

5:30 – Solar Project and Letter of Intent – Granite State (verbal)

5:45 Approval of Land Use Change Tax Map 52 Lot 91 & Map 58 Lot 1 -
Assessing Director Marti Noel.

MEMORANDUM

DATE: October 22, 2018

TO: Board of Selectmen

CC: Mark Bender

FROM: Marti Noel, Assessor

RE: **Land Use Change Tax – 2 parcels**

Map 52 Lot 91 – This parcel has recently sold. It had a 1.04 acre portion of the site in current use, qualifying with adjacent land under identical ownership. The sale has left this parcel with less than 10 qualifying acres so the area must be removed from Current Use.

Map 58 Lot 1 - The second parcel LUCT is the next step in the effort to bring the Burbee Gravel Pit into compliance with appropriate regulation. Land that has been disturbed to extract earth materials for sale does not qualify for Current Use (Cub 303:03). At present, 7 acres have been disturbed. The operator has additional acreage slated for materials extraction, but is currently in the process of obtaining appropriate surveys and permits through the planning board. The area being included today is only the actual area that has been disturbed so far. The property owner has been informed that when materials are depleted and the land has been reclaimed and subsequently meets all Current Use criteria, the owner may again apply to place the land back into Current Use,

In each case the owners have had notice of this action being taken this evening.

The Land Use Change Tax is 10% of estimated market value at the time of removal from current use.

Thank You

UN-LICENSED DOGS

CIVIL FORFEITURE

TITLE XLV ANIMALS

CHAPTER 466 DOGS AND CATS

Licensing of Dogs

Section 466:1

466:1 Procuring License; Tag. – Every owner or keeper of a dog 4 months old or over shall annually cause it to be registered, numbered, described, and licensed for one year in the office of the clerk of the city or town in which the dog is kept, and shall cause it to wear around its neck a collar to which shall be attached a metal tag with the following information thereon: the name of the city or town, year of issue of license and its registered number. The tag and license shall be furnished by the clerk at the expense of the city or town. Regardless of when the license is obtained, the license shall be effective from May 1 of each year to April 30 of the subsequent year.

Source. 1891, 60:1. 1925, 96:1. PL 150:6. RL 180:6. RSA 466:1. 1957, 217:1. 1995, 298:1. 1996, 67:1. 1997, 273:1, eff. Jan. 1, 1998.

Section 466:1-a

466:1-a Vaccination Required. –

I. Before a license is issued under the provisions of this subdivision, the owner or keeper of a dog shall furnish to the clerk verification from a licensed veterinarian that the dog has been vaccinated against rabies in accordance with the provisions of RSA 436. Persons applying for a group license under RSA 466:6 shall also furnish to the clerk verification from a licensed veterinarian that the dogs have been vaccinated against rabies in accordance with RSA 436.

II. Notwithstanding paragraph I, if a valid rabies certificate is on file with the clerk in accordance with RSA 436:102, the owner shall not be required to produce such verification at time of licensure.

Source. 1967, 188:2. 1994, 353:2. 1997, 162:1, eff. Aug. 8, 1997.

Section 466:1-b

466:1-b Rabies Certificate. – Upon receipt of a copy of a rabies certificate from a veterinarian pursuant to RSA 436:102, the clerk of the town or city shall send written notice to the owner or keeper of any unlicensed dog relative to the licensing requirements provided for in RSA 466:1. If the owner or keeper of the unlicensed dog fails to license the dog in a timely manner, the town or city clerk shall notify the local law enforcement officer of a violation of RSA 466:1.

Source. 1994, 353:3, eff. Jan. 1, 1995.

Section 466:1-c

466:1-c Authorization to Issue Licenses; Local Law Enforcement Officers. – The town or city clerk may authorize a local law enforcement officer to issue licenses and collect license fees pursuant to RSA 466:4. For the purposes of this section, a local law enforcement officer means the local police department of the city or town, the dog officer in a city or town, or a humane society which performs animal control functions as may be designated by the local governing body. The town or city clerk shall determine the criteria for the receipt of funds and recordkeeping.

Source. 1994, 353:3, eff. Jan. 1, 1995.

Section 466:1-d

466:1-d Lists of Licensed Dog Owners. –

I. Except as provided in paragraphs II and III and RSA 466:11 and RSA 466:14, no dog registration records, information, or lists shall be sold, rented, transferred, or otherwise made available in whole or in part, in any form or format, directly or indirectly, to another person.

II. Dog registration records, information, or lists may be made available pursuant to a court order or in response to a request from the state, a political subdivision of the state, the federal government, or a law enforcement agency solely for use in official business. The request shall be on a case-by-case basis. Any information, record, or list received pursuant to this paragraph shall not be further transferred or otherwise made available to any other person or listed entity not authorized under this paragraph, except as provided in RSA 466:13.

III. Without otherwise compromising the confidentiality of the files, nothing in this section shall prohibit a body or agency from releasing information relative to health or safety from investigative files on a limited basis to persons whose health or safety may be affected, or to a person or agency attempting to provide for the welfare of an animal.

Source. 2007, 67:1, eff. Aug. 10, 2007.

Section 466:2

466:2 Part of Year. – An owner of a dog may at any time have it licensed until the ensuing May 1; and a person becoming the owner or keeper of a dog not duly licensed after May 1 shall cause it to be registered, numbered, described and licensed as provided in RSA 466:1.

Source. 1891, 60:2. PL 150:7. RL 180:7.

Section 466:3

466:3 Transfer. – A license duly recorded shall be valid in any part of the state, and may be transferred with the dog licensed. The clerk of the town or city may charge \$1.50 to cover the cost of the tag for the new license.

Source. 1891, 60:7. PL 150:8. RL 180:8. RSA 466:3. 1996, 67:2, eff. Jan. 1, 1997.

Section 466:4

466:4 Fees. –

I. (a) The fee for every license for a year or portion of a year shall be:

(1) \$4.50 for dogs at least 4 months old but less than 7 months old which are not spayed or neutered and \$4.50 for a neutered male or spayed female dog 7 months old or older; provided, however, that the owner or keeper of such spayed female dog or neutered male dog shall comply with the provisions of RSA 466:1-a to the satisfaction of the clerk of the town or city in which such dog is owned or kept; or

(2) \$7 for any unneutered male or unsplayed female dog 7 months old or older.

(b) In addition to the sum required in subparagraphs I(a)(1) and (2), each year the owner of each dog shall pay the clerk of the city or town where the dog is registered a companion animal population control fee of \$2.

(c) The clerk shall remit all companion animal population control fees collected to the state treasurer along with the fees sent in accordance with RSA 466:9, provided that such companion animal population control fees shall be deposited into the companion animal neutering fund, established in RSA 437-A:4-a.

II. Notwithstanding paragraph I, the fee for every license for a year or a portion of a year shall be \$2 for a dog of either sex if the owner is 65 years of age or older. Such owner shall not be required to pay the companion animal population control fee, under RSA 466:4, I(b), for licensing of one dog; provided, however, that, if such owner wishes to license more than one dog, the fee for any additional license shall be as provided in paragraph I.

III. Fees for dogs licensed in a commercial kennel shall be based on the numbers of dogs licensed, as in RSA 466:6 for group licenses. For purposes of this paragraph, "commercial kennel" means the establishment or domicile of any person who sells dogs at wholesale or retail; and, if retail, who sells or transfers 10 or more litters per year, or sells or transfers 50 or more puppies per year; or who derives 40 percent or more of gross annual income from the sale or transfer of dogs. The owner or keeper of any dog licensed under this paragraph shall not be assessed a companion animal population control fee.

Source. 1891, 60:3. 1903, 109:1. PL 150:9. RL 180:9. RSA 466:4. 1977, 356:1. 1979, 98:1. 1983, 228:1. 1986, 213:1. 1989, 157:1. 1993, 219:1, 5. 1995, 298:2; 298:3. 1996, 67:3; 242:1, 3; 242:4. 1997, 162:2; 273:3; 332:4, eff. Aug. 22, 1997.

Section 466:5

466:5 Disposal of Fees. – All moneys arising from the licensing of dogs and cats, if the municipality licenses cats, remaining in the treasury of any town or city at the end of the town or city fiscal year, which is not due to holders of orders given for loss of or damages to domestic animals by dogs, or which has not been paid to the department of agriculture, markets, and food under RSA 466:9 or the state treasurer under RSA 466:4, I(c) shall be for the use of the town or city.

Source. 1867, 4:1. GS 105:15. 1876, 18:1. GL 115:18. PS 88:14. 1921, 85, VI:10. PL 121:17. RL 140:17. 1949, 22:1. RSA 466:5. 1995, 298:4, eff. Jan. 1, 1996.

Section 466:6

466:6 Group Licenses. –

I. The owner or keeper of 5 or more dogs shall annually by April 30 pay the required fee and obtain a license authorizing the owner or keeper to keep the dogs upon the premises described in the license, or off

the premises while under such owner's or keeper's control. Such owner or keeper shall not be required to obtain a "commercial kennel" license under RSA 466:4, III unless such person has a commercial kennel as defined under RSA 466:4, III.

II. No town clerk shall refuse to issue a group license to an owner or keeper who has complied with the requirements of this subdivision.

III. The fee shall be \$20 for the group license, \$2 of which shall be remitted to the town clerk for deposit into the companion animal neutering fund, established in RSA 437-A:4-a, as the companion animal population control fee, and \$18 shall be retained by the town or municipality.

