Select Board Members,

We are asking the town of discontinue the use of the fire alarm horn that is activated when there is an emergency call. The reason for the request has to do with our 12-year-old son who is autistic. He has an extremely negative reaction every time he hears the horn. The horn triggers a sensory overload that we are unable to avoid from our home [redacted] less than a mile from the oval. These sensory overloads result in screaming and crying episodes that also involve self-harm where he slams his body into things and bites himself so hard that he leaves deep marks on his arms. It's truly heart breaking to witness because there is not much we can do to soothe him once it starts, and it can last for hours. When we are home we are able to put him in the shower to calm down while he is screaming and hurting himself. But, when we are out in town, our only choice is to go home, and when he is at school he needs to be picked up to go home. Over the last several years his reactions have grown increasingly severe. Normally when we identify something that can cause a sensory overload we are able to work with him to accept it, or we avoid it all together when possible. Because of the random nature of the alarm we are simply unable to predict when or where these events will occur including when he is not in the home but out in town or at school. We have tried to get him to understand that the alarm is needed to let the fire fighters know when someone needs their help, but that hasn't worked.

As a family we love and appreciate that our town has traditions that make it a unique place to live, and we wouldn't ask to remove any of those if we weren't in this desperate situation. Since the town has made significant upgrades and investments to the emergency alert system over recent years, we are hopeful that you will agree that the fire horn is no longer a necessary part of the alert system, and it can be discontinued without any negative effect on the response time of our towns great first responders. If you do find that the alarm is no longer needed, we ask that you are compassionate enough to let go of this tradition in favor of helping a family who loves this town and a boy that needs your help.

Thank you for your time and consideration on this matter.

Respectfully,

The Fowler Family

[redacted]

Milford

5:45 Request to Appoint Daniel Sadkowski to the Zoning Board of Adjustments as an Alternate Member - Term expires 2025

TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

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

Date: August 3, 2022

To: Board of Selectmen

CC: John Shannon, Town Administrator

From: Lincoln Daley, Community Development Director

Subject: Recommendation to Appoint Dan Sadkowski to Board of Adjustment

At their July 7th public meeting, the Board of Adjustement voted unanimously to recommend to Board of Selectmen the appointment of Mr. Sadkowski as an Alternate to the Board. This recommendation is based on Mr. Sadkowski's past experience as a Board of Adjustment member for a neighboring community and strong desire to serve the community.

On behalf of the Board of Adjustment, I submit this request to appoint Dan Sadkowski as an Alternate to the Board.

Please contact me with any questons.

Board of Selectmen,

When we lived in Amherst from 2003-2016 I wanted to serve the town as a volunteer and I applied for and was appointed an alternate member of the Amherst ZBA for a 3 year term from 2004-2007. I attended most meetings in case an elected member could not and I served in their position for that particular meeting, I was able to listen to and vote on many diverse cases. When my term ended in 2007, I was appointed to the Cable TV committee and served on that board from 2007 until 2016 when we moved to Milford. I would like to continue serving as a volunteer on the Milford ZBA.

Thank You
Dan Sadkowski.

5:50 Mooseplate Grant Approval - Conservation Commission Member, Chris Costantino

Town Hall
1 Union Square
Milford, NH 03055-4240
(603) 249-0628
Fax (603) 673-2273
www.milford.nh.gov
conservation@milford.nh.gov

Town of Milford
CONSERVATION COMMISSION

August 5, 2022
Milford Board of Selectmen

RE: Mooseplate Grant Application to fund a Management Plan for Brox Community Land (M38L58)

To the Board,

The Town purchased the Brox Community Land parcel (M38L58) in 2000 to set aside approximately 145 acres for future community uses. Over time, the landscape of diverse habitats has attracted many species of wildlife, largely in part because of the historic and ongoing graveling operations that have occurred on this site. Included in these animal populations are populations of NH Threatened and Endangered Species, which require special consideration when planning to use the parcel as intended.

The Milford Conservation Commission would like to apply for funding from the NH State Conservation Committee which distributes Moose Plate grants to municipalities that support the conservation of NH's natural resources. The grant award would fund the creation of a Management Plan for the Brox Community Land parcel, which will be used to guide the Town's decision-making process for use of the land.

The Milford Conservation Commission appreciates the support from the BOS and Residents of Milford, as we continue to promote the conservation, protection and sound management of Milford's natural resources for current and future generations.

Respectfully,

Chris Costantino
MCC Member

New Hampshire State Conservation Committee
Conservation License Plate Grant Program

Landowner Acknowledgment and Consent

As the owner of the property identified in the New Hampshire State Conservation Committee Conservation License Plate application submitted by the Milford Conservation Commission (Applicant), I consent to the project as described and the submission of this application.

Landowner Acknowledgment

Signature _____

Print/Type Name

Date August 8, 2022

Address

OR

Governing Body Acknowledgment

Governing Body Milford Board of Selectmen

Municipality (if appropriate) Town of Milford

Signature _____

Duly Authorized Representative

Print/Type Name Paul Dargie

Date _____

Address 1 Union Square Town Hall

Milford, NH 03055

6:00 Town Planner/Engineer - Community Development Director, Lincoln Daley

TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

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

Date: August 3, 2022

To: Board of Selectmen

CC: John Shannon, Town Administrator

From: Lincoln Daley, Community Development Director
Leo Lessard, Public Works Director

Subject: Town Engineer Position

SUMMARY:

The purpose of this agenda item is to discuss the creation of a Town Engineer position to support the activities, essential functions, mandates, and expanding responsibilities of the Public Works Department and Office of Community Development. This position will benefit the Town by improving operational and technical engineering capacities for all departments and improve services to residents/development community. Further, the Town Engineer will provide cost effective engineering solutions associated with the planning, design, construction, and administration of capital improvement projects and the maintenance of Town infrastructure and environmental programs.

For your review and consideration, attached, please find the draft Town Engineer job description.

FISCAL IMPACT:

The overall impact to the 2023 budget would be net neutral. The creation and funding of the Town Engineer position would be accomplished through the following:

1. Reclassification of the Public Works Highway Manager position (to remain unfilled) to a Town Engineer and minor reorganization within the Department.
2. Reappropriation of existing departmental budgetary funds utilized for outside engineering consulting services, MS4 compliance, and related projects.
3. Revenue stream generated from transitioning from outside engineering consultant to in-house review/inspectional services for land use development projects and permits.

Attached, please find the projected cost and reappropriation schedule.

RECOMMENDED ACTION:

Given the demand for services and to support ongoing projects, we are seeking to establish this position by October of this year. We estimate approximately $35,000 to fund the Engineer position for the last quarter of the calendar year. An ARPA funding request was submitted to the Board for consideration. The 2023 budgets would be adjusted for the both Departments to include the total annual cost of the Town Engineer position.

TOWN ENGINEER POSITION

Projected Salary Range	$80,000 - $100,000
Projected Health Benefits (Family Plan)	$24,790
Projected Dental Benefits (Family Plan)	$400
Total	**$105,190 - $125,190**

TOWN ENGINEER POSITION - Cost Reappropriation Schedule

Department	Dept. Budget Line Item		Budgeted Amount (2022)	Reappropriated Funds Towards Engineer Position
Public Work Dept. - Highway Manager Postion Salary	12702-511000	Wages -Full Time	$78,803.00	$78,803.00
Public Work Dept. - GIS/MS4 Intern and General Part-time Assistance	12602-512000	Wages - Part Time & Temp	$26,300.00	$16,500.00
Public Work Dept. - Consulting Engineering and MS4 Svs.	12702-531000	Architects & Engineers	$17,000.00	$10,000.00
Communuty Dev. Dept. - Consulting Engineering and MS4 Svs.	11502-539900	Other Professional Services	$18,000.00	$10,000.00
Communuty Dev. Dept. - GIS/MS4 Intern	11502-512000	Wages-Part Time & Temp	$14,500.00	$10,000.00
			Total Reappopriated Funds	**$125,303.00**

Communuty Dev. Dept. - Consulting Engineering Services for Land Use Permitting Review/Inspectional	Monies paid to Engineering Consultant by property owners and developers for land use permits/related review and inspections.	$10,000 generated annualy (3 yr. approx. ave.)	$10,000 (see note)
		Totol Projected Funds	**$135,303.00**

Note: Permit review and inspectional services to be completed by Town Engineer. Unless otherwised specifed, all revenues would be placed in the General Fund.

TOWN OF MILFORD - JOB DESCRIPTION

JOB TITLE:	Town Engineer	**GRADE LEVEL:**	
CLASSIFICATION:	Exempt – Full-Time ($80,000 - $100,000)		

Job Description:	Performs professional engineering work of a technical nature within the Community Development Department and Public Works Department including design, layout, construction management and mapping of municipal projects, investigations, and development review. Assists the Departments of Public Works and Community Development Departments as well as town boards and other departments in matters relating to the design and inspection of various construction projects, public and private. Provides technical assistance to other departments, boards and committees as requested. The position is responsible for the management, administration, and mobilization of efforts in compliance with the Town's Municipal Separate Storm Sewer System (MS4) permit program. Coordinates with Town Departments to manage the assigned resources and project teams toward cost-effective and timely results.
Accountability:	Works under the general supervision of the Community Development Director and Public Works Director, who provides policy guidance, assigns areas of responsibility and evaluates performance in terms of effectiveness of services provided by the departments.
Equipment Used:	General office equipment such as computer, workstation, GPS unit, mobile devices, photocopier, fax machine, telephone, calculator, etc.
Environment:	**Inside:** 50 % **Outside:** 50 %

Duties and Responsibilities:

Note: Except as specifically noted, the following functions are considered essential to this position. The listed duties, however, are not meant to be a complete listing of the duties which may be undertaken by this position.	Except as specifically noted, the following functions are considered essential to this position: 1. Oversees and performs engineering including feasibility studies, evaluations, design and construction projects for the Department of Public Works; oversees engineering services and other technical assistance to all other town departments engaged in capital projects as required. 2. Directs the preparation of documents for competitive bidding; evaluates bids and recommends contract awards. 3. Works with Department of Public Works staff to implement facility improvements in the DPW including procurement of material and equipment and direction on construction and installation. 4. Works with engineering consultants and contractors on design and construction projects, including design review, budget and schedule management, resolving design conflicts and maintaining compliance with plans and specifications. 5. Identifies the need for, and supervises the preparation of, plans and other documents required when construction projects necessitate land takings or

easements; makes recommendations to the Planning Board concerning the release or reduction of performance bonds.

