

5:30 Public Hearing for the Acceptance for Expenditure of Unanticipated funds over \$10,000

10/19/20

PUBLIC HEARING FOR THE PURPOSE OF AUTHORIZING:

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

\$374,299.00	Coronavirus Relief Fund Grant Funding from the Governor's Office for Emergency Relief & Recovery up to a maximum allowable of \$374,299 (re: COVID related) for the Town of Milford No match is required. \$31,364.70 March thru April \$36,532.72 May Thru June <u>\$306,401.58 July thru August</u>
\$180,593.53	2nd half of the Municipal Aid given initially in October 2019 \$180,593.53
\$13,330.25	Hazard Mitigation Plan Grant \$13,330.25

(2) **The acceptance of gifts of property under RSA 31:95-e for the following:**

GOFERR CORONAVIRUS RELIEF FUND GRANT AGREEMENT
(Municipalities and Counties)

The State of New Hampshire and the Grantee hereby mutually agree as follows:

1. GENERAL PROVISIONS: IDENTIFICATION.

1.1. State Agency Name: Governor's Office For Emergency Relief and Recovery (GOFERR)

1.2. State Agency Address: 1 Eagle Square, Concord, NH 03301

1.3. Grantee Name: TOWN OF MILFORD

1.4. Grantee Address: ONE UNION SQUARE, MILFORD, NH 03055

1.5 Grantee Telephone Number: (603) 249-0642

1.6. Account Number: 177503

1.7. Completion Date: 5/31/2020

1.8. Grant Amount not to exceed \$ 374,299

1.9. Grant Officer for State Agency: JOHN FRAZIER

1.10. State Agency Telephone Number: (603) 271-7964

1.11. Grantee Signature: Choose the appropriate one of the signature options below:

A. Majority of Selectmen

Gay Daniels Date: 5/26/20
Selectmen Signor 1

[Signature] Date: 5-26-2020
Selectmen Signor 2

Paul Dargie Date: 5/27/2020
Selectmen Signor 3

B. Designated Signing Authority

John Shannon Date: 5/28/2020
Print Name: Title:

Municipalities must attach evidence that they have complied with RSA 31:95-b or RSA 21-P:43 concerning acceptance of unanticipated revenue. Municipalities using the designated signing authority option must also attach evidence demonstrating the authority to sign.

1.12. State of New Hampshire Signature:

_____ Date: _____
Print Name: Title:

5:30

1 APPROVED
2 MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
3 October 28, 2019
4

5 PRESENT: Gary Daniels, Chairman Mark Bender, Town Administrator
6 Paul Dargie, Vice Chairman Tina Philbrick, Recording Secretary
7 Mike Putnam, Member - EXCUSED Tyler Berry, Videographer
8 Laura Dudziak, Member
9 Chris Labonte, Member
10

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

12 INSTRUCTIONS: Chairman Daniels called the public meeting to order at 5:30 p.m., introduced Board members and
13 then led the audience in the Pledge of Allegiance. Chairman Daniels indicated that those people in the audience who
14 want to speak or add to the discussion should please use a microphone in order to be heard on the PEG Access live
15 broadcast.
16

17 2. APPOINTMENTS: (Approximate times)

18 5:30 p.m. – Public Hearing for The Acceptance for Expenditure of Unanticipated Funds over \$10K NH (RSA
19 (31:95) b) – 2019 State Municipal Aid - \$182,960.44

20 The Town of Milford received \$182,960.44 in State Municipal Aid. The Town will also be receiving approximately the
21 same amount in October 2020. The municipal aid for 2019 is unrestricted, meaning that it may be (1) used to reduce
22 property taxes, (2) expended for any purpose for which a municipality may legally spend money, or (3) used for a com-
23 bination of both. The money for 2019 is non-lapsing. If used to reduce the tax rate, the Board needs to vote on the spe-
24 cific amount it wishes to use to reduce the 2019 property tax rate and communicate that to the Department of Revenue
25 Administration, (DRA).
26

27 The Town will also be receiving approximately the same amount in October 2020 which is considered anticipated reve-
28 nue. Towns should appropriate that money as part of next year's budget, or it may be used to reduce the 2020 property
29 tax rate. Chairman Daniels opened the public hearing.
30

31 Selectman Putnam made a motion to accept State Municipal Aid funds. Seconded by Selectman Dudziak.
32

33 Rodny Richey, Milford resident asked what non-lapsing meant. Chairman Daniels said it doesn't have to be spent this
34 year. Next year we will receive a similar amount which is considered anticipated revenue and it will have to be used by
35 the end of 2020. Rodny was concerned about the amount of time allotted to make a good decision on the additional
36 funds. Rodny suggested using the fund to re-do the Board room design to make it easier to for the people who attend
37 and those who watch from home, lighting, sound, etc. He suggests getting volunteer local interior designer to help. His
38 second suggestion was to use the money on trails easements, like the one at the Post Office.
39

40 Susan Wilson, Milford citizen suggested using the money to reduce the tax rate or to help offset the increase the em-
41 ployees will have to pay towards a large increase in their insurance benefits which is coming up next year. Tina Phil-
42 brick, Milford citizen suggested the money be used to reduce the tax rate to help offset the re-valuation that took place
43 earlier this year. Wade Campbell, Milford citizen suggested waiting to see what we come up with for warrants in 2020.
44

45 Chairman Daniels said one of the reasons we have to make a decision this evening if we are using it for taxes is because
46 the department of Revenue needs the information to set our tax rate. Paul Calabria, Finance Director agreed, if we are
47 using it for taxes we need to finish our last form, the estimated revenue form, so the DRA can set our tax rate. It using
48 the money for something else, it doesn't have to be decided tonight.
49

50 Selectman Dargie suggests we use it to reduce the 2019 tax rate. Selectman Dudziak and Selectman Labonte agreed.
51 Selectman Putnam asked if there were projects in town that can be paid for by cash that would decrease interest rates
52 and save us money. Paul said we've had some unforeseen expenditures earlier in the year that will keep our interest
53 income below what we were expecting to receive. Based on the financials at this point, he feels that it should be used to
54 reduce the tax rate. Selectman Putnam agreed to use the money to reduce the tax rate. Chairman Daniels said his main
55 thing was that it not be used for on-going operational costs because it's one-time money.
56

57 Selectman Putnam asked about the money that is being taking from the fund balance. Administrator Bender said the
58 Board authorized using \$200,000 of fund balance and apply towards taxes on January 7, 2019. The Board can always
59 use the fund balance for specific warrant articles as well.
60
61
62

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 10/28/2019

63 **Selectman Putnam made a motion to accept the State Municipal Aid funds money and to use the money to re-**
64 **duce the 2019 tax rate. Selectman Dudziak seconded. All were in favor. The motion passed 5/0.**
65

66 Rodny asked how much would go towards the tax rate. Paul said it would be hard to determine at this point due to the
67 re-val. Selectman Dargie said it would be roughly \$13.00 per \$100,000.
68

69 **5:45 p.m. – Pre-Disaster Mitigation Grant – Chief Ken Flaherty**

70 Chief Flaherty said the Federal Emergency Management Agency (FEMA) has approved the application for the EMB-
71 2019-PC-0004 - Local Hazard Mitigation Plan Updates. We have to do this every 5 years. The project cost is 75% Fed-
72 eral Funds and 25% Applicant Share. The total amount of the Grant is \$13,330.25. The amount of the Federal portion
73 of this grant is \$9,999.75 and the Towns share is \$3,333.25, which is covered in the Fire Departments budget.
74