IV. No fee shall be required for dogs which are under the age of 3 months.

V. Upon request, an owner or keeper shall receive numbered license tags for each dog included under the owner's or keeper's group license.

Source. 1909, 135:1. 1925, 97:1. PL 150:10. 1927, 61:1. 1941, 59:1. RL 180:10. RSA 466:6. 1977, 356:2. 1981, 306:2. 1986, 213:2, 3. 1987, 186:1. 1995, 298:5, 6. 1996, 242:2. 1997, 332:5, eff. Aug. 22, 1997.

Section 466:6-a

466:6-a Breeder's Health Certificate. –

I. No dog shall be transferred in the state or out of the state by a breeder without first being inoculated against infectious canine diseases using a vaccine approved by the state veterinarian and unless accompanied by an official health certificate issued by a licensed veterinarian within 14 days. Said certificate shall be in triplicate, one copy of which shall be sent to the state veterinarian, one copy of which shall be kept by the breeder of said dog for a period of at least 3 years and one copy of which shall be given to the purchaser. If an official health certificate is produced, it shall be prima facie evidence of transfer.

II. For purposes of this section, an official health certificate means a certificate signed by a licensed veterinarian on a form approved by the state veterinarian, containing the name and address of the breeder, the age, sex, breed and description of the dog, a list of all types of vaccines or medication administered to said dog, and the certification of the veterinarian that the dog is free from visual evidence of communicable diseases such as kennel cough (infectious tracheo bronchitis), canine distemper, and external and internal parasites (including coccidiosis).

III. No breeder shall deliver or cause to be delivered any dog less than 8 weeks of age.

IV. All incorporated or chartered humane societies with operating shelters in the state of New Hampshire are exempt from the requirements of this section relative to selling or transferring dogs except that dogs which have been imported into the state for transfer with or without a fee shall be accompanied by an official health certificate.

V. In this section, "breeder" means any person who breeds dogs for sale, gift or transfer in any manner.

V-a. The commissioner of the department of agriculture, markets, and food or designee is hereby authorized on the commissioner's own initiative or pursuant to complaints of other persons to investigate any complaints made pursuant to this section and to enforce the penalties of RSA 466:6-a, VI. The commissioner shall adopt rules under RSA 541-A relative to the procedures for such investigations.

VI. (a) Any person who violates this subdivision shall be guilty of a misdemeanor.

(b) In addition, any person or owner who violates any of the provisions of this subdivision or rule adopted under it may be subject to an administrative fine levied by the commissioner not to exceed \$1,000 for each violation.

Source. 1977, 356:3. 1979, 24:1, 2. 1987, 186:2, 3. 1995, 130:4; 298:7. 2004, 7:3, eff. April 5, 2004. 2007, 160:4, eff. Aug. 17, 2007. 2009, 296:11, eff. Sept. 29, 2009.

Section 466:7

466:7 Additional Charge Where Payment of License Fee is Delayed. – In addition to the license fees provided in RSA 466:4, there shall be a charge of \$1 for each month or any part thereof that the fees remain unpaid if said fees are not paid before June 1 in any year.

Source. 1953, 39:1. RSA 466:7. 1965, 325:1. 1977, 356:4, eff. Aug. 30, 1977.

Section 466:8

466:8 Exemption From Fees for Registration and Licensing. –

I. No fee shall be required for the registration and licensing of a dog which has served with the armed forces of the United States and has received an honorable discharge therefrom.

II. No fee shall be required for the registration and licensing of a service animal dog as defined in RSA 167-D:1, IV. When registering and applying for a license for a dog that is a service animal, the owner or trainer shall present an identification card issued by a recognized dog training agency. If a dog has been trained by its owner and does not have an identification card issued by a recognized dog training agency or school, in order to register and license a dog that is a service animal, the dog shall pass the Assistance Dogs International Public Access Test administered by a service animal trainer, as defined in RSA 167-D:1, V, and the owner shall present a letter from a health care professional stating that the individual requires the use of a service animal to perform tasks directly related to his or her disability.

III. The owner of a dog that is a service animal may elect for the registration and licensing of such dog to be permanent and not subject to annual renewal so long as such dog has met the requirements of this section.

IV. For the purpose of this section, the town clerk of each town or municipality shall determine the process by which permanently registered dogs that are service animals will be tracked for town purposes and ensure that town service animal owners are not required to participate, in any way, with an annual renewal of such dog's registration or licensing. In cases of change of town of residency, the service animal owner shall re-register the dog at no cost. If the owner has elected to obtain a tag through the governor's commission on disability as set forth in paragraph V, the owner shall let the governor's commission on disability know of any change in town of residency.

V. Certificates and tags stamped "G C D--Permanent Registration" with a registration number shall be issued by the governor's commission on disability to those who wish to affix such a tag on their service animal's collar after registering the dog under paragraph II. Tags and certificates may be obtained directly from the governor's commission on disability which will verify with the town clerk that such dog has met the requirements under paragraph II and is duly registered and licensed by the town of residency. Tags issued by the governor's commission on disability shall not be used to verify the legitimacy or authenticity of a service animal for any purpose.

VI. Upon the death or retirement of a service animal, the owner or person in possession of the service animal tag shall immediately return the tag to the governor's commission on disability.

VII. The tag identifying a service animal shall be used only by an eligible service animal, as defined in RSA 167-D:1, IV.

VIII. The owners and trainers of dogs that are service animals shall comply with all state and local ordinances regarding rabies certification under RSA 436:102 and RSA 466:1-a.

Source. 1945, 102:1. RSA 466:8. 1955, 16:1. 1977, 542:3. 1983, 275:2. 1989, 45:9. 1990, 131:4, eff. June 18, 1990. 2012, 211:1, eff. Aug. 12, 2012.

Section 466:9

466:9 Payment of Fees. –

I. Clerks of the towns and cities shall issue dog licenses, receive the money for the licenses, and pay the same into the treasuries of their respective towns and cities on or before June 1 each year, retaining to their own use \$1 for each license and submitting \$.50 for each license to the department of agriculture, markets, and food for the purpose specified in paragraph II. The clerks shall return to their respective town or city treasurer a sworn statement of the amount of moneys thus received and paid over by them.

II. The \$.50 received by the department of agriculture, markets, and food for each license issued pursuant to paragraph I shall be credited to a special nonlapsing fund to be used exclusively for the operation of the veterinary diagnostic laboratory established under RSA 436:92, and are hereby continually appropriated for such purpose to be expended under the supervision of the commissioner of agriculture, markets, and food.

Source. 1891, 60:5. PL 150:12. RL 180:12. RSA 466:9. 1977, 353:1. 1992, 289:10. 1994, 353:4. 1995, 130:4, 5, eff. July 23, 1995.

Section 466:10

466:10 Hydrophobia Symptoms to be Printed on License. – [Repealed 1977, 30:1, eff. May 28, 1977.]

Section 466:11

466:11 Records. –

I. Clerks of towns and cities shall keep a record of all licenses issued by them, with the names of the keepers or owners of dogs licensed, and the names, registered numbers and descriptions of all such dogs. Clerks of towns and cities shall furnish yearly to the local governing body a list of those owners who have failed to renew their license for use in preparing the warrant of unlicensed dogs.

II. With the owner's consent, a veterinarian may report the euthanizing or death during treatment of a licensed dog to the town or city clerk in order to have the record reflect that the dog was euthanized or died. A veterinarian providing such a report may also provide the town or city clerk with the mailing and street addresses of the owner of the dog. Written reports, if any, shall be destroyed after receipt by the town or city clerk, and any resulting record reflecting the dog's death shall not specify the manner or cause of death.

Source. 1891, 60:5. PL 150:13. RL 180:13. RSA 466:11. 1994, 353:5, eff. Jan. 1, 1995. 2008, 42:1, eff. July 11, 2008.

Section 466:12

466:12 Account. – Each city and town treasurer shall keep an accurate and separate account of all moneys received and expended by such treasurer under the provisions of this chapter relating to dogs and cats.

Source. 1891, 60:6. PL 150:14. RL 180:14. 1995, 298:8, eff. Jan. 1, 1996.

Section 466:13

466:13 Forfeiture. – Whoever is the owner or keeper of a dog and who fails to license or renew the dog license pursuant to RSA 466:1 shall forfeit \$25 to the town or city clerk of the municipality in which the dog is kept. If the forfeiture is not made to the town or city clerk within 15 calendar days of the notice of forfeiture, the case may be disposed of in a district court as a violation with a fine not to exceed \$50, notwithstanding the provisions of RSA 651:2, IV. A forfeiture shall not relieve the owner or keeper of the requirement of proper licensing of the dog as required by RSA 466:1. This section shall also apply to cats, if the municipality licenses cats. Any forfeitures collected under this section may be retained by the city or town for the administration and enforcement of this chapter.

Source. 1891, 60:8. PL 150:15. RL 180:15. RSA 466:13. 1994, 353:6. 1995, 298:9. 1996, 67:4. 2001, 274:6, eff. July 16, 2001.

