuance.....	Permit Fee x 200%
Re-inspection fees	\$50.00 per inspection
Copies	\$.50 per page/\$5.00 per large scale plan



REFUNDS:

Refunds may be requested (in writing) up to 180 days from permit issuance. Application fees are non-refundable.

INSPECTIONS:

- A minimum of 24 hours' notice to schedule inspections. It is strongly encouraged that inspections are scheduled well in advance of construction to avoid unnecessary delays.
- Inspections are scheduled by contacting the Building Department during regular business hours and performed based on availability of Building Officials.
- Missed inspections, incomplete projects, or scheduled inspection where the inspector cannot gain reasonable access will be rescheduled upon payment of a re-inspection fee.
- Some permits require inspection by other departments.

Work Commencing Before Permit Issuance: (See IBC Section 108.4 & IRC Section R108.7) Any person who is found to have demolished, constructed, altered, removed, or changed the use of a building or structure without the benefit of a building, electrical, plumbing, mechanical, or change in use permit shall, upon issuance of said permit(s), be assessed a fee of 200% of the regular permit fee.

Work requiring multiple re-inspections: (See IBC Section 109.7 & IRC Section R109.5)

Outside Plan Review Services: (See IBC Section 106.3.6) When a third party plan review consultant/agency is hired to perform the code plan review, the resulting construction permit(s) shall be credited twenty (20) percent from the calculated regular (non-adjusted) permit rate or the amount of services, whichever is less.



Building Permit Application

TOWN OF MILFORD, BUILDING SAFETY DEPARTMENT

JOB SITE INFORMATION AND LOCATION	
Street Address: 53 Old Wilton Rd	Lot # 14-8
Tax Map / Parcel # D3 14-8	
DESCRIPTION OF WORK	
Install a concrete pad for external storage	
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
Name: Marmon Utility LLC	
Address: 53 Old Wilton Rd	
City/State/Zip: Milford, NH 03055	
Phone: (603) 673-2040	Cell: ()
Email:	
<input checked="" type="checkbox"/> APPLICANT	<input checked="" type="checkbox"/> CONTACT PERSON
Business Name: Marmon Utility LLC	
Contact Name: Kevin Boette	
Address: 53 Old Wilton Rd	
City/State/Zip: Milford, NH 03055	
Phone: (603-249) 1202	Cell: (603) 582-1737
Email:	
CONTRACTOR	
Business Name: TBD	
Address:	
City/State/Zip:	
Phone: ()	Cell: ()
Email:	
<i>I CERTIFY THAT THE INFORMATION GIVEN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.</i>	
_____ Authorized signature	_____ Date:

Application # _____

TYPE OF WORK
<input type="checkbox"/> New Construction
<input checked="" type="checkbox"/> Alteration/Addition/Replacement
<input type="checkbox"/> Demolition
Valuation of work: \$ _____
CONSTRUCTION CATEGORY
<input type="checkbox"/> One & Two Family Dwelling
<input type="checkbox"/> Condominium
<input type="checkbox"/> Commercial/Industrial
<input type="checkbox"/> Multi-family Dwelling
<input type="checkbox"/> Accessory Structure
<input type="checkbox"/> ADU
<input type="checkbox"/> MH
<input type="checkbox"/> Tenant Change
<input type="checkbox"/> Other: _____

BUILDING PERMIT FEES*	
<i>Please refer to the Fee Schedule</i> <i>(approved by the BOS on 5/8/17)</i>	
Due upon application	\$50.00
Amount received:	\$ _____
Date received:	_____
Check ____ Cash ____	
THIS PERMIT APPLICATION EXPIRES IF A PERMIT IS NOT OBTAINED WITHIN 180 DAYS FROM ACCEPTED AS COMPLETE. *** NO CHANGE FROM THE INFORMATION IN THIS APPLICATION WILL BE MADE WITHOUT APPROVAL OF THE BUILDING OFFICIAL. *** CONSTRUCTION ACTIVITIES SHALL NOT COMMENCE UNTIL THE BUILDING PERMIT IS ISSUED.	

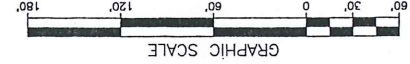


Building Permit Application Checklist

MILFORD BUILDING SAFETY DEPARTMENT

THE FOLLOWING ITEMS ARE REQUIRED FOR PLAN REVIEW	YES	NO	N/A
1. Completed and signed application.	X		
2. Plot plan drawn to scale, showing lot dimensions and building setbacks; footprint of structure (s) including decks; and location of wells/septic systems, easements, driveway and utilities.	X		
3. Two complete sets of legible construction plans, drawn to scale, showing conformance to applicable local and state building codes. <i>(Plan review cannot be completed if copyright violations exist)</i>	X		
3a. Floor plans showing all dimensions; room identification; and window/door sizes.			X
3b. Cross section(s) showing framing member sizes and spacing for floor beams, headers, joists, sub- floor, wall construction, and roof construction.			X
3c. Foundation plans showing dimensions and details, rebar placement, footings, piers (Sonotubes) For engineered systems see item #15.	X		
3d. Details for walls, roof, slope, insulation, footing and foundation.			X
3e. Elevation views for new construction, additions and decks.			X
3f. Wall bracing (prescriptive path) and/or lateral analysis plans. Must indicate details and locations; for non-prescriptive path analysis provide specification elevations with cross references.			X
3g. Floor/roof framing plans for all floors/roof assemblies, indicating member sizing, spacing, and bearing locations. Show attic ventilation.			X
3i. Beam calculations using current code design values for all beam and multiple joists over 10 feet long and /or any beam/joist carrying a non-uniform load.			X
3j. Manufactured floor/roof truss design details.			X
Additional requirements (when applicable)			
4. Energy Code compliance with prescriptive envelope requirements. Identify the prescriptive path or provide calculations along with additional measures.			X
5. Stormwater Checklist (permit required if over 5,000 SF of disturbance).	X		
6. Septic system approval for construction.			X
7. Water / Sewer connections (Approval from Water Utilities Department).			X
8. Driveway application (Approval from DPW).			X
9. Letter from Property Owner, Association or Landlord.			
10. Rain Garden details.			X
Additional requirements for Non-Residential applications			
11. Land use actions completed (Planning Board and ZBA approvals).	X		
12. Additional set of plans for Fire Dept review.			X
13. Statement of Special Inspections (Refer to IBC Chapter 17) shall be completed for all plans required to be designed by a registered architect or engineer.			
14. Plans shall be accompanied by a Code Summary completed by a New Hampshire licensed engineer registered in the respective disciplines.			
15. Engineer's calculations. When required or provided, (i.e., shear wall, roof truss) shall be stamped by an engineer licensed in NH and shall be shown to be applicable to the project under review.			
16. Mechanical/HVAC, electrical, plumbing plans.			X

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



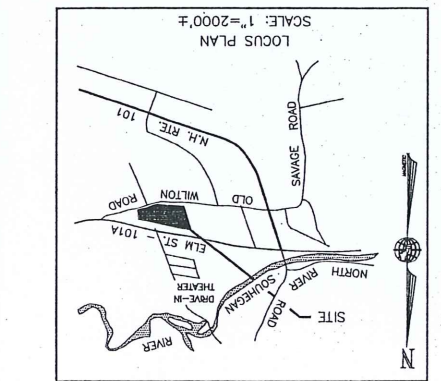
FILE: 736M09.dwg
PROJECT NO. 736.09
SHEET NO. 1 OF 1

LAND SERVICES, INC.
ENGINEERING | SURVEYING | PERMITTING
SOIL & WETLAND MAPPING | SEPTIC DESIGN
31 OLD NASHUA ROAD, AMHERST, NH 03051
TEL: 603-673-1441
FAX: 603-673-1584
MERIDIANLANDSERVICES.COM

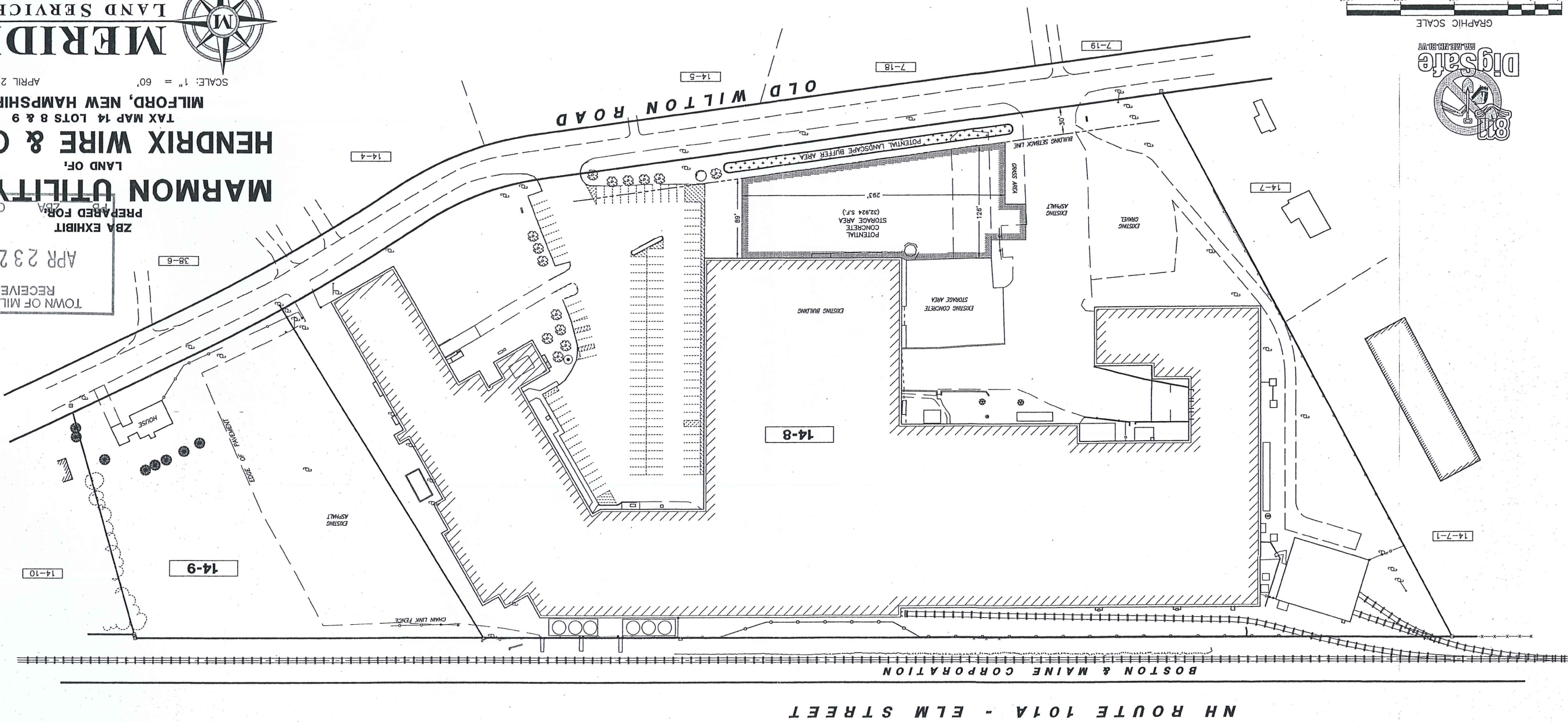
TOWN OF MILFORD
RECEIVED
APR 23 2020
ZBA EXHIBIT
PREPARED FOR: [redacted]
Office