75 **Selectman Putnam made a motion to accept the grant. Seconded by Selectman Dudziak. All were in favor. The**
76 **motion passed 5/0. Chairman Daniels, Vice Chairman Dargie and Selectman Putnam will sign the grant.**
77

78 **“The Select Board, in a majority vote, accepted the terms of the Pre-Disaster Mitigation Grant Program as pre-**
79 **resented in the amount of \$9,999.75 to update the Town of Milford’s Local Hazard Mitigation Plan. Furthermore,**
80 **the Board acknowledges that the total cost of this project will be \$13,333.00, in which the town will be responsi-**
81 **ble for 25% match \$3,333.25.**
82

83 **5:50 p.m. – Hutchinson Family Singers Memorial – Charlotte Annand and Mackenzie O'Connor**
84

85 Charlotte gave a brief summary: The Milford Historical Society is beginning to investigate the possibility of having a
86 memorial erected to pay tribute to a Milford family that was of utmost importance in the cause of abolitionism during
87 the mid-1800s. The Hutchinson Family Singers were known throughout the country and in the UK as the most influen-
88 tial singing group of their time. Historians credit them with bringing the message of abolitionism to more people in the
89 US than any other single factor. But sadly, right here in their own home town of Milford they have been largely forgot-
90 ten. We feel the need to correct that and create a memorial to them, but it is too large a task for the MHS to take on
91 singly.
92

93 We are asking for the BOS’s support so we can begin a discussion in 2020 with the many interested citizens who at-
94 tended our explanatory meeting on 10/16. We would then request a return visit to share a more detailed plan with the
95 Board of Selectmen.
96

97 Mackenzie, Milford resident and High School Student said that not one of the high school students that went to the ex-
98 planatory meeting knew anything about the Hutchinson Family Singers. During Social Study lessons we learn about the
99 Liberty Bell and Eagle Hall, but they forget to mention the Hutchinson Family Singers even though they originated
100 from here and were a big part of abolitionist. Charlotte read the history of the Hutchinson Family Singers. There are
101 also 7 students from the High School that have signed on to help.
102

103 The Board is in agreement for the Historical Society to continue.
104

105 **6:00p.m. – Vietnam Memorial – Jerry Guthrie, John Weidman and Lincoln Daley**

106 In summary, they are trying to put a Vietnam memorial together. This has been presented to the Recreation Department
107 and the Historical Society/Heritage Commission, and they have looked favorably on this.
108

108 The latest on-line survey in September received 91 responses.

- 109 • 78% of the responses supported a location proposed at 2 Union Street behind the existing WWII Memorial.
- 110 • 87% of respondents would be willing to donate to the project.

111 They are looking at Union Street for a location next to Rail Road Pond. The Vietnam Veterans were happy with the site.
112 Jerry presented maps and diagrams for visuals and described what would take place. The memorial will encompass all
113 branches of the Military. They need help with the names of those lost to make sure they have everyone. They are still in
114 the process of raising money for this. They are also looking to get a cost estimate.
115

116 Selectman Putnam asked if the property they want use is private property. Jerry said no, its town owned. Selectman
117 Dargie didn’t like the site because it’s hidden behind the WWII memorial. He feels it will be forgotten. He feels it
118 should be visible as you walk by during the Memorial and Veterans Day Parade. Jerry repeated that the Vietnam Vet-
119 erans were happy with the site; they liked it because it was quiet and private. The Veterans he spoke to were from the
120 VFW.

**5:40 – Tax Rate Setting – Paul Calabria,
Finance Director**

VERBAL DISCUSSION

5:40 Request to appoint LaShanta Magnusson as a Full Member to the Recycling and Solid Waste Committee - Term Expires 2023

Dear BOS,

LaShanta Magnusson has an interest in becoming a member of our committee. I am forwarding a letter she wrote stating her desires. She attended last night's meeting and was very interested in becoming part of our group.

Thus, as chairman, I am requesting that LaShanta Magnusson becomes a member of the Milford Recycle and Solid Waste Committee. Thanks for taking the time to meet with her and granting her request.

Sincerely,

Jerry Guthrie, Committee Chairman

October 21, 2020

To whom it may concern,

I am writing today to request membership into the recycle committee. I moved to Milford in Feb 2019 and would love to get involved more in the community. This past summer I participated in the group's challenge of composting and won a prize for my part in recycling at home. I have always been a firm believer that the more we can recycle the better it is for the environment and our health. One of my goals if allowed to become a member would be to create online and in person events to get more info in the hands of people in Milford about the group and how to get involved more. I look forward to hearing back from you.

Thank you

LaShanta Magnusson

92 Wilton Rd

Milford, NH

4. a) 1) Request for Approval of Notice of Intent to cut wood or timber Map 43 Lot 61

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

PA-7

(Assigned by Municipality)

YR - TOWN - OP# - T

OCT 15 2020

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

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

- Town/City of: Milford
- Tax Map/Block/Lot or USFS Sale Name & Unit No.
43 Parcel 61
- Intent Type: Original Supplemental
- Name of Access Road: Ponemah Hill Rd (Original Intent Number)
- 5a. Acreage of Lot: 2.4 Acreage of Cut: 2
- 5b. Anticipated Start Date: 10/2020
- Type of ownership (check only one):
 - a. Owner of Land and Stumpage (Sole Owner)
 - b. Owner of Land and Stumpage (Joint Tenants)
 - c. Owner of Land and Stumpage (Tenants in Common)
 - d. Previous owner retaining deeded timber rights
 - e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER OR LOGGER / FORESTER
 BY MAIL OR E-MAIL

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

Attach a signature page for additional owners.

TFF Realty LLC 10/10/20

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

Ben Krook

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

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

Ben Krook

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

PO Box 289

MAILING ADDRESS

New Ipswich

CITY OR TOWN

NH

STATE

03071

ZIP CODE

E-MAIL ADDRESS

HOME PHONE (Enter number without dashes)

CELL PHONE (Enter number without dashes)

533-8005

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

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

4. Any timber tax bond required has been received.

- The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
- 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	<u>7,000</u>	MBF
Hemlock	<u>2,000</u>	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	<u>5,000</u>	MBF
Ash		MBF
Soft Maple	<u>5,000</u>	MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box		MBF
Other (Specify)		MBF
Pulpwood		Tons
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips	<u>200</u>	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	<u>10</u>	Cords

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

Species	Amount:

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

SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

Durine Chappell 10-15-20

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

116 Osceola Rd

MAILING ADDRESS

Milford

CITY OR TOWN

NH

STATE

03055

ZIP CODE

6036730700

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

4. a) 2) Request for Approval of Petition and Pole License - 1110/6 Capron Road

PSNH#: 21-1540
Milford

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

October 7, 2020

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), 1110/6 on CAPRON RD in the Town of Milford.