6. Provides technical review of design plans and specifications proposed by subdivision and site plan developers as they relate to the right of way, road, water, sewer, and drainage networks being contemplated. As part of the review process, evaluates compliance with regulations, codes, and engineering standards and coordinates with other Town Departments to insure that project infrastructure is functional and maintainable.
7. Oversees the implementation of approved plans during construction to insure that required specifications are satisfied and that quality of work is satisfactory.
8. Monitors bonding requirements for development projects, and reviews as-built plans and right of way deeds for roadways proposed to be accepted by the Town.
9. Manage municipal stormwater efforts relative to water quality, mapping, and reporting requirements associated with the Environmental Protection Agency's (EPA) National Pollutant Discharge Elimination System (NPDES) General Permit for stormwater discharges from Small Municipal Separate Storm Sewer Systems (MS4). Shall be responsible for the following:
    a. Coordinate the completion of all required reports and plans, Public Education Plan, Public Involvement Plan, and annual reports as required by the Town's MS4 permit.
    b. Create a database/tracking system of information required for the completion of the reports above, including a listing of public and private stormwater management facilities and "Best Management Practices" installed.
    c. Be primarily responsible for public education and outreach activities and public involvement activities.
    d. Oversee the implementation of all required plans.
    e. Oversee the implementation of demonstration projects.
    f. Manage and supervise assigned professional consultants and interns and evaluate performance.
    g. Conduct general research and prepare reports and information in support of these activities.
    h. Continually communicate with NHDES and EPA to ensure that the Town's MS4 are in full regulatory compliance and prepared for any future requirements.
    i. Shall review and municipal stormwater permits on behalf of the Town.
10. Oversee and assist in the implementation of all mapping/GIS activities.
11. Performs other duties as assigned.

Physical Activity Requirements:

Frequently, Occasionally, Seldom, Rarely or Not Required

PRIMARY PHYSICAL REQUIREMENTS	
LIFT up to 10 lbs.:	Frequently
LIFT 11 to 25 lbs.:	Occasionally
LIFT 26 to 50 lbs.:	Occasionally
LIFT over 50 lbs.:	Rarely

OTHER PHYSICAL CONSIDERATIONS	
Twisting	Occasionally
Bending:	Occasionally
Crawling:	Rarely
Squatting:	Occasionally

CARRY up to 10 lbs.:	Occasionally
CARRY 11 to 25 lbs.:	Occasionally
CARRY 26 to 50 lbs.:	Occasionally
CARRY over 50 lbs.:	Rarely
REACH above shoulder height:	Occasionally
PRIMARY PHYSICAL REQUIREMENTS	
REACH at shoulder height:	Occasionally
REACH below shoulder height:	Occasionally
PUSH/PULL:	Occasionally
HAND MANIPULATION	
Grasping:	Frequently
Handling:	Frequently
Torquing:	Not required
Fingering:	Frequently
Controls and Equipment:	Required **

Kneeling:	Occasionally
Crouching:	Occasionally
Climbing:	Rarely
Balancing:	Rarely

WORK SURFACE(S)

Standard office desk and chair.
Computer/copier. Carpet and vinyl flooring

DURING AN 4-HOUR DAY, EMPLOYEE IS REQUIRED TO:

	Consecutive Hours 1 2 3 4 5 6 7 8	**Total Hours** 1 2 3 4 5 6 7 8
Sit	**1-2**	**2**
Stand	**1**	**1**
Walk	**1**	**1**

Controls & Equipment**
- ✓ General office equipment, mobile devices, GPS Unit, digital camera, etc.

Cognitive and Sensory Requirements:

Talking:	Necessary for communicating with others.
Hearing:	Necessary for taking instructions and information.
Sight:	Necessary for the performance of duties.
Tasting & Smelling:	Not required for the performance of the function of this position.

Specific Vocational Preparation Requirement(s):

	Short demonstration only		Any "beyond short" demonstration up to and including 30 days.		30-90 days
	91-180 days		181 days to 1 year		1 to 2 years
	2 to 4 years	X	4 to 10 years		Over 10 years

Desired Minimum Qualifications:

Education & Experience

Required:	Bachelor's degree in civil engineering required; 4 or more years progressively responsible experience in public works design and construction, preferably in a municipal setting; or any equivalent combination of education and experience. Experience in plan review, utility inspection, budget review, development and implementation.

Experience	Four or more years of progressively responsible experience; or any combination of education, training and experience, which provides the knowledge, skills and abilities, required for the job.

Necessary Knowledge, Skills and Abilities:

Knowledge of:	• Extensive knowledge in the application of civil engineering and surveying skills to public works projects; thorough knowledge of local, state, and federal laws and regulations governing the municipal infrastructure. • considerable knowledge and experience in evaluation, planning design, construction, materials and operations associated with roads, drainage, sanitary landfills, water and sewer system • Computer usage and applications. • Requires logical or scientific understanding to analyze problems of a specialized and professional engineering nature in the fields of water supply, wastewater collection and treatment, street and highway design and construction, Stormwater II and GIS.
Ability to:	• Maintain electronic and written records and prepare reports and to document any and all information pertaining to the activities and responsibilities of the position. • Solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. • Apply logical and rationale thinking to solve problems or accomplish tasks; to understand, interpret and communicate complicated policies, procedures and protocols. • Speak effectively before public groups and respond to questions. • Operate with multiple deadlines and competing demands. • Read, analyze and interpret professional periodicals and journals, technical procedures and government regulations. • Interpret a variety of technical instructions with abstract and/or concrete variables. • Make accurate arithmetic calculations. • Maintain effective working relationships with department heads, employees, Land Use Boards and Commissions, Board of Selectmen, and the public and to deal with service problems courteously and tactfully. • Demonstrated ability to communicate both orally and in writing.

Skill in:	• Making oral presentations before groups of people. • Planning, organizing, and evaluating the work activities of Planning Department and Planning Board. • Planning and conducting special projects. • The use of the tools and equipment listed above.

Licensure / Certifications Requirements

Licensure/ Certification Requirements:	• N.H. Professional Engineer license. • Must maintain any required approvals and designations as required. • Valid New Hampshire motor vehicle operator's license
Other Training, and/or related Skills	

Summary of Occupational Exposures:

Summary of Occupational Exposures:	Work is performed in an office or outdoors. The employee is exposed to cold and inclement weather and unsafe building conditions.

Other Considerations and Requirements:

The physical demands of the duties described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I acknowledge receipt of this job description and understand the functions of the position as specified above. I understand the job description is representative of the position, not all inclusive.

Signature **Date**

6:15 1st Public Hearing to Update the Current Stormwater Ordinance, Chapter 5.32 - Community Development Director, Lincoln Daley

TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

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

Date: **August 2, 2022**

To: **Board of Selectmen**

John Shannon, Town Administrator

From: **Lincoln Daley, Community Development Director**

Subject: **Adoption of Milford Municipal Code, entitled Title 5 Health & Safety, Chapter 5.32 Stormwater Management Ordinance (First Public Hearing)**

This item represents the first public hearing to replace Town's current stormwater ordinance, *Milford Municipal Code, entitled Title 5 Health & Safety, Chapter 5.32 Stormwater Management and Erosion Control*, with a new and updated stormwater ordinance, *Chapter 5.32 Stormwater Management Ordinance,* in compliance with the Town's EPA-issued small Municipal Separate Storm Sewer System (MS4) Permit. As the Board may recall, members during the previous public hearings voted to introduce substantive changes that primarily involved increasing the minimum area threshold requiring a stormwater permit under the new ordinance. As a result, the hearing process was restarted to allow the Board and public to review the changes and provide an opportunity to comment.

Like 44 other municipalities in New Hampshire, the Town of Milford's stormwater discharges to the environment are regulated by the Environmental Protection Agency under the Clean Water Act through the National Pollutant Discharge Elimination System (NPDES). One key Clean Water Act requirement is that Amherst have an EPA-issued small Municipal Separate Storm Sewer System (MS4) Permit. The Town's current MS4 permit was issued in July 2018 and the Town received an Authorization to Discharge from EPA Region 1 on May 2019.

Among numerous other requirements, the current MS4 permit requires the Town to review its stormwater management regulations to ensure those regulations incorporate appropriate stormwater retention and treatment requirements for new development and redevelopment occurring within the town. The technical requirements for stormwater retention and treatment are detailed in the MS4 permit itself and in state stormwater control handbooks and Best Management Practices.

The Town' s current stormwater regulations were adopted in 2007 and do not meet the current technical requirements for stormwater retention and treatment. The 2007 regulations also include outdated references to expected precipitation values and do not require design for severe precipitation events commonly used by the state and other communities (a so-called "50- year storm").