Licensing of Cats

Section 466:13-a

466:13-a Licensing of Cats. – The governing body of a municipality may vote to license cats in a similar manner as it licenses dogs. If a municipality elects to license cats, the same penalties shall apply for unlicensed cats as for unlicensed dogs, and the provisions of RSA 466:6-a and 466:8 of the preceding subdivision shall not apply to cats. If a municipality elects to license cats, it shall also develop a procedure similar to the procedure in RSA 466:4, III and 466:6 for group licensure. If a municipality elects to license cats, it shall require cats to have a form of identification, including, but not limited to a tattoo, collar, surgically implanted microchip or ear tag, or any other form approved by the commissioner of agriculture, markets, and food. The commissioner of agriculture, markets, and food shall adopt rules, under RSA 541-A, relative to the forms of identification.

Source. 1994, 99:3. 1995, 130:5, eff. July 23, 1995.

Unlicensed Dogs

Section 466:14

466:14 Warrants; Proceedings. – The town or city clerk shall annually, between June 1 and June 20, present to the local governing body a list of those owners of dogs that have failed to license or not renewed their dog licenses pursuant to RSA 466:1. The local governing body shall, within 20 days from June 20, issue a warrant to a local official authorized to issue a civil forfeiture for each unlicensed dog. The warrant may also authorize a local law enforcement officer to seize any unlicensed dog. The civil forfeiture may be sent by certified mail, or delivered in hand, or left at the abode of the dog owner. The cost of service shall not exceed \$5 and may be recovered by the city or town in addition to the amount of the civil forfeiture. If the unlicensed dog is seized, it shall be held in a town or city holding facility for a period of 7 days, after which time full title to the dog shall pass to the facility, unless the owner of the dog has, before the expiration of the period, caused the dog to be licensed. The owner shall pay the facility a necessary and reasonable sum per day, as agreed upon by the governing body of the town or city and the facility, for each day the dog has been kept and maintained by the facility, plus any necessary veterinary

fees incurred by the facility for the benefit of the dog. Before a local law enforcement officer seizes any unlicensed dog, a written warning shall be given to the dog owner.

Source. RS 127:5. CS 133:5. GS 105:5. GL 115:7. PS 118:8. 1891, 60:11. PL 150:18. RL 180:18. RSA 466:14. 1965, 325:2. 1967, 150:1. 1977, 559:1. 1983, 198:1. 1987, 91:1. 1994, 353:7. 1995, 298:10. 1996, 67:5. 2000, 128:1. 2001, 274:7, eff. July 16, 2001.

Section 466:15

466:15 Fees. – Such officers, other than those employed under regular pay, shall receive such compensation for services performed under RSA 466:14 as may be determined by the mayor of the city or the selectmen of the town in which such dogs are seized and held.

Source. RS 127:5. CS 133:5. GS 105:5. GL 115:7. PS 118:8. 1891, 60:11. PL 150:19. RL 180:19. RSA 466:15. 1965, 325:3, eff. April 1, 1966.

Section 466:16

466:16 Returns. – Each local law enforcement officer to whom the warrant named in RSA 466:14 is issued shall return the warrant, on or before August 31, to the local governing body issuing it and, shall state in the return the number of owners who received and paid the civil forfeiture, the number of dogs in the city or town which have been seized and held under the provisions of RSA 466:14, and the number of owners who have received summons to a district or municipal court for failure to pay the civil forfeiture pursuant to RSA 466:13 or to license the dog pursuant to RSA 466:1.

Source. 1891, 60:12. PL 150:20. RL 180:20. RSA 466:16. 1994, 353:8. 2000, 128:2, eff. Jan. 1, 2001.

Section 466:17,-18

466:17, 466:18 Repealed. – [Repealed 1967, 30:1, eff. May 15, 1967.]

Section 466:18-a

466:18-a Title to Unlicensed Dogs in Humane Societies. – Whenever an incorporated society for the prevention of cruelty to animals shall keep and maintain for 7 consecutive days an unlicensed dog whose owner is unknown, full title to the unlicensed dog shall pass to the society at the end of the 7-day period, unless the owner of the dog shall, before the expiration of the period, cause the dog to be licensed and shall pay the society a necessary and reasonable fee per day for each day the dog has been kept and maintained by the society, plus any necessary veterinary fees incurred by the society for the benefit of the dog.

Source. 1955, 84:1. 1977, 29:2; 559:2. 1983, 198:2. 1987, 91:2, eff. July 5, 1987.

Remedies and Penalties for Injuries Done by Dogs

Section 466:19

MOOSE GRANT



STATE OF NEW HAMPSHIRE



NEW HAMPSHIRE STATE LIBRARY

Department of Cultural Resources • Division of Libraries

20 Park Street • Concord, New Hampshire 03301

9/12/2018

Joan Dargie
Town Clerk
Town of Milford
Town Hall
1 Union Square
Milford, NH 03055

Dear Ms. Dargie:

I am pleased to inform you that the Town of Milford has been awarded a FY 2018/2019 Moose License Plate Conservation grant in the amount of \$9,880.00 for the conservation project *Preservation of Town Meeting Minutes 1807-1843 and Preservation of West Parish Town Meeting Minutes 1784-1811*. I congratulate you on preparing a successful grant proposal.

In the weeks ahead, you will receive a letter from Charles Shipman, Supervisor of Reference and Information Services. The letter will contain your grant agreement and the other documents that need to be returned to the State Library in order for you to receive your grant.

Thank you for recognizing the need to conserve and protect irreplaceable documents that are important to New Hampshire's cultural heritage and for your role in helping to increase public access to New Hampshire's written history.

Sincerely,

Michael York
State Librarian

Town of Milford

OFFICE OF THE TOWN CLERK



Joan Dargie
Town Clerk
1 Union Square
Milford, NH 03055
(603) 249-0650 x230
FAX (603)673-2273
Joan.dargie@milford.nh.gov

FY2018/2019 Conservation License Plate Grant Application

Description of the documents:

Town Records and Town Meeting Minutes 1782 – 1843

These records are contained in 2 bound books the first one labeled Town Records Vol. 1 South West Parish Book Town of Milford 12 1/2" x 17" x 1 1/2" containing 350 pages dated 1782 to 1811. This book was restored in 1907 in silk. The pages are fading and coming apart. This book contains town financial transactions and voting information. The second book labeled Town Meeting Minutes Feb 26 1807 to Mar 1843 is 14" x 9" x 2" containing approximately 700 pages. This book was restored at some point in the early 1900s with tape and binding. This book contains town meeting minutes and dog licensing records. The pages are starting to fray and fade.

Description of the proposed grant activities:

Both volumes will be professionally stabilized, repaired, microfilmed and digitized. The quote to do this for the first volume is \$5210.00 for the South West Parish Book Town of Milford and \$3500.00 for the Town Meeting Minutes, for a total of \$9880.00 this includes shipping. Kofile Technologies is the business who has been selected to do the restoration.

Ownership of the documents:

The town of Milford owns both of these books and they are kept in the main vault on the first floor in town hall. Access to original materials needs to be strictly controlled, as the more these books are handled the more the integrity will be diminished.

Project Director:

Joan Dargie
Town Clerk
Milford Town Hall
1 Union Square
Milford, NH 03055
Joan.dargie@milford.nh.gov
603-249-0617

Town of Milford

OFFICE OF THE TOWN CLERK



FY2018/2019 Conservation License Plate Grant Application

Grant Project: Preservation of Milford Town Meeting Minutes 1807-1843 and Southwest Parish Town Records 1782-1811

GRANT ABSTRACT

Joan Dargie
Town Clerk
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Milford, NH 03055
(603) 249-0650 x230
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Joan.dargie@milford.nh.gov

This project will consist of preserving, filming and scanning to CD two very large early documents containing important Town Records dating back to before the Town of Milford was established. Both of these books have fading ink that soon will no longer be able to be read. None of Milford's records had been restored until last year when the earliest vital records were preserved. This year there was no money in the budget for preservation and we have many more records to be done. This is the beginning of an ongoing project for the town and this would take care of two of the oldest Town Meeting records and make them available for public research.

PROJECT SUMMARY

The Town of Milford is seeking \$9880.00 in grant funding available to restore, film and digitize two of the oldest Town Meeting Record Books.

These books contain information on meeting minutes, transactions, wills, deeds, taxation, etc. Much of this information is prior to the establishment of the town of Milford. One of the most important pieces of information found in the Southwest Parish book is the actual establishment and incorporation of the town of Milford in 1794. This establishment record shows that Milford was comprised by taking the southwesterly part of Amherst, the northwesterly part of Hollis, the Milesip and the Duxbury School farm. It shows how they had 3 readings and then goes into many details about the land borders and how there needed to be voted in new Town Officials and a Moderator. The Parish Clerk was the person who officiated all the proceedings. All of this information should be shared and available to be viewed by all.

CURRENT CONDITION OF MATERIALS

Each of the books has had some level of preservation done to them. The Southwest Parish book was "preserved" in 1875 and the Town Minutes in 1940. Both books "preservation" attempts have actually caused more harm than good and unfortunately cause the books preservation at this time to be much more involved and costly.

In general there has been no real preservation of records until this past year when some money was put into last year's budget to start preservation of the earliest of the birth, marriage and death vital records from 1766 till 1860. All the record books are now stored in one vault on the main floor of town hall. Previously some were located in a basement vault which can be a bit humid and not the best location for the older records.

When residents want to view the records we usually find out what they are looking for and one of the clerk's staff will review the records and find it for them. The books are really too fragile to be handled by the public.