MARMON UTILITY LLC
LAND OF:
HENDRIX WIRE & CABLE
TAX MAP 14 LOTS 8 & 9
MILFORD, NEW HAMPSHIRE
APRIL 21, 2020

SCALE: 1" = 60'



- NOTES:**
1. THE PURPOSE OF THIS PLAN IS TO SHOW THE POTENTIAL CONCRETE STORAGE AREA LOCATION AND DEPICT THE RESULTING IMPERVIOUS AREA OF LOTS 14-8 AND 14-9.
 2. THE CURRENT OWNER OF LOTS 14-8 AND 14-9 IS HENDRIX WIRE & CABLE, 55 OLD WILTON ROAD, MILFORD NH 03055.
 3. THIS PLAN IS BASED ON A FIELD SURVEY PERFORMED BY THIS OFFICE DURING MARCH, 2008 UPDATED WITH A FIELD SURVEY PERFORMED DURING SEPTEMBER, 2019 AND A FIELD INSPECTION PERFORMED APRIL, 2020.
 4. TOTAL AREA OF LOTS 14-8 & 14-9 COMBINED IS 15.570 ACRES.
 5. EXISTING OPEN SPACE: LOTS 14-8 & 14-9 = 31%
PROPOSED OPEN SPACE: LOTS 14-8 & 14-9 = 27%



4. a) 1) Request for Acceptance and Appropriation of Unanticipated Revenues Under \$10,000

Board of Selectmen

Agenda Date: 07/13/20

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

Source	Amount	Purpose
None at this time.		
Acceptance of Gifts of Property Under \$5,000 (31:95(e))		
Amherst Market Place		Donation of 10 - 3D printed face masks to the Milford Fire Department. The estimated value is \$80 (\$8.00/mask).
Maria Perez		Donation of 10 cases of water to the Milford Fire Department. The value is \$49.40 (\$4.94/case).
Maria Perez		Donation of 10 - 8 packs of Gatorade to the Milford Fire Department. The value is \$52.90 (\$5.29/8 pack).
Anonymous		Donation of 1 case of surgical masks to the Milford Police Department. The estimated value is \$100.
Decco		Donation of 4 gallons of their brand hand sanitizer to the Milford Police Department. No estimated value.
Ocean State Job Lots		Donation of several boxes of masks to the Milford Police Department. The estimated value is \$25.
Shaws		Donation of 1 case of 8oz bottles of Signature hand sanitizer to the Milford Police Department. The estimated value is \$20.
LaShanta Magnusson		Donation of 25 small bottles of hand sanitizer to the Milford Police Department. The estimated value is \$25.
Peniel Environmental		Donation of 7 plastic containers of disinfectant wipes to the Milford Police Department. The estimated value is \$25.
Peniel Environmental		Donation of 24 small bottles of hand sanitizer to the Milford Police Department. The estimated value is \$24.
Anonymous		Donation of Pasta Loft gift card to the Milford Police Department. The value is \$200.
Nancy Amato		Donation for poison ivy removal by Poison Ivy Removal Company at Emerson Park. The estimated value is between \$1,500 to \$2,500 either paid directly to the company or to the Town.

Kathy Townsend

From: Paul Calabria
Sent: Thursday, June 18, 2020 11:45 AM
To: Ken Flaherty
Cc: Kathy Townsend; Paul Calabria
Subject: 31:95 donation \$80-Face Masks

Thanks Ken!

From: Ken Flaherty
Sent: Thursday, June 18, 2020 10:42 AM
To: Paul Calabria
Subject: RE: donation

The internet sells them for \$8.00 each

From: Paul Calabria
Sent: Thursday, June 18, 2020 10:16 AM
To: Ken Flaherty
Cc: Paul Calabria; Kathy Townsend
Subject: donation

Thanks Ken!

Could you put an estimated value on those?
Paul

From: Ken Flaherty
Sent: Thursday, June 18, 2020 10:15 AM
To: Paul Calabria
Subject: donation

Good morning

We received ten 3 D printed face masks yesterday at 14:00. They were donated by Amherst Market Place.

Kenneth Flaherty
Chief of Department
39 School street
Milford,NH 03055
603-249-0680
603-673-0657

Kathy Townsend

From: Paul Calabria
Sent: Monday, June 22, 2020 5:15 PM
To: Kathy Townsend
Cc: Paul Calabria
Subject: Donation to the MFD

Hi Kathy!

This is a 31:95 for the next BOS meeting.

Thanks!
Paul

From: Ken Flaherty
Sent: Monday, June 22, 2020 2:28 PM
To: Paul Calabria
Subject: Donation

Good afternoon,

We just received a donation from Maria Perez

10 cases of water - \$4.94 per case
10 8 packs of Gatorade- \$5.29 per 8 pack

Kenneth Flaherty
Chief of Department
39 School street
Milford, NH 03055
603-249-0680
603-673-0657



Town of Milford

POLICE DEPARTMENT

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

Michael J. Viola
Chief of Police



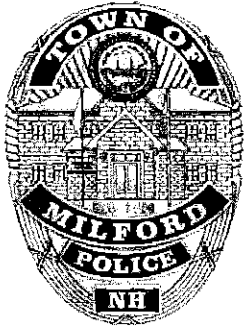
To: John Shannon, Town Administrator
Board of Selectmen
From: Chief Michael J. Viola
Date: June 23, 2020
Ref: Donation of PPE Supplies

Over the past few months, the Milford Police Department has received some donations of Personal Protection Equipment (PPE) from businesses and citizens of the Town of Milford and surrounding areas. The following is a list of the donations that the department received:

- Anonymous citizen donated one case of surgical masks, approximate value \$100.00
- Decco donated four gallons of their brand hand sanitizer, no value.
- Ocean State Job Lots donated several boxes of masks, approximate value \$25.00
- Shaws donated one case of 8oz bottles of Signature hand sanitizer, approximate value \$20.00
- LaShanta Magnusson donated 25 small bottles of hand sanitizer, approximate value \$25.00.
- Peniel Environmental donated seven plastic containers of disinfectant wipes, approximate value \$25.00 ~~unknown value.~~ (P-2)
- Peniel Environmental donated 24 small bottles of hand sanitizer, approximate value \$24.00.

On behalf of the Milford Police Department, I am respectfully requesting the Board of Selectmen to consider and approve the above listed donations. I would also like to thank everyone that has donated supplies to the Milford Police Department during this time period.

Your consideration in this request would be greatly appreciated.



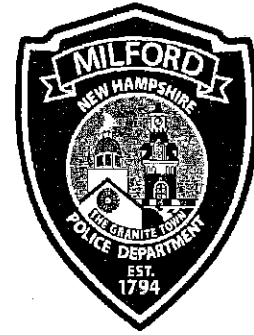
Town of Milford

POLICE DEPARTMENT

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

Michael J. Viola

Chief of Police



To: John Shannon, Town Administrator
Board of Selectmen
From: Chief Michael J. Viola
Date: June 30, 2020
Ref: Donation of Pasta Loft Gift Card

On June 24th, Sergeant Campbell responded to the downtown Oval area and met with a person who had requested a Milford Police Officer. During their conversation, the anonymous person handed Sergeant Campbell a gift card from the Pasta Loft, valued at \$200.00. The person advised Sergeant Campbell that she wanted to give the Milford Police Officers a gift card to show her appreciation for their work and commitment that they provide to our community.

On behalf of the Milford Police Department, I am respectfully requesting the Board of Selectmen to consider and approve the Pasta Loft Gift Card, valued at \$200.00, which would be used by the Officers of the Milford Police Department. I would also like to thank the anonymous person who donated the gift card to the Milford Police Department.

Your consideration in this request would be greatly appreciated.

Kathy Townsend

From: Nancy Amato <namato@alene.com>
Sent: Wednesday, July 08, 2020 1:30 PM
To: Tina Philbrick
Cc: John Shannon; Rick Riendeau; Chris Costantino; Kathy Townsend; Nancy Amato
Subject: Poison Ivy Removal ~Emerson Park donation ~July 13th BOS meeting

Dear Milford Board of Selectmen,

A few weeks ago I was in Emerson Park and noticed that there is a large amount of poison ivy in the park among the trees and rocks where children play and along the riverbank. For several projects I've hired Helaine Hughes from the Poison Ivy Removal Company to remove poison ivy by the roots. It's effective and no chemicals are used. If possible, it would be great to include the removal of poison ivy along the river behind the Masonic Lodge. I'd like to offer a donation to the town to pay for Poison Ivy Removal Company to take out as much poison ivy as possible. Right now they are scheduling out to late September/October. I am willing to donate between \$1500 to \$2500 towards the project and am happy to pay the company directly or can make a donation to the town whichever you prefer.

Please let me know if have any questions and if you'd like to proceed and I will ask to be put on Helaine's schedule. I have a 4:30-6:00pm board meeting Monday, July 13th but can be available after that time if you have questions for me.

Sincerely,
Nancy Amato
Cell 603-494-3760

DISCLAIMER: The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it.

4. a) 2) Notice of Intent to Cut Wood or Timber Map 51 Lot 23

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

FORM

PA-7

(Assigned by Municipality)

YR

TOWN

OP#

- - -

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

1. Town/City of: Milford

2. Tax Map/Block/Lot or USFS Sale Name & Unit No.
Map 51, Lot 23

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

4. Name of Access Road: Osgood Road

5a. Acreage of Lot: 18% Acreage of Cut: 17%

5b. Anticipated Start Date: 7-7-2020

6. Type of ownership (check only one):

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

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER ☐ OR LOGGER / FORESTER ☒
BY MAIL ☐ OR E-MAIL ☒

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

Attach a signature page for additional owners.

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

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

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

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

MAILING ADDRESS
586 Turnpike Road

CITY OR TOWN New Ipswich STATE MA ZIP CODE 03071

E-MAIL ADDRESS
Kenney@San-Ken.com

HOME PHONE (Enter number without dashes) 966-6769 CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

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

4. Any timber tax bond required has been received.

\$ _____ Date: _____

5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.

6. This form to be forwarded to DRA within 30 days.

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

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	<u>60.0</u>	MBF
Hemlock	<u>5.0</u>	MBF
Red Pine	<u>1.0</u>	MBF
Spruce & Fir	<u>0</u>	MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	<u>5.0</u>	MBF
Ash	<u>2.0</u>	MBF
Soft Maple	<u>1.0</u>	MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box	<u>10.0</u>	MBF
Other (Specify)		MBF
Pulpwood	Tons	
Spruce & Fir		
Hardwood & Aspen	<u>150</u>	
Pine	<u>300</u>	
Hemlock		
Biomass Chips	<u>600</u>	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	<u>72</u>	Cords

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

Species	Amount:
---------	---------

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

SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE 6-24-20

Donald Hardwick

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

MAILING ADDRESS
PO Box 430

CITY OR TOWN Antrim STATE NH ZIP CODE 03440

PHONE NUMBER 6035886618 E-MAIL ADDRESS info@dhardwick.com

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

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

Town Status Report – July 13, 2020

1. Osgood Pond Dredging Project Phase II – Phase II of the Osgood Pond Dredging Project, as voted on by the citizens of Milford, is continuing on schedule. The dredging began on July 6th and is scheduled to last from six to eight weeks. The Town will continue to work with the appropriate state partners to ensure the work is done in accordance with all appropriate state regulations and best practices. Any questions or concerns about the project can be directed to the Town Administrator's Office.
2. Large Scale Events – At the request of the BOS, we are tracking the Town's large events for 2020. Due to the current environment, we do not currently know what events will and won't take place. The table below includes the events we are currently tracking.