With the assistance of the Town's engineering consultant, the Town's Office of Community Development, Planning Board, and Conservation Commission have cooperatively developed draft stormwater regulations to address the MS4 permit requirements and these other issues. Their efforts started with a model regulation developed by a coalition of towns and cities in the Manchester and Nashua area (the New Hampshire Lower Merrimack Valley Stormwater Coalition) to meet the 2018 MS4 permit requirements. Appropriate stormwater requirements from the current regulations were incorporated into that draft after updating references and design standards. The attached proposed regulations are the result of those efforts.(See attached draft Stormwater Ordinance)

The Stormwater Ordinance would impact/apply to developments that disturb 43,560 square feet (one acre) or larger. Larger development projects (those disturbing more than 100,000 square feet (just over two acres) are already subject to extensive stormwater controls under the NHDES's Alteration of Terrain Permit Program Rules. Projects disturbing an acre or more of land are required to comply with the federal EPA NPDES Construction General Permit (CGP). The proposed stormwater regulations rely largely on the same calculations, technical requirements, and stormwater control methods that are already used under the state rules and federal program, which should reduce the need for applicants to perform different or duplicative analyses, or to use different control methods, to comply with the Town's proposed regulations.

See attached draft *Chapter 5.32 Stormwater Management Ordinance* for your review and consideration.

TOWN OF MILFORD

STORMWATER MANAGEMENT ORDINANCE

Prepared for:

Town of Milford, New Hampshire
1 Union Square
Milford, NH 03055

Prepared by:

KV*Partners LLC*

P.O. Box 432
New Boston, NH 03070

A. Purpose and Goals

Developments shall not increase, decrease, modify, or alter the normal patterns of stormwater drainage caused during the development of a site and/or by the eventual development itself. The goal of these standards is to establish minimum stormwater management requirements and controls to protect and safeguard the general health, safety, and welfare of the public in the Town of Milford. This Ordinance seeks to meet that goal through the following objectives:

1. Prevent increases in stormwater runoff from any development to reduce flooding, siltation and streambank erosion and maintain the integrity of stream channels.
2. Prevent increases in nonpoint source pollution caused by stormwater runoff from development which would otherwise degrade local water quality.
3. Minimize the total volume of surface water runoff which flows from any specific site during and following development to not exceed the pre-development hydrologic condition to the maximum extent practicable as allowable by site conditions.
4. Reduce stormwater runoff rates and volumes, soil erosion and nonpoint source pollution, through stormwater management controls and to ensure that these management controls are properly maintained and pose no threat to public safety or cause excessive municipal expenditures.
5. Protect the quality of groundwater resources, surface water bodies and wetlands.

B. Authority

This Ordinance is adopted pursuant to the authority vested in:

1. The authority vested in the Selectmen pursuant to RSA 41:11, RSA 47:17, VII, VIII, and XVIII; and
2. The Planning Board pursuant to RSA 674:35 and 36, and RSA 674:44; and, RSA 155-E:11; and
3. The authority vested in the Health Officer and Board of Health pursuant to RSA 147:1 and 147:14; and
4. The authority vested in the Water and Sewer Commissioners pursuant to RSA 38:26 and RSA 149:I:6, respectively.

The Ordinance shall become effective upon adoption by the Town of Milford Planning Board, Health Officer/Board of Health, the Board of Selectmen, Water and Sewer Commissions, in accordance with the statutory sections identified above.

C. Jurisdiction

1. This Ordinance shall pertain to all land within the boundaries of the Town of Milford, New Hampshire.
2. In any case where a provision of the Ordinance is found to be in conflict with a provision of any other Ordinance, Regulation, code, or covenant in effect in the Town of Milford or with any State Statute with particular reference to NHRSA Chapter 676:14 and 674:16 and 674:17 and the relevant sections therein, the provision which is the more restrictive shall prevail.

D. Severability

The invalidity of any section, subsection, paragraph, sentence, clause, phrase, or word of this Ordinance shall not be held to invalidate any other section, subsection, paragraph, sentence, clause, phrase, or word of this Ordinance.

E. Amendments

This Ordinance may be amended by the approval of the several boards identified in Section B above, provided that each such agency complies with any applicable statutory or local procedures governing their authority to adopt such Ordinance. Amendments to zoning aspects must be approved at Milford Town Meeting.

F. Minimum Thresholds for Applicability

1. The post-construction stormwater management standards apply to any development or redevelopment project that:
    a. Disturbs more than 43,560 square feet (one acre), or
    b. Disturbs more than ten thousand (10,000) square feet cumulative within one hundred (100) feet of existing surface waters, including ponds, rivers, perennial, and intermittent streams (natural or channelized), and wetlands (including vernal pools) and shall be protected by the minimum buffer setback distances (as specified in Section 6.02.03 of the Zoning Ordinance).
2. Applications for Subdivisions and Site Plan Applications will be administered by the Planning Board and all other application that do not require Planning Board action (i.e., individual lots) will be administered by the or Community Development/DPW Department officials.
3. The following activities are considered exempt from this Ordinance:
    a. Agricultural and forestry practices that are using established best management practices.
    b. Resurfacing and routine maintenance of roads and parking lots.
    c. Exterior and interior alterations and maintenance to existing buildings and structures that do not change the building footprint.
4. Application
    a. All projects subject to these standards require the applicant to complete a Stormwater Permit Application form and submit plans and other required documents as required below. Prior to commencement of land disturbance, the applicant must obtain written approval as required by this Ordinance.
5. Other Required Permits
    a. In addition to local approval, copies of the following permits shall be required if applicable:
        i. *RSA 485-A:17* requires a permit from the New Hampshire Department of Environmental Services (NHDES) Water Supply and Pollution Control Division for "…any person proposing to significantly alter the characteristic of the terrain, in such a manner as to impede natural runoff or create an unnatural runoff …" Regulations require this permit for any

project involving more than one-hundred thousand (100,000) contiguous square feet of disturbance or if such activity occurs in or on the border of the surface waters of the state.

ii. *RSA 482-A* requires a permit from the Department of Environmental Services for any person desiring to "…excavate, remove, fill, dredge or construct any structures in or on any bank, flat, marsh, or swamp in and adjacent to any waters of the State."

iii. *National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit*. A permit issued by the Environmental Protection Agency (EPA) or by the State under authority delegated pursuant to *33 USC, section 1342 (b)* that authorizes the discharge of pollutants to waters of the United States. For a cumulative disturbance of one (1) acre of land that EPA considers "construction activity," which includes, but is not limited to clearing, grading, excavation, and other activities that expose soil typically related to landscaping, demolition, and construction of structures and roads, a federal permit will be required. Consult the EPA for specific rules. This EPA permit is in addition to any state or local permit required.

b. *Stormwater Pollution Prevention Plan (SWPPP*), if applicable.

G. Stormwater Management for New Development

1. All proposed stormwater management practices and treatment systems shall meet the following performance standards.

2. Alternatives to stream and wetland crossings that eliminate or minimize environmental impacts shall be considered. Existing surface waters, including ponds, rivers, perennial, and intermittent streams (natural or channelized), and wetlands (including vernal pools) shall be protected by the minimum buffer setback distances (as specified in the Zoning and Regulations). Stormwater and erosion and sediment control BMPs shall be located outside the specified buffer zone unless otherwise approved by the Planning Board. Alternatives to stream and wetland crossings that eliminate or minimize environmental impacts shall be considered. When necessary, as determined by the Planning Board or their representative, stream and wetland crossings shall comply with state recommended design standards to minimize impacts to flow and enhance animal passage (see the NHDES Stream Crossing Guidelines, as amended).

3. Low Impact Development (LID) site planning and design strategies must be used to the maximum extent practicable to reduce stormwater runoff volumes, protect water quality, and maintain predevelopment site hydrology. Low Impact Development techniques that preserve existing vegetation, reduce the development footprint, minimize, or disconnect impervious area, and use enhanced stormwater *Best Management Practices* (BMPs) (such as raingardens, bioretention systems, tree box filters, and similar stormwater management landscaping techniques) shall be incorporated into landscaped areas as discussed in the *NH Stormwater Manual. Volumes 1 and 2, December 2008*, as amended or other equivalent means approved by the Town. Capture and reuse of stormwater is strongly encouraged. The applicant must document in writing why Low Impact Development strategies are not appropriate when not used to manage stormwater. Community Development/DPW Department officials may consult with the Conservation Commission as needed.

4. All stormwater treatment areas shall be planted with native plantings appropriate for the site conditions: trees, grasses, shrubs and/or other native plants in sufficient numbers and density to prevent soil erosion and to achieve the water quality treatment requirements of this section.
5. Salt storage areas shall be fully covered with permanent or semi-permanent measures and loading/offloading areas shall be located and designed to not drain directly to receiving waters and maintained with good housekeeping measures in accordance with *New Hampshire Department of Environmental Services* published guidance. Runoff from snow and salt storage areas shall enter treatment areas as specified above before being discharged to receiving waters or allowed to infiltrate into the groundwater.
6. Surface runoff shall be directed into appropriate stormwater control measures designed for treatment and/or filtration to the maximum extent practicable and/or captured and reused onsite.
7. All newly generated stormwater from new development shall be treated on the development site. A development plan shall include provisions to retain natural predevelopment watershed areas on the site by using the natural flow patterns.
8. Runoff from impervious surfaces shall be treated to achieve at least eighty (80%) percent removal of Total Suspended Solids and at least fifty (50%) removal of both total nitrogen and total phosphorus using appropriate treatment measures, as specified in the *NH Stormwater Manual. Volumes 1 and 2, December 2008*, as amended or other equivalent means approved by the Town. Where practical, the use of natural, vegetated filtration and/or infiltration practices or subsurface gravel wetlands for water quality treatment is preferred given its relatively high nitrogen removal efficiency. All new impervious area draining to surface waters impaired by nitrogen, phosphorus or nutrients shall be treated with stormwater Best Management Practices (BMPs) designed to optimize pollutant removal efficiencies based on design standards and performance data published by the UNH Stormwater Center and/or included in the latest version of the *NH Stormwater Manual*.
9. Measures shall be taken to control the post-development peak runoff rate so that it does not exceed pre-development runoff for the 2-year, 10-year, and 25-year design storm at each discharge point from the site. Drainage analyses shall include calculations using analysis methodologies in the *NH Stormwater Manual, December 2008, as amended* comparing pre- and post-development stormwater runoff rates (cubic feet/second) for the 2-year, 25-year, 50-year storm and system/pond overflows shall be designed to accommodate the 100-year design storms runoff rates. Stormwater volume control shall mitigate the increase in the post-development runoff volume to infiltrate the groundwater recharge volume GRV according to the ratios of Hydrologic Soil Group (HSG) type versus infiltration rate multiplier (see attached Stormwater Design Criteria Table). For sites where infiltration is limited or not practicable, the applicant must demonstrate that the project will not create or contribute to water quality impairment.
10. The design of the stormwater drainage systems shall provide for the conveyance or recharge of stormwater without flooding or functional impairment to streets, adjacent properties, downstream properties, soils, or vegetation. The design shall also provide adequate conveyance

systems for groundwater collected and diverted to a concentrated location without functional impairment to streets, adjacent properties, or downstream properties.