PUBLIC SERVICE OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: *Pam Gaudreault*
Pam Gaudreault, Licensing Specialist

LICENSE

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

ORDERED

This 6th day of October, 2020, 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. 21-1540, dated 9/9/2020, 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

RR 10/7/20

POLE LOCATION PLAN

EVERSOURCE
 DATE 09/09/2020
 MUNICIPALITY: Milford
 STREET / ROAD: CAPRON RD
 PSNH OFFICE: Nashua
 PSNH ENGINEER: Ian Karkheck
 TELCO ENGINEER: _____

LICENSE NO. 21-1540
 STATE HWY. DIV. NO. 5
 STATE LICENSE NO. _____
 WORK REQUEST# 3453029
 WORK FINANCIAL # 9N031456
 TELCO PROJECT # _____

Pole Numbers		Pole Sz-Ct	Eq BH	INSTALL POLE	REMOVE	REF	100% LTS	JD	100% TEL	Span	Dist. from EOP	Remarks	Help	DOC REC
LTS	TEL													
110 5	913 4	40								+/- 15	+/- 10'	Abandon JD Anchor		M
110 6		40-2								+/-	+/- 10'	Set FULL ES 40-2 and Anchor		M

PSNH #: 21-1540
Milford

“In accordance with the requirements of RSA 72:23, I(b) the licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed personal and real property taxes no later than the due date. Failure to pay duly assessed personal and real property taxes when due shall be cause to provide a written notice to said licensee to show cause by a date certain specified in the notice to said license should not be terminated for nonpayment of the sums due.

The changes to the within license set forth in the preceding paragraph shall take effect April 1, 2005, and shall remain in effect until changed in accordance with the requirements of RSA 231:163.”

4. a) 3) Request for approval of the Milfords Lions Club to Decorate the Oval for the Holidays and possibly host Santa on the Oval.

Robert S. Mikkelsen
474 Mason Rd
Milford, NH 03055
October 21, 2020

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

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

As co-chairman of the Lions Club holiday decorating project for 2020, I request approval by the Board of Selectmen to perform the following Lions Club community services on the town Oval:

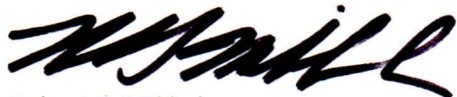
<u>Activity</u>	<u>Start Date</u>	<u>End Date</u>
Holiday Decorations	November 28, 2020	January 10, 2021
Santa on the Oval *	December 6, 2020	December 6, 2020

* We are reviewing how/if to conduct Santa on the Oval while observing coronavirus safety protocols.

Paul Dargie, our club secretary, will be providing the certificates of liability insurance separately.

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/21/2020

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	NAIC # 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 SUBR INSR 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 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJEST <input type="checkbox"/> LOC		HDOG71445999	09/01/2020	09/01/2021	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 - COM/PROP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		ISAH25314141	09/01/2020	09/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <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) If yes, describe under DESCRIPTION OF OPERATIONS below <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A					WC STATUTORY LIMITS 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: Milford Oval Holiday Activities, 11/28-29/20, 12/13/20, 1/3/21, 1/10/21

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 
---	---

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4. b) 1) – IMA Amendment

5. Town Status Report

Town Status Report – October 26, 2020

- a. **Absentee Ballot Requests** – The Town Clerk has received several questions concerning absentee ballot requests. The Town Clerk has not sent any letters or cards out to Milford residents on this issue but some outside, third parties have. If you wish to vote absentee, you simply fill out the proper form (which you can obtain at Town Hall) and return it to the Town Clerk's Office. If you wish to vote in person, you may do so at Milford High School on November 3rd. Any questions or concerns about this process can be directed to the Town Clerk's Office.

- b. **Town Budget Process** – The Town has begun the budget process for 2021. The first draft of the budget has been put together by the Town staff and has been submitted to the Board of Selectmen (BOS) and the Budget Advisory Committee (BAC). The BAC holds public meetings in the Town Hall Auditorium and on Zoom every Tuesday night at 6:30 pm for those wishing to join. The process will continue throughout the fall. Any questions or concerns about this process can be directed to the Town Administrator's Office.

6. 1) Delinquent Property Tax Interest Rate

VERBAL DISCUSSION

6. 2) Review of Revised Oval Rules

Rules Governing the Use of the Oval

1. Reservation of the Oval is available for Milford residents only.
2. The Oval may be used only for the function for which it is reserved.
3. Depending on the nature of the event, the Town may require a certificate of insurance, naming the Town as an additionally insured, please contact the Board of Selectmen Office at 673-2257 for further details.
4. Arrangements for parking must be made in advance of the date of the function.
5. Arrangements for police coverage, to avoid traffic congestion, must be made in advance of the function (please call the Milford Police Chief at 249-0630 to arrange coverage).
6. The function must be set up in a manner that it does not impede pedestrian or vehicular traffic in any way.
7. Due to the presence of underground utilities, stakes of any kind (e.g., tent, poles, etc.) **are not** allowed on the Oval.
8. The set up or use of “Bounce House” or “Moonwalk” type devices is **not** allowed in on the Oval.
9. Alcohol consumption is not allowed on the Oval.
10. Candles are allowed for limited use, provided appropriate precautions are taken to prevent ignition of combustible material, or damage to participants, and structures (including bricks & granite). All candles shall be in secure devices or holders constructed to prevent the spillage of wax. No open flame devices other than candles are allowed. **Any party using the Oval is physically and financially responsible for clean up and or damages incurred during use of the afore-mentioned.**
11. Once the function is completed, you are **responsible** for any clean up necessary.
12. **Any trash generated is to be removed - not left for the Department of Public Works to remove.** The party requesting the use of the Oval will be responsible for any costs incurred by the Town for clean-up of the Oval as a result of the function.
13. We encourage use of the Oval by a diverse assemblage of Milford residents. The function should be held in good taste, free of distracting, disturbing, or profane content.
14. The granting of the use of the Oval by the Town of Milford for the function specified above indicates neither endorsement nor support by the municipality and its Board of Selectmen of the views or activities of the applicant or applicants.

We hope you enjoy the beauty of the Milford Oval

6. 3) Repeaters in Vehicles

VERBAL DISCUSSION

9. Approval of Final Minutes - October 12, 2020

DRAFT

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

October 12, 2020

This meeting was conducted pursuant to the State of New Hampshire Emergency Order #12 pursuant to Executive Order 2020-04, temporary modification of public access to meetings under RSA 91-A. As such, the meeting was conducted online using these connection instructions that were listed on the posted meeting agenda: "The Public is encouraged to participate remotely, call in on your phone @ 1-646-558-8656 and enter the meeting ID# 827 9545 2673 and the password is 356745 or join the Zoom Meeting @ <https://zoom.us/j/82795452673>. Please try to log in 5 minutes before the meeting's scheduled start time in case you run into any technical difficulties".

PRESENT: Gary Daniels, Chairman
Paul Dargie, Vice Chairman
Laura Dudziak, Member (Zoom)
Chris Labonte, Member (Zoom)
David Freel, Member
John Shannon, Town Administrator (Zoom)
Andrew Kouropoulos, Videographer
Tina Philbrick, Executive Assistant (Zoom)

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

Chairman Daniels declared that an emergency exists and he was invoking the provisions of RSA 91-A: 2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to the community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, he also finds that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted with a quorum of this body physically present in the same location, and two members participating via Zoom. Information for accessing this meeting can be found on the Town web site in the red banner.

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

All votes that are taken during this meeting must be done by Roll Call vote. Members who called in from home were asked to state their name and state whether there was anyone in the room with them during this meeting, which is required under the Right-to-Know law.