Event	Next Decision Point	STATUS
Labor Day	7/27/2020	In Progress
Veterans' Day	9/4/2020	In Progress

Decisions concerning events will be made with the event organizers and in accordance with the Governor's Emergency Orders. Any questions or concerns about them can be directed to the Town Administrator's Office.

6. 1) Citizen Complaint - Paving Federal Hill Road

July 1, 2020

Board of Selectman,

My name is Jean Saytanides. I live at 472 Federal Hill Road. I wrote to you in April to inquire about the possibility of posting speed limit and slow children signs between my house and 446 Federal Hill Road on both sides of the road.

I have been following what has been happening regarding this request via the meeting minutes. I did watch the first meeting that my letter was presented. Watching the discussion that took place was extremely disappointing to me. The lengthy talk about the number of speed limit signs between Foster Road and the Hollis line was quite telling. And since it's over 2 months since I submitted my request for the signs and there is still no answer, I am resigned to the fact that it is not going to happen.

I know that you are not going to see what we see as far as traffic and the amount of vehicles that exceed the speed limit. There is considerably more traffic than was reported by the police monitoring. And a great deal of that is tractor trailers, lawn care services, many Asphlund trucks, dump trucks, towing companies moving heavy equipment on trailers, work vans, etc.

You cannot deny that the condition of Federal Hill Road from Foster Road to the Hollis line is deplorable. The opinions expressed about the condition of our part of the road during the meeting that I watched were upsetting to me. It is bad. Very, very bad. We just sent in over \$12,000 in property taxes for 6 months and yet we cannot get new paving done to our road. Interestingly, though, Ponemah Hill Road was just paved all the way to the Amherst line. That road was light years better than ours. So what was the thinking behind that?

It has been 19 years since any significant kind of "road repair" has been done on our portion of the road. Lousy patching is not working. The foot traffic has increased on our section of the road also. Families on bikes, folks walking their dogs or just out for a run.

What is it going to take to get our "scenic road" brought up to a safe level for pedestrians and cars? I pray that nobody is hurt or worse if a vehicle loses control because of the poor road condition.

Jean Saytanides

6. 2) Review of Town of Milford Ethics Policy

TOWN OF MILFORD BOARD OF SELECTMEN POLICY NO. 2006-04.08

TO: ALL DEPARTMENT HEADS, BOARDS, COMMISSIONS, AND COMMITTEES

FROM: GUY SCAIFE, TOWN ADMINISTRATOR

SUBJ: POLICY AND PROCEDURE ON TOWN OFFICIALS AND TOWN EMPLOYEE ETHICS

DATE: ENACTED TUESDAY, DECEMBER 26, 2006 (AMENDED JUNE 25, 2012, MAY 23, 2011, NOVEMBER 2009, JULY 14, 2008, JUNE 23, 2008, MAY 27, 2008 & AUGUST 27, 2007)

At a meeting of the Milford Board of Selectmen held on Tuesday, December 26, 2006, the Board of Selectmen voted to adopt the following Policy regarding Town Officials and Town Employee Ethics (this Policy amended by the Board of Selectmen on June 25, 2012, May 23, 2011, November 2009, July 14, 2008, June 23, 2008, May 27, 2008 & August 27, 2007):

2006.04.010 Definitions

In this policy:

- A. "Town official" means any elected Town official or individual appointed by the Board of Selectmen to serve on a Town board, committee, subcommittee or commission.
- B. "Town employee" means any individual employed by the Town of Milford.
- C. "Gift" or "Contribution" means any money, discount, or thing of value received in excess of \$50 from any single source during any calendar year. "Gift" shall not include contributions as defined in RSA 664; a commercially reasonable loan made in the ordinary course of business; meals and beverages consumed in the course of official business; ceremonial gifts or awards which have insignificant monetary value; unsolicited gifts of nominal value or trivial items of informational value; reasonable expenses for food, travel, and lodging for a meeting at which a Town official or Town employee participates in a panel or a speaking engagement; gifts of tickets or free admission extended to a Town official to attend charitable or political events, if the purpose of such gift or admission is a courtesy customarily extended to the office; gifts that are purely private and personal in nature; or gifts from relatives by blood or marriage, or a member of the same household.

2006.04.020 Principles of Public Service

The following section describes a set of values that should be aspired to by all Town officials and Town employees. These items in and of themselves *do not* form the basis for an ethics complaint.

A. Public Service as a Public Trust -

Town officials and Town employees should treat their positions as a public trust, only using the powers and resources of their positions to advance public interests, and not to attain personal benefits or pursue any other private interest incompatible with the public good.

B. Principle of Independent Objective Judgment -

Town officials and Town employees should employ independent objective judgment in performing their duties, deciding all matters on the merits free from conflicts of interest and both real and apparent improper influences.

C. Principle of Accountability -

Town officials and Town employees should assure that government is conducted openly, equitably and honorably in a manner that permits the citizenry to make informed judgments and hold Town officials and Town employees accountable.

2006.04.030 Grounds for an Ethics Complaint

The following sections describe the items upon which an ethics complaint may be based. Any ethics complaint must specify the section or sections of this paragraph upon which the complaint is based.

A. Impression of Influence

Town officials and Town employees shall conduct their official and personal affairs in such a manner that they cannot be improperly influenced, and so as to avoid any appearance of improper influence, in the performance of their official duties.

B. Conflict of Interest

Town officials and Town employees shall avoid conflicts of interest. "Conflict of interest" means a situation, circumstance, or financial interest, which has the potential to cause a private interest to interfere with the proper exercise of a public duty. Town officials and Town employees shall not participate in any matter in which they, or their spouse or children, have a private interest which may directly or indirectly affect or influence the performance of their duties. In any instance where there is a conflict of interest or there could be the appearance of a conflict of interest, the Town official or Town employee shall disclose the circumstances prior to the time the matter arises for official consideration or decision. Such disclosures by Town officials shall be made to the board, committee, subcommittee or commission on which the official serves, and disclosures by Town employees shall be made to the Town Administrator.

C. Misuse of Position

No Town official or Town employee shall disclose or use confidential or privileged information for personal benefit or for financial gain. Town officials and Town employees shall not use their governmental positions to secure privileges or advantages for themselves, which are not generally available to Town officials or Town employees, or to improperly secure governmental privileges or advantages for others.

D. Acceptance and Giving of Gifts

Any Town official and any Town official's spouse or dependent, and any Town employee and any Town employee's spouse or dependent, who gives, solicits, accepts, or agrees to accept a gift from a person or entity who is subject to any matter or action pending before or contemplated by the Town official, Town employee, or by the governmental body with which that individual is affiliated shall disclose the gift prior to the time the matter or action arises for official consideration or decision. Disclosure by Town officials shall be made to the board, committee, subcommittee or commission on which the official serves, and disclosure by Town employees shall be made to the Town Administrator. Disclosure made by Town officials or Town employees shall be recorded in the official minutes of all meetings at which the matter or action is discussed or considered. Nothing in this section shall be construed to prohibit gifts made to the Town of Milford and accepted in accordance with the law.

2006.04.040 Supplemental Policies

In addition to this Ethics Policy, each Town board, committee, subcommittee and commission, and each Town department, may promulgate a supplemental ethics policy to address issues specific to that organization. In the event of a conflict, the provisions of this Ethics Policy shall supersede any such supplemental policy; provided however, that for those Town of Milford departments or agencies who have established Codes of Conduct or Codes of Ethics with provisions that are more stringent than those contained herein, then those more stringent provisions shall apply.

2006.04.050 Milford Board of Selectmen Procedure for Implementing the Ethics Policy

A. Filing the Complaint

1. Any individual having information that any town official or town employee is or has been engaged in activities, or is or has been subject to a condition that constitutes a violation of the Ethics Policy, may present a complaint to the Ethics Committee. The conduct that is the basis for the complaint must have occurred within one year prior to the date the complaint is filed.
2. The complaint form can be obtained from the Town's Web site or in person from the Board of Selectman's office at Town Hall during normal business hours.

3. A complaint shall be presented in writing and shall be signed under oath before a notary public. The complaint shall allege the specific facts constituting the alleged violation of the Ethics Policy, shall name a specific person or persons who are alleged to have violated the Ethics Policy, and shall specifically state the particular provisions of section 2006.04.030 of this document that are alleged to have been violated.
 4. The complaint shall be submitted to the Board of Selectmen's office at Town Hall during regular business hours in a sealed envelope addressed to the Ethics Committee
- B. Requests for advice relating to compliance with the Ethics Policy can be submitted in writing or by email directed to the Ethics Committee. A request for advice must identify the person requesting the advice.
- C. The Ethics Committee

In the event of an alleged ethics violation, the complaint will be addressed according to one of the following three scenarios:

1. If the individual being accused is a town employee (excluding the Town Administrator), the complaint will be turned over to the Town Administrator to be addressed according to established town procedures.
2. If the individual being accused is a member of the Board of Selectmen, a town official who has been appointed by the Board of Selectmen, or if the person being accused is the Town Administrator, the complaint will be heard by the Ethics Committee.
3. If the individual being accused is a member of the Ethics Committee itself, the complaint shall be heard by the Board of Selectmen, according to the procedures described herein.

In any of the above scenarios, if a member of the Ethics Committee, Board of Selectmen, or the Town Administrator feels that he or she would not be able to impartially conduct the business of the Committee/Board, he or she shall bring it to the attention of the Committee/Board chair person for replacement or recusal.

- D. Formation of the Ethics Committee
1. The Ethics Committee shall consist of five (5) voting members and two (2) alternates. Members and Alternates shall be private citizens who are residents of the Town of Milford and who do not hold any town official position in the Town.
 2. The first Ethics Committee shall be appointed by the Board of Selectmen with preferential consideration being given to members of the ad hoc Ethics Committee that was appointed by the Board of Selectmen in March of 2008. At the Committee's first meeting the appointed members shall determine by lot:
 - a. which member will serve for a one-year term
 - b. which two members will serve for a two-year term

- c. which two members will serve for a three-year term
- 3. The two Alternate members shall be appointed by the Board of Selectmen to serve terms of three (3) years.
- 4. The Board of Selectmen will appoint members to the Ethics Committee after these initial terms are completed. All newly appointed and reappointed members shall serve terms of three (3) years.
- 5. Should a vacancy on the Committee arise, the remaining members of the Ethics Committee will nominate to the Board of Selectman a town resident to serve out the remainder of the term.
- E. Purpose and Charge

The purpose of the Ethics Committee is to:

 - 1. Educate Town Officials regarding the provisions of the Town of Milford Ethics Policy.
 - 2. Provide advice and counsel to Town Officials regarding ethical issues with which they are confronted.
 - 3. Hear and resolve ethics complaints which are filed against Town Officials.
- F. Confidentiality
 - 1. All regular business of the Ethics Committee, including training, working on policies, and deliberations on requests for advice shall be conducted in public sessions, in accordance with RSA 91-A.
 - 2. All reviews of complaints, preliminary hearings, hearings, and deliberations on complaints or hearings shall be conducted in non-public session, in accordance with RSA 91-A:3(c).
 - 3. Any complaint received by the Ethics Committee is a confidential document and is not disclosable under RSA 91-A.
 - 4. If the person against whom the complaint is made requests that the proceedings be conducted in public session, that request will be honored only if permissible by law.
- G. Preliminary Review
 - 1. Within two weeks of receiving a complaint, the Ethics Committee shall consider the complaint at a meeting and determine if the complaint has sufficient merit to warrant a hearing or further investigation. The Ethics Committee shall dismiss the complaint if any of the following applies:
 - a. The complaint does not meet the requirements of section 2006.04.050 (A) of this document. If the complaint is dismissed on this basis, the committee shall invite the complainant to resubmit the complaint in proper form.