11. The physical, biological, and chemical integrity of the receiving waters shall not be degraded by the stormwater runoff from the development site.
12. The design of the stormwater management systems shall account for upstream and upgradient runoff that flows onto, over, or through the site to be developed or re-developed and design for this contribution of runoff.
13. All stormwater installations that received runoff must be designed to drain within a maximum of seventy-two (72) hours.
14. Appropriate erosion and sediment control measures shall be installed prior to any soil disturbance, the area of disturbance shall be kept to a minimum, and any sediment in runoff shall be retained within the project area. Wetland areas and surface waters shall be protected from sediment. Disturbed soil areas shall be either temporarily or permanently stabilized consistent with the *NHDES Stormwater Manual Volume 3*, as amended, guidelines. In areas where final grading has not occurred, temporary stabilization measures should be in place within 7 days for exposed soil areas within 100 feet of a surface water body or wetland and no more than forty-five (45) days for all other areas. Permanent stabilization should be in place no more than three (3) days following the completion of final grading of exposed soil areas.
15. All temporary control measures shall be removed after final site stabilization. Trapped sediment and other disturbed soil areas resulting from the removal of temporary measures shall be permanently stabilized prior to removal of temporary control measures unless specifically designed to remain.
16. Whenever practicable, native site vegetation shall be retained, protected, or supplemented. Any stripping of vegetation shall be done in a manner that minimizes soil erosion.
17. Submission Requirements for Stormwater Management Report and Plans.
    a. All applications subject to these Standards shall include a comprehensive Stormwater Management Plan. The Stormwater Management Plan shall include a narrative description and an Existing Conditions Site Plan showing all pre-development impervious surfaces, buildings, and structures; surface water bodies and wetlands; drainage patterns, sub-catchment, and watershed boundaries; building setbacks and buffers, locations of various hydrologic group soil types, mature vegetation, land topographic contours with minimum 2-foot intervals and spot grades where necessary for sites that are flat.
    b. The Stormwater Management Plan shall include a narrative description and a Proposed Conditions Site Plan showing all post-development proposed impervious surfaces, buildings and structures; temporary and permanent stormwater management elements and Best Management Practices, including GIS coordinates and GIS files; important hydrologic features created or preserved on the site; drainage patterns, sub-catchment and watershed boundaries; building setbacks and buffers; proposed tree clearing and topographic contours with minimum two (2) foot intervals. The plans shall provide calculations and identification of

the total area of disturbance proposed on the site (and off-site if applicable) and total area of new impervious surface created. A summary of the drainage analysis showing a comparison of the estimated peak flow and volumes for various design storms (see Table 1. Stormwater Infrastructure Design Criteria) at each of the outlet locations shall be included.

c. The Stormwater Management Plan shall describe the general approach and strategies implemented, and the facts relied upon, to meet the goals of Section C. The Stormwater Management Plan shall include design plans and/or graphical sketch(es) of all proposed above ground Low Impact Development (LID) practices.

d. The Stormwater Management Plan shall include calculations of the change in impervious area, pollution loading and removal volumes for each best management practice, and GIS files containing the coordinates of all stormwater infrastructure elements (e.g., catch basins, swales, detention/bioretention areas, piping).

e. The Stormwater Management Plan shall include a description and a proposed Site Plan showing proposed erosion and sediment control measures, limits of disturbance, temporary and permanent soil stabilization measures in accordance with the NH Department of Environmental Services *Stormwater Manual Volume 3* (as amended) as well as a construction site inspection plan including phased installation of best management practices and final inspection upon completion of construction. All temporary erosion and sediment control measures shall be removed upon completion (complete stabilization) of the project site.

f. The Stormwater Management Plan shall include a long-term stormwater management Best Management Practices (BMP) inspection and maintenance plan (Section E) that describes the responsible parties and contact information for the qualified individuals who will perform future inspections. The inspection frequency, maintenance and reporting protocols shall be included.

g. The Stormwater Management Plan shall describe and identify locations of any proposed deicing chemical and/or snow storage areas. Stormwater Management Plan will describe how deicing chemical use will be minimized or used most efficiently.

h. In urbanized areas that are subject to the *EPA MS4 Stormwater Permit* and will drain to chloride-impaired waters, any new developments and redevelopment projects shall submit a description of measures that will be used to minimize salt usage, and track and report amounts applied using the UNH Technology Transfer Center online tool (http://www.roadsalt.unh.edu/Salt/) in accordance with Appendix H of the *NH MS4 Permit*.

18. General Performance Criteria for Stormwater Management Plans.

a. All applications shall apply site design practices as outlined in the Development Regulations, to reduce the generation of stormwater in the post-developed condition, reduce overall impervious surface coverage, seek opportunities to capture and reuse and minimize the discharge of stormwater to the municipal stormwater management system.

b. Water Quality Protection.

i. No stormwater runoff generated from impervious cover from new development or redevelopment shall discharge directly into a jurisdictional wetland or surface water body without adequate treatment as noted in this Ordinance.

ii. All developments shall provide adequate management of stormwater runoff and prevent discharge of stormwater runoff from creating or contributing to water quality impairment.

c. Onsite groundwater recharge shall be maintained by promoting infiltration through use of structural and non-structural methods. The recharge from the post development site shall maintain or exceed the recharge from pre-development site conditions in accordance with the soil type requirements discussed above in Section C.9. Capture and reuse of stormwater runoff is encouraged in instances where groundwater recharge is limited by site conditions. All stormwater management practices shall be designed to convey stormwater to allow for maximum groundwater recharge. This shall include, but not be limited to:

i. Maximizing flow paths from collection points to outflow points.

ii. Use of multiple best management practices (NH Stormwater Manual).

iii. Retention of stormwater and discharge to fully vegetated areas.

iv. Maximizing use of infiltration practices.

v. Stormwater System Design Performance Standards described in Appendix A.

d. Stormwater system design, performance standards and protection criteria shall be provided as prescribed in Appendix A. Calculations shall include sizing of all structures and best management practices, including sizing of emergency overflow structures based on assessment of the 100-year 24-hour frequency storm discharge rate.

e. The sizing and design of stormwater management practices shall utilize the higher precipitation volume from new precipitation data from the *Northeast Region Climate Center (NRCC) Extreme Precipitation Tables* or the most recent precipitation atlas published by the National Oceanic and Atmospheric Administration (NOAA) for the sizing and design of all stormwater management practices.

f. All stormwater management practices involving bioretention and vegetative cover as a key functional component must have a landscaping plan detailing both the type and quantities of plants and vegetation to be in used in the practice. Additional detail shall include how vegetation is to be maintained and that the owner of the property is responsible for maintaining vegetation. The use of native plantings appropriate for site conditions is required for these types of stormwater treatment areas. The landscaping plan must be prepared by a registered landscape architect, certified wetland scientist, or another qualified professional.

19. Water Quality Protection: All aspects of the application shall be designed to protect the quality of surface waters and groundwater of the Town of Milford as follows:

a. No person shall locate, store, discharge, or permit the discharge of any treated, untreated, or inadequately treated liquid, gaseous, or solid materials of such nature, quantity,

noxiousness, toxicity, or temperature that may run off, seep, percolate, or wash into surface water or groundwater to contaminate, pollute, harm, impair or contribute to an impairment of such waters.

b. All storage facilities for fuel, chemicals, chemical or industrial wastes, and biodegradable raw materials shall meet the regulations of the New Hampshire Department of Environmental Services (NHDES).

H. Stormwater Management for Redevelopment

1. Redevelopment (as applicable to this stormwater Ordinance) means:
   a. Any construction, alteration, or improvement that disturbs existing impervious area (including demolition and removal of road/parking lot materials down to the erodible sub-base) or expands existing impervious cover by any amount, where the existing land use is commercial, industrial, institutional, governmental, recreational, or multi-family residential.
   b. Any redevelopment activity that results in improvements with no increase in impervious area shall be considered redevelopment activity under this Ordinance.
   c. Any new impervious area over portions of a site that are currently pervious.
   d. The following activities are not considered redevelopment:
      i. Interior and exterior building renovation (no change in building footprint).
      ii. Resurfacing of an existing paved surface (e.g., parking lot, walkway, or roadway).
      iii. Pavement excavation and patching that is incidental to the primary project purpose, such as replacement of a collapsed storm drain.
      iv. Landscaping installation and maintenance.
2. Redevelopment applications shall comply with the requirements of Sections G.17 Submission Requirements for Stormwater Management Report and Plans, G.18 General Performance Criteria for Stormwater Management Plans, and G.19 Water Quality Protection.
3. For sites meeting the definition of a redevelopment project and having less than forty (40%) percent existing impervious surface coverage, the stormwater management requirements will be the same as other new development projects**.** The applicant must satisfactorily demonstrate that impervious area is minimized, and Low Impact Development (LID) practices have been implemented on-site to the maximum extent practicable.
4. For sites meeting the definition of a redevelopment project and having more than forty (40%) percent existing impervious surface area, stormwater shall be managed for water quality in accordance with one or more of the following techniques, listed in order of preference:
   a. Implement measures onsite that result in disconnection or treatment of one hundred (100%) percent of the additional proposed impervious surface area and at least thirty (30%) percent of the existing impervious area and pavement areas, preferably using filtration and/or infiltration practices.

b. If resulting in greater overall water quality improvement on the site, implement Low Impact Development practices to the maximum extent practicable to provide treatment of runoff generated from at least forty (40%) percent of the entire developed site area.

c. An alternative plan resulting in greater overall water quality improvement from runoff from the site, as approved by the Planning Board.

