

# TOWN OF MILFORD

## Office of Community Development

Planning • Zoning • Building Safety • Code Enforcement • Health  
Economic Development • Active Projects



**Date:** October 7, 2021

**To:** Board of Selectmen

John Shannon, Town Administrator

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

**Subject:** Office of Community Development Update

The purpose of this memorandum is to provide a brief overview of the Department activities and projects in the current year and anticipated budgetary requests in 2022.

### **Mission:**

The Community Development Office provides a one-stop location for all land development processing in the Town. Our mission is to effectively manage community change in accordance with the Milford Master plan and land use regulations, by providing professional advice and technical expertise in a consistent and fair manner to citizens; boards and commissions; departments; and regional agencies on the implementation of land use regulations and policies for both the short and long term physical, economic, and community development of the Town.

### **Building Activity & Permitting:**

- Status of building and development activity in Milford
- Community Development issued permit summary

### **Projects 2021-2022:**

- Downtown Oval and Nashua Street Improvements Project
- Milford Dog Park
- AOT Permit - Brox Sand & Gravel Operation
- Downtown Parking Improvements
- Milford Master Plan Update
  - Economic Development, Business Expansion and Retention Chapter
  - Housing and Housing Diversity

### **2022 Budget:**

- New Community Development and Permitting software system
- Addition of Health and Environmental Officer
- Adding new Community Development / Town Hall service vehicle
- Addition of hours for inspectional and administrative services

# MEMORANDUM



**To:** Board of Selectmen  
**From:** Eric Schelberg, Director  
**Date:** October 7, 2021  
**Subject:** Ambulance Department Update

---

Following is a brief overview of department activities during the preceding 12-months.

## Activities and Education

- COVID-19: operational changes to protect staff – full PPE use as indicated, and other responders; purchase of COVID decontamination equipment, shortages and delays in obtaining, sufficient quantity of PPE at this time; price increases on gloves
- EMT Course
- A/EMT refresher
- Handtevy pediatric application introduced
- EMS Warm Zone II grant
- National Night Out
- Child Passenger Safety technician course , 4 staff technicians; plus 10 seat inspections
- 9/11 Memorial

## Vehicles and Equipment

- In-service of replacement ambulance: Sugarloaf Vehicles - PL Custom and associated equipment; mileage as of October 6<sup>th</sup> - 19,465 miles
- Replacement portable radios procured and placed in service

## Personnel

- Conversion of 40-hours of part-time hours to one full-time position
  - o Full-time: 9; Part-time: 13; Billing Clerk (P/T): 1; Per-Diem: 10; Volunteer: 1
- Turn-over: 4 transition to per-diem status; 2 part-time A/EMT; 2 per-diem Paramedic
- Hiring sessions: four held
  - o Four offers out of 13 applicants – 10 qualified and invited; 5 attended with 4 withdrawing and 1 no-show; no outside interest in full-time position
- Pending Billing clerk opening

## Ambulance Transport, Billing and Revenue

- Billing vendor change effective April 2021
- Rate increase effective April 2021
- 2020: Billings - \$1,485,973                      Revenue - \$831,650

## Statistics

- 2020: Calls – 1,814; Transports – 1,365; Mutual Aid: Received - 59; Provided – 32 (53% (31 calls) during the hours of 07:00 – 23:00)

- 7.8% reduction in call volume and 9.9% transports; identified from assisted living facility and nursing homes
- 2021: Calls – 1,526; Transports – 1,143; Mutual Aid: Received - 48; Provided – 48 (70% (34 calls) during the hours of 07:00 – 23:00) Call Stacking – 7 (12:50 minute response)
  - 9% reduction in call volume and transports in January and February, return to pre-COVID activity in March with anticipated annual call volume exceeding 2,000 calls

#### Budget

- 2021 Budget Status: within budget, wages and technical supplies are areas of concern for overage; fuel and maintenance look to be underspent
- 2022 Budget Proposal
  - Wage adjustment: \$1.50/hour for all staff minus Director
    - Competition from surrounding communities and industries
  - Over-time increase due to open shifts covered by full-time staff (currently 28-hours/week open)
  - Late calls
  - Hiring sessions and Field Training shifts for new employees
  - PRV replacement

4. a) 1) Approval of Army National Guard and other National Guard and/or Reserve units to use Town owned land for training purposes.

## Appendix A

### Memorandum of Understanding and Limited Use/License Agreement

#### Memorandum of Understanding and Limited Use/License Agreement

The New Hampshire Army National Guard and other National Guard and/or Reserve units attached, assigned or under the operational control of the New Hampshire Army National Guard, , hereinafter called "NHARNG", is granted a license by The Town of Milford, New Hampshire, hereinafter called "OWNER", to use a portion of the Owner's land in the support of the NHARNG's training activities. Owner(s) acknowledge(s) and agree(s) that he/she/they/it are allowing the use of his/her/their/its property by the NHARNG free of charge and that no promises have been made or other consideration given in exchange for said use. Permission for said use is limited to the training activities and time frames described herein.

#### 1. DESCRIPTION OF PREMISES

(Identify by name, street address, geographical location, acreage, and a map of the area(s) (using a geological survey produced from GIS, NEPA or Real Property Viewer). The map shall be of sufficient detail to clearly mark the location of the property for which the license is intended. Also be sure to identify any areas that are excluded from use by the landowner.

Hitchiner Town Forest, Milford NH. From the end of Mullen Road west approx. 600m using the public trails and forest adjacent to it, as far west as Burns Hill. Three large open fields (16 acres) at the end of Mullen Road, all depicted on the attached map.

#### 2. DATES OF USE (NOT TO EXCEED THREE YEARS)

From 01 December, 20 19 to 01 December, 20 22 Town request no less than 24 hours notice prior to use

#### 3. AUTHORIZED TRAINING ACTIVITIES.

a. Maximum number of individuals participating, including unit designations:

Approx. 140 soldiers comprised of HQ, 1st, 2nd, and 3rd platoons from C/3-172 IN (MTN).

b. Full description of Training Activities to be conducted:

C/3-172 IN (MTN) will conduct Cold Weather Training, Snowshoeing, Bivouac in 10 Man Arctic Tents, Licensing on Arctic Space Heaters, Installation of temporary Fixed Rope Lanes for Mountaineering and Patrolling.

c. Maximum number and types of vehicles to be used in operations and training or that will be present on the property (Include aviation assets involved in the training):

2 Polaris Utility Vehicle to be used for ground evacuation and food service (only if required).

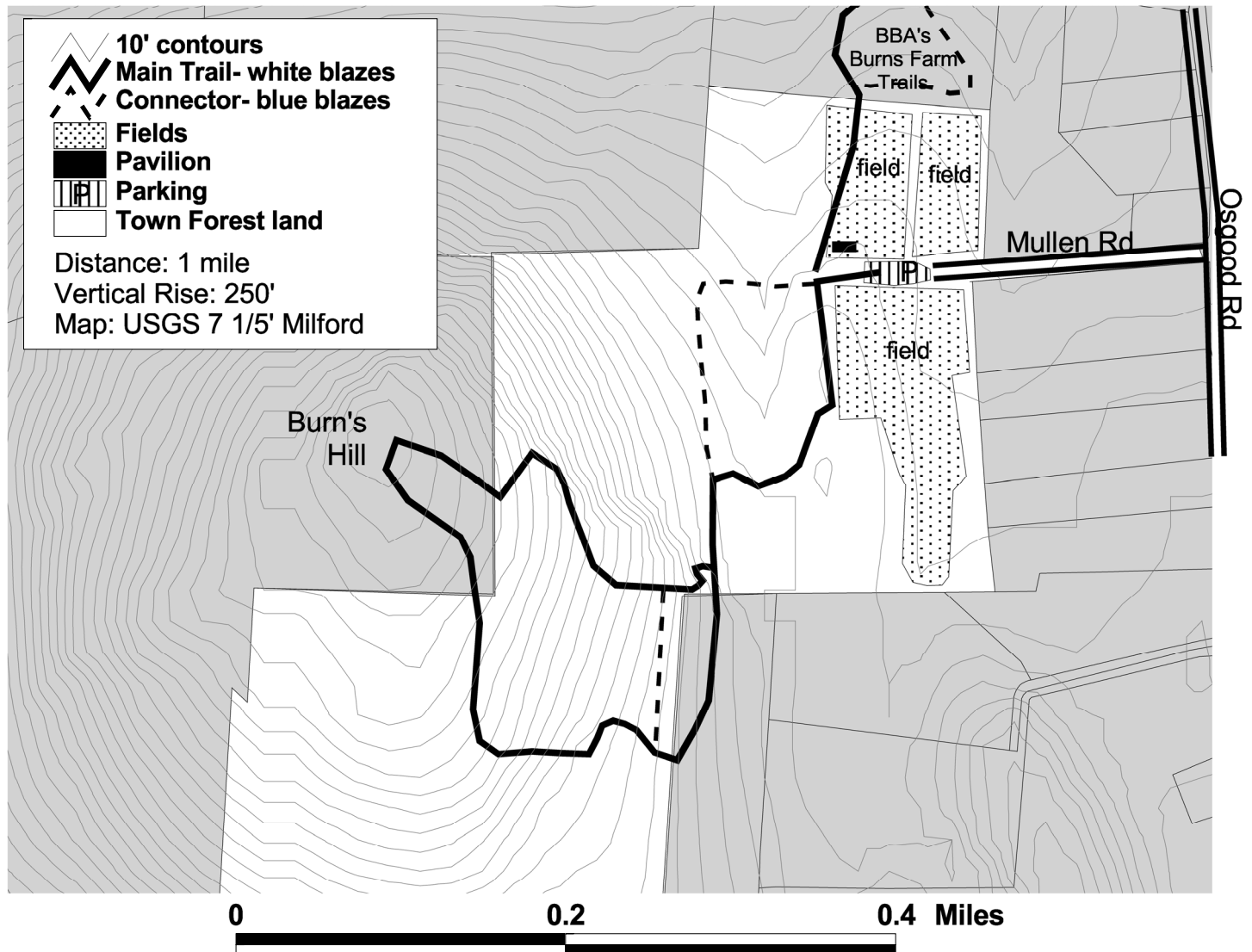
d. Type of blank ammunition, pyrotechnics, or demolitions involved in training. Identify by name/nomenclature (the use of live ammunition on private property requires an Environmental Assessment):

None

# Hitchiner Town Forest



Milford, NH



## Trail Information:

Hitchiner Town Forest, a 194 acre property, was once farmland, as evidenced by the fields and many stone walls.