- b. The complaint alleges facts that, if true, would not constitute a violation of the Ethics Policy or alleges facts that constitute constitutionally protected or legally protected conduct.
 - c. The complaint is frivolous, scurrilous, or retaliatory in nature.
 - d. The complaint alleges facts that may constitute a violation of criminal law. In this case, the Ethics Committee may consult with the Town's Chief of Police, in accordance with all confidentiality provisions of RSA 91-A, and, if necessary, shall refer the complaint to the applicable law enforcement authorities and shall take no further action on the complaint until notified of the conclusion of any criminal investigation or criminal proceeding.
 - e. If the complaint is being investigated by law enforcement, the Ethics Committee shall notify the complainant that the matter has been transferred to law enforcement.
 - f. If the complaint is investigated by law enforcement and there is a determination that no criminal activity occurred, the complaint shall be returned to the Ethics Committee and it shall follow its standard process for reviewing a complaint.
- 2. Regardless of whether the Ethics Committee dismisses the complaint or finds the complaint to have sufficient merit to warrant a hearing or further investigation, the Committee shall promptly notify the complainant and the person against whom the complaint is made. The notification shall be in writing and shall include a copy of the Committee's written finding.
 - 3. If the complainant fails to move forward to proceed with the complaint, the Ethics Committee may, at its discretion, continue to review the complaint and make a determination if a violation of the Ethics Policy has occurred.

H. The Hearing

- 1. The hearing shall be held within four weeks of the date the complaint is received by the Ethics Committee.
- 2. The Ethics Committee shall request that the complainant and the person against whom the complaint is made attend the hearing.
- 3. The hearing shall provide the opportunity for all parties to be heard and to present evidence. Witnesses shall testify under oath.
- 4. The Ethics Committee shall determine all cases by a preponderance of the evidence in deciding whether or not there has been a violation of the Ethics Policy.
- 5. The Ethics Committee shall have all powers at the hearing available under applicable law, including subpoena authority.

6. The Ethics Committee may dismiss the complaint at any stage of the proceedings if the Ethics Committee determines that one or more of the reasons for dismissal, as stated in section 2006.04.050 (F:1) of this document, are applicable.
- I. The Findings
 1. Within one week of the conclusion of the hearing, the Ethics Committee shall make a determination, in writing, of whether the person against whom the complaint is made has violated the Ethics Policy.
 2. The Ethics Committee shall notify the complainant, the person against whom the complaint is made, and the Selectmen, in writing, of the determination of the complaint and the applicable recommendation.
 3. Any determination by the Ethics Committee shall become public upon being forwarded to the Board of Selectmen. If it is determined by the Ethics Committee that a violation has occurred, the Ethics Committee shall recommend such sanctions, if any, that it deems appropriate. Such sanctions may include, but are not limited to, any one or more of the following:
 - a. In the case where the person who violated the Ethics Policy is a Selectman or the town administrator, the Ethics Committee may:
 - I. Vote to recommend the removal of the person from office (to the extent authorized by law);
 - II. Vote to recommend that the person resign from his or her office;
 - III. Vote to recommend a public censure of the person;
 - IV. Vote to recommend a private censure of the person;
 - V. Vote to recommend that a letter of counseling be issued to the person regarding the determination.
 4. The factual findings and determination of the Ethics Committee shall be final and are not to be overruled or modified by the Board of Selectmen, it being further understood that the Board of Selectmen is not obligated to take action on any recommendations forwarded to it by the Ethics Committee.
 5. The Board of Selectmen shall notify the complainant and the person against whom a complaint is made, in writing, of the disposition of the complaint.
 - J. Other Issues
 1. To the extent that these procedures may conflict with the terms of any collective bargaining agreement that is binding on the Town of Milford, the terms of the collective bargaining shall apply.

Severability:

If any provision of this Policy or the application thereof to any person or circumstance is held invalid, the invalidity does not affect the other provisions or applications of this Policy which can be given effect without the invalid provision or application, and to this end the provisions of this Policy are severable.

Effective Date:

This Policy shall become effective upon adoption by the Milford Board of Selectmen and upon its distribution to Town Departments and any other relevant governing bodies/organizations (if applicable).

Gary L. Daniels, Chairman

Tim Finan, Vice Chairman

Katherine Bauer, Member

Mike Putnam, Member

Mark Fougere, Member

6. 3) 2013 vs 2018 Inter-Municipal Agreement (IMA) Comparison

Noted below are the differences I saw between our proposed changes to current 2103 IMA and the 2018 IMA proposed by Mont Vernon and Wilton. It should be noted that the 2018 proposal appeared to identify changes from the 2013 IMA by red-lining new or changed text. My comparison of the documents, however, revealed that there were many more changes/additions that were not red-lined. For purposes of showing the difference between that proposal and the 2013 IMA, I have red-lined below the proposals made in the 2018 proposal that differ from the 2013 IMA.

Note: Page references are to the 2018 proposal.

All Pages - Header

2013 IMA	2018 Proposal
	MILFORD AREA COMMUNICATIONS CENTER INTER-MUNICIPAL AGREEMENT FOR THE PROVISIONS OF COMMUNICATIONS

Page 1

2013 IMA	2018 Proposal
WHEREAS, currently, the Towns of Milford, Mont Vernon and Wilton, avail themselves of communications dispatch services provided by the Milford Area Communications Center by a succession of Inter-municipal Agreements that are due to expire December 31, 2013; and	WHEREAS, currently, the Towns of Milford, Mont Vernon and Wilton, avail themselves of communications dispatch services provided by the Milford Area Communications Center by a succession of Inter-municipal Agreements that are due to expire December 31, 2018; and

Page 2

2013 IMA	2018 Proposal
The duration of this agreement shall be for a period of five (5) three (3) years beginning on January 1, 2014 2021 and ending on December 31, 2018 2023.	The duration of this agreement shall be for a period of ten (10) years, beginning on January 1, 2019 and ending on December 31, 2028.

2013 IMA	2018 Proposal
The member towns agree that upon the execution of the within Agreement the member Towns shall cause to be formed a governing board known as the MILFORD AREA COMMUNICATIONS Board of Governors (hereinafter Governing Board) which shall be constituted and operate in a fashion in accordance with the following:	The member towns agree that upon the execution of the within Agreement the member Towns shall cause to be formed a governing board known as the MILFORD AREA COMMUNICATIONS Board of Governors (hereinafter Governing Board or Board) which shall be constituted and operate in a fashion in accordance with the following:

Note: Subsequent to defining “Board” as the Governing Board, “Board” is used in the following contexts: Board, board, Governing Board, Board of Selectmen, Board of Governors and Town’s Governing Boards. The use of “Board” sometimes appears incorrectly relating to something other than the Governing Board.

2013 IMA	2018 Proposal
The Milford representative on the Governing Board shall be entitled to two votes on any matter properly brought before said board. All other members shall be entitled to one vote on any matter properly brought before said board.	<p>I. All members shall be entitled to one vote on any matter properly brought before said Board that is not a financial matter.</p> <p>II. The Milford representative on the Governing Board shall be entitled to Two [2] votes on any financial matter properly brought before said Board. All other members shall be entitled to One [1] vote on any matter properly brought before said Board regarding the approved and funded operating budget.</p> <p>III. For a financial issue over Ten Thousand Dollars (\$10,000.00) on any nonbudgeted expense, a unanimous vote will be required.</p>

2013 IMA	2018 Proposal
Accordingly, the allocation for the period of time beginning January 1, 2013 is agreed upon by the member towns to be as follows:	Accordingly, the allocation for the period of time beginning January 1, 2019 is agreed upon by the member towns to be as follows:

Page 5 – Section B

2013 IMA			2018 Proposal
MONT VERNON	2409	11.36%	Population and percentage to be updated with next census report (2020)
MILFORD	15,115	71.29%	
WILTON	3677	17.34%	
TOTAL	21,201		

Page 6 – Section C

2013 IMA	2018 Proposal
Payment of the town's share of the budget for services provided pursuant to this Agreement is to be made by 1 January, 1 April, 1 July, and 1 October of the year for which the services are rendered.	Payment of the town's share of the budget for services provided pursuant to this Agreement is to be made on 1 January, 1 April, 1 July, and 1 October of the year for which the services are rendered.

Note: This change was not noted by any town, but should be made considering that a payment will never be made on January 1.

Page 7 – Section C

2013 IMA	2018 Proposal
In the event that the Governing Board should desire to expend any surplus funds, the Budget Committee, as provided for in Paragraph 6.A. shall review said proposal and hold a public hearing thereon prior to any such expenditure.	In the event that the Governing Board should desire to expend any surplus funds, the Budget Committee, as provided for in Paragraph 6.A. shall review said proposal and hold a public hearing thereon prior to any such expenditure.

Page 8 - Section D - Borrowing Funds

2013 IMA	2018 Proposal
The Governing Board may borrow funds for a term not to exceed the end of the fiscal year in which the funds are borrowed.	<p>I. The Governing Board may borrow funds for a term not to exceed the end of the fiscal year in which the funds are borrowed.</p> <p>II. In the event the Governing Board shall determine it necessary to borrow funds in excess of one year, it shall as part of the budgeting process, set forth separate from the annual operating budget, any proposed borrowing to underwrite the cost of capital projects for the ensuing year.</p> <p>III. It shall be the responsibility of the</p>

	<p>Budget Committee, during the budget review process as provided in section 6.A, to consider the Capital Budget proposed by the Governing Board, and make recommendations relative thereto.</p> <p>IV. The Governing Board shall be obliged to consider all recommendations of the Budget Committee, and shall consider it at the budget hearing provided for in section 6.A. In the event the Governing Board chooses not to adopt the recommendations of the Budget Committee, it shall set forth in writing its reasons. The Capital Budget must be approved by a two-thirds (2/3) vote of the Governing Board.</p> <p>V. The Governing Board shall present to the Member Towns the Capital Budget as a separate warrant article at the same time it presents the Operating Budget.</p> <p>VI. The Capital Budget shall be presented to the Member Towns in the following form: To see if the Town of _____ will vote to raise and appropriate the sum of (\$ ____) for its fair share of the cost of purchasing _____ for the operations of the Milford Area Communications Center, of which the Town is a member, and to authorize the Governing Board of the Milford Area Communications Center to borrow said funds for said purpose and bind the Town. Member Towns' shares shall be: Town of _____ (____ %), Town of _____ (____ %), Town of _____ (____ %), and Town of _____ (____ %).</p> <p>If any Member Town fails to appropriate its share, this article shall be null and void.</p> <p>VII. The Board of Selectmen of each Member Town shall be obliged to follow the procedures in RSA chapter 33 which may apply to the borrowing, and present the article to the voters for their approval.</p> <p>VIII. An affirmative vote by the necessary margin in each Member Town in order to authorize the borrowing by the Milford Area Communications Center.</p>
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2013 IMA	2018 Proposal
	B. Written Notice at least 24 months in advance by a Member Town is needed to withdraw from this agreement. If at this time, the remaining members, either cannot support the dispatch operations or also agree to formally terminate this agreement, then at this point a discussion on disposition of property will be in accordance to each member's % share of the communications center. The Board shall be responsible for developing what each member's % share would be and forwarding this information to the Town's Governing Boards for their approval.

Page 12 - Section B

2013 IMA	2018 Proposal
Notice shall be provided at least twelve (12) months prior to the effective date of withdrawal or non-renewal.	Notice shall be provided at least twenty-four (24) months prior to the effective date of withdrawal or non-renewal.

