

MEMORANDUM

DATE: November 9, 2020

TO: Board of Selectmen

CC: John Shannon

FROM: Marti Noel, Assessor

RE: **Elderly Exemption Income Qualification for 2021**

I am seeking guidance from the BOS regarding the inclusion of the stimulus check that most of the elderly would have received. This is considered a source of income, and should be used in calculating the total income for any person's application for the elderly exemption in 2021.

This may have the effect of some elderly not qualifying for 2021 tax year. The \$1200 from checks sent this spring would be less than the tax equivalent of each of the exemption amount categories. If two checks were received for married couples, that total would cover the tax equivalent for only the lowest category. I do not know how many elderly applicants this may affect. The statute does state "income from all sources" is to be included. (72:39-a (b))

I see three choices:

1. I can count the income in total and use that amount for qualifying.
2. The Board may choose to issue a blanket decision to exclude this income from the total income calculations for qualification for 2021.
3. The Board may decide to address any affected applicants by abatement.

I address this issue now because there is still the possibility of another stimulus check, although that is still unclear. Applicants need to know how their stimulus money will be viewed so that they may plan accordingly as soon as possible. Having clear direction early on will help me to inform all applicants when the reminder notices go out, giving those affected the maximum notice possible to prepare financially if they are affected.

Thank You

MEMORANDUM

DATE: November 9, 2020

TO: Board of Selectmen

CC: John Shannon

FROM: Marti Noel, Assessor

RE: **Land Use Change Tax (LUCT) for 1 parcel: 56-52-2**

Parcel **56-52-2** is a building site recently sold and no longer qualifies for Current Use due to size.

Because this was not an existing lot as of April 1, 2020, the Land Use Change Tax Warrant indicates a portion of the parent lot (Map 56 Lot 52) is removed from Current Use and that area is being assessed the Land Use Change Tax as a building lot (highest and best use as of the date of removal).

The property owner has been notified of the action being taken tonight regarding the property.

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

Thank You

4. a) 1) Request for Acceptance and Appropriation of Gifts of Property under \$5,000 (31:95(e))

Board of Selectmen
Agenda Date: 11/9/20

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

Source	Amount	Purpose
None at this time.		
Acceptance of Gifts of Property Under \$5,000 (31:95(c))		
NH EMS Bureau through a grant to NH Division of Fire Standards and Training & EMS from the Granite State Health Care Coalition		Donation of 1 Protexus Cordless Electrostatic Sprayer to the Milford Ambulance Department. The estimated value is \$645.91. See attached memo from the Ambulance Director.
NH EMS Bureau through a grant to NH Division of Fire Standards and Training & EMS from the Granite State Health Care Coalition		Donation of 1 container of 200 Protexus tablets to the Milford Ambulance Department. The total estimated value is \$200. See attached memo from the Ambulance Director.
Sal's Pizza		Donation of a \$25 gift certificate to the Milford Ambulance Department. See attached memo from the Ambulance Director.

MEMORANDUM

To: Board of Selectmen
CC: Kathy Townsend, Finance
From: Eric Schelberg, Director
Date: October 27, 2020



Subject: 31:95e Hearing – COVID-19 Donation

This memorandum serves as a request of the Board to accept the following COVID-19 related donation made to the department:

- Donation of 1 Protexus Cordless Electrostatic Sprayer - \$645.91
- Donation of 1 container of 200 tablets Protexus tablets - \$200.00

The donation is from the NH EMS Bureau made possible from a grant by the Granite State Health Care Coalition to NH Division of Fire Standards and Training & EMS.

Please do not hesitate to contact me with any questions you may have regarding this request.

MEMORANDUM

To: Kathy Townsend
From: Eric Schelberg, Director
Date: November 3, 2020
Subject: 31:95b Hearing – Sal’s Pizza



This memorandum serves as a request of the Board to accept a donation made to the department:

- Donation of a \$25.00 gift certificate from Sal’s Pizza.

Feel free to contact me with any questions you may have regarding this subject.

5. 1) Town Status

Town Status Report – November 9, 2020

Town Operating Budget – The Town budget process for 2021 is well underway. The proposed operating budget has been put together by the Town staff and has been submitted to both the Board of Selectmen (BOS) and the Budget Advisory Committee (BAC) for review and comment. The BOS and BAC will be holding a joint public meeting in the Town Hall Auditorium and on Zoom on Saturday, November 14th at 9:00 am to discuss the operating budget. Any questions or concerns about this process can be directed to the Town Administrator’s Office.