The highlight of the walk is Burns Hill at an elevation of 751'. The hilltop is a delight of exposed granite bedrock, blueberry, ground juniper, red cedar, pitch pine and stunted oaks.

This town land is available for hiking, picnicking, cross country skiing, snow shoeing, bird watching and just enjoying nature and the quiet of the forest.

Camping is by permit only.



PROPOSED MILFORD, NH TRAINING SITE

C CO 3-172 IN (MTN)

BIVOUAC SITE 1

BIVOUAC SITE 2



BIVOUAC SITE 3

EACH BIVOUAC SITE WOULD HOUSE BETWEEN ONE (1) AND THREE (3) 10-MAN ARCTIC TENTS.

e. Required Alterations: (List any and all expected alterations to Owner's property that will be required to facilitate training (include building of structures, removal of brush or trees, creation of trails through wooded or overgrown areas, digging or the construction of fighting positions, etc.):

None

f. The NHARNG will provide services and/or utilities, including but not limited to the following at its sole expense: sanitary facilities, trash removal, water, electricity, telephone and other associated utilities listed below:

g. List Petroleum, Oil, Lubricant (POL) products or other hazardous substances and quantities that will be used onsite along with any and all expected maintenance activities:

None

h. Explain any other unspecified activities that could potentially impact the property for which this license is for. Include anything that might have an impact on any abutting properties as well:

#### **4. DAMAGE.**

a. The NHARNG acknowledges that it has inspected the condition of the premises and said premises are in good condition for the use described herein. The NHARNG accepts the Premises in an "as is," "where is" condition without any representation, warranty or obligation on the part of the Owner to make any alterations, repairs, or improvements or as to the use or occupancy which may be made thereon.

b. The Owner has reviewed, initialed and concurs with the property inspection attached herein. The Owner understands that some terrain alteration may result from authorized training activities. The Owner agrees to allow the NHARNG a reasonable time to repair any damage that may have occurred that was not anticipated by the training activities listed herein.

(1) Vegetation: No trees or dense underbrush will be cut or destroyed unless listed in 3e. above.

(2) Prior to departing the property, holes and excessive vehicle tracks made by the unit will be filled and trash removed from the area. Trash will not be buried or burned on site. The area will be policed for any unfired blank ammunition or unexploded pyrotechnics.

(3) The land owner and unit representative will inspect the property prior to departure and annotate any conditions which warrant correction on the back of the initial inspection document.

#### **5. CONCURRENT USE**

The Owner agrees to erect signs to alert the public of training on the described property within the designated training area while the NHARNG is conducting its training.

#### **6. NOTIFICATIONS**

In accordance with NHARNG Regulation 405-10, the unit conducting the training may be required to notify the local municipality, law enforcement agency, and/or abutting property owners prior to using pyrotechnics, blank ammunition, and other activities that could potentially cause an excessive disturbance to abutting landowners.

## **7. LIABILITY AND INDEMNITY**

a. The Federal Government is responsible for the adjudication and payment of all claims for personal injuries, death or damage to or loss of real or personal property arising out of incidents based on negligent or wrongful acts or omissions by NHARNG personnel activity within the scope of employment (while engaged in training or duty in accordance with the Federal Tort Claims Act 28 USC §2671 et seq. and the National Guard Claims Act 32 USC §715. Nothing in this memorandum is intended or shall be construed as an assumption of liability by the Federal Government.

b. Nothing in this memorandum is intended or shall be construed as an assumption of any liability by the Adjutant General's Department or State of New Hampshire.

c. No other statement or representation, written or oral, shall be substituted or added in lieu of this paragraph. Statements or representations whereby the NHARNG, either by itself or on behalf of the Federal Government or the State of New Hampshire, agrees to indemnify or hold harmless another person or entity for injury or damage to persons or property shall not be included in this agreement and are invalid. No one in the NHARNG has the authority to make such representations.

## **8. REMOVAL OF MILITARY PROPERTY**

All structures, equipment, and disposable items belonging to the NHARNG shall be removed within thirty (30) days following termination of this Agreement. The NHARNG will meet with the Owner before removing expendable structures or restoring any existing roads on such property to their prior condition to determine whether the Owner waives restoration or removal of any such structures.

## **9. COMPLETE AGREEMENT**

This instrument contains the entire Agreement between the parties. Any oral statements or representations, or prior written matters that are not contained in this instrument, shall have no force or effect unless specifically referred to in this Agreement and incorporated by reference. This Agreement shall only be modified by both parties in writing.

## **10. MODIFICATION AND TERMINATION**

This agreement shall be construed and enforced in accordance with the laws of the State of New Hampshire and may only be modified or amended by mutual agreement of the parties in writing, signed by a duly authorized representative of each of the respective parties hereto. This agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same. This Agreement may be terminated at any time by either party provided the party requesting the termination gives thirty (30) days written notice.

## **11. POINTS OF CONTACT**

No notice, order, direction, determination, requirement, consent and/or approval under this agreement shall be of any effect unless it is in writing. All notices to be given pursuant to this agreement shall be sent by certified mail, postage prepaid, return receipt requested, addressed to:

a. New Hampshire Army National Guard  
Construction and Facilities Management Office  
1 Minuteman Way  
Concord NH 03301

b. Owner: Town of Milford Town Administrator, 1 Union Square, Milford NH 03055, (603) 249-0600

## **12. THE FOLLOWING ENCLOSURES MUST BE ATTACHED:**

a. Proof of ownership or authority to sign an agreement on behalf of the land owner.

b. NHARNG Environmental Checklist and Record of Environmental Consideration for Memorandum of Understanding and Limited Use/License Agreement dated \_\_\_\_\_, 20\_\_ (Proponents/Units must



complete applicable portions of this document, ensure all appropriate signatures are obtained and coordinate a property inspection by the Construction and Facilities Management Office's Environmental Branch)

IN WITNESS WHEREOF, we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2020\_\_\_\_\_.

By: \_\_\_\_\_

Title: \_\_Town Administrator\_\_\_\_\_

By: \_\_\_\_\_

STATE OF NEW HAMPSHIRE  
NH ADJUTANT GENERAL'S DEPT  
Title: \_\_\_\_\_

### NHARNG Environmental Checklist and Record of Environmental Consideration

1. **PROPONENT (Unit information)** (To be completed by unit or proponent) Date: 17-Oct-19

- a. Name of Unit or Proponent: C/3-172 IN (MTN)
- b. Unit Point of Contact (POC): SFC William McCarthy
- c. Unit Address: 155 Osgood Road Milford NH 03055
- d. Phone Number of Unit POC: 603-227-1599
- e. E-mail of Unit POC [william.d.mccarthy.mil@mail.mil](mailto:william.d.mccarthy.mil@mail.mil)

2. **DESCRIPTION** (To be completed by unit or proponent)

- a. Title or Name of the Event, Action or Project:

Hitchiner Town Forest Patrol Site

- b. Where will it take place? (Include military installation or other official location name, street address, city or town, state, zip code)

Hitchiner Town Forest. End of Mullen Road. Milford, NH.

- c. What type of land will be used?

<input type="checkbox"/>	State owned land: <b>Attach copy of Permit if applicable</b>
<input type="checkbox"/>	Federal land (National Forest, Corp of Engineers) <b>Attach copy of Permit.</b>
<input type="checkbox"/>	Privately owned land
<input checked="" type="checkbox"/>	County/city owned land
<input type="checkbox"/>	Other – Specify

- d. Describe the current use of the proposed site.

Currently Conservation Land with open fields, town forest, a pavilion and a public running/hiking trail, all managed by the Town of Milford, NH Conservation Commission.

- e. Describe the past use of the proposed site (if known).

Formerly owned by the Hitchiner Manufacturing Company, the Land was donated to the Town of Milford, NH and per the Town of Milford Conservation Commission is presumed by town officials to be old farm land.

**3. UNIT ENVIRONMENTAL CHECKLIST (to be completed by Unit/Proponent) – Please attach brief explanation for any “YES” answers.**

	YES	MAYBE	NO
<b>3a. Air</b>			
(1) Will the proposed action/project result in the creation of smoke, dust, suspended particles or noxious gases into the air?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Will the smoke, dust, suspended particles, noxious gases or objectionable odors migrate beyond facility borders?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3b. Traffic</b>			
(1) Will vehicles remain on established roads or trails (improved or unimproved)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3c. Noise</b>			
(1) Are noise sensitive areas, such as churches, hospitals, nursing homes, schools and residences, adjacent or near the event/action/project? (If yes, specify noise sensitive area below)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Do you expect noise to impact the identified noise sensitive area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(3) Specify Noise sensitive area: Residence-1 mile Church-1 mile School-3 miles Hospital-6 miles			
<b>3d. Earth</b>			
Will you be digging any holes or disturbing the surface of the land in any way? (i.e. scraping, filling, fighting positions)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3e. Natural Resources</b>			
(1) Will the event/action/project use forests, fields, wetlands or other natural areas or open spaces?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Will the event/action/project result in the destruction or cutting of trees, shrubs, grasses or other vegetation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3f. Hazardous Waste Generation:</b>			
(1) Will the event/action/project result in the generation of hazardous waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Explanation of YES answers:**

- 3a.(1) Exhaust emissions to the air are expected from the use of the Polaris UTVs.  
 3b.(1) UTVs will remain on existing trails; and (if necessary) may travel across the fields for ground evacuation and food service.  
 3c.(1) There are existing residences and a church within 1 mile, but these should not be impacted by the training event.  
 3e.(1) We will be utilizing the forest and open fields but not wetlands.

**4. UNIT CERTIFICATION**

I certify that the preceding event/action/project is completely and accurately described in this Document and the Associated Memorandum of Understanding and Limited Use/License Agreement. The Construction and Facilities Management Office’s Environmental Branch will be contacted if any additional documentation is necessary, and/or if there are any changes to the event/action/project.