THREAT TO MATERIALS ADDRESSED

The Southwest Parish book "preservation" was done with silk tape and encapsulation. This must all be removed in order to preserve what is left of the pages. The paper tested was found to be acidic so requires deacidification. The deacidification process halts the inevitable self-destruction of acidic paper. The deacidification is performed with non-aqueous magnesium oxide. All pressure sensitive materials are removed. Mending is done using Japanese tissue and reversible adhesives. Archival grade polyester envelope encapsulation with placement of materials into custom post binders replaces rebinding.

DIGITIZATION and ARCHIVAL STORAGE

While the books are apart they will be filmed and digitized. The final restorative process is the preservation of the pages. The books will then be rebound and ready for public perusal.

The file format for the final digital product will be a PDF file.

The plan will be to have the digital forms of the books available on the Town Clerks page on the Town Website.

We also plan to have microfilms of both books. Microfilm is the long-term standardized image storage medium. The microfilm will be forwarded to the NH State Library.

PRESERVATION COMPANY

LANDLORD AGENT



LANDLORD/AGENT REGISTRATION FORM

City Clerks Office, 41 Green Street Concord, New Hampshire 03301 (603) 225-8500

According to RSA 540:1-b, effective January 1, 2011, owners of restricted property must file a statement with the town or city clerk of the municipality in which the property is located that provides the name, address, and telephone number of a person within the state who is authorized to accept service of process for legal proceedings.

Please review applicable State law to determine if your property is defined as "restricted" property (RSA 540:1-a). If so, you are required to fill out this form and return to the Office of the City Clerk along with a \$15.00 filing fee. Please make checks payable to the City of Concord.

Property Owner's Information

Name: _____

Street Address: _____

Unit/Apt #: _____

City, State, Zip Code: _____

Area Code & Phone Number: _____

List all applicable property addresses (street addresses) within the City of Concord that have the same agent:

Agent within the State of New Hampshire to contact to accept service for addresses listed in section above:

Name: _____

Street Address: _____

Unit/Apt #: _____

City, State, Zip Code: _____

Phone Number: _____

TITLE LV

PROCEEDINGS IN SPECIAL CASES

CHAPTER 540

ACTIONS AGAINST TENANTS

Section 540:1-b

540:1-b Landlord's Agent Required. –

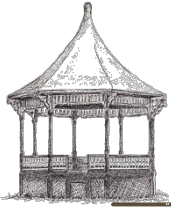
I. An owner of restricted property, as defined in RSA 540:1-a, II, who resides within the state of New Hampshire shall, within 30 days of becoming the owner or within 30 days of the effective date of this section, whichever occurs later, file a statement with the town or city clerk of the municipality in which the property is located that provides the name, address, and telephone number of a person within the state who is authorized to accept service of process for any legal proceeding brought against the owner relating to the restricted property. Such person authorized to accept service may be the owner of the premises. This section shall not apply to manufactured housing parks as defined in RSA 205-A:1, II.

II. An owner of restricted property who resides outside the state of New Hampshire shall, within 30 days of becoming the owner or within 30 days of the effective date of this section, whichever occurs later, file a statement with the town or city clerk of the municipality in which the property is located that provides the name, address, and telephone number of a person within the state who is authorized to accept service of process for any legal proceeding brought against the owner relating to the restricted property.

III. In any legal proceeding in which the property owner resides out of state and said owner fails to: (a) comply with paragraph II, and (b) appear in said proceeding, service of process pursuant to RSA 510:4 shall create a rebuttable presumption that such service was lawful and adequate. As used in this section the term "legal proceeding" includes, but is not limited to, any action at law or in equity or for the enforcement of any provision of RSA 48-A:14, or any housing code adopted by a municipality pursuant to RSA 48-A, or for the enforcement of any municipal health code, building code, or fire or life safety code. A municipality may establish a reasonable filing fee to cover the cost to the town or city clerk of maintaining a record of the filings required by this section.

IV. [Repealed.]

Source. 2010, 203:2, eff. Jan. 1, 2011. 2011, 247:3, eff. July 13, 2011. 2014, 77:4, eff. Jan. 1, 2015.



TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

STAFF MEMO

Date: October 19, 2018
To: Board of Selectmen
Mark Bender, Town Administrator
From: Lincoln Daley, Community Development Director
Subject: **2019-2024 Capital Improvements Plan Report Summary – 2019 Anticipated Projects**

The purpose of this agenda item is to provide a brief summary of the anticipated Capital Improvement Projects scheduled for 2019. Below, please find the five (5) Capital Improvement Projects and two (2) Water Utility Department Projects currently being considered for 2019. The complete CIP report (draft) is currently being prepared by CIP Advisory Committee and will be presented to the Planning Board at a work session scheduled for October 23, 2018. Once reviewed and comments incorporated, the full report will be distributed to the Selectmen for an upcoming work session in early November. Following the work session, the Planning Board will schedule a public hearing to allow for public input and the potential adoption of the final CIP report.

Capital Improvement Projects currently being considered for 2019

1. Public Works – Highway (DPWH12-03) Truck, 36K GVW, 8 CY, D/P/S \$180,000 (5-year lease)
2. Public Works – Highway (DPWH18-02) Keyes Pool Maintenance & Pump \$200,000 (Cash)
3. Public Works – Admin (DPWH18-01) Town Hall HVAC Replacement \$450,000 (10-year bond)
4. Community Development (CD18-02) Osgood Pond Dredging Phase 2 \$350,000 (Cash)
5. Public Works – Highway (DPWH13-04) Bridge Repair/Upgrade (Capital Reserve) \$175,000 (Cash)

Water Utilities Projects scheduled for 2019

1. Water Utilities (WTR15-04) – Dewatering Upgrade \$1,096,000 (\$0 Town Portion)
2. Water Utilities (WTR18-01 to 07) – Water Main Improvements \$835,000 (\$0 Town Portion)

CERTIFICATE OF ACTION TAKEN

BY

**THE BOARD OF SELECTMEN
OF THE TOWN OF MILFORD**

Pursuant to New Hampshire law, I, _____, of the Board of Selectmen do hereby certify that at a meeting of the Board of Selectmen held on October 22, 2018, the following motion was made, seconded, and adopted:

RESOLVED: That Mark Bender, as the Town Administrator, is hereby appointed as agent of the Board of Selectmen for the purpose of taking all actions appropriate, convenient or necessary for the Pine Valley Mill Mortgage Subordination to Pine Valley Hydroelectric Company, LLC, in the Town of Milford, Hillsborough County, New Hampshire including but not limited to, the power to accept the deed of conveyance on behalf of the Board and the Town of Milford, and to execute, deliver, and accept, agreements, certifications, affidavits, or such other forms, disclosures, or documents, including the Settlement Statement, he deems appropriate, convenient or necessary to accomplish any of the foregoing, and to accept funds or proceeds, or other credits in furtherance of the foregoing.

Dated this _____ day of October 2018

Witness

Tina M. Philbrick, Executive Assistant
Town Administration and Board of
Selectmen, Milford NH.

4. a) 2) Approval of (12) Petition and Pole Licenses.

PSNH#: 21-1303
PSNH

PETITION AND POLE LICENSE
PETITION

Manchester, New Hampshire

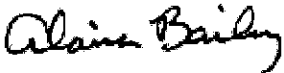
September 27, 2018

To the Board of Selectman of the Town of Milford, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 92/35PB on 311 Mile Slip Rd in the Town of Milford.

PUBLIC SERVICE OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Alaina Bailey, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 27th day of September, 2018, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 21-1303, dated 7/16/2018, attached to and made a part hereof.

Town of Milford, New Hampshire

Town of Milford, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Milford, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

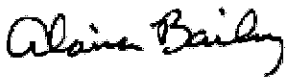
July 5, 2018

To the Board of Selectman of the Town of Milford, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 5301/1-1 on Chase Ln in the Town of Milford.

PUBLIC SERVICE OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Alaina Bailey, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 5th day of July, 2018, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 12-0670, dated 1/26/2018, attached to and made a part hereof.

Town of Milford, New Hampshire

Town of Milford, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Milford, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

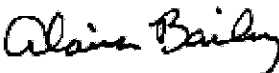
July 16, 2018

To the Board of Selectman of the Town of Milford, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 409/4 on Hollow Oak Rd in the Town of Milford.

PUBLIC SERVICE OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Alaina Bailey, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 16th day of July, 2018, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 12-0675, dated , attached to and made a part hereof.

Town of Milford, New Hampshire

Town of Milford, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Milford, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

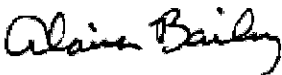
July 30, 2018

To the Board of Selectman of the Town of Milford, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License eight (8) pole(s), 6303/2, 6303/3, 6303/4, 6303/5, 6303/6, 6303/7, 6303/8, 6303/9 on Timber Ridge Dr in the Town of Milford.

PUBLIC SERVICE OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Alaina Bailey, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 30th day of July, 2018, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 12-0678, dated 11/17/2016, attached to and made a part hereof.

Town of Milford, New Hampshire

Town of Milford, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Milford, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

PETITION AND POLE LICENSE
PETITION

Manchester, New Hampshire

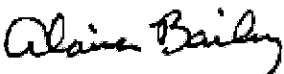
January 10, 2018

To the Board of Selectman of the Town of Milford, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 52/29 on Summer St in the Town of Milford.