Town of Milford Warrant & Financials

5. 2) DRAFT Warrant Articles

BUDGET AND BOND HEARING

January 11, 2021

To the inhabitants of the Town of Milford in the County of Hillsborough, in the State of New Hampshire, qualified to vote in Town affairs:

You are hereby notified that the Budget & Bond Hearing Meeting of the Town of Milford will be held, in accordance with "Senate Bill 2" (RSA 40:13), in said Milford, on Monday, the Thirteenth (11th) day of January 2021, in the Milford Town Hall Board of Selectmen's Meeting room at six-thirty o'clock (6:30 p.m.) in the evening to discuss bond and budget hearing Articles to be presented at the Deliberative Session.

ARTICLE 1 – ELECTION OF OFFICERS

ARTICLE 2 – BALLOT VOTE – ZONING CHANGES

WARRANT ARTICLE - WADLEIGH LIBRARY HVAC/Electrical Repair - \$995,000 BOND

Shall the Town vote to raise and appropriate the sum of \$999,995 for the purchase of a New Wadleigh Library HVAC Replacement in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Library Trustees to issue and negotiate such bonds or notes, to determine the rate of interest and other conditions in their judgment? This project request is to update the HVAC system in the Wadleigh Library. Work includes replacement of HVAC chiller, new controls, heat recovery, and new fan coil units. The existing system is _____ years old and does not heat/cool effectively. The new system should address existing issues and provide significant energy savings. Note: As this is for issuance of long-term debt, this vote requires, under State law, sixty percent (60%) affirmative vote to pass. This is a Special Warrant Article in accordance with RSA 32. **The Board of Library Trustees supports this Article (0-0). The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has no tax impact in 2021 however; beginning in 2022 this article has an estimated tax impact of \$0 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - MILFORD EMERGENCY COMMUNICATIONS DISPATCH CENTER, INFRASTRUCTURE AND EQUIPMENT PROJECT - \$_____ BOND

Shall the town vote to raise and appropriate, an amount not to exceed \$_____ for upgrades and replacement of the emergency services dispatch center and related infrastructure/equipment? This article adopts the recommendation of the consultant engaged to study dispatch operations as approved by voters in March 2019. The project establishes a Milford Emergency Communications Dispatch Center replacing MACC Base and allows connectivity by neighboring towns if they choose to participate and borrowing not more than \$_____ in bonds, bond anticipation notes, or notes therefore in accordance with the Municipal Finance Act (RSA 33), the article further authorizes the Selectmen to issue and negotiate bonds or notes with a term not to exceed 15 years and to determine the rate of interest and other conditions in their judgment. This is a Special Warrant Article in accordance with RSA 32. Note: As this is for the issuance of long-term debt, this vote under state law requires a 3/5 affirmative vote to pass. **The Board of Selectmen recommends this article (0-0). The Budget Advisory Committee supports this article (0-0). The article has no tax impact in 2021 however; beginning in 2022 this article has an estimated tax impact of \$0 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - TOWN OPERATING BUDGET - \$_____

Shall the Town vote to raise and appropriate an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth in the budget for the purposes set forth herein, totaling \$_____? Should this Article be defeated, the default budget shall be \$_____ which is the same as last year with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This article has an estimated tax impact of \$0.0 over the 2020 Budget or (\$0 on an assessed valuation of \$100,000).**

WARRANT ARTICLE - WATER DEPARTMENT OPERATING BUDGET - \$_____

Shall the Town vote to raise and appropriate the sum \$_____ to operate and maintain the Water Department, said appropriation to be offset by income received from the water user charges, or take any other action relative thereto? Should this article be defeated, the default budget shall be \$_____, which is the same as last year, with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This warrant article is paid for by the water user fees. **The Board of Commissioners supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).**

WARRANT ARTICLE - WASTEWATER DEPARTMENT OPERATING BUDGET - \$_____

Shall the Town vote to raise and appropriate the sum of \$_____ to operate and maintain the Wastewater Treatment Facility and the Sanitary Sewer Collection System, said appropriation to be offset by income received from wastewater user charges, or take any other action relative thereto? Should this Article be defeated, the default budget shall be \$_____ which is the same as last year, with certain adjustments required by previous actions of the Town, or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. This warrant article is paid for by the wastewater user fees. **The Board of Commissioners supports this Article (0-0). The Budget Advisory Committee supports this Article (0-0).**

WARRANT ARTICLE - WADLEIGH LIBRARY CAPITAL RESERVE - \$150,000

Shall the Town vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of _____, and to raise and appropriate the sum of \$150,000 to be placed in this fund, and to appoint the Library Trustees as agents to expend from this fund with individual expenditures from this fund greater than \$75,000 requiring a vote at Town meeting? **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - RECONSTRUCTION OF TOWN ROADS - \$_____