Signature of Commander /Unit POC or Proponent: LABELLE.JOSH UA.DAVID.1404 824887	Digitally signed by LABELLE.JOSHUA.DAVID .1404824887 Date: 2019.11.25 14:30:52 -05'00'	Date: 25-Nov-2019
--	--	----------------------

**5. ENVIRONMENTAL BRANCH CHECKLIST (to be completed by Environmental Branch)**

<b>5a. Contamination</b>	<b>YES</b>	<b>MAYBE</b>	<b>NO</b>
(1) Does the site show any evidence of contamination or improperly managed waste that should be documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Describe: A Site Inspection was conducted by the NHARNG Environmental Branch on 18 November 2019 (accompanied by 2LT Lind, SFC McCarthy and a member/agent of the Milford Conservation Commission) and no evidence of contamination was observed. Evidence of painted (and carved) graffiti was observed on the wooden picnic tables and benches under the Pavilion, and on support timbers and roof truss of Pavilion (see attached photographs).			
<b>5b. Endangered Species</b>			
(1) Will the proposed training adversely affect any federal or state listed threatened, endangered, or species of special concern?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Provide documentation of informal consultation efforts: See attached MFR dated 11-07-19. A "No Effect" determination was made for federal and state-listed species (on the property). Although there are state-listed species in the vicinity of the property, it was determined that they would not be expected to be impacted by the proposed training.			
<b>5c. Cultural Resources</b>			
(1) Is the proposed training on an archaeological or historical site, structure, object or building?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(2) Will the training adversely affect cultural resources including, but not limited to, historic properties, archaeological sites, and native American sacred sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Provide documentation of Consultation with SHPO and Native American Tribes if Appropriate: See attached letter from SHPO dated 10-22-1019, with concurrence on finding of "No Potential to Cause Effects".			
<b>5d. Water</b>			
(1) How close is the nearest surface water? (i.e. wetland, stream, pond, ocean, catch basins, etc...) Enter distance at right.	Wetlands (0.5 mi) along Osgood Road.		
(2) Is the proposed training taking place in, on or adjacent to high quality (Tier1) waters or designated wellhead protection areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
There are 2 designated wellhead protection (WHP) areas mapped to the north and south of Mullen Road, and a portion of the Hitchener Town Forest parcel is located within both of these WHP areas (see attached map).			
<b>5e. Permits</b>			
(1) Are any special environmental permits required?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Provide Permit information:			

**6. SPECIAL CONDITIONS:** The unit shall comply with the following special conditions and Best Management Practices:

- a. Emergency spill kits shall be provided by the units to adequately respond to spills from fuel-containing equipment.
- b. A Spill Report Form (attached) shall be filed with Kevin Womack (225-1333) for all spills (if they occur).
- c. \_\_\_\_\_
- d. \_\_\_\_\_

**7. ENVIRONMENTAL CERTIFICATION OF SITE INSPECTION:**

It is hereby certified by the signatures below that a property inspection has been conducted on 18-Nov-19 and that the training is compatible with the property and there are minimal environmental effects anticipated provided that compliance with paragraph 6 is maintained throughout the duration of the training event.

**PHOTOGRAPHS-Site Visit-Hitchener Town Forest (11/18/19)**



1. Graffiti and spray paint visible on picnic tables in Pavilion



2. Graffiti and spray paint visible on picnic tables in Pavilion



3. White spray paint visible on support timber for Pavilion



4. Visible graffiti carved into support timber for Pavilion





5. Visible (white paint) graffiti on support timber in left foreground of Pavilion.



6. Graffiti and spray paint visible on picnic tabletop and bench in Pavilion



7. Purple spray paint graffiti visible on wooden support beam of roof truss of Pavilion.



**8. DETERMINATION:**

It has been determined that the event/action/project (Circle one below):

a. Qualifies for Categorical Exclusion # I-3 (Appendix B, 32 CFR Part 651). I certify that the Screening Criteria in 32 CFR, Part 651.29 has been reviewed and met.

b. Is an action normally requiring an Environmental Assessment as listed in 32 CFR Part 651.33, subparagraph \_\_\_\_.

c. Is an action requiring an Environmental Impact Statement.

d. Is exempt from NEPA requirements under the provisions of \_\_\_\_\_  
(Cite superseding law)

e. Is covered in an existing Environmental Document: \_\_\_\_\_  
(Give the title and date)

SIGNED: LABELLE.JOSHUA.  
DAVID.1404824887  
Digitally signed by LABELLE.JOSHUA.DAVID.1404824887  
Date: 2019.11.25 14:31:34 -05'00'  
(Proponent for action)

Date: 25-Nov-2019

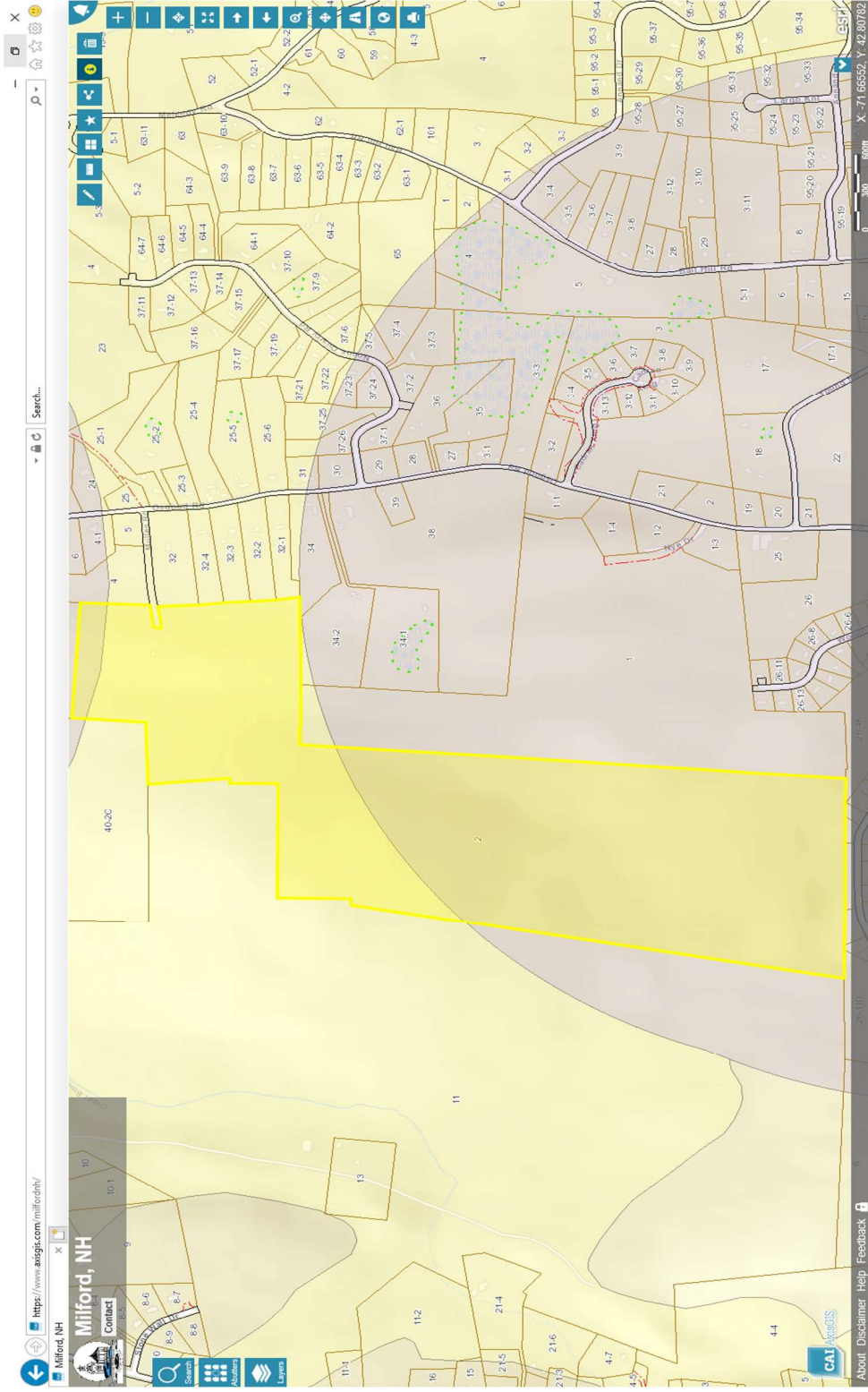
CONCURRENCE: \_\_\_\_\_  
(Land owner, Coordinator, etc.)

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

SIGNED: GLENNON.JOHN.PA.  
TRICK.1402512802  
Digitally signed by GLENNON.JOHN.PATRICK.1402512802  
Date: 2019.11.25 12:45:18 -05'00'  
(NGNH-FMO-ENV)

CONCURRENCE: \_\_\_\_\_  
(For the Commander)

Town of Milford GIS Map of Hitchener Town Forest Parcel (shown) in yellow overlain on designated Wellhead Protection (WHP) Areas (shown in gray)





## NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES

State of New Hampshire, Department of Cultural Resources  
19 Pillsbury Street, Concord, NH 03301-3570  
TDD Access: Relay NH 1-800-735-2964  
[www.nh.gov/nhdhr](http://www.nh.gov/nhdhr)

603-271-3483  
603-271-3558  
FAX 603-271-3433  
[preservation@nhdhr.state.nh.us](mailto:preservation@nhdhr.state.nh.us)

October 22, 2019

Eileen F. Chabot, MPH  
Cultural Resources Program Manager  
New Hampshire Army National Guard  
1 Minuteman Way  
Concord, NH 03301-5607

RE: Letter of Notification - NHARNG Training – Hitchener Town Forest, Mullen Road,  
Milford, NH (DHR #11212)

Dear Ms. Chabot:

The New Hampshire Division of Historical Resources has reviewed the above-referenced letter of notification and concurs with NHARNG's determination that the described training exercise will have **no potential to cause effects** to historical resources as it will not cause any alteration to the existing pavilion and excavation would be limited to a small hole for greywater (if a Containerized Kitchen is used for field-feeding).

This fulfills NHARNG's responsibilities for historic preservation review under Section 106 of the National Historic Preservation Act (16 U.S.C. 470) and with federal Advisory Council on Historic Preservation regulations, *Protection of Historic Properties* (36 CFR Part 800) for the State of New Hampshire.

Sincerely,

Nadine Miller  
Deputy State Historic Preservation Officer

NM/dwt



MEMORANDUM FOR RECORD

SUBJECT: Endangered Species Act (ESA) Section 7 Consultation for cold-weather training at Hitchiner Town Forest.