PUBLIC SERVICE OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Alaina Bailey, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 10th day of January, 2018, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 12-0652, dated 1/2/2018, attached to and made a part hereof.

Town of Milford, New Hampshire

Town of Milford, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Milford, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

4. a) 3) Approval of one (1) Yield Tax Levy Map 57 Lots 10 & 11.

ORIGINAL WARRANT
YIELD TAX LEVY
October 22, 2018
THE STATE OF NEW HAMPSHIRE

HILLSBOROUGH

TO: Kathy Doherty, Collector of Taxes for Town of MILFORD, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the sum of : **\$316.87**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00 or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at MILFORD

Kevin Federico, Chair

Gary Daniels

Mike Putnam

Laura Dudziak

Paul Dargie

DATE SIGNED: October 22, 2018

NAME & ADDRESS	MAP & LOT	OPERATION #	YIELD TAX DUE
CIARDELLI, ANDREW CIARDELLI, MATHEW 467 NASHUA ST MILFORD, NH 03055	M57- L 10 & 11	18-303-01-T	\$316.87

TAX DUE DATE: November 21, 2018 TOTAL YIELDTAX: \$316.87

TIMBER CUT FOR INTENTS FILED DURING: April 1, 2018 to March 31, 2019

4. a) 4) Approval of Notification of Warrant for Voting Scheduled for November 6, 2018

STATE OF NEW HAMPSHIRE

To the inhabitants of the Town/City (Ward) of Milford in the County of Hillsborough, New Hampshire.

You are hereby notified to meet at Milford Middle School 33 Osgood Rd (name and location of polling place) on Tuesday, the sixth day of November, 2018. The polls will be open between the hours of 6 a.m. and 8 p.m. to act upon the following subjects:

To bring in your votes for Governor, United States Representative, Executive Councilor, State Senator, State Representatives and County Officers.
To bring in your votes for Constitutional Amendment Questions

Given under our hands and seal, this _____ day of October, in the year of Our Lord two thousand and eighteen.

_____ Selectmen of _____

October _____, 2018

We hereby certify that we gave notice to the inhabitants within named, to meet at the time and place and for the purpose within mentioned, by posting an attested copy of the above Warrant at the place of meeting and at the office of the Town or City Clerk or City Hall on the _____ day of October, 2018.

_____ Selectmen of _____

4. a) 5&6 Approval of Annual Request for the Lions Club to put Holiday Decorations on the Oval and to Host "Santa on the Oval".

Robert S. Mikkelsen
474 Mason Rd
Milford, NH 03055
October 10, 2018

Town of Milford, NH
1 Union Sq
Milford, NH 03055

Re: Milford Lions Club Oval Decoration and "Santa on the Oval"

As the chairman of the Lions Club holiday decorating project for 2018, I request approval by the Board of Selectmen to perform the following Lions Club community services on the town Oval:

<u>Activity</u>	<u>Start Date</u>	<u>End Date</u>
Holiday decorations	November 24, 2018	January 6, 2019
Santa on the Oval	December 2, 2018	December 2, 2018

The certificates of liability insurance for both projects are enclosed.

If you have any questions, please do not hesitate to contact me at (603)321-3279 or via email at flashpot@mail.com.

Thank you. We look forward to continuing these annual events.


Robert S. Mikkelsen

RECEIVED OCT 10 2018



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/17/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DSP Insurance 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	CONTACT NAME: John Adams	
	PHONE (A/C, No, Ext): 1-800-316-6705	FAX (A/C, No): 847-934-6186
E-MAIL ADDRESS: lionsclubs@dspins.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: ACE American Insurance Company		22667
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

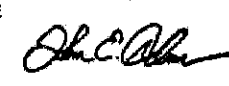
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000 GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			HDOG71094972	09/01/2018	09/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ISAH25159226	09/01/2018	09/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS OTH-ER E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: Milford Oval Holiday Lights Installation and Removal 11/24-25/18, 1/6/19

The following persons or organizations granting use of real property, including structures thereon are included as Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the insured shown above and not out of the sole negligence of said additional insured.
 Town of Milford
PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER Town of Milford 1 Union Square Milford New Hampshire 03055	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/17/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DSP Insurance 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	CONTACT NAME: John Adams PHONE (A/C, No, Ext): 1-800-316-6705 E-MAIL ADDRESS: lionsclubs@dspins.com	FAX (A/C, No): 847-934-6186
	INSURER(S) AFFORDING COVERAGE	
INSURED Milford Lions Club Milford New Hampshire	INSURER A: ACE American Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg Per Named Insured is \$2,000,000 GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			HDOG71094972	09/01/2018	09/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS			ISAH25159226	09/01/2018	09/01/2019	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: Santa on the Oval, 12/2/18, Snow Date 12/9/18

The following persons or organizations granting use of real property, including structures thereon are included as Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the insured shown above and not out of the sole negligence of said additional insured.
 Town of Milford
PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER Town of Milford 1 Union Square Milford New Hampshire 03055	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

(Assigned by Municipality)

YR TOWN OP#

YR: [] - TOWN: [] - OP#: [] - T

For Tax Year April 1, 2018 to March 31, 2019

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

1. Town/City of: Milford, NH

2. Tax Map/Block/Lot or USFS Sale Name & Unit No.
43-25

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

4. Name of Access Road: Tonella

5a. Acreage of Lot: 2.471 Acreage of Cut: 1.2

5b. Anticipated Start Date: 10/25/18

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 5/2019
 - 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.)

Attach a signature page for additional owners.

George Demarais 10/18/18
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

George Demarais, Marc deMontigny
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

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

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

614 Nashua St. #127
MAILING ADDRESS

Milford NH 03055
CITY OR TOWN STATE ZIPCODE

Cappy@Capbam.com
E-MAIL ADDRESS

603 801-2707
HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

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

4. Any timber tax bond required has been received.

- \$ _____ Date: _____
5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
 6. This form to be forwarded to DRA within 30 days.

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	15	MBF
Hemlock		MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak		MBF
Ash		MBF
Soft Maple		MBF
Beech/Pallet/Tie Logs		MBF
Other (Specify)		MBF
Pulpwood	Tons	
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips	70	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	8	Cords

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

Species	Amount:

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

Justin deMontigny 10/18/18
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

Justin deMontigny
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

614 Nashua St. #127
MAILING ADDRESS

Milford NH 03055
CITY OR TOWN STATE ZIPCODE

603-325-0178 Justin.M.deMontigny@gmail.com
PHONE NUMBER E-MAIL ADDRESS

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	SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL	DATE

4. b) 1) Acceptance of Pine Valley Mill Mortgage Subordination

Return to:
Prunier & Prolman, P.A.
Account 026

SUBORDINATION
(Pine Valley Mill, Milford, New Hampshire)

FOR VALUE RECEIVED, the **Town of Milford**, a New Hampshire municipal corporation with an address of 1 Union Square, Milford, New Hampshire 03055, holder of a Mortgage by and between it and **Pine Valley Residential, LLC**, dated May 16, 2013 and recorded in the Hillsborough County Registry of Deeds at Book 8561, Page 540, (the "Mortgage"), hereby subordinates and renders the Mortgage junior to the Access and Utility Easement from Pine Valley Residential, LLC to **Pine Valley Hydroelectric Company, LLC** dated _____, 2018 and recorded in said Registry at Book _____, Page _____.

It is an express condition of this Subordination that it shall not negate, abridge, or otherwise amend the "Covenant of Long Term Availability for Low and Moderate Income Households," which Covenant shall remain in full force and effect, the same being contained in Section 3 of the "Subrecipient Agreement," compliance with the terms of which being a condition of the Mortgage, said Subrecipient Agreement being referenced and incorporated in said Mortgage.

The effect of this Subordination is to render subordinate and junior the Mortgage to the Access and Utility Easement, to have the same effect as if the Access and Utility Easement was executed and recorded prior to the execution and recordation of the Mortgage.

IN WITNESS WHEREOF, the Town of Milford has caused this instrument to be duly executed this ____ day of _____, 2018.

Town of Milford

Witness

By: Mark Bender
Its: Town Administrator

Duly Authorized

STATE OF NEW HAMPSHIRE
COUNTY OF HILLSBOROUGH

This instrument was acknowledged before me this ____ day of _____, 2018 by
Mark Bender, Town Administrator of the Town of Milford, on its behalf.

Justice of the Peace/Notary Public
My Commission Expires:

PRUNIER & PROLMAN, P.A.

ATTORNEYS AT LAW
20 Trafalgar Square, Suite 626
Nashua, New Hampshire 03063-1981
TEL (603) 883-8900
FAX (603) 883-7959
www.prunierlaw.com

GERALD R. PRUNIER
gprunier@prunierlaw.com

ANDREW A. PROLMAN
aprolman@prunierlaw.com

April 11, 2018

By email

Gigi Liu, Senior Portfolio Manager
Pacific Life Insurance Company
700 Newport Center Drive
Newport Beach, CA 92660

Mark Bender, Town Administrator
Town of Milford
1 Union Square
Milford, NH 03055

Re: Pine Valley Lofts/Mill, Milford, Hillsborough County, New Hampshire
Wells Fargo/Pacific Life **Loan No. 33003881**

Dear Ms. Liu and Mr. Bender:

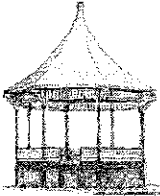
This office represents your Borrower, Pine Valley Residential, LLC with respect to the above Property. Wells Fargo, Trustee, holds the first Mortgage on the Property; the Town of Milford holds the second Mortgage through a CDBG loan.