Roll call attendance: Paul Dargie, yes, (zoom) no one is present. Selectman Dudziak, yes, (zoom) no one is present. Selectman Labonte yes, present in the BOS room, Selectman Freel, yes, present in the BOS room, and Chairman Daniels, yes, present in the BOS room

2. APPOINTMENTS: (Approximate times)

5:30 p.m. – Update on Primary and General Elections – Pete Basiliere

Pete said the primary election went well with the support of more than 50 volunteers, town clerk Joan Dargie and her staff, the assistant moderators, the Supervisors of the Checklist, the Board of Selectmen and town administration, the police, fire and DPW, and School District personnel. More than 3,200 citizens safely cast their ballots, whether in person or by an absentee ballot. We can expect about 9,000 voters at the general election on Tuesday, November 3rd, either in person or with an absentee ballot. The ePoll books worked well. We will work on eliminating the confusion about which stations voters need to go to.

The separate rooms for registered voters and new voters worked well. Having two spaces provided ample room in the gym for voters and election officials' physical distancing. We usually register more new voters on Election Day, so we are going to move the entrance for new voters to the north side of MHS, across from the library. We encourage but will not require new voters to park in the area across from the entrance. We will have a second ePoll book to add the new voters to the checklist. MPD is on board with this change, and MHS maintenance is in agreement.

Everyone inside the polling place must wear a face mask or covering. We will have a tent outside for voters who cannot or choose not to wear a face mask or covering. We are moving the tent to the space between the main lobby entrance and the Windows on West St. restaurant. This location means voters with mobility difficulties may exit the gym by the door at the right corner. This door is closer to the accessible parking spaces on West St. We will be using the MFD's larger tent in November. The tent has sides and will have lights and, if safely possible, a heater of some sort. Mats used to cover the track during football games and other events will cover the grass.

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59 The school district is arranging for a ramp to be built, possibly by HS students, and installed at the right corner exit. The left
60 door will remain an exit, giving all registered voters two options for leaving the polls. We intend to have a large sign to that
61 effect by the Accuvote machines. Space will be set aside in the lobby, gym, and cafeteria for the public to observe those
62 portions of the election process.

63 If possible, we will arrange for one or more golf carts for masked drivers and riders to use in November. We will be beefing
64 up the on-site signs. MPD will be using its portable electronic signs to alert drivers to the polling place location. The signs
65 will also alert drivers to possible Election Day delays on West St. and Osgood Rd. MFD has offered to put out Nixle event
66 alerts, reminding voters of the location and possible (well, likely) traffic delays.

67 One of the election-related grants that Joan Dargie secured is for \$5,000 from a non-governmental agency. We are using
68 some of this non-taxpayer money to print and mail a postcard to every household in Milford. A list of personal PO boxes is
69 not available, so those addresses will not receive the postcard. Spectrum Mailing of Concord NH will produce the mailing.

70 There is concern as far as having enough election workers on November 3rd. We were three people short on each of the
71 three shifts in September. However, there was no discernable impact on the voters as workers were reassigned. We will be
72 asking the political parties to provide more volunteers and Milford citizens to consider volunteering. The steps described
73 above are not carved in granite. Refinements will occur right up to the day before the election.

74 Thursday, October 29th at noon we will check in the absentee ballots. The ballots themselves are not opened until voting
75 day. This is a public meeting. If there are issues with the voter affidavit, this gives the Town Clerk time to contact the vot-
76 er to have it corrected. A video will be posted on the GTA site on how to fill out the ballots.

77
78 **5:50 p.m. - Milford Recycling and Transfer Station Committee – Mary Burdett**

79 In Summary: on August 24, 2020 the Recycling Committee presented an updated mission statement and charge to the
80 Board of Selectmen. The mission statement was fine but the charge failed 3/2 due to the word climate change. The com-
81 mittee thanked Selectman Labonte for inviting them back. We made some changes at the September meeting. The new
82 charge suggested is:

83 **Review the needs and the long-term goals of the Transfer Station and Recycling Center, and work annually with the De-**
84 **partment of Public Works to contribute input to a Capital Improvement Plan, expand initiatives that promote zero waste**
85 **and sustainability, and set annual recycling goals.**

86
87 **Investigate and present proposals to the Selectmen to reduce solid waste with consideration given to the financial impact to**
88 **the town and promote environmental sustainability and zero waste.**

89
90 **Submit recommendations to the Board of Selectmen on how best to promote zero waste, environmental consciousness**
91 **within the Town of Milford, address the needs of the Transfer Station and Recycling Center, with considerations given to**
92 **the overarching goal of protecting the environment for generations to come.**

93
94 **Review Recycling/Solid Waste Code 5.20, and if needed, develop potential revisions and submit recommended amend-**
95 **ments to the Board of Selectmen for consideration.**

96
97 Chairman Daniels asked what the difference was from the statement of “reducing solid waste” to “promoting zero waste”
98 which is now being used in the suggested charge. Mary said zero waste is a goal to get to. Reducing solid waste is on the
99 way to that goal.

100
101 Chairman Daniels said the definition of zero waste is “The conservation of all resources by means of responsible produc-
102 tion, consumption, reuse, and recovery of products, packaging, and materials without burning and with no discharges to
103 land, water, or air that threaten the environment or human health”. This could run counter into some of the ways we get rid
104 of our trash. Mary said the ultimate goal is zero waste; this is how we progress that way.

105
106 Chairman Daniels asked what their definition was of environmental sustainability. Mary said environmental sustainability
107 is to find a responsible interaction with the environment to avoid depletion and degradation of natural resources and allow
108 for long term environmental quality. Celeste Barr, Recycling Committee member said ultimately you want to deal with
109 materials that come from sustainable or renewable sources.

110 Chairman Daniels said he was concerned about that term; it covers a wide range of issues from a specific location to global
111 issues, etc. This is way outside the range of just solid waste. Celeste said they are not dealing with those things under their

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112 mission. We are only dealing with people’s trash. Nancy Amato, Recycling Committee member, said 40% of what goes
113 in the container at the Transfer Station is compostable. If we can eliminate that 40%, we are getting closer to zero waste.
114

115 Selectman Freel asked what the Recycling Committee not like about what Chairman Daniels wrote. Nancy said we wrote
116 the first one four months ago and everyone liked it except for Chairman Daniels. He didn’t like the word “climate change”.
117 We revisited it and took those words out. Mary said updating the mission statement is a responsible thing to do; it’s to im-
118 prove our town. The charge is reflective of the mission statement. Chairman Daniels charge was written without the Recy-
119 cing Committee and is not reflective of their mission statement. We are supposed to work with each other, not against
120 each other.
121

122 Chairman Daniels said as a reminder, the committee exists as an advisory committee for the Board. No employee in town
123 writes their job description. He knows of no other sub-committee or commission that writes their charge. This seems in
124 reverse.
125

126 Selectman Dargie said a charge is created before a committee’s first meeting. In this case, the committee already exists and
127 they just wanted to revise the charge that was already written. He feels it was appropriate. Selectman Labonte said he as-
128 sumes that the Board at any time could adjust a charge. Chairman Daniels said yes.
129

130 **Selectman Labonte made a motion to accept the Recycling Solid Waste Committees revised Charge as presented.**
131 **Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectmen Dudziak yes, Se-**
132 **lectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**
133

134 **3. PUBLIC COMMENTS** – There were no public comments at this time.
135

136 **4. DECISIONS** – Selectman Dargie asked that 4. a) 1) be removed from the consent calendar. Selectman Freel
137 **made a motion to approve the consent calendar, except for 4. a) 1. Seconded by Selectman Labonte. A roll call**
138 **vote was taken with Selectman Dargie yes, Selectmen Dudziak yes, Selectman Labonte yes, Selectman Freel yes,**
139 **and Chairman Daniels yes. All were in favor. The motion passed 5/0.**

140 **a) CONSENT CALENDAR.**

141 1. Request for Approval for Community Action for Safe Teens (CAST) to host their Annual Red Ribbon Week on the
142 Oval.