1. The Limited Use Agreement for this event is intended to cover all aspects related to activities for the entire action area of these species.
2. The training event requires an internal Section 7 review and effects determination for the presence or potential habitat of federally listed species as required by the ESA of 1973, as amended. This training event includes approximately 140 soldiers comprised of HQ, 1st, 2nd, and 3rd platoons from C/3-172 IN (MTN), and will conduct cold weather training, snowshoeing, bivouacking with 10 man arctic tents, licensing on arctic space heaters, Installation of temporary fixed rope Lanes for mountaineering and patrolling. Two (2) Polaris utility vehicles to be used for ground evacuation and food service trips (only if required). Area to be used is Hitchiner Town Forest, Milford NH. The training area covers a large parcel from the end of Mullen Road west approximately 600 meters, as far west as Burns Hill. Public trails and adjacent forest will be used for the training. This review is based on LUA dated 10/17/2019.
3. The U.S. Fish & Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) tool was visited on 10/21/2019 and the following species were listed for Hillsborough county. The official species list is attached below. The proposed actions are excluded from the IPaC Northern Long-eared bat (NLEB) determination key, since the actions did not qualify. Therefore, a manual effects determination for the NLEB was necessary.

<https://ecos.fws.gov/ipac/>

Common Name	Scientific Name	Habitat Present (Y/N)	Determination
Northern Long-Eared Bat	Myotis septentrionalis	Y	No effect

4. The NHARNG has conducted no surveys in the area for the NLEB, and are unaware of species presence. However, the training includes no tree (dead or alive) removal from the property, and will be conducted outside the bat active season. In addition, NH Natural Heritage Bureau (NHNHB) does not anticipate impacts to rare species utilizing the area from the proposed training. Therefore, the NHARNG has determined **no effect** as a result of the actions. No further coordination or consultation with the USFWS is required (see attached letter). Any changes in the location or described actions of these projects will require additional ESA Section 7 consultation review for effect analysis and determination.
5. No effect to state listed species is expected as a result of the actions. It was determined, that although there was an NHB record (e.g. rare wildlife, plant, and/or natural community) present in the vicinity, NHB does not expect that it will be impacted by the proposed project.
6. The POC is Jarred Jones, Conservation Specialist, DSN 684-9061, (603) 227-5161.

Jarred Jones  
 NH Army National Guard  
 Conservation Specialist



# United States Department of the Interior



## FISH AND WILDLIFE SERVICE

New England Field Office  
70 Commercial Street, Suite 300  
Concord, NH 03301-5087  
<http://www.fws.gov/newengland>

January 31, 2019

To Whom It May Concern:

This project was reviewed for the presence of federally listed or proposed, threatened or endangered species or critical habitat per instructions provided on the U.S. Fish and Wildlife Service's New England Field Office website:

<http://www.fws.gov/newengland/EndangeredSpec-Consultation.htm> (accessed January 2019)

Based on information currently available to us, no federally listed or proposed, threatened or endangered species or critical habitat under the jurisdiction of the U.S. Fish and Wildlife Service are known to occur in the project area(s). Preparation of a Biological Assessment or further consultation with us under section 7 of the Endangered Species Act is not required. No further Endangered Species Act coordination is necessary for a period of one year from the date of this letter, unless additional information on listed or proposed species becomes available.

Thank you for your cooperation. Please contact David Simmons of this office at 603-227-6425 if we can be of further assistance.

Sincerely yours,

Thomas R. Chapman  
Supervisor  
New England Field Office





# United States Department of the Interior



FISH AND WILDLIFE SERVICE  
New England Ecological Services Field Office  
70 Commercial Street, Suite 300  
Concord, NH 03301-5094  
Phone: (603) 223-2541 Fax: (603) 223-0104  
<http://www.fws.gov/newengland>

In Reply Refer To:

November 07, 2019

Consultation Code: 05E1NE00-2020-SLI-0385

Event Code: 05E1NE00-2020-E-01096

Project Name: Hitchiner Town Forest Cold Weather Training

Subject: List of threatened and endangered species that may occur in your proposed project location, and/or may be affected by your proposed project

To Whom It May Concern:

The enclosed species list identifies threatened, endangered, proposed and candidate species, as well as proposed and final designated critical habitat, that may occur within the boundary of your proposed project and/or may be affected by your proposed project. The species list fulfills the requirements of the U.S. Fish and Wildlife Service (Service) under section 7(c) of the Endangered Species Act (Act) of 1973, as amended (16 U.S.C. 1531 *et seq.*).

New information based on updated surveys, changes in the abundance and distribution of species, changed habitat conditions, or other factors could change this list. Please feel free to contact us if you need more current information or assistance regarding the potential impacts to federally proposed, listed, and candidate species and federally designated and proposed critical habitat. Please note that under 50 CFR 402.12(e) of the regulations implementing section 7 of the Act, the accuracy of this species list should be verified after 90 days. This verification can be completed formally or informally as desired. The Service recommends that verification be completed by visiting the ECOS-IPaC website at regular intervals during project planning and implementation for updates to species lists and information. An updated list may be requested through the ECOS-IPaC system by completing the same process used to receive the enclosed list.

The purpose of the Act is to provide a means whereby threatened and endangered species and the ecosystems upon which they depend may be conserved. Under sections 7(a)(1) and 7(a)(2) of the Act and its implementing regulations (50 CFR 402 *et seq.*), Federal agencies are required to utilize their authorities to carry out programs for the conservation of threatened and endangered species and to determine whether projects may affect threatened and endangered species and/or designated critical habitat.



A Biological Assessment is required for construction projects (or other undertakings having similar physical impacts) that are major Federal actions significantly affecting the quality of the human environment as defined in the National Environmental Policy Act (42 U.S.C. 4332(2) (c)). For projects other than major construction activities, the Service suggests that a biological evaluation similar to a Biological Assessment be prepared to determine whether the project may affect listed or proposed species and/or designated or proposed critical habitat. Recommended contents of a Biological Assessment are described at 50 CFR 402.12.

If a Federal agency determines, based on the Biological Assessment or biological evaluation, that listed species and/or designated critical habitat may be affected by the proposed project, the agency is required to consult with the Service pursuant to 50 CFR 402. In addition, the Service recommends that candidate species, proposed species and proposed critical habitat be addressed within the consultation. More information on the regulations and procedures for section 7 consultation, including the role of permit or license applicants, can be found in the "Endangered Species Consultation Handbook" at:

<http://www.fws.gov/endangered/esa-library/pdf/TOC-GLOS.PDF>

Please be aware that bald and golden eagles are protected under the Bald and Golden Eagle Protection Act (16 U.S.C. 668 *et seq.*), and projects affecting these species may require development of an eagle conservation plan ([http://www.fws.gov/windenergy/eagle\\_guidance.html](http://www.fws.gov/windenergy/eagle_guidance.html)). Additionally, wind energy projects should follow the wind energy guidelines (<http://www.fws.gov/windenergy/>) for minimizing impacts to migratory birds and bats.

Guidance for minimizing impacts to migratory birds for projects including communications towers (e.g., cellular, digital television, radio, and emergency broadcast) can be found at: <http://www.fws.gov/migratorybirds/CurrentBirdIssues/Hazards/towers/towers.htm>; <http://www.towerkill.com>; and <http://www.fws.gov/migratorybirds/CurrentBirdIssues/Hazards/towers/comtow.html>.

We appreciate your concern for threatened and endangered species. The Service encourages Federal agencies to include conservation of threatened and endangered species into their project planning to further the purposes of the Act. Please include the Consultation Tracking Number in the header of this letter with any request for consultation or correspondence about your project that you submit to our office.

Attachment(s):

- Official Species List
-

## Official Species List

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

**New England Ecological Services Field Office**

70 Commercial Street, Suite 300

Concord, NH 03301-5094

(603) 223-2541

---

## Project Summary

Consultation Code: 05E1NE00-2020-SLI-0385

Event Code: 05E1NE00-2020-E-01096

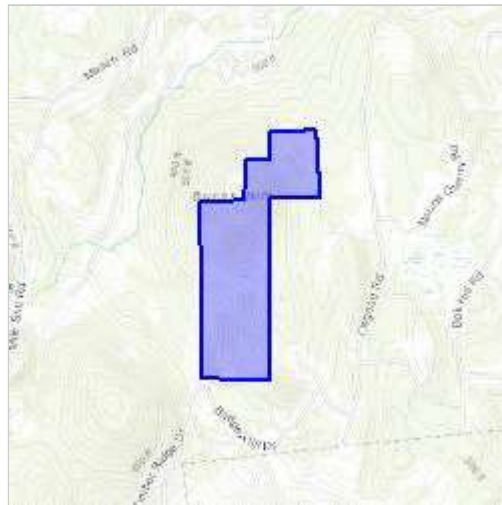
Project Name: Hitchiner Town Forest Cold Weather Training

Project Type: MILITARY OPERATIONS / MANEUVERS

**Project Description:** This training event includes approximately 140 soldiers comprised of HQ, 1st, 2nd, and 3rd platoons from C/3-172 IN (MTN), and will conduct cold weather training, snowshoeing, bivouacking with 10 man arctic tents, licensing on arctic space heaters, installation of temporary fixed rope lanes for mountaineering and patrolling. Two (2) Polaris utility vehicles to be used for ground evacuation and food service trips (only if required). Area to be used is Hitchiner Town Forest, Milford NH. The training area covers a large parcel from the end of Mullen Road west approximately 600 meters, as far west as Burns Hill. Public trails and adjacent forest will be used for the training. The training will be conducted during cold weather months, and is planned to be conducted December 7-8, 2019.

**Project Location:**

Approximate location of the project can be viewed in Google Maps: <https://www.google.com/maps/place/42.80269642286544N71.68990940258546W>



Counties: Hillsborough, NH

---

## Endangered Species Act Species

There is a total of 1 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries<sup>1</sup>, as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

- 
1. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

## Mammals

NAME	STATUS
Northern Long-eared Bat <i>Myotis septentrionalis</i> No critical habitat has been designated for this species. Species profile: <a href="https://ecos.fws.gov/ecp/species/9045">https://ecos.fws.gov/ecp/species/9045</a>	Threatened

## Critical habitats

THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

---



NEW HAMPSHIRE NATURAL HERITAGE BUREAU  
NHB DATACHECK RESULTS LETTER

---

**To:** Jarred Jones, NH Adjutant General's Department  
4 Pembroke Road  
  
Concord, NH 03301

**From:** NH Natural Heritage Bureau

**Date:** 10/25/2019 (valid for one year from this date)

**Re:** Review by NH Natural Heritage Bureau of request submitted 10/22/2019

**NHB File ID:** NHB19-3398

**Applicant:** Jarred Jones

**Location:** Milford  
Tax Maps: 46

**Project Description:** Approx. 140 soldiers comprised of HQ, 1st, 2nd, and 3rd platoons from C/3-172 IN (MTN), will conduct Cold Weather Training, Snowshoeing, Bivouac in 10 Man Arctic Tents, Licensing on Arctic Space Heaters, Installation of temporary Fixed Rope Lanes for Mountaineering and Patrolling. Two (2) Polaris Utility Vehicle to be used for ground evacuation and food service (only if required). Area to be used is Hitchiner Town Forest, Milford NH. From the end of Mullen Road west approx. 600m using the public trails and forest adjacent to it, as far west as Burns Hill. Three large open fields (16 acres) at the end of Mullen Road, all depicted on the attached map.