For purposes of the pending transaction described below, this office also represents PVM Commercial Center, LLC, and Pine Valley Hydroelectric Power Company, LLC. The purpose of this letter is to respectfully request: (1) Wells Fargo/Pacific Life's consent to a certain Third Amendment to the Declaration of the Pine Valley Mill Condominium; and (2) the subordination of both of your respective mortgages to a Use and Access Easement to benefit Pine Valley Hydroelectric Power Company, LLC.

Ms. Gigi Liu
Mr. Mark Bender
April 11, 2018
Page 3 of 3

Numbered Attachments:

1. Declaration of Condominium, Pine Valley Mill Condominium
2. First Amendment to Declaration (regarding insurance matters)
3. Second Amendment to Declaration (authorizing subdivision of Unit 2)
4. Proposed Third Amendment – creating Unit 3
5. Subdivision Plan – creating Unit 3
6. Easement Plan – establishes penstock and utility easements
7. Proposed Access and Utility Easement
8. Proposed Wells Fargo Subordination
9. Proposed Town of Milford Subordination
10. FERC Order Approving Transfer of License



TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

STAFF MEMORANDUM

Date: October 3, 2018
To: Board of Selectmen
From: Lincoln Daley, Community Development Director
Project: North River Road Properties, Tax Map 17, Lot 11-1, 0 Chase Lane.
Granting of Lot Load Easement Pursuant to RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both.

PURPOSE:

North River Road Properties LLC, is the owner of the undeveloped property Tax Map 17, Lot 11-1 located on Chase Lane (see attached Tax Map). The property owner is asking the Town to grant an easement over a portion of Chase Lane (a Town owned road in the Patch Hill Subdivision), the purpose of which is to allow the easement area to serve as area to increase the 'deemed' lot size for purposes of complying with NH Department of Environmental Services (NHDES) Lot Loading requirements. The designed septic system (tank and leach field) for a proposed house will be located entirely with the property boundaries. There will be no discharge and/or physical improvements/impacts within the Town owned Chase Lane right-of-way.

In order for the Board to grant the easement over Chase Lane and the record the deed, the Selectmen are required to hold two public hearings in accordance with NH RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both. This will be the second of two public hearings on the proposal. The Selectmen's final vote would take place at the October 22nd meeting.

BACKGROUND:

When the previous property owner subdivided the property to create Map 17, Lot 11-1, the plan (Plan No. 35682) contained a note, Note 9, which required that '... New Lot 17-11-1 shall be serviced by municipal water and sewer. ...'. This requirement was inserted in recognition of the minimum lot size in the District, which, pursuant to Section 5.02.4 of the Milford Zoning Ordinance requires 40,000 as a minimum lot size for lots serviced by septic systems.

Municipal sewer and water, while nearby, have not been constructed to serve this lot. The property owner met with the Town's Water & Waste Water Department to discuss options for extending the municipal sewer to the property. The existing municipal sewer line located in the Patch Hill development (west of the subject property) cannot be extended as it only serves the booster pump station within the development. The municipal sewer line to the east of the subject property cannot be extended due to concerns involving the overcapacity of the existing system servicing the properties along Lee An Drive, Falconer Avenue, Mayflower Drive, and Summer Street. In addition, the Department did not support constructing a private sewer connection within the Chase Land right of way. Maintenance/repair of said private line within a Town right of way would become the responsibility of the Town.

Due to these challenges, the Water Utilities Department and the property owner determined the most viable option was to seek approval for the construction of an onsite private septic system. However, without municipal water and sewer, this lot is deemed a non-conforming lot. The lot was approved by the Planning Board in 2007 with a condition that it be serviced by municipal utilities and, since that is not the case, the owner would not be able to develop this lot for housing without obtaining a variance from the 40,000 square foot minimum lot size requirement contained in the ordinance.

The property owner received the required Variance in April of 2018 and subsequently generated the proposed private sewage disposal system plan and lot loading easement deed (attached). NH DES, Staff, and Town Counsel have reviewed the plan and easement deed. It is staff's understanding that NH DES is satisfied with the plan and only requires the recordation of deed to formally approve the design. Staff and Counsel are satisfied with the plan and deed.

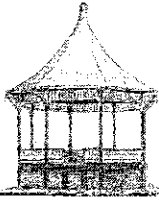
REVIEW / RECOMMENDATIONS:

The proposed easement is the direct result of a collaborative process/solution involving the property owner and the Town. Staff and counsel have no issues regarding the request and unique situation.

The Conservation Commission met on September 13, 2018 and upon review and consideration voted unanimously in support of the Board granting the easement. Similarly, the Planning Board met on October 3, 2018 and upon review and consideration voted unanimously in support of the Board granting the easement. See attached letters of recommendation.

Staff recommends that the Board review the request, receive public comments, and then move to continue the Selectmen's final vote to the October 22nd meeting.

4. b) 3) Acceptance of Stone Structure



TOWN OF MILFORD, NH
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

STAFF MEMORANDUM

Date: October 3, 2018
To: Board of Selectmen
From: Lincoln Daley, Community Development Director
Project: Jessica Hudson / deMontigny Family, Tax Map 43, Lots 25-1, Tonella Road. Donation of Stone Structure to the Town Pursuant to RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both

PURPOSE:

The purpose of this public hearing is for the Board to discuss the donation of the stone structure/material by the deMontigny Family. In order to accept the donation of the structure/materials (categorized as property), the Board of Selectmen is required to hold two public hearings in accordance with NH RSA 41:14-a Acquisition or Sale of Land, Buildings, or Both. This will be the second of two public hearings on the proposal. The Selectmen's final vote would take place at the October 22nd meeting.

BACKGROUND:

The deMontigny Family, owners of Map 43, 25-1 received approval from the Planning Board in May 2018 to construct a sixteen townhouse style, multi-family unit project located along Tonella Road (See Attachment 1). One of the elements of the project included the removal of the 30' x 60' stone structure building from the property and possible donation to the Town. (See Attachment 2) The discussions included relocating the structure/material to the eastern entrance of Keyes Memorial Park (former Fletcher Paint Superfund site) and repurposing it into a hatch shell structure/stage for future events and performances.

After several conversations with Town staff and their desire to preserve an important piece of Milford's history, the Demontigny family is seeking to donate said stone structure/material to the community. The value of the structure is estimated to be approximately \$60,000 - \$75,000. The donation is conditional upon recognition of the family by naming the hatch shell structure after the family or family member and majority of the material given to the Town.

The project would entail disassembling/removal of the material and reassembling a portion of the stone structure at the Keyes Memorial Park East Entrance to construct a 30' x 30' (approx.) hatch shell/stage. The structure would be reassembled on a constructed foundation and a stage floor would then be installed. Staff is scheduled to meet with the EPA and NHDES officials to discuss the options for the installation of the foundation as not to impact the engineered remediation cap over portions of the site.

The construction of performance area was included as an important element of the 2016 Keyes Memorial Park East Entrance Master Plan. (See Attachment 3) The equipment and services used to complete the project are being donated by private parties at no expense to the Town. In return for their donations, the Town would receive more than ½ of the stone structure and the remaining material would be given to the private parties.

REVIEW/RECOMMENDATIONS:

The donation of stone structure is the result of a mutually beneficial and collaborative process involving the property owner, Town, and vested private parties. The donation of the structure represents a unique opportunity to preserve Milford's historic character, public enjoyment, and revitalization efforts on a former Superfund site. Staff supports the donation of stone structure and recommends that the Board accept the donation as described.

The Conservation Commission met on September 13, 2018 and upon review and consideration voted unanimously in support of the Board accepting the donation. Similarly, the Planning Board met on September 25, 2018 and upon review and consideration voted unanimously in support of the Board accepting the donation. See attached letters of recommendation.

Staff recommends that the Board review the request, receive public comments, and then move to continue the Selectmen's final vote to the October 22nd meeting.

Enclosed, please find the following:

Attachment 1: Sheets 1 and 2 of the approved site plan and existing conditions plan showing the location of the stone structure.

Attachment 2: Photographs of the stone structure.

Attachment 3: Keyes Memorial Park - East Entrance Conceptual Master Plan.

Attachment 4: Letters of Support

5. Town Status Report
2019 Operating Budget – (Verbal)

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

October 8, 2018

PRESENT: Kevin Federico, Chairman Mark Bender, Town Administrator
Gary Daniels, Vice Chairman Kathryn Parenti, Recording Secretary
Mike Putnam, Member Hazen Soucy, Videographer
Laura Dudziak, Member
Paul Dargie, Member

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

INSTRUCTIONS: Chairman Federico 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 Federico indicated that those people in the audience who want to speak or add to the discussion should please use a microphone in order to be heard on the PEG Access live broadcast. Chairman Federico took a moment to thank the organizations that made the Pumpkin Festival happen this year, the Granite Town Festivities Committee, Milford Rotary Club and the Milford Lions Club. He also thanked the Milford Police Department, Fire Department, Ambulance Services and especially the Public Works Department for making everything happen. Administrator Bender suggested that people view the mural on Nashua Street. It was painted by Eric Escobar, owner of Wicked Ways Inc. located at 40 Nashua Street.