Page 12 - Section D, I

2013 IMA	2018 Proposal
Shall be responsible for its entire annual assessed share of the costs of the Milford Area Communication Center; and	Shall be responsible for its entire annual assessed share of the costs and encumbered debt of the Milford Area Communication Center; and

Page 12 – Section E

2013 IMA	2018 Proposal
It is clearly agreed and understood by all parties hereto that any town withdrawing from participation in this Agreement shall not receive any rebate, payback, or other refund or credit against charges and amounts paid by it pursuant to this Agreement, and shall in fact forfeit any rights to any of the assets or income acquired by the member town in the course of the operation of this Agreement, except as otherwise provided with respect to the designated member towns	It is clearly agreed and understood by all parties hereto that any town withdrawing from participation in this Agreement shall not receive any rebate, payback, or other refund or credit against charges and amounts paid by it pursuant to this Agreement, and shall in fact forfeit any rights to any of the assets or income acquired by the member town in the course of the operation of this Agreement, except as otherwise provided with respect to the designated member towns

Page 13 – Section 12

2013 IMA	2018 Proposal
	<p>12. NON-VOTING MEMBERS</p> <p>A non-voting member, here-in referred to as a Customer. A customer contracts with Macbase for dispatch services, but does not have a vote on any issue brought before the Board. A customer is encouraged to attend any meeting scheduled.</p> <p>Services:</p> <p>For calculating cost of a customer, the same calculation is used for voting member, minus 7.5% as non-voting member.</p> <p>Services are Percentage of Cost • Police 40 % • Fire 20 % • EMS 30 % • DPW/Other 10 %</p> <p>Responsibilities of the Customer</p> <ul style="list-style-type: none"> ➤ Supply tower site[s] as needed to support their services ➤ Radio frequency conversion as needed ➤ Communications radio links as needed ➤ Computer upgrades to work with present dispatch system[s] ➤ Personnel and equipment list ➤ Updated street, road, and site inventory

Page 15

2013 IMA	2018 Proposal
Update BOS Membership & Titles	Update BOS Membership & Titles

Page 16

2013 IMA	2018 Proposal
Update Appendix A to be compliant with the Bylaws	

9. Approval of Final Minutes - June 22, 2020

Draft

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

June 22, 2020

This meeting was conducted pursuant to State of New Hampshire Emergency Order #12 pursuant to Executive Order 2020-04, temporary modification of public access to meetings under RSA 91-A. As such, the meeting was conducted online using these connection instructions that were listed on the posted meeting agenda: "The Public is encouraged to participate remotely, call in on your phone @ 1-646-558-8656 and enter the meeting ID# 840 2705 8672 and the password is 130199, or join the Zoom Meeting @ [https://zoom.us/j/864 1081 9230](https://zoom.us/j/86410819230). Please try to log in 5 minutes before the meeting's scheduled start time in case you run into any technical difficulties".

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

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

INSTRUCTIONS: Chairman Daniels declared that an emergency exists and he was invoking the provisions of RSA 91-A: 2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to the community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, he also finds that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location. Information for accessing this meeting can be found on the Town web site in the red banner.

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

All votes that are taken during this meeting must be done by Roll Call vote. He started the meeting by taking roll call attendance. He asked each member to state their name and state whether there was anyone in the room with them during this meeting, which is required under the Right-to-Know law.

Roll call attendance: Paul Dargie, no one present. Selectman Labonte, no one present. Selectman Dudziak, no one present. Selectman Freel, no one present. Chairman Daniels, present was Andrew Kouropoulos, videographer.

2. APPOINTMENTS: (Approximate times)

5:30 p.m. - 2020 Ambulance Lease Purchase- Eric Schelberg tabled from June 8, 2020

Paul Calabria said that currently we are in a data gathering process. He will be uploading the Deliberative Session minutes and other documents to the DRA so they can review the Warrant Article that was passed at Town Meeting. He spoke with Attorney Drescher and was advised that there were a couple of different options and that we could do it through a special meeting and would not have to get permission from the court. It is a non-monetary resolution that we are looking to give the authority to the Selectmen to spend the money from the Ambulance Capital Reserve. According to the Town Clerk a Special meeting would be a rather costly. Plan A is that the DRA will approve the expenditure.

Selectmen Dargie asked when the DRA would be getting back to us with an answer. Paul replied, two weeks.

Chairman Daniels asked whose opinion they got that this would not have to go to the courts since this was not a monetary matter. Paul Calabria stated that the DRA agreed with Attorney Drescher.

Selectman Dargie stated that in the memo it implies that we would just need to have a regular Selectmen's meeting and not a full blown deliberative session. If the DRA does not approve the expenditure is this the route we'll follow? Paul Calabria said that this was still up in the air and that just to print the ballots for a Special Session would be \$10,000. Chairman Daniels asked if this should be tabled until we have an answer from the DRA. Administrator Shannon

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 06/22/2020

confirmed. Eric Schelberg stated that he believes it will be late July before we hear from the DRA. Selectman Dargie requests that we receive the DRA decision in writing.

5:40 p.m. – Marti Noel Town Assessor

Elderly exemptions are being addressed for a longer period of time due to COVID 19. Statue allows for extensions so we are still processing these requests. There are four applications pending approval that meet all of the required guidelines. One application was found over assets and one application was over on income. Marti is recommending denial for those two.

Selectman Dargie asked if the two being recommended for denial were close or significantly over. Marti Noel stated that the applicant that was over in assets was approved last year and had been receiving the exemption for many years but was made aware that it would be recommended for denial this year if the trend continued. The second had some changes in life and was quite a bit over.

Chairman Daniels asked for a motion to approve the four applications that had been presented, moved by Selectman Freel, Seconded by Selectman Dargie. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.

Chairman Daniels asked for a motion for the denial of the two applications that had been presented, moved by Selectman Dargie, Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.

Marti Noel reviewed the abatement applications; there were a total of 30 applications that had been applied in past meetings, 22 are remaining to be reviewed tonight. Of the 22, there are four recommendations for approval, 18 are recommended for denial.

Selectman Labonte asked what the difference is between a bank appraisal and her assessment. Marti stated that it is widely recognized that no two appraisals will be the same and that a 10% variance is acceptable. This property in question is within the 10%. Selectman Labonte then asked if it was common to make an adjustment if it came in within the 10%. Marti said no.

Chairman Daniels said that this property owner provided a list of ten comparable homes; his was number nine in value but number three on taxes. Marti Noel said that she tries to pinpoint the homes that are most comparable so that the numbers will be accurate.

Selectman Freel asked which property was being discussed and was informed that it was 303 Mason Road.

Chairman Daniels asked for a motion to approve the four applications that had been presented, moved by Selectman Dargie, Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.

Selectman Dargie moves that we deny the 18 properties that were recommended for denial. Selectman Dudziak seconded.

Selectman Freel want to confirm that these 18 applicants can appeal if they so choose. Marti clarified that they can appeal to the Board of Tax and Land Appeal or the Superior Court

Bob Hesseltine 303 Mason Rd- Questioning his assessed value. Selectman Freel believes that it's not that far off.

Chairman Daniels asked for a motion to separate this one application from the rest and vote on it separately. Selectman Dargie seconded the division. Voting on the 17 first, a roll call vote was taken with Selectman Dargie

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 06/22/2020

- 105 yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The
106 motion passed 5/0.
- 107 **Chairman Daniels moved to vote on 303 Mason Rd. Selectman Dargie moves that we deny the request.**
108 **Selectman Dudziak seconded.**
- 109 Selectman Labonte wants to clarify that the assessment is \$407,700 with a difference of \$17,000. Selectman Freel feels
110 that if we change this we'll be right back here next year when it's appraised again.
- 111 **A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman**
112 **Freel yes, and Chairman Daniels no. The motion passed 4/1. Selectman Daniels opposed.**
- 113 Marti Noel Land Use Change Tax for parcel 56:52-1. 10% of market value. The property owner has been made aware.
- 114 **Chairman Daniels asked if there was a motion regarding the Land Use Change Tax , motion made to approve by**
115 **Selectman Dargie, Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes,**
116 **Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion**
117 **passed 5/0.**
- 118 **5:50 p.m. - Marti Noel:** Pilot agreement draft copy that is presented to the BOS to review. This is an extension with
119 Southern Regional Medical Center for the last 10 years, only difference is that we increased the payment from 30% to
120 35%. The Board should look before she presents this applicant along with another applicant (Dartmouth Hitchcock)
- 121 Selectman Labonte is not a Pilot fan, what makes then charitable work? Marti states that they do a lot of charitable work
122 and must provide a list of charitable work. Selectman Labonte asked, "What is the difference between what they would
123 pay with and without the pilot." Marti wasn't sure at this time. Marti stated that they pay the town portion plus a little
124 and not the school portion.
- 125 Chairman Daniels stated that he agrees with Marti but would like a caveat that if Attorney Drescher comes back with
126 new information that is come back before the board. Marti agrees.
- 127 **Board agreed to wait until Marti hears from Attorney Drescher before going any farther.**
- 128 Marti Noel receives two proposals for the appraisals due next year and wanted the board to know what we were looking
129 at for costs. KRT was \$80,000 and Vision Government Center \$89,800.
- 130 Selectman Freel asked, "How much did the 2019 assessment cost?" Marti said \$20,000 but it was not a full assessment.
131 Mostly computer generated. Marti said that this year it will be the same but it's a full review of commercial and
132 residential. 2016 was the last time the town did a full assessment and it cost \$90,000.
- 133 Selectman Dargie asked if the KRT included a bond and was told no.
- 134 Selectman Labonte agrees with Selectman Freel about the computer generated assessing. What happens to the people
135 who've own their homes for 30 years and done no updating. Marti said that she still gets out and reviews 300-400
136 homes per year and we outsource another 220.
- 137 Selectman Freel asks how often we do a full reevaluation; Marti replied that we are required to do one every 5 years.
138 Selectman Freel continued to ask how much of that do we sub out. He was told that we spent about \$10,000 on subbing
139 out work. Marti also said that it's going to take more than one person to do everything that is required to do in an
140 assessor's office.
- 141 Marti Noel said that there \$45,000 in a fund for this re-evaluation. There was discussion on who has the authority to
142 spend this money. Selectman Labonte said the BOS has the authority.

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143 Selectman Labonte asked if this was coming out of the 2020 budget or the 2021 budget. Marti said that other than the
144 \$45,000 it would be coming out of the 2021 budget.

145 **Selectman Dargie asked for a motion to approve the KRT Appraisal Services. Moved by Selectman Dudziak.**
146 **Seconded by Selectman Dargie; A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes,**
147 **Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.**

148 **Selectman Dargie made a motion to use the \$45,000 from the Capital Reserve for this project. Selectman**
149 **Dudziak seconded; A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman**
150 **Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.**

151 **3. PUBLIC COMMENTS –**

152 Clair Brewer 18 Brookview Dr. Wants to know what the “Dog Poop card” is that she’s been hearing about people
153 getting. Lincoln Daley replied saying that it was part of keeping in compliance with the federal EPA MS-4 permit. Part
154 of the compliance is to reach out to the dog owners to inform them of the importance of waste management of their pets.
155 Ms. Brewer then asked where the money was coming from to pay for the postcards. Mr. Daley let her know that
156 between DPW and Community Development it is budgeted for.

157 Selectman Freel asked how many times a year this must be done in general. Mr. Daley informed them that they have
158 budgeted about \$35,000 per year for compliance which includes working with consultants, updating out regulation,
159 outreach efforts and inventorying our current assets in the community. If we don’t comply we will be fined.