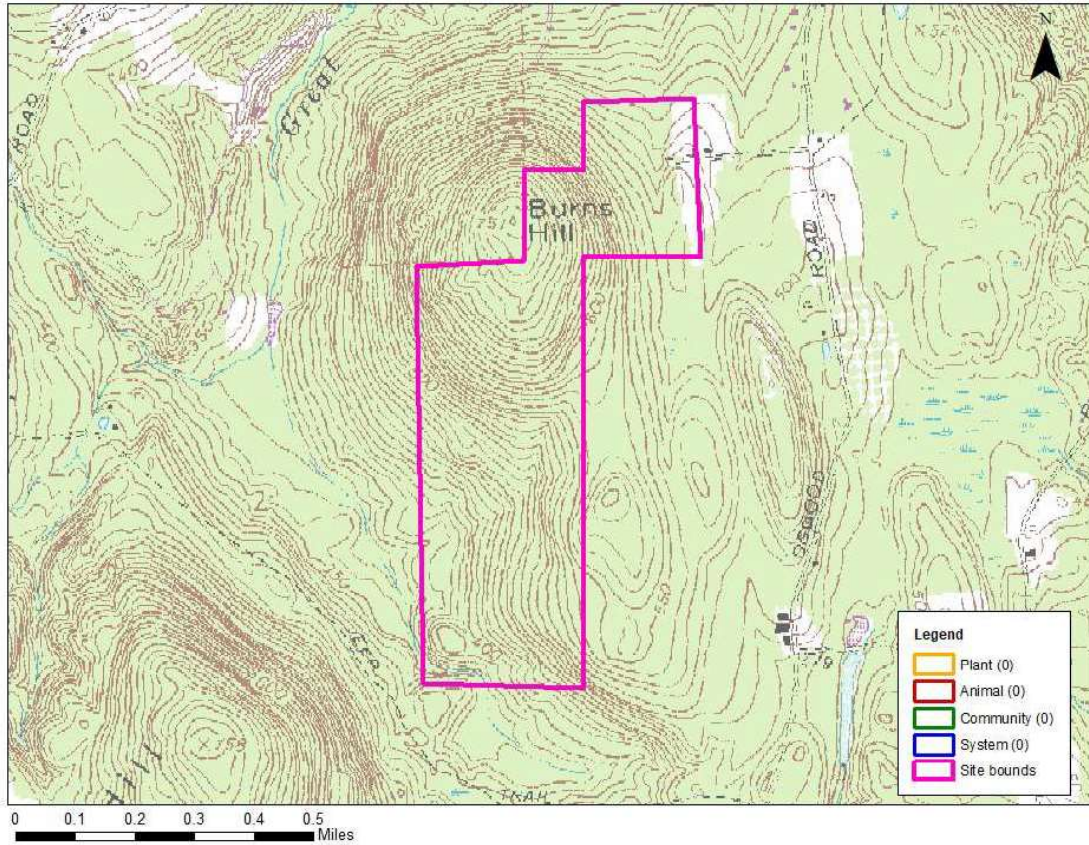
The NH Natural Heritage database has been checked by staff of the NH Natural Heritage Bureau and/or the NH Nongame and Endangered Species Program for records of rare species and exemplary natural communities near the area mapped below. The species considered include those listed as Threatened or Endangered by either the state of New Hampshire or the federal government.

It was determined that, although there was a NHB record (e.g., rare wildlife, plant, and/or natural community) present in the vicinity, we do not expect that it will be impacted by the proposed project. This determination was made based on the project information submitted via the NHB Datacheck Tool on 10/22/2019, and cannot be used for any other project.



MAP OF PROJECT BOUNDARIES FOR: **NHB19-3398**

**NHB19-3398**





## RESPONSE PROCEDURES

### EMERGENCY RESPONSE

#### **EMERGENCY FIRE (LARGE FIRE) OR EXPLOSION**

- Step 1. Activate facility alarms to notify personnel
- Step 2. Evacuate the building
- Step 3. Immediately notify the EC

#### **EMERGENCY SPILL (LARGE SPILL)**

- Step 1. Evacuate the area
- Step 2. Immediately notify the fire dept. at 911
- Step 3. Immediately notify the EC

### NON-EMERGENCY RESPONSE

#### **NON-EMERGENCY FIRE (SMALL FIRE)**

- Step 1. Obtain the necessary portable fire equipment and extinguish the fire
- Step 2. Notify the EC
- Step 3. If a fire is accompanied by a spill, follow the **NON-EMERGENCY SPILL (SMALL SPILL)** procedures below

#### **NON-EMERGENCY SPILL (SMALL SPILL)**

- Step 1. Remove unnecessary people from the hazard area
- Step 2. Assess the spill area for safety concerns
- Step 3. Put on at least the following PPE: safety glasses or goggles, gloves, apron, rubber boots
- Step 4. Stop the spill:
  - Approach the spill with the wind at your back
  - Turn off all sources of ignition
  - Remove all surrounding materials that could interfere with cleanup or could be contaminated by the spill without placing yourself or others at risk of injury
  - Cover nearby floor drains and catch basins
  - Stop the flow by up-righting containers or plugging holes using non-sparking tools
  - If necessary, place leaking containers into larger containers
- Step 5. Clean up the spill:
  - Obtain absorbent material from the nearest spill kit and place a berm of absorbent material around the edge of the spill to keep it from spreading
  - Confine the spilled material into the smallest area possible
  - Soak up the remainder of the spill with additional absorbent material
- Step 6. Collect, label, store and properly dispose of used absorbent
- Step 7. The first responder will complete the Spill Reporting Form and forward the completed document to the EC. If the spill is very minor and occurs inside, the form is not required.

All tanks, piping, containment, or response equipment problems must be immediately reported to the facility supervisor and EO. Visible oil leaks and spills must be repaired as soon as possible. Pooled oil must be removed immediately upon discovery.

<b>EC's</b>	<b>Primary EC</b>	<b>Alternate EC</b>
<b>Name</b>	Kevin Womack	Zach Boyajian
<b>Home Phone</b>	603-224-0322	603-798-5682
<b>Cell Phone</b>	603-496-9100	603-568-9766
<b>Work Phone</b>	603-225-1333 (ext.1333)	603-227-1439 (ext.1439)

### **STATE AND FEDERAL ASSISTANCE**

- NHDES Avail 0800-1600 M-F 603-271-3899
- NH State Police Avail 24/7 800-525-5555
- NH OEM Avail 24/7 603-271-2231
- NHDOS HazMat Unit Avail 24/7 800-346-4009
- DOD HazMat Hotline Avail 24/7 800-851-8061
- National Response Center Avail 24/7 800-424-8802

### **EMERGENCY ASSISTANCE**

- Local Fire 911
- Local Police 911
- Local Hospital \_\_\_\_\_
- Poison Control 800-562-8236

## Interactive Spill Reporting Form

**Instructions:** Enter all information requested. Boxes with drop-down arrows on right, click on arrow to choose from list of available options for item. Complete electronically within 24 hours of the incident and then click Submit by Email button when finished. Print and keep a copy for your records.

Facility/LTA Name:

Facility/LTA Location:

Name of Person Reporting:

Phone No.:  Cell Phone No.:

Date of Incident:  Time of Incident (military):

Material Released or Spilled:

Estimate Quantity Released:  Cause:

Terrain Type:  Terrain Slope:

Terrain Drainage:  Water Nearby:

Who was responsible for incident?

Describe what occurred/ damage assessment:

Materials Collected for Disposal: Yes  No  Corrective Actions Taken: Yes  No

Env. Office Notified: Yes  No  If so, who?

Report Filed By:  Report Date:

4. a) 2) Permission for CAST to observe Red Ribbon Week on the Oval October 25th until November 1st.



y.g.a)

**The mission of Community Action for Safe Teens (CAST) is to prevent substance misuse in the Souhegan Valley, promote healthy choices and emotional wellness among youth, and educate, support, and strengthen families.**

September 23, 2021

Milford Board of Selectmen  
Milford Town Hall

1 Union Square  
Milford, NH 03055

RE: Red Ribbon Week – Ribbons on the Oval

Dear Milford Board of Selectmen:

I am writing to request permission for the Community Action for Safe Teens (CAST) Youth Empowerment and Service (YES) team to hang red ribbons around the oval in recognition of Red Ribbon Week. Red Ribbon Week is a national drug prevention campaign which runs from October 23 – 31 each year. The youth would like to hang the ribbons on October 25<sup>th</sup> and will plan to remove them by November 1<sup>st</sup>.

We greatly appreciate your consideration of this request.

Sincerely,

Monica Gallant, CPS

CAST YES Team

RECEIVED SEP 27 2021

4. a) 3) Request for Acceptance and Appropriation of Unanticipated Revenues under \$10,000.

**Board of Selectmen**  
**Agenda Date: 10/11/2021**

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

<b>Source</b>	<b>Amount</b>	<b>Purpose</b>
East Milford Improvement Society	\$ 2,925.00	Donation for the Ice Rink Special Purpose Fund for the Milford Recreation Dept. to be used to replace the three lights for the skating rink with LED fixtures.

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

None at this time.

---

---

MEMORANDUM

---

---

**TO:** KATHY TOWNSEND, FINANCE  
**FROM:** ARENE BERRY, RECREATION DIRECTOR  
**SUBJECT:** FUNDS ACCEPTANCE  
**DATE:** 9/28/21

---



The Milford Recreation Department requests your review and acceptance of the donation from the East Milford Improvement Society in the amount of \$2925.00. The funds are to replace the three lights for the skating rink with LED fixtures. Please deposit into account #48387 – Ice Rink.

The Recreation Department and Commission are in support of this donation acceptance.

Thank you,

A handwritten signature in cursive script that reads "Arene Berry".