2. APPOINTMENTS: (Approximate times)

5:30 p.m. – 2nd Public Hearing: Pine Valley Mill Mortgage Subordination

Attorney Andy Prolman of Prunier and Prolman in Nashua said this is the 2nd public hearing to get town approval to subordinate the mortgage for the easement. Dakota Partners of Waltham, MA purchased and renovated the Pine Valley Mill and they manage low-income housing. They would like to sell a portion of the mill to a hydroelectric power facility. To make this work, they would need an easement into this particular portion of the mill and back out of the mill. In the conveyance of the hydroelectric power facility, it will include the dam in Wilton, all the penstocks and across the parking lot so that the water dumps into unit 3 of the condo, which has the turbine. There will be easements exiting unit 3 into the grid. They are looking to have the mortgage subordinate just to the easement; nothing else changes. As part of this, Wells Fargo, which has provided multiple funding, would also subordinate its mortgage. Town Counsel Attorney Drescher looked at this and found it agreeable. CDFA has also authorized the proposed subordination. This does not affect any of the apartments or commercial units in the mill. They are trying to create an easement in the proper order at the Registry of Deeds so that the owner of unit 3 will know the easements are in place and will remain in place forever more. Either all 5 Board Members or the Town Administrator can sign off on the easement if approved.

Chairman Federico asked the board if they had any questions, hearing none, opened the Public Hearing.

Chairman Federico asked if there were any comments from the public; there were none so he closed the public hearing. A decision will be made on October 22, 2018.

5:40 p.m. – Greater NH Public Health Network (GNPHN) – Patty Crooker

Patty gave a brief overview of the Greater Nashua Public Health Network. The state is divided into 13 public health regions. Greater Nashua and Greater Manchester are the two networks that have health departments. Grants from the state offer a number of services, and some of them include Public Health Advisory Council (PHAC), Public Health Emergency Preparedness (PHEP), Substance Misuse Prevention, SUD Continuum of Care, and Young Adult Leadership. Community Health programs, including Healthy Homes, also serve the Greater Nashua Region.

There were 4 main priority areas for the 2015 – 2018 improvement cycle which included:

1. Behavioral Health, (Suicide, Mental Health, and Substance Misuse).
2. Chronic Disease, (Obesity, Heart Disease and Stroke, and Diabetes)
3. Access to Healthcare
4. Emergency Preparedness

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 10/08/2018

56 We are including Asthma in our priorities this year and are changing Obesity to Weight Management, Physical
57 Activity, and Nutrition. Our goal is to increase the number of people that are a healthy weight this includes un-
58 derweight people.

59
60 We offer a safe syringe program which provides syringes to the population that needs them. It isn't a needle
61 exchange; we don't require a one on one exchange. It's a risk-reduction program that reduces secondary infec-
62 tions as a result of intravenous use. We also provide information on safe needle disposal and treatment pro-
63 grams.

64
65 They also train young adults, ages 18 to 24 on risk behaviors, proper response and how to refer people to ser-
66 vices. This is the result of a survey that young adults may be more receptive talking to other young adults their
67 own age.

68
69 Selectman Daniels asked what their annual budget was and where does it come from. Patty replied from grants,
70 federal funds through the state, Center for Disease Control, and SAMSA, (substance abuse and mental health.
71 Their budget is around \$370,000 annually.

72
73 Selectman Daniels asked if there were areas that you are working on solely that other organizations are not
74 working on. Patty replied that within the region, the needle exchange/ safe syringe is the only one of its kind. If
75 interest and staffing allow they would be happy to branch out to other regions. Towns have inquired and asked
76 us to come and talk to them about it. The Public Health Preparedness program and Substance Abuse Continual
77 Care are the only one in our region. Selectman Daniels clarified that there were no additional programs set up
78 for the needle exchange program and they have no takers? Patty said no other programs are set up outside the
79 City of Nashua. There are two other programs within the state. We are willing to work with organizations that
80 would be willing to be trained to provide access within their community. Selectmen asked about diabetics ask-
81 ing for needles. Patty replied that they don't ask any questions about why they want them, so yes.

82
83 Chairman Federico thanked Patty for the presentation and information.

84
85 **5:55 p.m. – 2ND Public Hearing Lot Load Easement - Map 17 Lot 11-1, 0 Chase Lane - Community Devel-**
86 **opment Director Lincoln Daley**

87 Community Director Lincoln Daley stated the lot was created in 2007 and a condition of the subdivision was the
88 property was to be served by municipal utilities. In reality, the two (2) stubs do not meet and would be very ex-
89 pensive and very complicated to connect. The left side can't be extended because that system only serves a
90 Pump station. The right side can't be connected because it would tax the existing system in the neighborhood
91 and exceeds the maximum distance to connect a town sewer. After meeting with the water department, it was
92 determined an on-site septic system would be the best solution but the lot is too small for that. The owner ap-
93 plied for a variance from the Zoning Board of Adjustment to allow for a septic system on a lot that is less than
94 40,000 square feet (a non-conforming lot) and it was approved. The septic system will have to meet state regu-
95 lations. They are working with DES to incorporate part of Chase Lane into the septic system calculations. The
96 easement will not have any physical impact upon the town right-a-way. Both the Zoning Board and Planning
97 Board support the system. This requires that the Board of Selectmen grant an easement to meet the lot load re-
98 quirements of the state.

99
100 Chairman Federico asked if the board had any questions. Chairman Federico asked if the one-way street will be
101 changed to a two-way street. Lincoln said it will continue as a one-way street. Selectman Dargie clarified that
102 originally it was thought that it could have septic and sewer added but now they can't. Lincoln replied yes, it's
103 design and the existing system will be overtaxed. We also can't go in the other direction.

104
105 Chairman Federico asked if there were any additional comments; there were none so he closed the public hear-
106 ing.

107 A decision will be made on October 22, 2018.

108

109 **6:05 p.m. – 2ND Public Hearing in Accordance with 41:14-a Acquisition or Sale of Land, Buildings, or**
110 **Both – Stone Structure – Community Development Director Lincoln Daley**
111

112 Community Development Director Lincoln Daley stated this was part of a site plan that was approved in May
113 2018 to construct 16 townhomes off Tonella Road. Part of the discussion was the potential re-use of the stone
114 cutting shed, part of King Quarry, by the town. The DeMontigny family was very kind to donate the structure to
115 be repurposed at Keyes Field for a bandstand/pavilion. The structure is 30'x60', is in fair condition but has no
116 roof. The initial intent is to use half of the building for a hatch shell and stage close to the entrance of Keyes
117 Field, near the parking area to maximize the views of the river; this was part of the 2016 Master Plan for the
118 Fletcher site. The town has to work with the EPA and DES to avoid impacting the structure of the existing cap
119 of the Super Fund site. EPA and DES asked for a more formal design and suggested moving it to the right be-
120 cause of the grade and location of the cap and better ground support. It will also allow for better visibility.
121

122 Chairman Federico asked if the board had any questions. Selectman Putnam asked if it would be a four foot
123 foundation. Lincoln replied that part of the discussion with EPA was to potentially locate a four foot deep foun-
124 dation. Selectman Dargie asked if they could still get electricity to it. Lincoln replied yes, it would be run under
125 the ground. Selectman Dargie said that half the blocks would be used for the structure, and the other half for
126 benches, but he read in the paper that the people doing the moving will be keeping some of the blocks, he asked
127 for more clarification on that. Lincoln said the disassembly and relocation of materials are being done at no
128 costs to the town. The parties involved and property owner are working with what will be done with the stone.
129

130 Chairman Federico asked if there were any comments from the public; there were none so he closed the public
131 hearing. A decision will be made on October 22, 2018.
132

133 **6:15 p.m. – Melendy Land Gift – Map 52 Lot 4 – Conservation Commission Chris Costantino and Attor-**
134 **ney Tom Quinn.**
135

136 Chris informed the Board that the landowners of Map 52 Lot 4 have worked intensely and at their expense to
137 give their property to the Town of Milford to be managed by the Conservation Commission. This 30 acre parcel
138 is located adjacent to the Melendy Road crossing of the Granite Town Rail Trail. The proximity to the rail trail
139 makes it an excellent location for a small parking area for trail users. The landowners purchased the lot in the
140 late 1970's. They created 6 small house lots and left 40 acres undeveloped as open space; which they would like
141 to protect from future development as they have managed it for the last decades.
142

143 The Melendy Country Community landowners put a conservation easement on Map 52 Lot 4 which will allow
144 agriculture and forestry use and the construction of a small parking area for Rail Trail users. The landowners
145 are giving this protected parcel to the Town of Milford. The Conservation Commission is grateful for this gift;
146 which is a continuation of a long friendly relationship between the Melendy Country Community landowners
147 and the Conservation Commission.
148

149 This project was initially brought to the Board of Selectmen at the June 26, 2017 meeting. Attorney Quinn said
150 the deed and easement are completed and have been reviewed by Attorney Drescher with one change recom-
151 mended under section 11. Arbitration of Disputes

152 A. So long as both the Grantor and the Grantee agree, any dispute arising under this Easement may be
153 submitted to arbitration in accordance with New Hampshire RSA Chapter 542. **In the event that the parties**
154 **do not agree to such arbitration, each party shall have all rights and remedies available at law or in equi-**
155 **ty.**

156 We have a closing scheduled for October 16, 2018. The Board would need to accept the easement prior to the
157 closing.
158

159 Administrator Bender said he reviewed it, Attorney Drescher reviewed it with a minor change and it is a well-
160 crafted document.
161

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 10/08/2018

162 Selectman Putnam made a motion to accept the Melendy Land Gift, Map 52 Lot 4. Selectman Daniels second-
163 ed. All were in favor. The motion passed 5/0.