5. Off-Site Mitigation:

a. In cases where the applicant demonstrates, to the satisfaction of the planning board, that onsite treatment has been implemented to the maximum extent possible or is not feasible, off-site mitigation will be an acceptable alternative if implemented within the same sub-watershed, within the project's drainage area or within the drainage area of the receiving water body. To comply with local watershed objectives the mitigation site would be preferably situated in the same sub-watershed as the development and impact/benefit the same receiving water.

b. Off-site mitigation shall be equivalent to no less than the total area of impervious cover NOT treated on-site.

c. An approved off-site location must be identified, the specific management measures identified, and an implementation schedule developed in accordance with planning board review. The applicant must also demonstrate that there is no downstream drainage or flooding impacts as a result of not providing on-site management for large storm events.

d. A monetary contribution may be allowed by the Planning Board if the funds can be used for water quality mitigation that is at least equal to the impact caused by the development project and the Planning Board determines that it is in the Town's best interest.

I. Stormwater Management Plan and Site Inspections

1. The applicant shall provide that all stormwater management and treatment practices have an enforceable operations and maintenance plan and agreement to ensure the system functions as designed. This agreement will include all maintenance easements required to access and inspect the stormwater treatment practices, and to perform routine maintenance as necessary to ensure proper functioning of the stormwater system. The operations and maintenance plan shall specify the parties responsible for the proper maintenance of all stormwater treatment practices. The operations and maintenance plan shall be provided to the Planning Board as part of the application prior to issuance of any local permits for land disturbance and construction activities.

2. The applicant shall provide legally binding documents for filing with the registry of deeds (recorded plan for subdivisions and a deed reference for all other projects) which demonstrate that the obligation for maintenance of stormwater best management practices and infrastructure runs with the land and that the Town has legal access to inspect the property to ensure their proper function or maintain onsite stormwater infrastructure when necessary to address emergency situations or conditions.

3. The property owner shall bear responsibility for the installation, construction, inspection, and

maintenance of all stormwater management and erosion control measures required by the provisions of these Ordinances and as approved by the Planning Board, including emergency repairs completed by the Town.

J. Stormwater Management Plan Recordation

1. Stormwater management and sediment and erosion control plans shall be incorporated as part of any approved development application. A Notice of Decision acknowledging the Planning Board approval of these plans shall be maintained in the Town's Planning Office.
2. The applicant shall submit as-built drawings (hard copy and CAD/GIS format) of the constructed stormwater management system following construction.
3. Easements: Where a development is traversed by or requires the construction of a watercourse or a drainage way, an easement to the Town of adequate size to enable construction, reconstruction and required maintenance shall be provided for such purpose. Easements to the Town shall also be provided for the purpose of periodic inspection of drainage facilities and Best Management Practices should such inspections by the Town become necessary. All easements shall be recorded at the County Registry of Deeds.

K. Inspection and Maintenance Responsibility

1. Municipal staff or their designated agent, including but not limited to the Code Enforcement Officer or Town Engineer, shall be granted site access to complete inspections to ensure compliance with the approved stormwater management and sediment and erosion control plans. Such inspections shall be performed at a time agreed upon with the landowner.
    a. If permission to inspect is denied by the landowner, municipal staff or their designated agent shall secure an administrative inspection warrant from the district or superior court under *RSA 595-B Administrative Inspection Warrants*. Expenses associated with inspections shall be the responsibility of the applicant/property owner.
    b. If violations or non-compliance with a condition(s) of approval are found on the site during routine inspections, the inspector shall provide a report to the Board of Selectmen and the Planning Board documenting these violations or non-compliance, including recommend corrective actions. The Code Enforcement Officer or other municipal staff shall notify the property owner in writing of these violations or non-compliance and corrective actions necessary to bring the property into full compliance. At their discretion, the Code Enforcement officer may issue a stop work order if corrective actions are not completed within 10 business days.
    c. If corrective actions are not completed within a period of 30 days from property owner's notification, the Planning Board may exercise their jurisdiction under RSA 676:4-a, *Revocation of Recorded Approval*.
2. The applicant shall bear final responsibility for the installation, construction, inspection, and disposition of all stormwater management and erosion control measures required by the Planning Board. Site development shall not begin before the Stormwater Management Plan receives

written approval by the Planning Board.

a. The applicant and the applicant's engineer (or technical representative) shall schedule and attend a mandatory preconstruction meeting with the Town Engineer or his designee at least two weeks prior to commencement of construction. All required escrow deposits and bonding must be in place prior to the scheduled meeting. (Note: Preconstruction conferences will typically not be required for construction of one single-family home or one residential duplex, not part of a larger plan of construction.)

b. The Department of Community Development and/or Department of Public Works reserve the right to prepare and request the applicant's acknowledgement of a preconstruction checklist.

c. The applicant shall bear final responsibility for the installation, construction, inspection, and disposition of all stormwater management and erosion control measures required by the provisions of this Ordinance.

d. The Department of Community Development may require a bond or other security with surety conditions in an amount satisfactory to the Town, providing for the actual construction, installation, and removal of such measures within a period specified by the Town and expressed in the bond or the security.

e. The Department of Community Development and/or Code Enforcement may require the owner or his authorized agent to deposit in escrow with the Town an amount of money sufficient to cover the Town's costs for inspection and any professional assistance required for site compliance monitoring.

f. Site development shall not begin before all Town, State and Federal Permits are in place.

3. The municipality retains the right, though accepts no responsibility, to repair or maintain stormwater infrastructure if: a property is abandoned or becomes vacant; and in the event a property owner refuses to repair infrastructure that is damaged or is not functioning properly.

4. Landowners subject to an approved Stormwater Management Plan shall be responsible for submitting an annual report to the Planning Board by September 1 each year by a qualified professional that all stormwater management and erosion control measures are functioning per the approved stormwater management plan. The annual report shall note if any stormwater infrastructure has needed any repairs other than routine maintenance and the results of those repairs. If the stormwater infrastructure is not functioning per the approved stormwater management plan the landowner shall report on the malfunction in their annual report and include detail regarding when the infrastructure shall be repaired and functioning as approved.

5. If no report is filed by September 1st, municipal staff or their designated agent shall be granted site access to complete routine inspections to ensure compliance with the approved stormwater management and sediment and erosion control plans. Such inspections shall be performed at a time agreed upon with the landowner and at the landowner's expense.

6. If the stormwater infrastructure is not functioning per the approved stormwater management plan the landowner shall report on the malfunction in their report and include detail regarding

when the infrastructure shall be repaired and functioning as approved. Landowners are responsible for maintaining their own records and the Town may request record information on any sites as they determine necessary.

7. Municipal staff or their designated agent shall have site access to complete routine inspections to ensure compliance with the approved stormwater management and sediment and erosion control plans. Such inspections shall be performed at a time agreed upon with the landowner and at the landowner's expense.

8. Confirmation by Registered Professional Engineer. Upon such inspection, when the circumstances of any suspected breach of condition or violation of this Ordinance involve standards that implicate technical engineering criteria either included in this Ordinance or as a condition of such permits, the Code Enforcement Officer, Health Officer, and/or DPW Director or their designee shall seek confirmation that such circumstances constitute a violation of such criteria prior to taking any enforcement at the landowner's expense.

9. Enforcement. Upon such confirmation by a Registered Professional Engineer, or when such confirmation is not required due to the fact that the circumstances of such violation do not implicate technical engineering criteria either included in this Ordinance or as a condition of such permit, the Code Enforcement Officer, Health Officer, and/or DPW Director or their designee may proceed to enforce the provisions of this Ordinance or conditions of the permit in accordance with applicable statutes, rules or regulations and at the landowner's expense.

L. Glossary of Terms

BEST MANAGEMENT PRACTICES (BMPs) - A structural or non-structural device designed to temporarily store or treat urban stormwater runoff in order to mitigate flooding, reduce pollution and provide other amenities.

BIORETENTION – A water quality practice that utilizes vegetation and soils to treat urban stormwater runoff by collecting it in shallow depressions, before filtering through an engineered bioretention planting soil media.

BUFFER – An upland area adjacent to a wetland or surface water. This buffer zone, under the jurisdiction of the Town of Milford, shall include an area of one hundred (100) feet, measured on a horizontal plane from the mean high-water mark of a surface water, the delineated edge of a wetland, or the limits of hydric soils (whichever is most restrictive).

DISTURBED AREA – An area in which the natural vegetative soil cover has been removed or altered and, therefore, is susceptible to erosion.

EFFECTIVE IMPERVIOUS COVER (EIC) – The total impervious surface areas less the area of disconnected impervious cover (areas where runoff is captured and infiltrated or otherwise treated).

ENVIRONMENTAL (NATURAL RESOURCE) PROTECTION - Policies and procedures aimed at conserving natural resources, preserving the current state of natural environments and, where possible, reversing degradation. Any activity to maintain or restore environmental quality through preventing the emission

of pollutants or reducing the presence of polluting substances in environmental media and preventing physical removal or degradation of natural resources.

FILTRATION – The process of physically or chemically removing pollutants from runoff. Practices that capture and store stormwater runoff and pass it through a filtering media such as sand, organic material, or the native soil for pollutant removal. Stormwater filters are primarily water quality control devices designed to remove particulate pollutants and, to a lesser degree, bacteria, and nutrients.