Shall the town vote to raise and appropriate the sum of \$_____ to reconstruct roads as detailed using Cartegraph Data by the Department of Public Works. This will be a non-lapsing appropriation per RSA 32:7, VI. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$0 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - BRIDGE REPAIR AND/OR REPLACEMENT CAPITAL RESERVE - \$75,000

Shall the town vote to raise and appropriate the sum of \$75,000 to be placed in the Bridge Replacement Capital Reserve Fund? **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$0 on an assessed valuation of \$100,000.**

WARRANT ARTICLE - DPW VEHICLES AND HEAVY EQUIPMENT CAPITAL RESERVE - \$40,000

Shall the Town vote to raise and appropriate the sum of \$40,000 to be placed in the DPW Vehicles and Heavy Equipment Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$40,000 adds to the DPW Vehicles and Heavy Equipment Capital Reserve approved by voters in 2018. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - SOCIAL SERVICES - \$40,000

Shall the Town vote to raise and appropriate the sum of \$40,000 for the purpose of providing funding to Social Service agencies for Milford residents as proposed by the Social Services Committee and submitted to the Board of Selectmen? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - NON-EMERGENCY COMMUNITY TRANSPORTATION BUS SERVICES – \$32,000

Shall the Town vote to raise and appropriate the sum of \$32,000 for the purpose of providing the Town's share of funding to the Souhegan Valley Transportation Collaborative (SVTC) in order to continue operating a regional, non-emergency, wheelchair-accessible transportation service providing rides within the designated service area to seniors, people with disabilities, and the general public? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - FIRE APPARATUS REPLACEMENT CAPITAL RESERVE - \$25,000

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Fire Apparatus Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 adds to the Fire Apparatus Replacement Capital Reserve approved by voters in 2017. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - TOWN FACILITIES RENOVATION AND MAJOR REPAIR REPLACEMENT CAPITAL RESERVE - \$25,000

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Town Facilities Renovation and Major Repair Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 adds to the Town Facilities Renovation and Major Repair Replacement Capital Reserve approved by voters in 2017. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - AMBULANCE VEHICLE REPLACEMENT CAPITAL RESERVE - \$25,000

Shall the Town vote to raise and appropriate the sum of \$25,000 to be placed in the Ambulance Vehicle Replacement Capital Reserve Fund? Expenditures from this fund will require a vote at town meeting. The \$25,000 adds to the Ambulance Vehicle Replacement Capital Reserve approved by voters in 2017. **The Board of Selectmen recommends this Article (4-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - KEYES PARK EXPANSION COMMITTEE PROJECT CAPITAL RESERVE - \$25,000

Shall the town vote to raise and appropriate the sum of \$25,000 to be placed in the Keyes Park Expansion Committee Project Capital Reserve Fund? The purpose of this fund is for the design, development and construction of improvements to Keyes Memorial Park, as outlined in the Keyes Memorial Park Expansion Committee Report, (December 20, 2016 and as amended). The Board of Selectmen has authority to expend from this fund. The \$25,000 adds to the Keyes Park Expansion Committee Project Capital Reserve approved by voters in 2017. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE – INFORMATION TECHNOLOGY HARDWARE STRUCTURE CAPITAL RESERVE - \$25,000

Shall the Town vote to establish a Capital Reserve Fund under the provisions of RSA 31:1 for the purpose of improvements to the towns _____, and to raise and appropriate the sum of \$25,000 to be placed in this fund, and to appoint the Board of Selectmen as agents to expend from this fund. **The Board of Selectmen supports this Article (5-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE – INFORMATION TECHNOLOGY SOFTWARE STRUCTURE CAPITAL RESERVE - \$25,000

Shall the Town vote to establish a Capital Reserve Fund under the provisions of RSA 31:1 for the purpose of improvements to the towns _____, and to raise and appropriate the sum of \$25,000 to be placed in this fund, and to appoint the Board of Selectmen as agents to expend from this fund. **The Board of Selectmen supports this Article (5-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - PUBLIC WORKS WHEEL BUCKET LOADER LEASE-PURCHASE - \$22,980
(Annual Lease Payment \$22,980; \$80,000 Paid From Capital Reserves; Total Purchase Price (\$145,000))**

Shall the Town vote to authorize the Board of Selectmen to enter into a 3-year lease/purchase agreement, subject to a fiscal funding clause, which will protect the Town in the event of non-appropriation, for the purpose of lease/purchasing one Caterpillar (or similar) Wheel Bucket Loader and to raise and appropriate the sum of **\$22,980** for the first year's payment for this purpose. The total purchase price of this vehicle is \$145,000. Approval of this warrant article will further authorize the expenditure of \$80,000 from the DPW Vehicles and Heavy Equipment Capital Reserve to arrive at the net/lease/purchase amount of **\$65,000**. **Board of Selectman recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - PUBLIC SAFETY COMMUNICATION EQUIPMENT REPLACEMENT CAPITAL RESERVE - \$20,000