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



DATE	CHECK NUMBER
09/22/2021	600004314

ACCOUNT NUMBER: XXXX000122  
 ACCOUNT NAME: MILFORD-TRUST FUNDS  
 DESCRIPTION: Principal Distribution

DESCRIPTION	AMOUNT
Gross	2,925.00
Fed Tax	
State Tax	
Loan DFLT	
<b>Net Check Amount</b>	<b>\$2,925.00</b>

PAID FOR:  
 TRUSTEES OF TRUST FUNDS -MILFORD  
 TOWN OF MILFORD  
 TOWN HALL  
 MILFORD, NH 03055

By signing, cashing, and/or depositing this check I agree to all of the terms of this distribution.

Ice Rink Lights

REMOVE DOCUMENT ALONG THIS PERFORATION

THE FACE OF THIS DOCUMENT HAS A MULTI-COLORED BACKGROUND AND MULTIPLE SECURITY FEATURES.

**CLARFELD**  
 CITIZENS PRIVATE WEALTH

Clarfeld Citizens Private Wealth  
 One Citizens Bank Way JCB115  
 Johnston, RI 02919

**600004314**  
 CHECK NUMBER

32-1017  
 1110

CHECK DATE  
 09/22/2021

AMOUNT:

\*\*\*\*\$2,925.00

PAY Two thousand nine hundred twenty five and 00/100 Dollars

TO THE ORDER OF **TOWN OF MILFORD- RECREATION DEPT**  
 C/O TINA PHILBRICK  
 1 UNION SQUARE  
 MILFORD, NH 03055

Clarfeld Citizens Private Wealth

*Yawonda K. Bynard*

AUTHORIZED SIGNATURE  
 VOID AFTER 90 DAYS

Ice Rink Lights

⑈0600004314⑈ ⑆111010170⑆

7001001⑈



## **6. DISCUSSIONS**

**1. 2022 Operating Budget – VERBAL**

**2. A0T Permit Discussion - VERBAL**

## 9. Approval of DRAFT Minutes September 27, 2021

### DRAFT

#### MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING September 27, 2021

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

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

#### **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) – Highway Safety Overtime Grant - \$10,878.00**

Chairman Daniels opened the public hearing. No one came forward to speak. Chairman Daniels closed the public hearing.

**Selectman Labonte moved to accept the Highway Safety Overtime Grant of \$10,878.00. Seconded by Selectman Dargie. All were in favor. Selectmen Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes and Chairman Daniels, yes. The motion passed 4/0. Selectman Freel was not in the meeting at this time.**

##### **5:35 p.m. – Eagle Scout Project – Collin Linderman**

In Summary: Collin would like to make flag retirement drop boxes at the Bicentennial Park, The VFW, The Fire Department, and The American Legion. He e-mailed the Legion but hasn't heard anything yet. He will be looking to do some fundraising to help with the cost. It should take about three months to make the boxes. They will be completed before flag day.

**Selectman Dargie moved to approve the Flag Retirement Drop Boxes at the Bicentennial Park once permission is received from the various groups. Seconded by Selectman Dudziak. All were in favor. Selectmen Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes and Selectman Freel, yes. The motion passed 5/0.**

##### **5:45 p.m. – Approval of two (2) Land Use Tax Warrants, Map 3 Lot 12 and Map 7 Lot 10 and four (4) Veteran's Tax Credit Applications – Assessing Director, Marti Noel**

##### **Approval of two (2) Land Use Tax Warrants, Map 3 Lot 12 and Map 7 Lot 10**

Map 3 Lot 12 has 2 acres removed from Current Use for land under outbuildings and for an area where gravel removal activity has occurred. Map 7-10 has .25 acres removed for land under a recently constructed outbuilding. The property owners are aware of the action being taken tonight regarding their properties. Ms. Noel recommends approving.

**Selectman Dargie moved to approve the Land Use Tax Warrants for Map 3 Lot 12 and Map 7 Lot 10. Seconded by Selectman Labonte. All were in favor. Selectmen Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes and Selectman Freel, yes. The motion passed 5/0.**

##### **Approval of four (4) Veteran's Tax Credit Applications**

The Board has chosen to liberally interpret RSA 72:33 and has indicated it wishes to review for approval any veteran's tax credit application regardless of whether it was submitted after April 15, (the final date of application stated in the attached RSA), and before finalizing values for the year.

Applications presented tonight for the veteran's tax credit have been received after that deadline of April 15, but are presented tonight based on that earlier BOS decision to accept such late-filed applications. Ms. Noel recommends approval.

**Selectman Dargie moved to approve the four (4) Veteran's Tax Credit Applications presented tonight. Seconded by Selectman Labonte. All were in favor. Selectmen Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes and Selectman Freel, yes. The motion passed 5/0.**

63 **5:50 p.m. – Assessing Departmental Overview and MS1 Update – Assessing Director, Marti Noel**

64 In Summary: Ms. Noel said the focus this year has been the completion of the 2021 revaluation. The MS-1 report needs to  
65 be signed tonight to be submitted to the Department of Revenue. The town is obligated by statute to conduct a full revalua-  
66 tion at least once every five years so that assessments are at “full and true value”. (RSA 75:8-a). The NH Department of  
67 Revenue has confirmed there are no exceptions to this statute, including volatile market conditions or pandemics. Milford's  
68 last revaluation was in 2016.

69  
70 Summary of MS-1 Report – the 2021 total assessed value of all property is \$2,194,590,814. The 2021 total assessed value  
71 of all taxable property is \$2,059,883,305. This represents an increase of 23.4% over 2020. As discussed previously, 2.1%  
72 of that growth is attributable to New Construction and Building Permits. Residential property value represents roughly 81%  
73 of our property base and Commercial property value represents roughly 17%. Utilities and Current Use Lands would ac-  
74 count for the remainder.

75  
76 **Other Updates:**  
77 91 Elderly exemptions down from 93. 501 Veterans Tax credits down from 513.  
78 Chairman Daniels said there was a partial evaluation done a couple of years ago, were those done two years ago re-done  
79 this year. Ms. Noel said yes. Selectman Freel asked if Ms. Noel knows what the tax rate will be. Ms. Noel said no.

80  
81 Ms. Noel presented information for an increase in elderly exemptions should the Board chose to do a warrant. She doesn't  
82 feel we need an increase but that's up to the Board. The Assessing Capital Reserve account was cleaned out this year and  
83 she hopes the Board will support starting a new one. She also supports another vehicle for use in Community Development.

84  
85 Selectman Dargie feels the warrant article for capital reserve should be for four years not five. Ms. Noel said if we bring it  
86 to the amount that we spent, it will close. Selectman Dargie recommends \$90,000 divided by four years.

87  
88 **Selectman Dargie moved to approve the MS-1 report. Seconded by Selectman Dudziak. All were in favor. Select-**  
89 **men Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes and Selectman Freel, yes.**  
90 **The motion passed 5/0.**

91  
92 **6:05 p.m. – Public Works Expenditures – Highway Manager, Chris Anton**

93 In summary: The new 2022 approved six wheel plow unit has been delayed numerous times this year due to parts supplies  
94 and economic issues. We are now looking at late December, maybe further. The 2003 replacement was sold and we now  
95 have a shortfall for this upcoming winter season. We need to up-fit another truck to accommodate the winter response  
96 fleet.

97  
98 Mr. Anton is requesting to use \$34,900 from the DPW budget to install the needed equipment. Three vendors have been  
99 contacted. He provided the quotes and recommends using Viking Cives.

100  
101 Selectman Labonte asked if we keep the old vehicles until our new ones come in. Mr. Anton said usually yes but they re-  
102 ceived extra money for the trade because we put it on consignment. We would have received about \$5,000 and we ended up  
103 getting \$20,000 for the trade. Selectman Labonte asked if we had a plow on the new truck. Mr. Anton said no.

104  
105 Selectman Labonte brought up the purchase policy and asked if this went out to bid. Mr. Anton said we haven't put it in  
106 the paper before, we do have three bids. We are not asking for additional funds, we are using funds from our budget that  
107 was already approved. Selectman Labonte still feels the purchasing process should be followed.

108  
109 Mr. Anton explained the trade-in process to Selectman Freel. We normally would have received \$5,000 for the old truck,  
110 but we were able to put it on consignment and received \$20,000 for the old truck. Mr. Anton said the new vehicle has been  
111 pushed out several times. Selectman Freel asked about subbing out. Mr. Anton said he can't find the right vehicle to plow  
112 for the Town.

113  
114 Ammy Rice, a Milford resident, asked about the newer truck. Mr. Anton said it would have been outfitted for future use,  
115 we are upping it to meet our current needs. Ms. Rice said we are already over budget on the new truck, where do we stand  
116 on that, are we occurring additional cost. Mr. Anton said we are not over budget, we are actually under budget. The truck  
117 came in at the Selectman's approval of \$197,000, after the trade-in amount of \$20,000 we were able to get it down to  
118 \$177,000 which is under the warrant article of \$180,000. Ms. Rice said she's disappointed that we sold the trade-in with-  
119 out having the new truck in to replace it.

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 9/27/2021**

120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176

Selectman Labonte said if you were to hire a truck, you would need a 6 or 10 wheeler and you are taking a truck that is half the size of a 6 wheeler. How can we accomplish what needs to be done? Mr. Anton said they will moving trucks around to cover the routes.

Chairman Daniels asked when the time comes to do maintenance on the new truck, do we have to take it back to Vermont. Mr. Anton said no, we can use local dealerships. In certain circumstances, we may need to go back if the local dealerships are unable to repair something.

Selectman Freel asked if the funds are coming from the general fund. Mr. Anton said no, he has funds he can move around in his budget to cover this. Selectman Freel asked if this unit going to be used or just sit there. Mr. Anton said this would have been up-fitted at the time of purchase but we didn't have the appropriate funds at that time. Selectman Labonte repeated that there is a procurement process we should be following. He read the process. Mr. Anton said he followed the process they have always followed.

**Selectman Dudziak moved to allow for the re-appropriation of budgeted funds of \$34,900 from the public works budget to buy the equipment needed to up fit the winter fleet. Seconded by Selectman Dargie.**

Selectman Labonte does not approve because it doesn't follow the purchasing policy. Mr. Anton said we didn't have this discussion when we bid the 6 wheeler out so does this mean it was one of the procurement policies that was changed again because it didn't fit in someone's favor.