143 2. Request for Acceptance of Polling Location Notification for the General Election November 3, 2020.

144 3. Request for Acceptance and Appropriation of Gifts of Property Under \$5,000 (31:95(e)) – donation to the Milford
145 Ambulance Department from Milford Rotary.

- 146 • 8 envu mask N95 face masks - \$472
 - 147 • 100 individual envu mask N95 replacement filters - \$160
 - 148 • 18 Unifirst reusable full length gowns - \$450
- 149

150 Selectman Dargie had concerns about the length of time that the ribbons would be on the oval. The rules state one week.
151

152 **Selectman Dargie made a motion to approve CAST to host their annual red ribbon week on the oval for a maximum**
153 **of eight days only. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Select-**
154 **men Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The**
155 **motion passed 5/0.**
156

157 **b) OTHER DECISIONS.**

158 1. **Acceptance of Stone Structure Roof Design** – The Board had two public hearings on this.
159

160 **Selectman Freel made a motion to approve the proposed roof covering design. Seconded by Selectman Dargie. A**
161 **roll call vote was taken with Selectman Dargie yes, Selectmen Dudziak yes, Selectman Labonte yes, Selectman Freel**
162 **yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**
163

164 Selectman Dargie thanked Mr. Chappel and all those involved in this.
165

166 2. **2020 Ambulance – Equipment Purchase** – A request is before the Board to decide on the above subject presented and
167 discussed at the September 28th meeting to purchase some, or all, of the requested equipment for the soon to arrive 2020
168 ambulance. The requested equipment to up fit the ambulance is valued at \$75,000.

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Chairman Daniels asked where we are on budgetary items for the year. Administrator Shannon said we are receiving unanticipated revenues from the state which is slated to be accepted at the next Board meeting.

Selectman Labonte asked if Director Schelberg had any available money in his Ambulance budget for this. Eric said he has identified areas where he will have savings this year but we have 2 ½ more months to go and the rest of the budget is tight. Selectman Labonte said the primary thing Eric was looking for would be the stretcher for \$18,930. Could he come up with any of that amount? Eric said we could find some of it but not all of it. Selectman Labonte asked for a guess for the amount. Eric said maybe half of the \$18,000.

Selectman Freel asked about other surplus money. Administrator Shannon said it is state money for reimbursement of COVID-19 expenses. We could use some of this for the ambulance equipment. Selectman Freel said this is the third of three installments from the state that we will be voting on, how much did we receive from the first two installments? Paul Calabria, Finance Director said the first was \$31,364.70 and the second was \$36,532.72. We just received \$306,401.58 which brings us to a total of \$374,299. This was money allocated to the Town of Milford based on our population. We have received all of this but it still has to be accepted at the next Board meeting.

Selectman Freel clarified that this money was to pay back the salaries of emergency services and all COVID-19 expenses that the town incurred. Paul said yes. Selectman Freel asked how much money the town incurred because of COVID-19. Paul said \$13,300 for miscellaneous supplies \$22,600 for emergency broadcast equipment \$5,041, first responder’s stipend associated taxes, and the balance is all of the Ambulance, Fire and Police salaries and benefits from March 1st through August 31st. Paul said there were other expenses incurred as well.

Selectman Dargie made a motion to approve all the items needed to outfit the new ambulance on the provided list with the expectation that we are going to formally receive the monies as unanticipated revenues. Seconded by Selectman Dudziak.

Selectman Freel asked about the warrant article setting aside the \$75,000 for this equipment. Selectman Dargie said we are not allowed to use the capital reserve fund for this equipment. Selectman Freel wants to wait to put forth another warrant article to get the money. Selectman Dargie said the ambulance will be in soon, it makes sense to outfit the ambulance and use it and not wait until next year.

Selectman Freel is concerned that we took tax payers money already and it’s sitting in an account, what happens to that money if we don’t use it. Eric said he has another ambulance request in for 2023. The capital reserve money rolls over and can be used going forward. Currently there is \$100,000 in that capital reserve account that can be used as a down payment in 2023 if that ambulance is approved.

Selectman Labonte asked Paul if we will have surplus money out of the 2020 budget at the end of the year. Paul said he’s projecting a \$150,000 drop in revenues from budget. Expenses are all over the place, some savings here and there but we are over in other places. Once the tax rate is projected late October he will have a better understanding of where we are.

Selectman Labonte asked Selectman Dargie if he would like to amend his motion for just the stretcher and not all of the equipment. He feels that we have adequate ambulances now and would rather see any unanticipated monies coming in be used for communications and emergency services. Selectman Dargie wants to stay with his motion.

Chairman Daniels said if we only approve the stretcher, would Eric plan on coming back next year for the remainder of the \$75,000. Eric said yes, either in the budget or a separate warrant article for \$56,000. He questions if the capital reserve can be used for equipment as it was written for purchase of an ambulance. Chairman Daniels would like to pay for everything this year and keep warrant articles at a minimum for next year due to the communication issues.

Selectman Dargie agrees but would prefer that if money was needed for this next year, it be put in the budget. If we do a warrant article and it fails, we won’t be able to buy the equipment.

There was additional discussion on which would be better, a warrant article or adding to the budget. Selectman Freel discussed moving items from the other ambulance and what would be easier. Eric discussed moving things around and how old some of the equipment was. There is a potential of something failing. Selectman Freel also asked Selectman Dargie about amending his motion. Selectman Labonte asked if the new radio for the ambulance was included in dispatch if it passes.

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227 Selectman Labonte brought up communications and getting an update soon. He would like to put this off until later in this
228 meeting or at the next Board meeting. Eric said the longest lead time to order equipment is seven weeks. The new ambu-
229 lance will be here in five weeks. These radios are not part of the MACC Base/dispatch project.

230
231 Administrator Shannon said staff recommendation is to buy the equipment with the unanticipated revenue that hopefully
232 will be accepted on the 26th. In his experience, you shouldn't piece meal equipment and splitting up equipment sets will
233 cause problems.

234
235 Selectman Freel said he has no problem with the equipment but he thinks we can use the cardiac monitor from another am-
236 bulance temporarily. Selectman Labonte said we will still have two front line ambulances working. Eric said that's cor-
237 rect, they will be trading in the 2001 ambulance. Selectman Dargie asked for the difference between the old and new cardi-
238 ac monitors. Eric said the algorithms being used is the biggest thing. There are other features available in the Life pack 15
239 that the Life pack 12 doesn't have. There are also functional color screens that make their job easier and provides for better
240 documentation.

241
242 Selectman Labonte asked which ambulance the 17 year old cardiac monitor was coming out of. Eric said the 2001. Se-
243 lectman Labonte said the cardiac monitor could be used from the 2013 into the new one as well. Eric said yes. There was
244 more discussion about the use of an old cardiac monitor versus a new one. Eric said if we do a user test on the 17 year old
245 monitor, and it fails, it's out of service. They already lost one Life pack 12 when it failed a couple years ago.