GROUNDWATER RECHARGE – The process by which water that seeps into the ground, eventually replenishing groundwater aquifers and surface waters such as lakes, streams, and the oceans. This process helps maintain water flow in streams and wetlands and preserves water table levels that support drinking water supplies.

GROUNDWATER RECHARGE VOLUME (GRV) – The post-development design recharge volume (i.e., on a storm event basis) required to minimize the loss of annual pre-development groundwater recharge. The GRV is determined as a function of annual pre-development recharge for site-specific soils or surficial materials, average annual rainfall volume, and amount of impervious cover on a site.

IMPAIRED WATERS – Those waterbodies not meeting water quality standards. Pursuant to Section 303(d) of the federal Clean Water Act, each state prepares a list of impaired waters (known as the 303(d) list) which is presented in the state's Integrated Water Report as Category 5 waters. Those impaired waters for which a TMDL has been approved by US EPA and is not otherwise impaired, are listed in Category 4A.

IMPERVIOUS COVER – Impermeable surfaces shall include buildings, paved and unpaved vehicular access and parking areas, and any other area incapable of percolating water at a rate comparable to dry uncompacted ground. Term defined in Zoning Ordinance, Section IX General Standards, E.

INFILTRATION – the process of runoff percolating into the ground (subsurface materials). Stormwater treatment practices designed to capture stormwater runoff and infiltrate it into the ground over a period of days.

LOW IMPACT DEVELOPMENT (LID) - Low impact development is a site planning and design strategy intended to maintain or replicate predevelopment hydrology through the use of site planning, source control, and small-scale practices integrated throughout the site to prevent, infiltrate, and manage runoff as close to its source as possible. Examples of LID strategies are pervious pavement, rain gardens, green roofs, bioretention basins and swales, filtration trenches, and other functionally similar BMPs located near the runoff source.

MAXIMUM EXTENT PRACTICABLE (MEP) - To show that a proposed development has met a standard to the maximum extent practicable, the applicant must demonstrate the following: (1) all reasonable efforts have been made to meet the standard, (2) a complete evaluation of all possible management measures has been performed, and (3) if full compliance cannot be achieved, the highest practicable level of management is being implemented.

MITIGATION – Activities, strategies, policies, programs, actions that, over time, will serve to avoid, minimize, or compensate for (by treating or removing pollution sources) the impacts to or disruption of water quality and water resources. MS4 – Refers to the Small Municipal Separate Storm Sewer System General Permit - the MS4 General Permit - issued by the EPA under the Clean Water Act. MS4 applies to

municipalities that contain any portion of an urbanized area as defined by the Census. It applies to stormwater conveyances owned by a State, city, town, or other public entity that discharge to 'Waters of the United States.' The MS4 Permit requires that operators of small MS4s develop a Storm Water Management Program that uses appropriate Best Management Practices (BMPs) for each of the six minimum control measures required in the MS4 permit.

NATIVE VEGETATION AND PLANTINGS - Plants that are indigenous to the region, adapted to the local soil and rainfall conditions, and require minimal supplemental watering, fertilizer, and pesticide application.

LOAD – means an amount of pollutants that is introduced into a receiving waterbody measured in units of concentration or mass per time (i.e., concentration (mg/l) or mass (lbs./day)).

RETENTION – The amount of precipitation on a drainage area that does not escape as runoff. It can be expressed as the difference between total precipitation and total runoff from an area. TOTAL

SUSPENDED SOLIDS (TSS) – The total amount of soils particulate matter which is suspended in the water column.

WATER QUALITY VOLUME - The storage needed to capture and treat 90% of the average annual stormwater runoff volume. In New Hampshire, this equates to 1-inch of runoff from impervious surfaces.

WATERSHED – All land and water area from which runoff may run to a common (design) discharge point.

Appendix A. Stormwater Infrastructure Design Criteria

Design Criteria	Description
Water Quality Volume (WQV)	WQV = (P)(Rv)(A) P = 1 inch of rainfall Rv = unitless runoff coefficient, Rv = 0.05 + 0.9(I) I = percent impervious cover draining to the structure converted to decimal form A = total site area draining to the structure
Water Quality Flow (WQF)	WQF = $(q_u)(WQV)/640$ WQV = water quality volume calculated as noted above q_u = unit peak discharge from TR-55 exhibits 4-II and 4-III [1 square mile=640 acres, converts WQF equation to cubic feet per second] Variables needed for exhibits 4-II and 4-III: Ia = the initial abstraction = 0.2S S = potential maximum retention in inches = (1000/CN) - 10 CN = water quality depth curve number $= 1000/(10+5P+10Q-10[Q^2+1.25(Q)(P)]^{0.5})$ P = 1 inch of rainfall Q = the water quality depth in inches = WQV/A A = total area draining to the design structure
Groundwater Recharge Volume (GRV)	GRV = $(A_I)(R_d)$ A_I = the total area of effective impervious surfaces that will exist on the site after development R_d = the groundwater recharge depth based on the USDA/NRCS hydrologic soil group, as follows: Hydrologic Group — R_d (inches) A — 0.40 B — 0.25 C — 0.10 D — 0.00
Channel Protection Volume (CPV)	If the 2-year, 24-hour post-development storm volume *does not increase* due to development then: control the 2-year, 24-hour post-development peak flow rate

	to the 2-year, 24-hour predevelopment level. If the 2-year, 24-hour post-development storm volume *does increase* due to development then: control the 2-year, 24-hour post-development peak flow rate to ½ of the 2-year, 24-hour pre-development level or to the 1-year, 24-hour pre-development level.
Peak Control	Post-development peak discharge rates shall not exceed pre-development peak discharge rates for the 2-year, 10-year, 25-year, 24-hour storms
EIC and UDC	%EIC = area of effective impervious cover/total drainage areas within a project area x 100 %UDC = area of undisturbed cover/total drainage area within a project area x 100

[Source: *NH DES Stormwater Manual: Volume2 Post-Construction Best Management Practices Selection & Design (December 2008),* as amended.

4. a) 1) Approval of Intent to Cut, Map 5 Lot 18, Hartshorn Mill Road

RECEIVED
AUG 01 2022
BY:

FORM **PA-7**

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

For Tax Year April 1, 2022 to March 31, 2023

(Assigned by Municipality)
YR [ ][ ] - TOWN [ ][ ][ ] - OP# [ ][ ] - [T]

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 5 LOT 18
3. Intent Type: Original (●) Supplemental ( ) _____ (Original Intent Number)
4. Name of Access Road: **58 HARTSHORN MILL ROAD**
5a. Acreage of Lot: **21.61** Acreage of Cut: **17**
5b. Anticipated Start Date: **A S A P**
6. Type of ownership (check only one):
   a. Owner of Land and Stumpage (Joint Tenants) (●)
   b. Owner of Land and Stumpage (Tenants in Common) ( )
   c. Previous owner retaining deeded timber rights ( )
   d. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements ( )

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

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

Timber Tax Information is Available at www.revenue.nh.gov
Questions?? Call (603) 230-5950

Michael Carter 29-July-2022
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

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

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

ERIN S. & MICHAEL J. CARTER
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

58 HARSTHORN MILL ROAD
MAILING ADDRESS

MILFORD | NH | 03055
CITY OR TOWN | STATE | ZIPCODE

carterfamilynh@gmail.com
E-MAIL ADDRESS

603-672-0088 | _____
HOME PHONE (Enter number without dashes) | CELL PHONE (Enter number without dashes)

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	210.000	MBF
Hemlock	6.000	MBF
Red Pine	1.000	MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	1.000	MBF
Ash	3.000	MBF
Beech & Soft Maple	1.000	MBF
Pallet or Tie Logs	5.000	MBF
Other (Specify)		MBF
Pulpwood	**Tons**	**Cords**
Spruce & Fir		
Hardwood & Aspen		40
Pine	300	
Hemlock	100	
Whole Tree Chips		
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood		Cords

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

Species	Amount:

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

Dennis D. McKenney 7/29/22
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

DENNIS D. MCKENNEY D/B/A NEFCO LPF #61
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

569 NORTH BENNINGTON ROAD
MAILING ADDRESS

BENNINGTON | NH | 03442-4505
CITY OR TOWN | STATE | ZIPCODE

(603) 533-0283 | dennis_mckenney@comcast.net
PHONE NUMBER | E-MAIL ADDRESS

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.

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

PA-7
Rev 04/2014

4. a) 2) Acceptance and Appropriation of Gifts of Property under $5,000

Board of Selectmen
Agenda Date: 8/8/2022

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))

Lowe's	Donation of 14 Craftsman 5-gallon latching buckets for the Milford Fire Dept. This has an estimated value of $167.72. See attached memo from the Fire Chief.

Fire Department
MEMORANDUM

TO: Finance, BOS

FROM: Milford Fire Department

DATE: 08/02/22

SUBJECT: **Donation**

The Milford Fire Department has been offered a donation from Lowe's Companies, Inc. for quantity (14) Craftsman 5-gallon latching buckets. The value of this donation is $ 167.72. We ask that this donation be accepted by the Board of Selectmen.