**Selectmen Dargie, yes, Selectman Labonte, no, Selectman Dudziak, yes, Chairman Daniels, yes and Selectman Freel, yes. The motion passed 4/1 with Selectman Labonte opposed.**

Selectman Freel asked if there will be additional money left over. Mr. Anton said he doesn't know. There were some items that they didn't do this year, like line striping. They couldn't get the paint and when they could, they couldn't get the containers. The 20" of rain in July continued to push it out and now it's too late. Selectman Freel asked if Mr. Anton saw his budget going up next year. Mr. Anton said no, it's pretty much a flat budget.

**6:20 p.m. – Finance Overview – Finance Director, Paul Calabria**

Mr. Calabria said there isn't much changing in Finance. They will have to budget for another audit which is mandated federally when you receive additional federal funding. The same thing will happen in 2020 due to the ARPA funding we received. We are looking into cyber security, all passwords have been changed. There will be a cyber policy coming out.

The 2020 field audit is currently in process and should be done this week. Administrator Shannon asked when DRA will set the tax rate this year. Mr. Calabria said in about 3 weeks.

Selectman Labonte asked about unanticipated revenue. Mr. Calabria said he will find out what it is to this point. Selectman Labonte asked where we were on our actual budget this year. Mr. Calabria said it's premature to discuss this, it's only September.

Chairman Daniels said he's heard about some employees having to punch two-time cards, why? Mr. Calabria said he understands that for two departments, the system didn't work so they were on a manual time card. A third department had to provide a supplemental card so it would reflect in nova time and match the manual card. He will look into it further. Chairman Daniels said that all employees should be doing the same thing.

Selectman Dargie asked to consider eliminating the electronic system and going back to manual time cards. It's costing the town money and there are a lot of issues. Mr. Calabria explained the process and noted that a lot of it is education to the employees. Mr. Calabria explained the process. They need time to evaluate other processes. Karen Blow, HR Director also explained the two punch process.

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

Katherine Kokko, a Milford resident, said the procurement policy is in place for a reason. This Board has voted to override the policy before. The Board needs to consider the reasons for those policies.

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 9/27/2021**

177 **DECISIONS – Selectman Freel moved to approve the consent calendar. Seconded by Selectman Dudziak. All were**  
178 **in favor. Selectmen Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes and Se-**  
179 **lectman Freel, yes. The motion passed 5/0.**

180 **4. The motion passed 5/0.**

181 **a) CONSENT CALENDAR**

182 1) Request for Acceptance and Appropriation of Unanticipated Revenues under \$10,000 (31:95(b)) Labor Day Pa-  
183 rade Donations.

184 • \$150.00 – Steele Associates

185 2) Request for Acceptance and Appropriation of Gifts of property under \$5,000 (31:95(e)) Disposable Masks and  
186 Hand Sanitizer

187 • \$720.00 – United Way of Greater Nashua

188

189 **b) OTHER DECISIONS**

190 1) Milford Municipal Code, Title 5 Health & Safety, Chapter 5.35 Savage Well Superfund Groundwater Management  
191 Zone Ordinance Decision.

192 Administrator Shannon said tonight the Board should be deciding on this ordinance. We've addressed all the major con-  
193 cerns that this Board had. Robin Mongeon, NHDES spoke with Mr. Arcidi, the landowner with the larger piece of proper-  
194 ty and they came to an agreement that satisfies everyone.

195

196 Selectman Labonte asked what the distance was from the line to the plume. Ms. Mongeon said it varies. Closer to the river  
197 is 300 to 400 feet. Closer to Elm Street is about 600 to 800 feet. Selectman Labonte questioned other lines that looked  
198 much less. Ms. Mongeon said they discussed a certain pumping scenario with Mr. Arcidi. This is a very specific exemp-  
199 tion at 5,000 gallons a day max pumping rate from 10 wells east of the line. The consultant ran the model and they are com-  
200 fortable. There were no other requests from any other landowners. They are being conservative to allow for all types of  
201 scenarios.

202

203 Selectman Labonte asked if there was a chance to take the lower properties out of this. Ms. Mongeon said there is a chance  
204 over time. They review annual reports yearly. There are provisions that they can look at in the future and they will work  
205 with the property owners.

206

207 Chairman Daniels asked if there was a point that an area could be taking out of the zone instead of doing an exemption.

208 Ms. Mongeon said yes, they can look at each lot. Chairman Daniels said if the lines were changes we would have to go  
209 through the two public hearings all over again. Ms. Mongeon said yes.

210

211 **Selectman Dudziak moved to approve the GMZ ordinance as discussed. Seconded by Selectman Dargie.**

212

213 Selectman Freel asked if there were regulations about using the water within that area now. Ms. Mongeon said no, that is  
214 why we need the ordinance.

215

216 Mr. Thornton, Milford resident, said he understands that there is no town water available from the Veterans Bridge to  
217 Fitch's Corner, he would like a definitive answer as to if this will end up affecting his area. Ms. Mongeon said they sample  
218 several wells once or twice a year and there are not any problems in that area. There was additional discussion about the  
219 bedrock and process. Ms. Mongeon said the state and EPA have no intentions of asking the town to extend the GMZ across  
220 the river.

221

222 **All were in favor. Selectmen Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes**  
223 **and Selectman Freel, yes. The motion passed 5/0.**

224

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

226 **1) 2022 Operating Budget –** The Town's 2022 Budget preparation began in August when the initial budget proposals are  
227 sent out to all necessary departments. A timeline for the entire budget process has been established. Please note that the  
228 timeline may be adjusted if needed. The Budget Advisory Committee has been set and will begin their weekly meetings  
229 starting this Wednesday. Any questions or concerns about the 2022 budget can be directed to the Town Administrator's  
230 Office.

231



**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 9/27/2021**

232 **2) Pumpkin Festival Update** – Milford Pumpkin Festival will be held on October 8-10, 2021. The festival will feature  
233 many events including a giant pumpkin weigh-in contest, pumpkin painting, live music and entertainment, pumpkin sales,  
234 pumpkin catapult, crafter, pumpkin carving, scarecrow making, haunted trail, face painting, and food vendors. Hours: Fri  
235 (10/8) 5pm-9pm; Sat (10/9) 10am-9pm; Sun (10/10) 10am-3pm.  
236

237 **6. DISCUSSIONS**

238 **1. The Use of Volunteers** – Chairman Daniels asked Karen Blow, HR director to tell us what we need to do when we take  
239 on volunteers in the town. Ms. Blow said the town doesn't currently have a policy. They want to make sure that volunteers  
240 are given the proper materials depending on where they are volunteering. She wants everyone to understand why we need  
241 volunteers and make sure that they are used properly. Some volunteers are court-ordered so those processes need to be in  
242 place as well. We need volunteers and we want them to be safe.  
243

244 Administrator Shannon said we want the process uniform across all departments and limit any liability that the town may  
245 have. Chairman Daniels asked if it was possible to implement the policy one department at a time. Administrator Shannon  
246 said it will be ready for everyone at the same time. It will be an easy form to fill out with what work they will be doing.  
247

248 Selectman Labonte asked if they looked into the worker's comp. Ms. Blow said they wouldn't be covered under the Primex  
249 workman's comp, they would be covered under property and liability which is a maximum of \$10,000 out of pocket. They  
250 will also be asked to sign a waiver.  
251

252 **2. Key Dates for 2022 Town Meeting – Tina Philbrick prepared a memo for the Board outlining Key Dates for the**  
253 **March Town Meeting.**

254 **Petition Warrant Articles** – Tuesday, January 11, 2022, Last day for voters to petition selectmen to include an article in  
255 the town meeting warrant, provided that if a petitioned article proposes a bond governed by RSA 33:8-a, the deadline is the  
256 preceding Friday, January 7, 2022

257 **Budget and Bond Public Hearing** - Monday, January 10, 2021 - 6:30 p.m., Board of Selectmen's Meeting Room

258 **Candidacy Filing** - Wednesday, January 19, 2022, First day for candidates in towns with non-partisan official ballot sys-  
259 tems to file a declaration of candidacy with the town clerk. Friday, January 28, 2022, Last day for filing of candidacy with  
260 the town clerk in towns with a non-partisan official ballot system. The town clerk's office must be open at least from 3 to 5  
261 p.m.

262 **Deliberative Session** - Saturday, February 5, 2022 - 9:00 a.m., the earliest date to hold the First Session of town meeting.

263 Governing body sets the date. (RSA 40:13,III) The snow date will be Saturday, February 12, 2021.

264 **Town Voting** - Tuesday, March 8, 2022, at the Milford Middle School on 33 Osgood Road (**tentative**), Milford from 6:00  
265 a.m. until 8:00 p.m.  
266

267 **3. Traffic Safety Concern – West Meadow Court** – Martha Bianco, Milford resident, would like the speed limit for West  
268 Meadow Court lowered.  
269

270 **Selectman Dargie moved that the three traffic safety concerns be sent to the Traffic Safety Committee. Seconded by**  
271 **Selectman Dudziak. Selectmen Dargie, yes, Selectman Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes**  
272 **and Selectman Freel, yes. The motion passed 5/0.**  
273

274 **4. Traffic Safety Concern – Federal Hill and Foster Road** – Tanja Owen, a Milford resident would like to see a stop sign  
275 added on Federal Hill Road at the intersection of Federal Hill and Foster Road.  
276

277 **5. Traffic Safety Concern – Clinton Street** - Sandy Staiti, a Milford resident would like the Police to enforce the No Thru  
278 Trucking rule on Clinton Street.  
279

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

281  
282 **8. SELECTMEN'S REPORTS/DISCUSSIONS**

283 Chairman Daniels provided pictures and minutes from the Recycling Committee's meeting about things that need to be  
284 fixed. The committee feels that these are public safety issues.

285 The committee would like to add the following to the CIP list:

- 286 1. Finish paving and complete the handicap accessibility ramp
- 287 2. Address drainage and sinkholes for access to the Still Good Shed

288 3. Address and fix all the potholes and sinkholes around the Recycling building.  
289 Selectman Labonte asked if they are talking about ripping down the gazebo on the oval? Administrator Shannon said no.  
290 They are looking into getting it repaired, not torn down. Selectman Dargie said a request was made to New Hampshire  
291 Preservation Alliance to add the Gazebo to the seven to save list. Tina Philbrick, Executive Assistant mentioned that Kath-  
292 erine Kokko was the one who obtained all the background information to provide to the seven to save program.  
293

294 Selectman Freel asked about the restoration of the Scout House. Ms. Kokko, a member of the Heritage Commission, said  
295 windows have been repaired and the Heritage commission is having a workshop on window restoration. The workshop  
296 will be on October 16<sup>th</sup> and October 23<sup>rd</sup>. There is room for 12 people to attend and so far they have 6 signed up.  
297

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

299 **8. OTHER ITEMS (that are not on the agenda)**

300 a. n/a

301 **9. APPROVAL OF FINAL MINUTES - Selectman Dargie moved to approve the minutes of September 13, 2021.**  
302 **Seconded by Selectman Dudziak. All were in favor. Seconded by Selectman Dudziak. Selectmen Dargie, yes, Select-**  
303 **man Labonte, yes, Selectman Dudziak, yes, Chairman Daniels, yes and Selectman Freel, yes. The motion passed 5/0.**  
304

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

306 1. N/A

307 **11. NOTICES.** Notices were read.