246
247 Kevin Federico, Milford resident, said you are talking about a life and death cardiac monitor and you are trying to nickel
248 and dime it. This is emergency equipment that in a life threatening situation your EMTs and paramedics are going to need.
249 It is short sited to try to save money on a piece of emergency equipment that your Director is telling you it is a benefit to
250 purchase.

251
252 Selectman Labonte understands Kevin's position on the rest of the emergency services in town and he wishes that they can
253 have communications too, maybe at some point we are trying to find a balance on this. Kevin said his opinion, position and
254 comment had nothing to do with communications and everything to do with a piece of emergency equipment.

255
256 Chairman Daniels asked Selectman Dargie if he would be willing to amend his motion to be conditional upon acceptance of
257 the \$374,000. Selectman Dargie said he would like them to be able to place the purchase order tomorrow not two weeks
258 from now, so no. He can't imagine us not accepting that money. Selectman Dudziak called the question.

259
260 **A roll call vote was taken to call the question with Selectman Dargie yes, Selectmen Dudziak yes, Selectman Labonte**
261 **yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**

262
263 A roll call vote was taken to approve the request for \$75,000 for ambulance equipment with Selectman Dargie yes, Select-
264 men Dudziak yes, Selectman Labonte no, Selectman Freel no, and Chairman Daniels yes. The motion passed 3/2 with Se-
265 lectman Labonte and Selectman Freel opposed.

266
267 **5. TOWN STATUS REPORT – John Shannon**

268 **a. Veterans Day Parade Cancellation** - Commander Bob Balentine of the American Legion on Cottage Street cancelled
269 the Veterans Day Parade due to the pandemic. He would prefer not to put the few that participate as well as the public in
270 harm's way.

271
272 **6. DISCUSSIONS:**

273 **a. Review of Oval Rules** – Chairman Daniels said it's our policy if someone wants to use the oval that we let them because
274 it is public property. We try to control the reservation of it so that there are no problems with multiple using it. Recently a
275 group requested using the oval and another group that didn't request use of it also showed up.

276
277 Selectman Labonte asked who takes the reservations. Chairman Daniels said Tina Philbrick. Selectman Dargie said this
278 process for reserving the oval is only used to reserve things that can't be shared. In his opinion, this rule is not used for
279 people to just be on the oval. People can go on the oval at any time. The pride day in June is one example; the bandstand is
280 reserved for discussion about gay pride. Other people who disagree with the pride event could come to the Oval and walk
281 around with signs at the same time. By reserving the band stand, we are reserving the entire Oval for exclusive use.

282 In this recent case, there were two groups holding signs for political purposes. There wasn't any reason why they both
283 can't use the Oval together. He spoke about free speech and public property. Some areas have limited access and some
284 don't. The Oval can be restricted in time, place and manner. You shouldn't need to fill out a form as long as you are not
285 trying to reserve space for a specific thing.

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Mike Thornton, Milford resident, said he agrees with most of what Selectman Dargie said but there is a process of reservation. The person, who made the reservation that had been granted, felt intimidated by the present on the Oval by the people using the oval without reservations. He has held his signs next to others running for office. He was fine with it. If you are not going to follow the reservation program, let's get rid of it.

Selectman Freel said he thought when he was running for Selectman, if he wanted to stand on the Oval he had to fill something out and couldn't just go down there. Chairman Daniels said yes, if you wanted to go down there you could designate a time. The reasons for doing that were so that you could get the instructions that you don't put anything into the ground due to the electrical wiring and irrigation.

Selectman Freel said Tina can say that people can be on the Oval together and she can gage what's going to happen. If someone is going to show up to do some type of pro-Trump rally and it gets out and then some pro-Biden people hear about it and also show up there could be an issue. He doesn't think they should get rid of the rule. Another group of 100 people should not be able to come up if Tina already permitted a group of like 50 people.

Chairman Daniels said people should be allowed to use it but at the same time, we are trying to keep people safe. Selectman Dargie said one of things about time, place and manner reservations is that you can put a maximum amount of people allowed in one area. We don't have that in our rules. The way it's worded is that if you have one person that wants to reserve the Oval, then no one else can use it. There needs to be a reasonable limitation on things.

Administrator Shannon said this was sent out at the June 22nd meeting and there was no feedback at that time. Our goal is to de-conflict and not over schedule the Oval usage. This is not meant to keep anyone off or limit free speech in any way, shape or form. Having reservations allows us to make wise decisions and keep it organized. He's had to go out and make people remove signs that they stuck in the ground. This is an opportunity for us to have people understand that there are things that they can and cannot do while on the Oval.

Mike Thornton said he agrees with Administrator Shannon and Selectman Dargie. The only reason it was made an issue is because our group had formally made a request and another group had arrived before us and taken over the entire Oval. He repeated the intimidating factor although he that may not have been the intent. We would be pleased to share because it is community property. He feels that if there are rules and he's followed them, they should be consistent for everyone.

Selectman Dargie said it comes back to First Amendment rights. It's a public place and people should be allowed to use it. Mike Thornton again agrees with Selectman Dargie but feels that they were precluded from exercising their First Amendment rights. We would like to see that everyone's First Amendment rights are obeyed. There should be a public posting and a responsibility that if you wish to use the Oval, without registering and being briefed, that you are responsible for any consequences.

Selectman Freel said if you are going to assemble with a good amount of people, you should be reserving a spot on the Oval. If you don't go through the process correctly, you should be kicked off the Oval. The rules have been in place for a long time and he doesn't see the problem.

Selectman Dudziak asked if we were looking to revise these rules or get rid of them. Chairman Daniels said he thinks it's modification but doesn't have anything specific on what would be done with the rules. More than 100 people require notification of the Police Department. The Oval isn't the only public property in town. If you want to use the structures at Keyes Field, you have to reserve the time. This isn't a small thing. If we are looking at taking away reservations then we have to be consistent across the board with other public property, not just the Oval.

Selectman Dudziak said she agrees about revising the rules but she agrees with Selectman Dargie in that you can't just have one or two people reserve the entire Oval. Anyone can stand on the Oval, that's our First Amendment right to do so. We can look to amend the rules for large amounts of people.

Chairman Daniels said we understand that the Oval is public property and no one will be rejected who wants to use the Oval. The reservations are just to know who is there and to avoid conflicting groups. Selectman Dargie thinks we should have a number of people limitation, like more than 50 people then you have to fill out the form. Or if you wanted to reserve a specific spot, like the band stand, you should fill out the form as well. No forms required for smaller groups fewer than 50 people or a specific spot. That would be more like the traditional public forum.

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344 Chairman Daniels said what if ten people were doing a sign wave and 75 people came in to use the Oval, with a reservation;
345 would you kick the first ten people off? Selectman Dargie said no. You can have counter protesting. You can also
346 setup alternative space.

347
348 Mike Thornton agrees with everyone, First Amendment rights are important. His group expected other people to present
349 themselves with counter view points and all to stand as citizens. If there are going to be rules, everyone should follow them
350 and any group that’s out there peacefully and willingly share the Oval.

351
352 Administrator Shannon said he would be happy to take changes/suggestions from the Board and put something together for
353 the Board to review at the next meeting. Chairman Daniels said it sounds like we want to do something so if anyone has
354 suggestions for changes, get them to Tina and the Town Administrator so they can put something together for the next
355 meeting.