Regards,

Kenneth Flaherty
Chief of Department

5. Town Status Report

Town Status Reports – August 8, 2022

1. **ARPA Funding** – The town staff along with the Water and Sewer Departments and the Wadleigh Library has prepared a list of possible projects on which the remaining American Rescue Plan Act (ARPA) funding may be used. The BOS will make their decisions based on information provided by a project's sponsor and the current list can be found on the town website under the '2023 Budget' tab. The second tranche of funding in the amount of $859,030.92 was received on August 2nd. It will be noticed and accepted at the August 22nd BOS Meeting.
2. **FY 23 Budget Cycle Schedule** – The FY 2023 Budget Cycle Timeline has been developed by Town staff in cooperation with the Budget Advisory Committee. It can be found on the town's website by clicking on the '2023 Budget' tab. Department Heads have received the first draft for review and will meet individually with the TA and Finance Director in the next few weeks. Other information concerning the budget process will be placed in the same location as it becomes available.
3. **Keyes Park Swimming Pool -** We are happy to say that the pool is able to remain open longer than originally expected. We will close on August 18th at 7pm. We would like to take this opportunity to thank everyone for a great season!! For information on passes please visit milfordrec.com

*** Any questions or concerns about any of these items may be directed to the Town Administrator's Office.**

6. 1) Traffic Safety Recommendation for Savage Road and McGettigan Road

July 26, 2022

Chair Paul Dargie
Milford Board of Selectmen
Town of Milford
1 Union Square
Milford, NH 03055

Dear Chair Dargie and Select Board Members:

On July 26, 2022, the Traffic Safety Advisory Committee (TSAC) held a meeting to discuss the safety concerns at the Savage Road and McGettigan Road unsignalized intersection. Ms. Bryanna St. Hilaire of 55 McGettigan Road had requested that measures be investigated to help improve safety at the intersection. The Milford Select Board sent this matter to the TSAC for a recommendation on what measures could be considered to address this concern. Joining us at our meeting were Police Chief Viola, Police Captain Frye, and Public Works Director Leo Lessard whom our committee rely upon for guidance in advisory roles.

The four-leg unsignalized intersection has three of the four approaches under STOP sign control, with the Savage Road westbound approach operating uncontrolled (i.e., free flow). At first glance, a solution could be to place the Savage Road westbound approach under STOP sign control. Based on design guidelines published by the American Association of State Highway and Transportation Officials (AASHTO), grades should not exceed 6% on an intersection approach in which motorists are required to stop. Upon very preliminary measurements, the Savage Road westbound approach is approximately 7% in close proximity to the intersection. Therefore, placing this approach under STOP sign control is not recommended.

Another option discussed was placing the Savage Road westbound approach under YIELD sign control. Based on Manual on Uniform Traffic Control Devices (MUTCD) documentation, however, STOP signs and YIELD signs should not be installed on different approaches at the same unsignalized intersection to avoid motorist confusion unless under special conditions. In addition, a YIELD sign is intended for a motorist to slow or stop and yield the right of way to pedestrians and vehicles approaching from another direction. Based on the mixing of traffic control signs and the grade along the Savage Road westbound approach that may require a motorist to stop under YIELD sign control, placing this type of traffic sign is not recommended.

The options recommended by the TSAC include the following:

- Post a Cross Road Intersection (W2-1) sign (aka, intersection ahead sign) along the Savage Road westbound approach at the appropriate location between Clark Road and 441 Savage Road.
- Stripe double yellow centerlines along the four legs at and in the vicinity of the intersection within Town of Milford jurisdiction.

- Trim vegetation on the corners of the intersection within the Town of Milford's right-of-way as needed to improve sightlines.
- Post supplemental plaques to support the existing STOP signs in indicating that three of the approaches are under stop control.
- Increase Milford Police Department presence at the intersection and along Savage Road east of the intersection.

Very truly yours,

Jason R. Plourde, P.E., PTP, LPA
Chair, Milford Traffic Safety Advisory Committee

6. 2) 2. BOS Committee Appointments: SAU40 Steering Committee and Town Compensation Committee

6. 3) Federal Hill Cost - Captain Craig Frye

Town of Milford

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

Michael J. Viola
Chief of Police

August 3, 2022

To: Board of Selectman
John Shannon

Reference: Cost for Federal Hill Cell Tower upgrade
Attached Cost for Federal Hill Upgrade

Board of Selectman Members,

The Town has proceeded with the approved radio infrastructure upgrade at the Crown Castle Cellular tower and MACC Base. This memorandum is in reference to providing the Board the costs that are associated with new and upgraded communications for the new U.S Cellular monopole, which is located on Federal Hill. With the Board of Selectmen's approval, the attached prices will stay in place until the project moves forward as a projected time frame would be late fall or early spring of 2023. Normally the costs of these types of projects are limited to thirty-day quotes and thereafter subject to an increase in cost. Throughout this process we have been in communications with the vendors for this project and they have agreed to hold these prices providing that we have purchase orders created and sent to them for the purchase of equipment upon approval of the Board of Selectmen.

I am respectfully recommending that the Board of Selectmen take an affirmative position on the use of the ARPA Funds and the Sole Sourcing of the companies listed below for the completion of the Milford Emergency Services radio communications upgrade located at Federal Hill, Crown Castle and MACC Base.

- The use of the ARPA funds- $312,469.00
- Sole source 2-Way and Motorola, County Store Engine House, Ciardelli Fuel.
- Approve Wilson Electric as the Electrician for this project, this company was the only company that provided an estimate. Two other companies denied the project.

Respectfully submitted,

Captain Craig Frye
Operations Division

Town of Milford

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

Michael J. Viola
Chief of Police

August 2, 2022

Infrastructure cost for Federal Hill cell tower site

Cost for 2-Way Communications
- **$186,286.16**

Equipment cost from Motorola, for Federal Hill Cell Site, MACC Base, Crown Castle Cell Site
- **$205,885.83**

Cost for Generator- Generac from County Stores
- **$2,098.50**

Cost for Propane connection- Ciardelli Fuel
- $1,200.00 plus $500.00 for fuel- **$1,700.00**

Cost for electrical connections
- **$ 10,000.00**

Total cost for Federal Hill Project= **$405,970.49**

Surplus from MACC Base
- - $93,501.82

Cost less the surplus to be covered by 2022 ARPA funds- $312,468.67

This project includes equipment at Federal Hill, Dram Cup and MACC Base. The majority of the cost will be at Federal Hill but equipment needs to be added to Dram Cup and MACC Base to complete the system.

Thank you,
Capt. Craig Frye

9. Approval of Draft Minutes - July 25, 2022

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

July 25, 2022

PRESENT: Paul Dargie, Member
Tim Finan, Member
Gary Daniels, Member
Laura Dudziak, Member
Dave Freel, Member
John Shannon, Town Administrator
Tina Philbrick, Executive Assistant
Andy Kouropoulos, Videographer

1. CALL TO ORDER, BOARD OF SELECTMEN INTRODUCTIONS & PUBLIC SPEAKING INSTRUCTIONS:
Chairman Dargie called the meeting to order at 5:30 p.m., introduced Board members, and then led the audience in the Pledge of Allegiance.

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

5:30 p.m. - Public Hearing for the Acceptance for Expenditure of Unanticipated Funds over $10K NH (RSA (31:95) b)) –

- **ARPA Grant – GOFERR Local Equipment Purchase Program Grant for 2022 purchase of replacement Paramedic Response Vehicle - $50,000.**
- **ARPA Grant – NHDES Cybersecurity Implementation Grant for the WWTF Cybersecurity - $100,000**
- **Federal Grant – LFRF Grant – Tranche 2nd payment - $859,030.90 (removed) Funding didn't come in yet as anticipated. This will be accepted in August.**

Selectwoman Dudziak made a motion to approve the Unanticipated funds for the American Rescue Plan Act Funding for Cybersecurity Implantation Grant for $100,000 and Locality Equipment Purchase Grant Program for $50,000. Seconded by Selectman Finan. All were in favor. The motion passed 5/0.

5:40 p.m. – Call in Rate – Public Works Director, Leo Lessard
In Summary: The parks department maintains the pool area for the chemicals daily, this is a seven day a week task from June to August. Saturdays and Sundays we have a crew member that has to be certified for the chemicals to install in the filters. This is done at 6:00 am so that it can circulate before the pool opens.

This person is only being paid for the time they are in, which is about one hour or so. Director Lessard would like to pay the CALL-IN person for their service. All other CALL IN's get a three-hour minimum. These employees are getting up on the weekends and disrupting their days off to make sure the residents are all set for the day. Director Lessard feels that they should get the standard CALL IN time to show appreciation and gratitude for the service they are doing for the town and disrupting their personal time for an hour of work.

Finance suggested obtaining Board approval. The process was approved many years ago and for some reason, it was discontinued. Director Lessard is recommending reinstating this procedure.

Selectwoman Dudziak made a motion to approve Public Works Call in Rate as presented. Seconded by Selectman Freel. All were in favor. The motion passed 5/0.

5:55 p.m. – School Build CTE Projects – Milford School Superintendent Christi Micheaud, Scholl Board Chairwoman Judy Zano and School Board Member Noah Boudreault

The school representatives discussed the upcoming funding options for Career Technical Education (CTE) and High School Renovation project that will occur in the Fall of 2025. Ms. Micheaud gave a synopsis on the study that helped them determine the future needs of the school district's buildings. They will have a steering committee that will help guide the overall project and asked for a Selectman to be a member of this committee. They will be holding public meetings in August and October to discuss the project with the public. The school board members and the BOS had discussions on how to write and present warrant articles, funding options and the timing of the project. The school board will continue to keep the BOS informed and engaged in the project in the future.

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

DPW Director Lessard commended Freel Electric for helping with some work on short notice. Katherine Kokko made suggestions for other places to possibly post public hearing notices.

4. **DECISIONS**

a) CONSENT CALENDAR

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

• $5,000 donation for the completion of the Granite Stage Project from the Amato Family Fund/NH Charitable Foundation.

2. Approval to Waive Interest – Per Board Approval of NH RSA 79E 154 Elm Street, Milford NH (Wilsky Investments, LLC)

3. Approval of Notice of Intent to Excavate, Map 3 Lot 12

Selectman Finan requested that item one be removed from the consent calendar.

Selectwoman Dudziak made a motion to approve Consent Calendar items two and three as presented. Seconded by Selectman Freel. All were in favor. The motion passed 5/0.

Selectman Finan asked what work was left to be done at the Stage and if that what item one was meant to fund. Town Administrator Shannon and Selectman Freel said that item one would go towards signage at the Stage. Chris Labonte had question about the MIT Committee and its meetings and solvency.