160

161 **4. DECISIONS.**

162 **a) CONSENT CALENDAR.**

163 1. Timber Tax Cut

164 **Selectman Dargie made a motion to accept the Consent Calendar as presented, seconded by Selectman Dudziak.**
165 **A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman**
166 **Freel yes, and Chairman Daniels yes. The motion passed 5/0.**

167 **b) OTHER DECISIONS.**

168

169 **5. TOWN STATUS REPORT – Administrator John Shannon:**

170 Savage Rd Parking - No problems to date. No complaints have been received.

171 Large Scale Events: Labor Day and Veteran’s Day still going on as planned at this time.

172 Wade Campbell: Granite Town Festivities is willing to donate \$15,000 to help fill up the pool.

173 Selectmen, Wade Campbell and Rick Riendeau discussed opening the pool.

174 Osgood Pond Phase 2 dredging project is on schedule. Selectman Labonte asked if we’ve found other places/people to
175 dispose of the spoils. Administrator Shannon said yes. Selectman Labonte asked about a number that will allow us to
176 dredge more. Administrator Shannon said it depends on transportation cost. Selectman Labonte said he believes that we
177 are not trucking it on our dime.

178 **6. DISCUSSIONS:**

179 1. Selectmen’s Rules of Procedure

180 Discussion was had at the June 8, 2020, approval needed at this meeting.

181 **Selectmen Dudziak made a motion to accept the Selectmen’s Rules of Procedure as presented. Selectmen Dargie**
182 **seconded. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes,**
183 **Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.**

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184 Discussion was had between Administrator Shannon and the Select board on using Town Email or personal email
185 addresses.

186 **Selectman Labonte motioned to make an amendment that reads Board members must use the Milford.gov email**
187 **system for incoming and outgoing messages when conducting town business, to be placed under number 4.**
188 **Responsibilities of the Board in the Selectmen's Rules of Procedure. Seconded by Selectman Freel. A roll call**
189 **vote was taken with Selectman Dargie no, Selectman Dudziak no, Selectman Labonte yes, Selectman Freel yes,**
190 **and Chairman Daniels no. The motion failed 2/3.**

191 **2. Review of the Oval Reservation Form - Please make any changes and return to Administrator Shannon**

192 **7. PUBLIC COMMENTS:** Discussion on the Brox Property brought up by a concerned citizen. Concern was that it
193 was not being used according to the Warrant Article 23 that was passed in 2016. A previous Warrant Article granted
194 the Selectmen 20 years to reclaim this area. Chairman Daniels would like to finish all projects before starting
195 reclamation. Selectman Freel agrees. Suzanne Fournier, states that under the law we're required to reclaim the 18 acres
196 and that no reclaiming has been done. 5 acres at a time and we are long overdue. Lincoln Daley explained the process of
197 renewing the permits. Rick Riendeau broke down the acreage of the original 18 acres, including the turtle habitat and
198 the sports field.

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

200 **a. FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.**

201

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

203 Selectman Labonte asked if we've heard anything from the consultant that toured MACC Base. Chairman Daniels
204 stated that we were given a list of things that would need to be looked at if we chose to pay to have someone go out and
205 do an analysis as to what the cost is. Selectman Labonte is concerned that a lot of stuff comes back to the Chairman but
206 does not come to the rest of the board. He is concerned about the information that is not making it back to the whole
207 board. Selectman Labonte feels that they all hold a 20% stake in the board.

208 **9. APPROVAL OF FINAL MINUTES.** Chairman Daniels had made some changes and so did Selectman Dargie.
209 Administrator Shannon made the requested corrections.

210 **Selectman Dargie made motion to accept the June 3, 2020 minutes as amended. Selectmen Dudziak seconded. A**
211 **roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman**
212 **Freel yes, and Chairman Daniels yes. The motion passed 5/0.**

213 **Selectman Dargie made motion to accept the June 8, 2020 minutes as amended by Selectmen's Dargie, Daniels**
214 **and Labonte. Selectmen Labonte seconded. A roll call vote was taken with Selectman Dargie yes, Selectman**
215 **Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.**

216

217 **10. INFORMATION ITEMS REQUIRING NO DECISIONS.** Board of Selectmen Ethics Policy- Has been
218 provided to the Selectmen and will discuss at the next meeting.

219

220 **11. NOTICES.** Notices were read.

221

222 **12. NON-PUBLIC SESSION.** Motion made by Selectman Freel to enter into a non-public session in accordance
223 with (RSA 91-A: 3, II(c)), seconded by Selectmen Dargie. A roll call vote was taken with Selectman Dargie yes,
224 Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion
225 passed 5/0.

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Gary Daniels, Chairman

Laura Dudziak, Member

Paul Dargie, Vice Chairman

Chris Labonte, Member

Dave Freel, Member

DRAFT

9. Approval of Final Minutes - June 29, 2020 5th Monday Forum

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING 5TH MONDAY FORUM

June 29, 2020

This meeting was conducted pursuant to State of New Hampshire Emergency Order #12 pursuant to Executive Order 2020-04, temporary modification of public access to meetings under RSA 91-A. As such, the meeting was conducted online using these connection instructions that were listed on the posted meeting agenda: "The Public is encouraged to participate remotely, call in on your phone @ 1-646-558-8656 and enter the meeting ID# 893 1515 6853 and the password is 773938, or join the Zoom Meeting @ <https://zoom.us/j/89315156853>. Please try to log in 5 minutes before the meeting's scheduled start time in case you run into any technical difficulties".

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

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

Chairman Daniels declared that an emergency exists and he was invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to the community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, he also finds that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location. Information for accessing this meeting can be found on the Town web site in the red banner.

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

All votes that are taken during this meeting must be done by Roll Call vote. He started the meeting by taking roll call attendance. He asked each member to state their name and state whether there was anyone in the room with them during this meeting, which is required under the Right-to-Know law.

Roll call attendance: Paul Dargie, no one present. Selectman Labonte, no one present. Selectman Freel, no one present. Chairman Daniels, present was Andrew Kouropoulos, videographer.

2. APPOINTMENT: (Approximate times)

7:00 p.m. Keyes Pool Opening – Administrator Shannon said there was an offer of possible funding to help fill the pool. The cost is outlined below.

POOL WATER							
COMPANY	COST PER LOAD	GALLONS PER LOAD	GALLONS NEEDED	TIME TO FILL	BEGIN	TOTAL	NOTE
FORTIN POOL WATER	\$290.00	6,000	300,000	3-4 DAYS	7/7/2020	\$14,500.00	
FRANCOEUR BROTHERS	\$334.00	8,500	300,000	3-4 DAYS	7/13/2020	\$11,788.24	
LAWERENCE TANK	\$425.00	8,000	300,000	3-4 DAYS	7/7/2020	\$15,937.50	
WENDELL'S POOL WATER							CAN'T DO
BOB'S POOL WATER							MACHINE NO ANSWER

Other issues/risks will be finding certified life guards and applying social distancing rules. The system will also need to be tested because it's new. Arene Berry, Recreation Director, said staff members had been told they had a job and then they didn't. Red Cross isn't doing any certification classes so we are unsure of how many life guards we will have.

Wade Scott Campbell, Milford resident said the Granite Town Festivities Committee's offer still stands to pay to fill the pool. Selectman Freel doesn't understand why we are not just opening the pool. On June 5th the Governor said it was up to

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the local towns to determine if they want to open pools. We should have been getting the pool ready. Now people are saying there might not be enough time and using the water ban as an excuse.

Selectman Dargie isn't in favor of opening the pool. The social distancing will be difficult to monitor. Administrator Shannon said we started discussing this in May and we've been ready to turn it on. The goal was to open July 1st. It's isn't a planning issue on our part, it is the fact that we don't have any water that changed our plans. We also don't know how much revenue we are getting back due to COVID-19 so we were being fiscally conservative. Money to pay for the water was offered at the Board meeting on June 22nd. Staff has been doing what they need to be doing. If we use the money from Granite Town Festivities Committee, the Board has to accept those monies and rules have to be followed.

Selectman Freel said June 11th the Governor allowed the pools to open which was before the water ban, why was it not opened before then. Administrator Shannon said at that time social distancing limits were still in place. When the pool opens we will have rules that will have to be followed. The number of people going in will be limited, time will be limited and chairs will not be provided, they will have to be brought from home.

Janet Langdell, Milford resident said the social distancing part can be managed, but she's concerned about the testing of the new system, it's been delayed. When will the testing be done? Administrator Shannon said it was previously scheduled for June 24th and we were planning to open on July 1st. The water ban went in place prior to the 24th so we couldn't test the system. Janet said that's a critical piece of this discussion.

Ken Flaherty, Milford Fire Chief said for clarification, the Governor said June 15th the pools could open up. We were all actively involved to get that on schedule.

Chairman Daniels asked, "What was the expectation of the Granite Town Festivities Committee for the money they are planning to donate and where is the money coming from. Wade said vendors. This money is left over from last year. Ninety percent of our income is from vendor spots. Chairman Daniels asked how many people would be allowed in the pool at a time and how will things be scheduled. Arene said they will setup so that people can reserve a 9x10' square (pods) on the deck and a family of up to four can reserve one. There are 25 pods on the deck. Per square foot we can do 200, but the Fire Chief suggested cutting it to 100. We are only going to try it out at 80 people until we can see how it goes for social distancing. Reservations will be done online for up to 1 hour and 15 minutes. We would empty out and shut down for 15 minutes for cleaning and then the next group could come in. We have slots setup for five 75 minute slots a day.

Chairman Daniels said if you had a group of 150 interested in getting in, is it first come, first serve. Arene said yes, the first 100 would be let in and the next 50 will get first choice the next time slot. You can't just show up and expect to be let in unless there is an opening. If we don't open until later, we will also have to look at what we charge because the season is half over.

Selectman Dargie made a motion to not open the pool this summer. Seconded by Selectman Dudziak. Selectman Dargie said there will be too many issues. Selectman Labonte asked if the staff was ok with having the pool up and running, what is their recommendation. Arene said in May that if we were not able to open by July 6th it would not be worth it. Selectman Freel asked if it was worth opening for the kids in the town that want to use it. Arene said if you are not looking at the financial part of it, there are a lot of things we can do for the town. Selectman Freel said we are not doing anything this year and if this can work, it's worth it. If it can work for four or five weeks you are providing a service that was in the town budget and testing the system. The Governor is allowing us to open and it's there so we should use it. He feels like we've taken everything away from the town this year. He would be happy with five weeks out of the pool.

Selectman Labonte asked what DPW and Administrations' take on it. Rick Riendeau, Public Works Director, said he did his number on cost and they were at \$23,000 to run it for eight weeks, not including winterization. He was concerned about spending the money because of COVID-19 and the possibility of not receiving the taxes that we usually get. He will go whichever way the town wants him to go. Selectman Labonte asked if the new system doesn't get used, would the warrantee be extended. Rick said yes.

Administrator Shannon said he and his staff planned and presented what they had to include the risks, risk mitigation and a new way for the pool to function. His first consideration is to the town and tax payers especially with the uncertainty of the way things are going right now with respect to revenues. Just because the Governor gives us permission to do something, doesn't mean it's the right thing to do.

Janet Langdell said she is 100% for opening the pool and asked about the warrantee for the new system. Rick said the warrantees are fine and they will extend it.