356
357 Selectman Dargie clarified that this document is a non-exclusive document as it stands. This is campaign season and people
358 can go and do sign waiving.

359
360 **b. Inter-municipal Agreement – (IMA)** – Chairman Daniels said our Board of Governors gave us a write-up that he proposed
361 and the original side by side was also included in the Board package. Selectman Labonte asked about the lease
362 agreement, section F on page 12. Captain Frye said that was discussed by the Board of Governor, (BOG). They can’t find
363 the original agreement so they want to have another lease agreement.

364
365 Selectman Labonte has concerns about, “No cost shall be borne to the Town of Milford and paid for by each Member Town
366 at a current rate of \$1,500.00 each”. MACC Base has an antenna that broadcast from the Wilton Fire Station, should Mil-
367 ford pay rent to Wilton for that antenna? Captain Frye said it has nothing to do with the antenna, it’s the occupied space.

368
369 Chairman Daniels said the other towns suggested a five year agreement, he asked for the other Board members thoughts.
370 He doesn’t want it to be misconstrued that we are planning to stay for another five years. He doesn’t want us obligated to
371 any expense beyond any yearly expense that is uncured by the Board.

372
373 Selectman Dudziak said she understood that this Board already voted to move forward with the 2013 IMA with amend-
374 ments. The 2018 IMA proposed by the other towns is not in Milford’s best interest, and that is the one that the other towns
375 are focusing on. The other towns are looking out for their towns and we need to look out for Milford. We can only do that
376 by focusing on the 2013 IMA and extending it for two to three years. She reviewed the other towns meeting minutes, on
377 June 29th at Wilton and Mont Vernon’s joint meeting Chairman Esposito stated, “If Milford wants to withdraw from the
378 IMA with no penalty, that isn’t productive”. Selectman Roberge stated, “There needs to be some sort of ultimatum to up-
379 grade MACC Base”. Selectman Boissonnault stated, “It’s about control for Milford. In a follow-up meeting in September,
380 Selectman Boissonnault stated, that she believes that Milford is starting to feel the pressure. These towns have made it clear
381 that they have to “team up” because they feel that they beat us down to do what they want us to do. The 2018 IMA was
382 never in the best interest of Milford. She is tired of hearing that it’s a control thing for Milford when it’s not. Milford vot-
383 ers paid for an independent study which resulted in a finding that a new communications center was the best fit for Milford.
384 We need to focus on what is best for Milford, not the other towns. She doesn’t want to go to a five year agreement or look
385 at the 2018 IMA because it has never been in Milford’s best interest.

386
387 Chairman Daniels agrees that the majority of the 2018 IMA does not serve Milford well. There are some areas in the 2018
388 we may be able to find common ground on but if they take the position that they are staying with the 2018 IMA and we
389 take the position that we are staying with the 2013 IMA, is it your opinion that we just do nothing. Selectman Dudziak said
390 they are not going to budge and there are too many deal breakers in the 2018 IMA. She thinks that they feel like they want
391 to pressure Milford into just agreeing with their demands in the 2018 IMA.

392
393 Selectman Dargie agrees with both Chairman Daniels and Selectman Dudziak. The independent study was done and the
394 clear outcome of that study was that Milford needs to go on its own. That’s our plan A and we should be moving forward
395 with that. We still need some type of IMA agreement to go beyond December. We should try to come up with something
396 close to a two or three year extension of the existing agreement as we can get. As far as the five year, as long as we have a
397 one year notice agreement, there is no huge financial penalty for doing that, and we tell them up front that we will sign a
398 five year agreement but we plan to give notice at the end of 2021 then he's fine with that. He doesn't want to encumber
399 ourselves with long-term debt. The five year term by itself isn't a deal breaker for him.

400
401 Selectman Labonte said he’s glad that plan A got brought up because our agreement is only until December 31, 2020. He
402 wants to know what our Plan B is. Chairman Daniels said the other towns don’t have a Plan B either. Selectman Labonte

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403 said if we don't like the 2013 and 2018 IMA, why we don't throw them out and write a new one. Chairman Daniels said
404 the other towns made it clear that they want the 2018 IMA. We gave them the side by side and they were willing to do
405 away with the language that Selectman Freel had suggested taking out if we would go to a five year, that was the only con-
406 cession that they offered.

407
408 Selectman Labonte asked if the town of Milford made any concessions. Chairman Daniels said five years is a concession.
409 Selectman Labonte said he doesn't feel that it is when a majority of this Board wants to pull out in a year. Chairman Dan-
410 iels said the concession is that a major of this Board voted for a three year extension with the condition that that language
411 be pulled out otherwise there was a consensus that they would go to a two year. Saying that we would match what they
412 requested at five years in exchange for taking out that language is considered concession that leads to negotiation. Select-
413 man Dudziak fails to understand why Milford is making any concessions that aren't in their best interest.

414
415 Selectman Labonte asked "why don't we just end with talks to the other towns and start planning what we are going to do
416 on January 1st ourselves. Selectman Dudziak said or we could try to extend the 2013 IMA without any of our proposed
417 amendments. We have something that has been working for us, just extend it and see what happens in March.

418
419 Kevin Federico said negotiations with the other towns have been going on for six years and three years ago all three towns
420 decided that they couldn't agree so they just signed an extension. Even though the agreement expires, the need is still there,
421 the people that do the job are still there, they are not just going to turn off the lights and go home. Plan B should be to talk
422 about what happens if you don't have an agreement and who keeps the lights on. Milford needs to protect itself if the other
423 towns decide not to sign the agreement. That's your plan B.

424
425 Mike Thornton asked if Milford could operate MACC Base if the other towns decided not to sign an agreement. That could
426 be plan B because he doesn't see Milford giving up emergency services. Can we operate that facility in a decreased capacity
427 if the need arises?

428
429 Chairman Daniels said if an agreement isn't reached by December 31, 2020, our contract dissolves and all three towns
430 would get a share of MACC Base assets but if you break up the equipment then no one has a system. Selectman Freel
431 asked if we have another agency that we can go to if we can't make a decision?

432
433 Captain Frye said the Fire Chief believes that he can handle his communications for a short time, but not for a whole year.
434 They are in our building and other than selling our property, he doesn't know if we can operate the MACC Base facility
435 even though it's in our building. The Police Department could go to another agency. Milford is too big to stay somewhere
436 for a year as a temporary place. The Fire Chief has spoken to other towns just to see if they could help us out for a short
437 time but we are talking no more than a month.

438
439 Selectman Freel said we should just ask for an extension to get past December. We are so far apart from each other it's
440 going to be a strong arm tactic to get an agreement from either side. Get an extension and give ourselves time to talk about
441 it.

442
443 Selectman Labonte said that two year extension was already given and nothing happened. Selectman Freel said it at least
444 keeps the lights on, people employed and people safe. Unless we do an extension anything else discussed between now and
445 December is a total waste of time.

446
447 Chief Viola, Milford Police Chief, said all towns are in the same boat. Everyone needs communications. We've spoken to
448 other departments and we are too big so they could only help for a short time. We have some personnel that can work
449 communications if we got to that point. He feels an extension of the current IMA is the best plan. It's worked for us the
450 last two years and he feels it will work for us again. Every town is in the same boat.