Selectman Freel made a motion to approve Consent Calendar item one as presented. Seconded by Selectman Finan. All were in favor. The motion passed 5/0.

b. OTHER DECISIONS

N/A

5. **TOWN STATUS REPORT –**

a. Town Status – Town Administrator

1. **ARPA Funding -** The town staff along with the Water and Sewer Departments and the Wadleigh Library has prepared a list of possible projects on which the remaining American Rescue Plan Act (ARPA) funding may be used. The BOS will make their decisions based on information provided by a project's sponsor and the current list can be found on the town website under the '2023 Budget' tab. Water Director Pouliot discussed one of the projects they were requesting funding for specifically Selectman Freel's questions about the design and features of the new pump station.

2. **Capital Improvements Program (CIP) -** The CIP Committee deadline for any and all submissions for the 2023-2028 CIP has passed. The committee will start meeting in the near future to discuss all submitted items and remaining items from the previous list. They intend to complete their review by the end of October 2022.

3. **FY23 Budget Cycle Schedule -** The FY 2023 Budget Cycle Timeline has been developed by Town staff in cooperation with the Budget Advisory Committee. It can be found on the town's website by clicking on the '2023 Budget' tab. Other information concerning the budget process will be placed in the same location as it becomes available.

4. **MACC Base Update** - Captain Frye, Milford Board of Governors Representative

In Summary: Captain Frye said the Board of Governors met on May 12, 2022 the Mont Vernon presented 5 action points that were previously proposed in 2018 and Captain Frye said Milford would not agree to them.

Milford's Board discussed the 2023 5-year IMA on May 23, 2022 and the 5 Mont Vernon items were in the Board package for their review, but not discussed. The 2023 draft IMA was discussed and small language modifications were made and the Board accepted the draft to be approved at a later date.

The MACC Base Board of Governors met on June 15, 2022. During this meeting one of the action items that was going to be discussed was in reference to the 2023 IMA. During this discussion, BOG members brought information that they received from their Board of Selectmen. The Mont Vernon Board of Governor, Jay Wilson proposed four (A thru D) action

items that he had received from his board that he wanted to discuss. It is unclear at this time if the Town of Mont Vernon were making these suggestions prior to agreeing to the signing of the currently proposed (draft) 2023 IMA.

Concerns expressed by the Mont Vernon Board of Governor were:

- The Town of Mont Vernon doesn't want any Town leaving the IMA until the term is over. Any member Town if presented with a less expensive option to provide dispatching services to their town should have that option to leave the IMA with proper notice, right now it is 12-month notice. It was brought up that if any town leaves the IMA mid-term that MACC Base could close.

Captain Frye told them this is not true because Milford like the other two member Towns needs a dispatch center.

- To have a 10-year agreement with no one year escape clause from which the Town of Mont Vernon is suggesting may require a Town vote and should have the cost of a ten-year agreement presented to the voters. The cost of each year and the projected cost at the close of the agreement ten-year period.

• To answer the other statement for bonding each town will hold their own debt.

Captain Frye does not feel that they need two individuals from Milford in order to have the two votes. It appears that they want Milford to have split views so that there could be some leverage in reference to Capital expense votes. Again, he has done this for several years and his two votes are in line of what this Board wants in regards to MACC Base. Currently we have two votes, which give us the majority decision. Based on what our costs are that should remain the same.

- Mont Vernon list this action item as a "negotiation point". (Based off of prior conversations as splitting Capital Expenses at 33%.)

• Each town should place a warrant article to their town body for any capital expense for MACC Base. This would be paid for equally by each member town, one/third each or 33%.

• In the proposed 2018 IMA that Mont Vernon and Wilton agreed upon. The difference in what they proposed is that the cost would be divided by the current IMA percentage of the operational budget, which Milford would pay 71% of a capital expense.

• Mont Vernon explains why they don't want to pay for any Capital Expenses equally. As the Chairman has stated before he believes in a regional dispatch center but he feels, Mont Vernon pay's too much for their current dispatching needs. Mont Vernon states in action letter "D" that Mont Vernon should only be responsible for 22% of any capital expense. Placing 5.5% more cost onto each of the member Towns of Milford and Wilton.

• Mont Vernon wants Milford to continue to pay 71% of all expenses and or 38.5% of an "equal" partnership of capital expenses of MACC Base.

At the end of the Board of Governors meeting Chairman Wilson stated that Mont Vernon will sign our currently proposed 2023/ 5-year IMA agreement. But is requesting from his Board of Selectmen that the three towns again hold a meeting to discuss Mont Vernon's action points. I stated that the above points have been discussed since the 2018 proposed IMA and that the above points were not agreeable to the Town of Milford.

Another Board of Governors meeting was held on July 20, 2022 and the Mont Vernon Board of Governors Representative, Jay Wilson, stated Mont Vernon will sign the 5-year agreement as presented but wanted to start group discussions with each member Town to discuss points that each Town wants to address in the next IMA. Mont Vernon has provided a starting point. At this time, the Town of Wilton's Board of Selectmen had not made any decision on the current draft 2023 IMA.

Captain Frye strongly believes that the current 2023 proposed 5-year IMA should be signed by each town to have stability within MACC Base. This time frame will allow Milford and Wilton to continue to build on the new infrastructure that has been put in place this year for each Town and MACC Base.

Chris Labonte asked whether or not the MACC Base project needed to be added to this year's CIP list. Capt. Frye said that due to the fact that they do not have a lot of information on the future project it is premature to add it at this time. Chairman Dargie added to Capt. Frye's comments.

6. DISCUSSIONS

1. N/A

7. PUBLIC COMMENTS. (Regarding items that are not on the agenda) There were no comments at this time.

8. SELECTMEN'S REPORTS/DISCUSSIONS

a) FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES

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

9. APPROVAL OF FINAL MINUTES - Selectman Finan moved to approve the minutes of July 11, 2022 as amended. Seconded by Selectman Freel. All were in favor. The motion passed 5/0.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

a. N/A

11. NOTICES. Notices were read.

12. **NON-PUBLIC SESSION – N/A**

13. ADJOURNMENT: **Selectman Finan moved to adjourn at 7 pm. Seconded by Selectman Freel. All were in favor. The motion passed 5/0.**

_____	_____
Paul Dargie, Chairman	Laura Dudziak, Member
_____	_____
Tim Finan, Vice-Chairman	Dave Freel, Member
_____	
Gary Daniels, Member	

10. a) Treasurers Report - June 2022

TREASURER'S REPORT
TOWN OF MILFORD, NEW HAMPSHIRE
6/30/2022
(unaudited)

	CHECKING ACCOUNT	TOWN CLERK ACCOUNT	ESCROW ACCOUNT	NHPDIP ACCOUNT	DISBURSEMENT ACCOUNT	BAR HARBOR ACCOUNTS	INVESTMENT ACCOUNT	TOTAL
Beginning Balance as 06 /01/22	6,128,890.54	37,862.56	117,356.15	3,963.95	7,903.58	10,684.21	205,101.67	$ 6,511,762.66
Receipts:								
Taxes and Interest	16,306,637.09	-	-	-	577,710.95	-	-	$ 16,884,348.04
Water & Sewer User Fees	294,268.02	-	-	-	48,496.82	-	-	$ 342,764.84
Other Revenues	1,010,010.86	401,177.25	-	-	6,335.75	-	-	$ 1,417,523.86
Ambulance	-	-	-	-	66,778.60	-	-	$ 66,778.60
Recreation	-	-	-	-	24,035.00	-	-	$ 24,035.00
Escrow Deposit	-	-	-	-	-	-	-	$ -
Escrow Transfers	-	-	-	-	-	-	-	$ -
Interest Income	-	-	9.65	2,180.13	-	0.44	3.45	$ 2,193.67
Investment Transfers	1,372,101.67	-	-	15,000,000.00	-	-	1,167,000.00	$ 17,539,101.67
TAN Deposit	-	-	-	-	-	-	-	$ -
Bond Proceeds	-	-	-	-	-	-	-	$ -
22 ARPA LOL Equip - Amb	50,000.00	-	-	-	-	-	-	$ 50,000.00
Total Receipts:	$ 19,033,017.64	$ 401,177.25	$ 9.65	$ 15,002,180.13	$ 723,357.12	$ 0.44	$ 1,167,003.45	$ 36,326,745.68
Disbursements:								
Accounts Payable Warrants	(1,985,272.39)	(79,238.83)	-	-	(1,032.56)	-	-	$ (2,065,543.78)
Payroll Warrants	(474,042.80)	-	-	-	-	-	-	$ (474,042.80)
Milford School District Appropriation	(3,079,524.00)	-	-	-	-	-	-	$ (3,079,524.00)
Hillsborough County Appropriation	-	-	-	-	-	-	-	$ -
Escrow Transfers	-	-	-	-	-	-	-	$ -
Investment Transfers	(15,141,000.00)	(304,000.00)	-	-	(722,000.00)	-	(1,372,101.67)	$(17,539,101.67)
TAN Disbursement	-	-	-	-	-	-	-	$ -
Suntrust Disbursement	-	-	-	-	-	-	-	$ -
Bank Charges	(201.50)	-	-	-	-	-	-	$ (201.50)
Voided Checks	1,669.99	-	-	-	-	-	-	$ 1,669.99
Total Disbursements:	$ (20,678,370.70)	$ (383,238.83)	$ -	$ -	$ (723,032.56)	$ -	$ (1,372,101.67)	$(23,156,743.76)
Ending Balance as of 6/30/22	$ 4,483,537.48	$ 55,800.98	$ 117,365.80	$ 15,006,144.08	$ 8,228.14	$ 10,684.65	$ 3.45	$ 19,681,764.58

Allen White 8-4-22

ALLEN WHITE
TOWN TREASURER