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Selectman Labonte asked what Selectman Dudziak feels about this. Selectman Dudziak said we don't know how many weeks it can be open, we don't know if we will have enough staffing and there will still be social distancing issues. As far as the money being donated, she understood that the Pumpkin Festival was supposed to be self-funding next year and is that still going to happen with them giving us their money? There are too many unknowns. Selectman Freel feels they can get the staffing. Arene said last Monday she had the staff all set to go. She has no idea if they are still available after telling them no again last week. She is worried about staffing for 2021 due to what has happened this year.

Selectman Freel said if we said tonight, it's a go, when can we open, he doesn't feel there are any risks. Administrator Shannon said maybe between the 18th and 22nd. That puts water in the pool and we still have to test it; there are risks involved. There is more involved than just water for the pool. Selectman Freel asked how much was in the budget for the pool? Administrator Shannon said there isn't a lot for pool operation, it's in the DPW budget. The pool cost is based on full cost of pool use and we can't charge people full cost for four or five weeks of use. The revenue will be decreased.

Selectman Labonte said he thought pool passes go into the Recreation Fund. Arene said no they don't, they go to the town. Registrations for all programs go in the Recreation Fund. Administrator Shannon said its risk management. How much risk are you willing to accept, be it COVID 19, money or whatever to get the pool up and running.

Chairman Daniels asked how long it takes to test the pool. Rick said the contractor needs a couple of days to finish with the equipment and initial startup. We usually run the pool about a week before it's up and running. Chairman Daniels said it would be July 25th at the earliest. Selectman Labonte asked if the Pumpkin Festival would be coming back in March for another warrant article. Wade said no. Selectman Labonte asked when the pool usually closes. Rick said about the day before school starts, when the staff has to be back at school. Arene always says that the pool will close around the third Sunday in August but we sometimes extend it about another week depending on the staffing. Milford school starts August 26th this year.

Jason St. Jean, Milford resident, asked if they have heard if the college kids are even going back to school and would we be able to extend the pool until Labor Day. Arene said she hasn't got that far yet and doesn't think the college kids know yet. Selectman Dudziak said she understands that it's up to the individual colleges to make that decision. Jason asked if they could wait to make the closing decision on the pool until they know about the college kids who are going back to school. Administrator Shannon said that is normal course of action.

Selectman Dudziak said if the pool opens on July 25th it gives us three to four weeks. Jason said that is an eternity in the hottest part of the summer especially this year where there isn't anything else to do. Selectman Freel said its 28 days, half the summer and maybe up to 35 days. For us to take that away when it's isn't going to hardly cost us anything because maybe we don't want to go through and work a little bit harder is wrong. Administrator Shannon took offense at Selectman Freel's comment. He said this has nothing to do with whether or not he and staff are willing to work hard. We have been working hard trying to get the pool open. There a lot of things that are closed due to COVID-19 and that needs to be taken into consideration. The risks have been laid out; it's up to the Board at this point.

Jason said private clubs have pools and we can reach out to them to see how they are doing. Have we reached out to private clubs in the area? Administrator Shannon said they have and others have reached out for our plans. We are sharing information. Selectman Freel asked to do the vote. Chairman Daniels is willing to go along with opening as conditional as long as everything is in place by July 25th and not beyond that.

A motion was on the table to not open the pool. Selectman Dargie, yes. Selectman Dudziak, yes. Selectman Labonte, no. Selectman Freel, no. Selectman Daniels, no. The motion failed 3/2 with Selectman's Labonte, Freel and Daniels opposed.

Selectman Freel made a motion to open the pool as long as it can be opened by the 25th, staff is hired, water is in place and testing is complete. Selectman Labonte seconded. Administrator Shannon said will move forward as soon as a decision is made. Selectman Freel said you can't stop and get back to us if the 25th isn't going to work. Administrator Shannon said there would be a couple of things that might slow us up, like if we can't get the contractor here or something is weird with the water, other than that they will move forward and try to open as soon as we can. Chairman Daniels asked Arene how many life guards she needs. Arene said she needs a minimum of eight. If she can't get eight, she won't be able to open every day. You can't ask them to work nine hours a day, seven days a week.

Rebekah Anderson, Milford resident, said she is a mom to two life guards and they are willing to work over the summer. A motion was made to open the pool by July 25th, providing staff is hired, water is in place and testing is complete, under the condition that the water is donated. Selectman Dargie no, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes and Chairman Daniels yes. The motion passed 4/1 with Selectman Dargie opposed.

7:50 Speed on Falcon Ridge - Maggie and Rick Jones, Milford residents are asking for help with the speeding on their road. The police are not offering the help that they feel is needed. They asked us to walk with our cell phones and try to take a picture of the vehicles that are speeding. The road has also not been accepted yet. Captain Frye said the road hasn't been accepted which make it a legal problem for them. He will ask the other officers to have more of a presence in the area. Maggie said that was offered as well. Captain Frye said that is about all they can do. Chairman Daniels asked if there are speed limits on that road where it hasn't been accepted. Captain Frye said no, it hasn't been accepted. Maggie said it's a concern and feels it needs attention that there are children there.

Chairman Daniels asked if the town is intending to accept that road. Rick said yes. The contractor hasn't complied with finishing his end of the contract and then it needs to go before the Board. Selectman Freel asked if there was a way to get anyone for reckless driving in a non-town owned road. Captain Frye said it turns into an OHRV complaint. They will try to have more patrols up there. It's a cut through road. Chairman Daniels asked Captain Frye and Chief Viola to keep them informed of that area. Rick said he's been talking to the road owner for four years and there is only so much he can tell him.

7:58 - Pumpkin Festival Update - Wade Scott Campbell said they met with the Lion and Rotary Clubs about the scaled down Pumpkin Festival. The large pumpkins will be brought in. It will be a very small, back to the roots traditional pumpkin festival. It will be a Friday night and Saturday event.

Selectman Freel asked if the oval will still be decorated. Wade said they are still discussing those things but they don't know what is going on with the schools yet. They have to be careful that they are not pulling in large crowds.

8:01 – Selectman Labonte brought up the radio transmissions problems and referenced e-mails from Captain Frye. He wants to know what can we do and what are our options if the portables are not working within 300 feet away.

Chief Viola said this has been a problem for a long time. They felt like the best fix would be an overhaul of the whole situation. It's always been a Band-Aid fix and if we Band-Aid it again, it's just going to happen again later. The Union came out at the last two deliberative sessions and also expressed their concerns.

Selectman Labonte said seeing these e-mails now put this town on notice that officers feel for their safety. Have those portables been sent out to be checked. Chief Viola said the portables are not the problem and if broken, we purchase new ones. It's the infrastructure that's broken. Selectman Labonte said portables go to portables to portable and it has nothing to do with MACC Base. Chief Viola said there is more to it than that. Selectman Labonte said a portable from 300 feet away is just like a fisher price walkie talkie talking to each other. Captain Frye said that has been brought up before CTA was brought in.

Cheryl Giggets, CTA Consultant said you need to go back to the system for a portable to work. You don't have the repeaters to do that in your current system. A vehicular repeater can only make a good system stronger to help your portables talk better. Your mobiles don't have a good enough system at this point.

Selectman Labonte said when he's home or in his vehicle, he has a scanner in his truck, when he hears an officer on his portable, it isn't going through MACC Base it's coming directly from that officers portable. Selectman Freel replied or a tower. Cheryl said it needs to go through the tower. The portable has to go through something to get to you; it just doesn't go out into a vacuum. It still has to go through a system. You don't have those repeaters right now. If the person is in a place where there is a strong signal, you will likely hear each other.

Selectman Labonte asked what we can do now. Cheryl said you need a new system. Anything you do now to correct the problem is not going to work itself into a new system. You need to go to P25 technology that can be used in the new system. Unless you start to replace and put in a repeated system there isn't much you can do to improve your situation.

Selectman Labonte repeated, what can we do, whether we are spending money twice, to improve officer safety now. Spending money twice would be cheaper than a law suit. Cheryl said you could try to put vehicular repeaters in but again, they are only going to be as good as the mobile signals that you have. Again, they may not be compatible with a new upgraded system. Your infrastructure isn't an infrastructure, its mobile radios that have been placed up on pole and a couple of towers. For you to replace those isn't going to help you because you need to put in a new repeater system in. You need large base stations. Just putting in one won't help because they all need to work together.

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Selectman Labonte asked if it was possible for CTA to come up with a price for us to put repeaters in the cars that can deal with the deficit now. Cheryl said yes. Selectman Labonte asked if there was anyone on the Board that would like to see this. Chairman Daniels said it was considered before but the explanation that has been given to us multiple times now is that when you have a main system that is not putting out a powerful enough signal you are still going to have problems. Unless you change the main system, you will not fix the problem. All three towns agree on that.

Selectman Labonte said if you go back to your cruiser off your portable, more than likely they are getting through. If you had your repeater that tied to the radio in the cruiser your success rate on that communication getting back to dispatch or the other officers is going to be greatly improved.

Cheryl share Selectman Labonte's concerns and she brought her team together last week because this troubles her. We try to do everything possible to ensure that the users are safe. That is their only reason for being in business. She asked her team if they were really sure that if they put vehicular repeaters in the car and it saves one life, it is worth it. They came back to her and said, "We can't tell you that you are going to get any significant advantage from it". This is from a technical prospective. She said she didn't know how she would be able to live with herself if someone did get hurt knowing that I could have just said, "Go ahead and put vehicular repeaters in these cars and it could save a life". Might it, yes, it might, but her team is telling her that you are not going to get a significant improvement. We can do it, we can help you and we can give you a price. We could try to find a vendor that would give you some sort of assurance that it might work in a P25 system later; but we have not found that yet. You can't change physics no matter how much you want to, it is just not going to change the situation.

Selectman Labonte said it would be a plus if it could fit in a P25 system, but if it didn't fit in a P25 system, he would be curious to see what one repeater cost to try it and see if it made a difference. Maybe it's the same as it's always been, but they just never came to us before. He doesn't understand how we would wait until March.

Selectman Freel asked if anyone ever recommended taking Cheryl's new system and put it up at MACC Base and still have the other two towns as part of it and share their portion of the cost? Chairman Daniels said a regional system was offered from the Police Station. The other towns wanted a voice on the Board of Governors. What would be replaced instead of the Board of Governors would be two different committees, one financial and one operations. There would be representation from every emergency service from every town. He feels that they would actually have more voice than they would now because if you have emergency services coming and saying, "we have a problem with this", then it's up to us to fix the problem. We either keep a customer or we lose a customer.

Selectman Freel asked if the other towns every said they would be willing to build a building, not at the Police Station, but just a building to get away from the Town Hall building. To be in a safe building, new structure, but still have all three towns part of it and share the total cost. Or do they just fight this and want to stay at the top of the Town Hall. Chairman Daniels said there are some logistical things that come into play there and he isn't sure he fully understands all of it.

Kevin Federico, Milford resident, applauds the DPW Director, Town Administrator and Recreation Director for being fiscally responsible and taking an overall look at the picture for the town when it comes to looking at the pool and realizing the they are not getting as much bang for their buck. It's good that the town staff is always looking at the bottom dollar especially in the COVID 19 times. He also applauds the Board for opening the pool.