Shall the Town vote to raise and appropriate the sum of \$20,000 to be placed in the Public Safety Communication Equipment Capital Reserve Fund? **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - CONSERVATION LAND FUND - \$20,000

Shall the town vote to raise and appropriate the sum of \$20,000 for the purpose of adding it to the conservation fund created in accordance with RSA 36-A, said land fund being allowed to accumulate from year to year and to be available for the acquisition of property, conservation easements and other RSA 36-A allowable purposes? Contribution furthers the protection of the town's natural resources. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - ASSESSING REVALUATION CAPITAL RESERVE - \$15,000

Shall the Town vote to raise and appropriate the sum of \$15,000 to be placed in the Assessing Revaluation Capital Reserve Fund? **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee support this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - AMBULANCE DEPARTMENT PORTABLE RADIO REPLACEMENT FROM THE PUBLIC SAFETY COMMUNICATION EQUIPMENT REPLACEMENT CAPITAL RESERVE - \$13,927

Shall the Town vote to raise and appropriate \$13,927 to replace Portable Radios for the Ambulance Department with \$13,927 to come from the Public Safety Communication Equipment Replacement Capital Reserve. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article does not have a tax impact.**

WARRANT ARTICLE - ANNUAL LABOR DAY PARADE SUPPORT - \$10,000

Shall the Town vote to raise and appropriate the sum of \$10,000 for the purpose of funding bands, musicians and other allied expenses directly attributed to the annual Labor Day Parade? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - SUMMER BAND CONCERTS SUPPORT - \$9,000

Shall the Town vote to raise and appropriate the sum of \$9,000 for the purpose of holding the annual summer evening Band Concerts (bands, sound system, crossing detail)? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - INDEPENDENCE DAY CELEBRATION FIREWORKS - \$8,500

Shall the Town vote to raise and appropriate the sum of \$8,500 for the purpose of providing the Independence Day celebration fireworks display at a time and location to be determined by the Board of Selectmen? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - PUMPKIN FESTIVAL SUPPORT - \$8,000

Shall the Town vote to raise and appropriate the sum of \$8,000 for purposes of Pumpkin Festival support by Public Works, Police, Fire, and Ambulance Departments? This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - MEMORIAL, VETERANS & LABOR DAY PARADES AND RECOGNITION SUPPORT - \$6,500

Shall the Town vote to raise and appropriate the sum of \$6,500 for the purpose of town support relative to the observance of Memorial, Veterans and Labor Day Parades? These funds shall be used to cover parade costs incurred by Public Works, Police Department and other Town departments, and to purchase flags to be placed on the graves of veterans on Memorial Day. Departmental support costs and materials associated with the provision of these services will be charged against this appropriation. This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee supports this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

WARRANT ARTICLE - BLIND EXEMPTION

Shall the town, pursuant to RSA 72:27-a, vote to increase the Exemption for the Blind (RSA 72:37) amount from \$15,000 to \$30,000. The minimum exemption amount of \$15,000 was established by statute in 2003. The town of Milford has never increased this exemption amount, despite the increase in property taxes since that time and the diminishing effect this exemption has had over time in assisting the Blind. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee does not support this Article (0-0). This Article has an estimated tax impact of \$ on an assessed valuation of \$100,000.**

6. 1) State Legislative Needs - Verbal

9. Approval of Final Minutes - October 26, 2020

DRAFT MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING October 26, 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 Labonte yes, present in the BOS room, Selectman Freel, yes, present in the BOS room, and Chairman Daniels, yes, present in the BOS room. Selectman Dudziak was not present but expected later in the evening.

2. APPOINTMENTS: (Approximate times)

5:30 p.m. – Public Hearing for the Acceptance for Expenditure of Unanticipated Funds over \$10,000 NH RSA (31:95b) – Chairman Daniels opened the public hearing.

- **Governor's Office for Economic Relief and Recovery (GOFEER)**
 - \$ 31,364.70 March thru April
 - \$ 36,532.72 May thru June
 - \$306,401.58 July thru August
 - \$374,299.40 Total**
- **2nd half of the Municipal Aid given initially in October 2019**
 - \$180,593.53
- **Hazard Mitigation Plan Grant**
 - \$13,330.25

Selectman Labonte asked if we were topped out on what we can get from the state and has there been anything proposed going forward. Paul said we are topped and he doesn't know of any other money coming in going forward.