451
452 Selectman Labonte asked how Plan B was different from Plan A. Everyone has been saying from Plan A to get the exten-
453 sion. Selectman Freel said he isn't talking about Plan B, just keeping it going the way it is. If the warrant articles fails in
454 March we will need to work on the IMA for a more long term solution. Selectman Labonte said if it doesn't go through in
455 March, they are going to try to put it through again the following year. Now you are looking at a two year and you will
456 have to extend it again.

457
458 Selectman Freel said if the warrant article fails in March, as a Board we need to seriously look at the IMA. We need to
459 decide if we will try again or just work with the other towns on a longer term. Selectman Labonte asked what would hap-
460 pen if one of the other towns says that they will give only a six month extension. Selectman Freel said he would take a six
461 month extension over nothing.

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Mike Thornton said he agrees with both Selectman Dudziak and Selectman Freel. There is an immediate need and we need to do something. We need to move for immediate safety and protect Milford’s rights.

Captain Frye said the Board of Governors has discussed what all of you have been saying. To re-write the IMA’s together would take longer than December. An extension is the easiest way to go.

Chairman Daniels asked if the Board believes that it is possible to reach any kind of different agreement with the other two towns before the end of the year. Selectman Dargie said no, Selectman Dudziak said no, Selectman Labonte said he thinks it’s possible. We have to look past things. The town has not decided to go on their own yet. If they did we would not be here right now because it would have been voted on in March. A majority of this Board may have decided that they want to go on their own, but the town has not done it yet. Selectman Freel said no.

Chairman Daniels made a motion to sign a two year extension of the current IMA agreement. Seconded by Selectman Dargie. Selectman Freel asked about putting additional language in the motion. Chairman Daniels said the other towns already know the positions. Selectman Labonte said this motion is nothing different than what we are already doing. Chairman Daniels said his motion puts before the other towns that the current agreement be extended for another two years so that on January 1st all three towns are not without service. Selectman Labonte asked where are we if the other two towns disagree with this. Chairman Daniels said than on January 1st all three towns better have their plan B ready. Selectman Labonte said he assumes we will notify the other towns. Chairman Daniels said yes. It’s always available to come back if someone wants to put something on the table that we can all agree on. Selectman Labonte said he sees this motion as useless. Chairman Daniels said then he can vote no.

A motion was on the table. A roll call vote was taken to call the question with Selectman Dargie yes, Selectmen Dudziak yes, Selectman Labonte no, Selectman Freel yes, and Chairman Daniels yes. The motion passed 4/1 with Selectman Labonte opposed.

7. PUBLIC COMMENTS: - There were no comments at this time.

8. SELECTMEN'S REPORTS/DISCUSSIONS.

Selectman Labonte is looking for repeater prices from our local vendor and vendor number from the RFP. Captain Frye the vendor price for the repeaters is \$169,358.34 for 15 repeaters. Selectman Labonte asked if repeaters were needed in all of the cruisers. Captain Frye said yes, most of the time they are all out on either details or patrol.

Selectman Labonte asked if putting repeaters in 15 cruisers would solve their danger for now. Captain Frye said it’s only going to be as good as the system that it’s taken from. Selectman Labonte said he is assuming that there have been no issues over the last three months, he hasn’t received any e-mails. Captain Frye said they are the same issues, he will send them all to him again.

Selectman Labonte said what he is trying to do is get Captain Frye and his staff the security and protection that they need but not in a two year number away from where we are. He cannot believe that there is no other solution that can be had right now.

Cheryl Giggetts, CTA Consultant, said any interim thing that you put into effect right now is most likely money wasted. You have to have an infrastructure, which is at the core of Milford’s problem. You can try to put up additional receiver sites, which was done in the past; you can put in vehicular repeaters, which would need to be hard wired into each car. Any car on the street would have to have one of these units in it. The repeaters could provide some benefit in some small areas but you don’t have a good infrastructure right now or a good signal that you can latch onto. The repeaters will allow your portables to operate a little bit more away from you. That is the intent of a DVR. Programming them into the technical specification allows you to get some service inside a building. It isn’t intended to replace infrastructure. She also explained it working better in a wider area.

Selectman Labonte said he understands that the infrastructure needs to be updated. He finds it hard to believe that there are no other options that can be put forward. There has to be another option out there even if it might fix 20% of the dead spots. Cheryl said they can’t say how much it might improve if any at all. Your infrastructure has not been designed or proportioned properly. The other quotes that you’ve received from both the MACC Base vendor and the vendor doing maintenance for the Milford Police Department; their solutions were also to replace your system, in a phased approach, but still replacing the infrastructure.

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Selectman Labonte feels that we should be taking out money and doing a portion of the system now. Cheryl said that is what they proposed and that is what was in the warrant article this past March. It's disheartening that something that was critically needed for the safety of all of your people was not approved.

Selectman Labonte said he wasn't referring to a standalone system, he feels we should put the money into the system that we currently have. Cheryl said that's the issue, you don't have a current system. We presented you with not only a stand-alone but a regional system which would have replaced what MACC Base is using today. We also in our RFP, asked vendors what their solutions would be if it were a regional system. The other towns would have to come up with money to replace part of that system. Selectman Labonte disagrees that we don't have a system.

Administrator Shannon said there is a conflict with meetings on several committees; he will speak to all of them and see what he can do about changing meeting dates. Selectman Labonte asked if the BAC was using Zoom for their meetings. He didn't see the link on the web site. Administrator Shannon said yes because he has used it for the last two meetings and it just wasn't put up yet. That is part of the issue; we have three zoom accounts and a conflict in meeting dates for everyone to use the accounts at the same time. The BAC is also meeting in person; Zoom is just an extra step. Selectman Labonte asked if the BAC could also happen on GTA live while it's happening. Administrator Shannon said he would talk to Chris Gentry.

Captain Frye said MACC Base has a work session tomorrow at 9:00. We received two bids for the communications project and they are being reviewed by CTA. Selectman Labonte asked for a copy of the proposals. Administrator Shannon said there is some proprietary information so they can't be for public consumption. However, there is a redacted version. He will speak to Town Counsel before letting the proposals out. Cheryl said that is correct and one of the vendors sent a redacted copy but the other did not. You would have to request a redacted copy from the second vendor. Selectman Labonte asked how long CTA will take before getting back to Milford. Cheryl said she will be submitting questions to the Town Administrator within the next week. They will also be sending questions to the vendors soon so she expects this all to take a couple of weeks. Price proposals have not been opened yet. The Technical Proposal is reviewed first so decisions aren't clouded by price. They will meet the November time-line. Selectman Labonte requested the repeater quote be forwarded to the Board.

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

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

9. APPROVAL OF FINAL MINUTES - Selectman Dargie moved to approve the minutes of September 28, 2020 as presented. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

a. N/A

11. NOTICES. Notices were read.

12. NON-PUBLIC SESSION. A motion made by Selectman Dargie to enter into a non-public session in accordance with (RSA 91-A:3, II(c)) Reputation and for approval of non-public minutes in accordance with (RSA 91-A: 3, II(c)) - September 28, 2020, seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. The motion passed 5/0.

13. ADJOURNMENT: Selectman Freel moved to adjourn at 8:25. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

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Gary Daniels, Chairman

Chris Labonte, Member

Paul Dargie, Vice Chairman

David Freel, Member

Laura Dudziak, Member