He's been listening since 5:00. His response, directed to Selectman Labonte, on the e-mails that you received from officers saying that their lives were in jeopardy is not the first ones in the last fifteen years. His answer to "what can we do right now" would be to tell this Board that if you want to clear, present and support all your emergency services departments, that the five of you sit here and say, "we are putting a warrant article forward in March to replace the system that is currently not functioning properly for us". It has been said many times in the last fifteen years that the system in place does not work. He finds it amazing that Selectmen can sit in a meeting and say, "it works for us" when several meetings ago they said MACC Base doesn't work and it needs to be replaced. He isn't talking about the people; he's talking about the hardware and the equipment. If this Board of Selectmen wants to do something, they should get behind their Police Department, Ambulance Department, Fire Department and Public Works Department and say tonight, we are putting a warrant article forward in March to replace our system. You can go round and round and talking about what doesn't work and you are just wasting our tax payer's money. He doesn't want you to waste his money twice but he's willing to have the system re-done completely and do it once.

Chairman Daniels said we all agree on your comment to put forth a warrant article to replace the equipment, the big questions is where it is going to go. Kevin said he heard both Selectmen Dudziak and Selectman Freel both enquire from the other Selectmen from the other Towns if they would be interested in meeting Milford. They want equal say and equal

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rights on this Board and his thoughts are, he doesn't care if it's done by population, if you want equal say on how the money is spent they you pay 1/3, and not one of them said they would do that.

8:30 – Osgood Pond Dredging – The Town received a letter from Steve Trombly with interest in buying some of the phase I spoils and maybe part of the phase II spoils beyond what we can get with the grant. His price was \$1.45 per cubic yard. Selectman Freel asked if it was a good price. Chairman Daniels said it's the same price that they are selling the gravel for. Selectman Dudziak asked if there was anyone else interested in purchasing the spoils. Chairman Daniels said there may be two or three others that are interested in taking some of the spoils. This would help us expand the amount being dredged.

Administrator Shannon said we are still looking. It's thousands of cubic yards and we have to find someone that can handle it and it needs to meet certain standards away from wetlands. Selectman Dargie said he would think we would want the phase II spoils be trucked directly somewhere instead of taking the phase I spoils and replacing them with the phase II spoils.

Chairman Daniels said it would depend on whether or not they need wet or dry materials. He would like to know how much is needed for reclamation of the land. He was told about 15,000 cubic yards and we have about 10,000 cubic yards out there now. We would need part of what is coming from phase II. He would like private contractors take some away.

Selectman Labonte asked if the \$1.45 include trucking. Chairman Daniels said yes. Selectman Labonte asked if we would end up with a credit from the contractor doing the dredging. We were given a price for dredging and hauling. Chairman Daniels said he would hope the contractor would give us everything we expected and the private haulers would pay the contractor directly for doing the dredging, which is what happened in phase I.

Administrator Shannon said we are still going to get our money's worth but if we are saving some money on the trucking end of it, the contractor might be able to dredge a bit more. Selectman Labonte would be interested in seeing what the contractor will be saving us per yard in trucking and what we are going to get for revenue coming in.

Selectman Freel asked if the contract for the dredging broken down. Administrator Shannon can send the contract to Selectman Freel.

8:40 – Misc. - Selectman Labonte asked about going back to in person meetings now that the 10 person restriction rule has been lifted. Selectman Freel also wants to go back to in person meetings. Administrator Shannon said he talked to Chris Gentry and their intent is to move BOS meetings upstairs in the Auditorium due to COVID 19 concerns. We should also use zoom as well so people can zoom in.

Chairman Daniels said the acoustic upstairs isn't good. Selectman Labonte said the new wireless microphones worked fine at deliberative session. Chairman Daniels said he's willing to try it out but we should keep the zoom going, it expands the way we communicate with the public and more people interact. He will look at it for the first July meeting.

Selectman Dargie request that we wear masks at the in person meetings. Wade Campbell said continuing zoom as an option would be great. Selectman Freel said he would like to leave the masks as a personal option. Selectman Dargie said if we don't require masks then he would prefer to stay on zoom meetings and not attend in person. Selectman Dudziak agrees with Selectman Dargie.

Claire Brewer, Milford resident, said she watched the Water Utilities meeting and they were wearing masks and you couldn't understand them. Selectman Labonte agrees with Selectman Freel. Chairman Daniels said we will see what the next couple of weeks bring.

Janet Langdell said if you do a hybrid meeting where you are doing in person and zoom would you be able to have a screen so that the people in the room could see those who are zooming in. Kevin Federico said a hybrid could easily be done.

Janet Langdell said the agenda packet was not posted on the web site. Chairman Daniels said an agenda was put out that at 5:00pm we would have a discussion with the other towns, at 6:00pm we would have an IMA work session which didn't happen and the third thing was the 5th Monday forum of which included the Keyes Pool opening. The figures for the water handout was the only one.

Janet said the agenda was out there but the detailed information wasn't. Administrator Shannon said it's his fault if something didn't get posted properly. He's without an incredible key member of his staff right now who is huge when it comes

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to these things. He will make sure the water sheet gets posted, and the meeting minutes will be posted after they are signed. Selectman Dargie said the meeting minutes can be posted prior to signing, just identify them as draft.

3. ADJOURNMENT: Selectman Dudziak moved to adjourn at 8:55. Seconded by Selectman Dargie. All were in favor. A roll call vote was taken with Selectman Dargie yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Gary Daniels, Chairman

Chris Labonte, Member

Paul Dargie, Vice Chairman

David Freel, Member

Laura Dudziak, Member

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10. a) Treasurer's Report - May 2020

TREASURER'S REPORT
TOWN OF MILFORD, NEW HAMPSHIRE
5/31/2020
(unaudited)

	CHECKING ACCOUNT	TOWN CLERK ACCOUNT	ESCROW ACCOUNT	NHPDIP ACCOUNT	DISBURSEMENT ACCOUNT	BAR HARBOR ACCOUNTS	INVESTMENT ACCOUNT	TOTAL
Beginning Balance as 5/1/20	1,022,204.53	41,565.96	136,565.80	7,272,027.53	12,090.06	10,673.26	531.34	\$ 8,495,658.48
Receipts:								
Taxes and Interest	173,040.66	-	-	-	39,382.16	-	-	\$ 212,422.82
Water & Sewer User Fees	229,913.89	-	-	-	27,931.29	-	-	\$ 257,845.18
Other Revenues	337,001.88	305,828.08	-	-	-	-	-	\$ 642,829.96
Ambulance	-	-	-	-	54,626.69	-	-	\$ 54,626.69
Recreation	-	-	-	-	-	-	-	\$ -
Escrow Deposit	-	-	-	-	-	-	-	\$ 1,500.35
Escrow Transfers	1,500.35	-	-	-	-	-	-	\$ 3,830.47
Interest Income	-	-	28.85	3,778.61	-	0.44	22.57	\$ 3,990,000.00
Investment Transfers	3,302,000.00	-	-	-	-	-	688,000.00	\$ -
TAN Deposit	-	-	-	-	-	-	-	\$ -
Bond Proceeds	-	-	-	-	-	-	-	\$ -
Total Receipts:	<u>\$ 4,043,456.78</u>	<u>\$ 305,828.08</u>	<u>\$ 28.85</u>	<u>\$ 3,778.61</u>	<u>\$ 121,940.14</u>	<u>\$ 0.44</u>	<u>\$ 688,022.57</u>	<u>\$ 5,163,055.47</u>
Disbursements:								
Accounts Payable Warrants	(813,813.14)	(74,049.99)	-	-	(31.90)	-	-	\$ (887,895.03)
Payroll Warrants	(700,432.14)	-	-	-	-	-	-	\$ (700,432.14)
Milford School District Appropriation	(2,058,544.00)	-	-	-	-	-	-	\$ (2,058,544.00)
Hillsborough County Appropriation	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	(1,500.35)	-	-	-	-	\$ (1,500.35)
Investment Transfers	(435,000.00)	(231,000.00)	-	(2,775,000.00)	(117,000.00)	-	(432,000.00)	\$ (3,990,000.00)
TAN Disbursement	-	-	-	-	-	-	-	\$ -
Suntrust Disbursement	-	-	-	-	-	-	-	\$ -
Bank Charges	(1,223.88)	-	-	-	-	-	-	\$ (1,223.88)
Voided Checks	365.00	-	-	-	-	-	-	\$ 365.00
Total Disbursements:	<u>\$ (4,008,648.16)</u>	<u>\$ (305,049.99)</u>	<u>\$ (1,500.35)</u>	<u>\$ (2,775,000.00)</u>	<u>\$ (117,031.90)</u>	<u>\$ -</u>	<u>\$ (432,000.00)</u>	<u>\$ (7,639,230.40)</u>
Ending Balance as of 5/31/20	<u>\$ 1,057,013.15</u>	<u>\$ 42,344.05</u>	<u>\$ 135,094.30</u>	<u>\$ 4,500,806.14</u>	<u>\$ 16,998.30</u>	<u>\$ 10,673.70</u>	<u>\$ 256,553.91</u>	<u>\$ 6,019,483.55</u>


ALLEN WHITE
TOWN TREASURER

7/7/20

10. b) NHMA Legislative Policy Process - Important Dates



2021-2022 Legislative Policy Process

Important Dates!

FLOOR POLICIES DUE: August 21

POLICY CONFERENCE: October 2

Quick Links

Government Affairs Contact Information

Margaret M.L. Byrnes
Executive Director

Cordell A. Johnston
Government Affairs Counsel

Becky Benvenuti
Government Finance Advisor

Natch Greyes
Municipal Services Counsel

Timothy W. Fortier
Communications Coordinator

Pam Valley
Administrative Assistant

25 Triangle Park Drive
Concord NH 03301
Tel: 603.224.7447
NH Toll Free: 800.852.3358

EM: governmentaffairs@nhmunicipal.org

Website: www.nhmunicipal.org

The 2021-2022 Legislative Policy Process is moving forward!

Here is a link to the [Legislative Policy Recommendations](#) made by NHMA's three policy committees. This document will also be posted on NHMA's website, www.nhmunicipal.org.

The policy recommendations are listed by committee: (1) General Administration and Governance; (2) Finance and Revenue; and (3) Infrastructure, Development, and Land Use. The committees have also recommended a revised set of [Legislative Principles](#), which will be considered for adoption at the Legislative Policy Conference along with the recommended policies.

We urge each municipality's governing body, prior to the Legislative Policy Conference, to vote a position on the recommendations and floor proposals (see below) to provide direction to your voting delegate at the conference. Otherwise, your delegate is free to cast your municipality's vote as he or she chooses. For more information about the legislative policy process and the Legislative Policy Conference, please see the [Question and Answers](#) document.

NOTE: Please do not send your governing body's

vote results or positions to NHMA. Your governing body's discussions and votes are only for the direction of your voting delegate. The only way a municipality may vote on these policies is to send a voting delegate to the policy conference on *October 2*.

Floor Proposals

The deadline for submitting floor proposals is ***Friday, August 21***. A floor proposal will be accepted only if it is ***approved by a majority vote of the governing body*** (board of selectmen, aldermen, or council) of the town or city submitting the proposal, is submitted in writing, and is **received no later than August 21**. After that date, we will send all floor proposals received to each municipality so there will be an opportunity to take a position on them before the Legislative Policy Conference. Floor proposals should be submitted using the [Floor Policy Proposal](#) form, which is also available on the [NHMA website](#) under "Advocacy/Policy Setting Process." To submit a floor proposal, please e-mail it to governmentaffairs@nhmunicipal.org, or mail it to NHMA, 25 Triangle Park Drive, Concord, NH 03301.

Legislative Policy Conference

The 2021-2022 Legislative Policy Conference is scheduled for **Friday, October 2, 2020, at 9:00 a.m.** Because of the coronavirus, this will be a "virtual" conference; we will send information about how to attend later this summer.

Please call the Government Affairs Department at 224-7447 or 800-852-3358 if you have any questions.