164

165 Attorney Quinn said at the closing, a Selectman needs to accept the easement. He asked if they could have a
166 motion for a Selectman to be available for this. Attorney Quinn said the Town Administrator could be designat-
167 ed to sign. Chairman Federico made a motion to designate the Town Administrator as an authorizing agent.
168 Selectman Putnam seconded. All were in favor. The motion passed 5/0.

169

170 **3. PUBLIC COMMENTS.** Chairman Federico asked if there were any public comments; there were none.

171

172 **4. DECISIONS.**

173 **a) CONSENT CALENDAR.** Chairman Federico asked if there were any items to be removed from the
174 Consent Calendar for discussion, then asked that item 4.a) f) be removed from the Consent Calendar for dis-
175 cussion. Selectman Daniels asked that 4.a) c) be removed from the Consent Calendar for discussion. Se-
176 lectman Daniels moved to approve the rest presented. Selectman Putnam seconded. All were in favor. The
177 motion passed 5/0.

178

a) Request for Approval of DRA Form MS-535, Financial Report of the Town

179

b) Request for Approval of DRA Form MS-434, Revised Estimated Revenues Adjusted

180

c) Request for Approval of Annual Red Ribbon Campaign CAST (Community Action for Safe
181 Teens) Red Ribbon Week Campaign.

182

d) Request for Approval for Conservation Commission to host the Ghost Train Rail Trail 15 Miler
183 and Ultra Race October 20th and 21st, 2018.

184

e) Approval of Notification of Intent to Cut for Map 1 Lot 10, Christmas Tree Lane

185

f) Request for Approval of Petition and Pole License's (12 Poles)

186

187 Chairman Federico said 4.a) f) needs additional verification before moving forward. Selectman Daniels re-
188ferred to our new Oval Rule "Flags/banner requests for the bandstand will only be allowed for up to a 7-day
189 period, at the discretion of the Board of Selectmen". He suggested in being consistent with the new rule, we
190 only allow the Red Ribbon banners for a total of 7 days, not the 10 days requested. Chairman Federico said
191 we could cap it at 7 days keeping consistent with the new rule. Selectman Daniels said he would like to keep
192 it at the 7 days. Selectman Dargie said he would be okay with the number of days requested, or just capping
193 it at the 7 days. Selectman Daniels moved to approve 4.a) c) allowing CAST to determine the 7 days. Se-
194 lectman Putnam seconded. All were in favor. The motion passed 5/0.

195

196

197 **b) OTHER DECISIONS.**

198

1) **Eversource Access Easement – Water Utilities Lot, Curtis Well Field Decision** – Selectman
199 Putnam made a motion to approve the Eversource Access Easement. Selectman Daniels seconded.
200 All were in favor. The motion passed 5/0.

201

2) **Reassignment of Town Treasurer Positions** – Administrator Bender said that the Town Treasurer,
202 Brian Sanborn has asked to switch roles with the Deputy Treasurer, Allen White. Both men are in
203 agreement and we recommend the Board approve their request.

204

205 Selectmen Putnam asked if it was an elected position. Administrator Bender replied no, it's been an
206 appointed position since 2013. Selectman Putnam made a motion to approve the swap. Selectman
207 Daniels seconded. All were in favor. The motion passed 5/0.

208

209 **5. TOWN STATUS REPORT – Town Administrator Mark Bender:**

210

1) Budget Update – Staff has completed the first round of budget meetings. Finance is working on the
211 updates. We plan to complete our departmental reviews early next week and have a draft budget to
212 the Selectmen on October 22nd, and the Budget Advisory Committee on October 24th. This will al-
213 low at least 1 ½ weeks for review prior to our scheduled combined BOS/BAC review meeting on
214 Saturday, November 3rd. One additional note, we have been advised by Health Trust that our health

215 insurance rates are going up an estimated 13.5%. Over the two years, it's still a decrease. That rate
216 should be finalized later this week.

217
218 2) Mason Road Culvert Update – Pipes have been received to replace the culvert on Mason Road near
219 the Wilton Town line. Work should begin tomorrow and we expect completion within two weeks.

220
221 **6. DISCUSSIONS**

222 1) N/A

223 **7. SELECTMEN'S REPORTS/DISCUSSIONS.**

224 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.** – There
225 were no new updates.

226
227 b) **OTHER ITEMS (that are not on the agenda).** – Chairman Federico said they received a Capital Expendi-
228 ture Request from the DPW Director after the BOS agenda and package was posted on Friday. Rick
229 Riendeau, DPW Director Request replacement of their 2004 Ford F-350 dump truck which is assigned to
230 Parks and Cemeteries. The vehicle is used all year in Parks and Cemeteries and also used in Highway dur-
231 ing the winter snow plowing and sanding season. The vehicle was sent out for state inspection last week
232 and has been declined. The failures include: left front fender, left and right truck doors, all rocker panels,
233 front bumper and cross members in the dump body are rusted through and won't pass. The vehicle is 14
234 years old and has 74,546 miles on it. The estimated quoted to fix it without mechanical evaluation for state
235 inspection is \$18,945.50. We have already spent to date, \$30,953 on this vehicle.

236
237 DPW would like an immediate replacement due to the late time of year and prepping the vehicles for winter
238 operations. The vehicle that is currently available is a 2018 Chevy 3500 one ton with a gas motor. This ve-
239 hicle is fully capable of replacing the functions of the 2004 Ford, at a cost-effective price of \$38,100 which
240 doesn't include a trade-in value if approved.

241
242 DPW would like to request \$40,000 for this purpose. The money is in the budget under line item 12702-
243 57600 (vehicles). Chairman Federico clarified that this is a smaller truck, not one of the big orange dump
244 trucks. Selectman Dudziak asked if Rick had any idea what he could get for a trade-in. Rick wasn't sure, but
245 he wanted to ask the Board for permission to expend the money out of the budget first, then he will try to
246 negotiate and get as much money as he can for a trade-in.

247
248 Selectman Putnam made a motion to approve the truck. Selectman Daniels seconded for discussion. Se-
249 lectman Daniels asked what we were sacrificing on the budgeted \$40,000. Rick said the money is budgeted
250 for replacement or refurbishment of vehicles. Chairman Federico asked if Rick was looking for them to ap-
251 prove just \$40,000. Rich said he has to nail down some numbers, so far with no trade, it would be \$43,399.
252 He's hoping with a trade, it will be lower.

253
254 Selectman Daniels said if the line item for Capital Equipment – replacement and refurbishment of vehicles
255 has already been approved, why are you coming to the Board? Chairman Federico said because it's over the
256 \$25,000 spending limit. Chairman Federico asked Selectman Putnam if he would mind amending the mo-
257 tion to \$43,000. Selectman Dargie said he would like it to be \$44,000. Chairman Federico agreed with the
258 stipulation that we follow the Purchasing Policy and getting the appropriate quotes from vendors. A motion
259 was made and amended to allow the DPW Director to expend up to \$44,000 on a replacement vehicle fol-
260 lowing our Purchasing Policy. Selectman Daniels seconded for discussion. Selectman Daniels needed more
261 clarification on what we were doing. Chairman Federico said to buy the vehicle, Rick would need \$43,399.
262 He may be able to get something off for a trade-in which would be less. Selectman Daniels asked why
263 wasn't the request for \$44,000 as opposed to \$40,000? Rick said when he wrote the letter last week, he
264 didn't have all the exact numbers. Administrator Bender said we budgeted \$40,000 last November. There
265 was no other discussion. All were in favor. The motion passed 5/0.

266

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 10/08/2018

267 Selectman Putnam said he reviewed the Towns Purchasing Policy several times and he doesn't see anything
268 wrong with it. The lease is covered in it and it worked fine. We've been through the process with it and we
269 can amend it if we want. He sees no reason to change it.

270
271 **8. APPROVAL OF FINAL MINUTES.** Selectman Daniels moved to approve the minutes of September 24,
272 2018. Selectman Dargie seconded. All were in favor. The motion passed 5/0.

273
274 **9. INFORMATION ITEMS REQUIRING NO DECISIONS. N/A**

275
276 **10. NOTICES.** Chairman Federico read the notices.

277
278 **11. NON-PUBLIC SESSION.** Approval of Non-Public Minutes (RSA 91-A:3, II(c)) Reputation and (RSA 91-
279 A:3, II(e)) Legal – September 24, 2018. The Town Administrator invited Jack Sheehy, Finance Director to join
280 them in the non-public session.

281
282 **12. ADJOURNMENT:** Selectman Putnam moved to adjourn at 6:30. Selectman Daniels seconded. All were
283 in favor. The motion passed 5/0.

284
285
286
287

288 _____
289 Kevin Federico, Chairman

288 _____
289 Gary Daniels, Vice Chairman

290
291 _____
292 Mike Putnam, Member

290
291 _____
292 Laura Dudziak, Member

293
294 _____
295 Paul Dargie, Member