308  
309 **12. NON-PUBLIC SESSION a motion made by Selectman Labonte to enter into a non-public session in accordance**  
310 **with (RSA 91-A:3, II(c)) Reputation and approval of non-public minutes for September 13, 2021. Seconded by Se-**  
311 **lectmen Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte**  
312 **yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.**  
313

314 **Selectman Dudziak made a motion to approve the non-public minutes of September 13, 2021, under reputation. Se-**  
315 **conded by Selectmen Freel. A roll call vote was taken, Selectman Dargie yes, Selectman Dudziak yes, Selectman**  
316 **Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0. Select-**  
317 **man Dudziak left the meeting before the vote.**  
318

319 **Selectman Labonte made a motion to leave the non-public session. Seconded by Selectmen Freel. A roll call vote**  
320 **was taken, Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chair-**  
321 **man Daniels yes. All were in favor. The motion passed 5/0.**  
322

323 In non-public, the Board discussed five items pertaining to Reputation. The Board made five decisions.  
324

325 **Selectman Dargie made a motion to seal the non-public minutes of September 27, 2021, under reputation. Seconded**  
326 **by Selectman Labonte. A roll call vote was taken with Selectman Dargie, yes, Selectman Labonte yes, Selectman**  
327 **Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0. The minutes were sealed under rep-**  
328 **utation because if not, it would affect adversely the reputation of the person/persons who requested the non-public**  
329 **meeting.**  
330

331 **13. ADJOURNMENT: Selectman Dudziak moved to adjourn at 8:00 pm. Seconded by Selectman Freel. A roll call**  
332 **vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and**  
333 **Chairman Daniels yes. All were in favor. The motion passed 5/0.**  
334

335  
336 \_\_\_\_\_  
337 Gary Daniels, Chairman

335  
336 \_\_\_\_\_  
337 Paul Dargie, Member

338  
339 \_\_\_\_\_  
340 Chris Labonte, Vice-Chairman

338  
339 \_\_\_\_\_  
340 David Freel, Member

341  
342 \_\_\_\_\_  
343

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 9/27/2021

344 Laura Dudziak, Member

10. 1) Treasurers Report - July 2021

TREASURER'S REPORT  
TOWN OF MILFORD, NEW HAMPSHIRE  
7/31/2021  
(unaudited)

	CHECKING ACCOUNT	TOWN CLERK ACCOUNT	ESCROW ACCOUNT	NHPDIP ACCOUNT	DISBURSEMENT ACCOUNT	BAR HARBOR ACCOUNTS	INVESTMENT ACCOUNT	TOTAL
Beginning Balance as 07/01/21	1,005,539.26	51,665.62	211,665.00	3,959.48	(52,908.67)	10,679.39	18,630,899.04	\$ 19,861,499.12
<b>Receipts:</b>								
Taxes and Interest	2,398,175.76	-	-	-	445,725.68	-	-	\$ 2,843,901.44
Water & Sewer User Fees	127,296.18	-	-	-	40,906.64	-	-	\$ 168,202.82
Other Revenues	261,359.95	367,987.66	-	-	6,059.20	-	-	\$ 635,406.81
Ambulance	-	-	-	-	37,719.38	-	-	\$ 37,719.38
Recreation	-	-	-	-	8,275.00	-	-	\$ 8,275.00
Escrow Deposit	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	-	-	-	\$ -
Interest Income	-	-	11.70	0.07	-	0.45	1,851.23	\$ 1,863.45
Investment Transfers	4,265,000.00	-	-	-	-	-	3,709,100.96	\$ 7,974,100.96
TAN Deposit	-	-	-	-	-	-	-	\$ -
Bond Proceeds	-	-	-	-	-	-	-	\$ -
21 ARPA-LFRF Comm Equip.	349,030.90	-	-	-	-	-	-	\$ 349,030.90
21 ARPA-LFRF Sewer Equip.	510,000.00	-	-	-	-	-	-	\$ 510,000.00
Total Receipts:	<u>\$ 7,910,862.79</u>	<u>\$ 367,987.66</u>	<u>\$ 11.70</u>	<u>\$ 0.07</u>	<u>\$ 538,685.90</u>	<u>\$ 0.45</u>	<u>\$ 3,710,952.19</u>	<u>\$ 12,528,500.76</u>
<b>Disbursements:</b>								
Accounts Payable Warrants	(2,060,444.02)	(85,885.66)	-	-	(7,940.03)	-	-	\$ (2,154,269.71)
Payroll Warrants	(461,943.93)	-	-	-	-	-	-	\$ (461,943.93)
Milford School District Appropriation	(3,581,661.00)	-	-	-	-	-	-	\$ (3,581,661.00)
Hillsborough County Appropriation	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	-	-	-	\$ -
Investment Transfers	(2,924,100.96)	(279,000.00)	-	-	(506,000.00)	-	(4,265,000.00)	\$ (7,974,100.96)
TAN Disbursement	-	-	-	-	-	-	-	\$ -
Suntrust Disbursement	-	-	-	-	-	-	-	\$ -
Bank Charges	(2,054.39)	-	-	-	-	-	-	\$ (2,054.39)
Voided Checks	990.14	-	-	-	-	-	-	\$ 990.14
Total Disbursements:	<u>\$ (9,029,214.16)</u>	<u>\$ (364,885.66)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (513,940.03)</u>	<u>\$ -</u>	<u>\$ (4,265,000.00)</u>	<u>\$ (14,173,039.85)</u>
Ending Balance as of 7/31/21	<u>\$ (112,812.11)</u>	<u>\$ 54,767.62</u>	<u>\$ 211,676.70</u>	<u>\$ 3,959.55</u>	<u>\$ (28,162.80)</u>	<u>\$ 10,679.84</u>	<u>\$ 18,076,851.23</u>	<u>\$ 18,216,960.03</u>

*Allen White* 10/07/21  
ALLEN WHITE  
TOWN TREASURER

# 10. 1) Treasurers Report - August 2021

TREASURER'S REPORT  
TOWN OF MILFORD, NEW HAMPSHIRE  
8/31/2021  
(unaudited)

	CHECKING ACCOUNT	TOWN CLERK ACCOUNT	ESCROW ACCOUNT	NHPDIP ACCOUNT	DISBURSEMENT ACCOUNT	BAR HARBOR ACCOUNTS	INVESTMENT ACCOUNT	TOTAL
Beginning Balance as 08/01/21	(112,812.11)	54,767.62	211,676.70	3,959.55	(28,162.80)	10,679.84	18,076,851.23	\$ 18,216,960.03
<b>Receipts:</b>								
Taxes and Interest	222,531.75	-	-	-	32,074.34	-	-	\$ 254,606.09
Water & Sewer User Fees	282,945.56	-	-	-	39,220.35	-	-	\$ 322,165.91
Other Revenues	200,113.52	390,811.82	-	-	5,517.60	-	-	\$ 596,442.94
Ambulance	-	-	-	-	72,991.37	-	-	\$ 72,991.37
Recreation	-	-	-	-	4,203.68	-	-	\$ 4,203.68
Escrow Deposit	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	-	-	-	\$ -
Interest Income	-	-	9.55	0.07	-	0.44	1,547.63	\$ 1,557.69
Investment Transfers	4,924,851.23	-	-	-	-	-	2,073,000.00	\$ 6,997,851.23
TAN Deposit	-	-	-	-	-	-	-	\$ -
Bond Proceeds	1,459,000.00	-	-	-	-	-	-	\$ 1,459,000.00
21 ARPA-LFRF Comm Equip.	-	-	-	-	-	-	-	\$ -
21 ARPA-LFRF Sewer Equip.	-	-	-	-	-	-	-	\$ -
<b>Total Receipts:</b>	<u>\$ 7,089,442.06</u>	<u>\$ 390,811.82</u>	<u>\$ 9.55</u>	<u>\$ 0.07</u>	<u>\$ 154,007.34</u>	<u>\$ 0.44</u>	<u>\$ 2,074,547.63</u>	<u>\$ 9,708,818.91</u>
<b>Disbursements:</b>								
Accounts Payable Warrants	(1,341,258.67)	(105,953.06)	-	-	(7,559.57)	-	-	\$ (1,454,771.30)
Payroll Warrants	(464,112.35)	-	-	-	-	-	-	\$ (464,112.35)
Milford School District Appropriation	(3,581,661.00)	-	-	-	-	-	-	\$ (3,581,661.00)
Hillsborough County Appropriation	-	-	-	-	-	-	-	\$ -
Escrow Transfers	-	-	-	-	-	-	-	\$ -
Investment Transfers	(1,644,000.00)	(291,000.00)	-	-	(138,000.00)	-	(4,924,851.23)	\$ (6,997,851.23)
TAN Disbursement	-	-	-	-	-	-	-	\$ -
Suntrust Disbursement	-	-	-	-	-	-	-	\$ -
Bank Charges	(1,429.65)	-	-	-	-	-	-	\$ (1,429.65)
Voided Checks	2,652.66	-	-	-	-	-	-	\$ 2,652.66
<b>Total Disbursements:</b>	<u>\$ (7,029,809.01)</u>	<u>\$ (396,953.06)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (145,559.57)</u>	<u>\$ -</u>	<u>\$ (4,924,851.23)</u>	<u>\$ (12,497,172.87)</u>
<b>Ending Balance as of 8/31/21</b>	<u>\$ (53,179.06)</u>	<u>\$ 48,626.38</u>	<u>\$ 211,686.25</u>	<u>\$ 3,959.62</u>	<u>\$ (19,715.03)</u>	<u>\$ 10,680.28</u>	<u>\$ 15,226,547.63</u>	<u>\$ 15,428,606.07</u>

*Allen White 10/06/21*  
ALLEN WHITE  
TOWN TREASURER