Selectman Dargie asked if a motion was needed to spend any of this money. Chairman Daniels said when the time comes to spend it, yes. Selectman Dargie asked if some of this money is moved to offset the tax rate, would it for this year or next year's rate. Paul Calabria, Finance Director said the Board has several options with this unanticipated revenue, it can be voted to be expended as they did with the Ambulance, apply some of it to reduce the tax burden on the town, or vote to expend it on other expenditures that are needed, or a combination of all three. It doesn't have to be voted on tonight.

DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 10/26/2020

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Selectman Dargie said he understood that if we wanted to apply it to this year’s taxes, it should be done tonight. Paul said it can be done the same way it was done with the Municipal Aid money received last year. Selectman Dargie said we should make some decisions tonight because they will be setting the tax rate soon. Selectman Freel said it he feels we should put the money away and use it for next year’s tax rate. We are still under budget for this year’s taxes. We should wait to see if the town incurs any additional expenses because of COVID-19. Chairman Daniels agreed.

Selectman Freel made a motion to accept the Governor’s Office for Economic Relief and Recovery (GOFEEER) Funds. Seconded by Selectman Dargie. A roll call vote was taken with Selectman Dargie yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 4/0.

Paul said in 2019 the state gave municipal aid to all of the cities and towns. We received ½ last year. We anticipated this year's amount and its part of our revenue projection and will be applied to help reduce this year’s tax rate. Selectman Freel clarified that it wasn't additional money, it was anticipated. Paul said yes.

Selectman Dargie made a motion to accept the 2ND half of the Municipal Aid given initially in October 2019 of \$180,593.53. Seconded by Selectman Freel. A roll call vote was taken with Selectman Dargie yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 4/0.

Paul said this was approved last October we didn’t know that we needed a public hearing because the Town’s portion was under \$10,000. Because the total grant was over \$10,000 the Board now needs to accept the whole amount. Selectman Dargie asked if this money will be applied to the tax rate. Paul said the money was already accepted last year and expended in 2019; this is a bookkeeping item.

Selectman Freel made a motion to accept the Hazard Mitigation Plan Grant of \$13,330.25. Seconded by Selectman Dargie. A roll call vote was taken with Selectman Dargie yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 4/0. Chairman Daniels closed the public hearing.

5:40 p.m. – Tax Rate Setting – Paul Calabria, Finance Director

Paul said the tax rate is currently projected to go up 3% on the town side. These are not solid numbers. The anticipated fund balance should be about \$4.7 million to include the remaining CARES Act monies and the 2020 projected surplus. If the Board wants to keep the town's side of the tax rate flat, this doesn’t include the school or county, we will need to take out \$300 thousand. In February the Board voted to take \$750,000 out of fund balance to reduce the tax rate. Chairman Daniels asked where our fund balance is percent wise. Paul said it’s at 11.5%.

Selectman Dargie asked what the recommend range from the state? Paul said our finance policy is 5% to 15% and the DRA is 5% to 10%. Paul said if we had taken the \$750,000 off the projection it would have ended at 8.6%. Selectman Dargie asked how much can we take out to bring it from 11% back to 8.6%. Paul said the \$750 thousand would get us to 9.7% and another additional \$500,000 would get us to the 8.6%. Selectman Dargie asked what percentage would \$1,000,000 bring us to. Paul said 9.1%.

Selectman Dargie asked if there would be a problem if we took \$1,000,000 out of fund balance and applied it to taxes. Paul said only because we are currently in a pandemic. We don’t know what is going to happen next year. About \$250,000 of the fund balance is CARES Act money.

At this point, Selectman Dudziak joined the meeting. Selectman Labonte agrees with Selectman Freel. Because of this pandemic, our cost could increase substantially. It should be left in fund balance, or do you feel that our budget could cover what may be thrown at us. Administrator Shannon said we want to hold on to at least some of the money in case there are revenue shortfalls. There are unknowns out there.

Selectman Labonte clarified that the tax rate going up 3% doesn’t have anything to do with the 2021 budget, it’s for the current year, and the proposed draft budget for 2021 may increase another 3%. Paul said yes.

Selectman Freel asked for clarification on what the fund balance was. Paul said the fund balance is the town's savings account, which the town has in reserve. Selectman Freel asked how much money the town would have if it shut down tomorrow. Paul said as of 2019, \$4.3 million. Selectman Labonte said the state requires the towns to have a savings account in case of an emergency. We have to have a percent of the school and town's total budget in that account. Selectman Freel

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120 clarified that if we go up 3% on the town's taxes, it will cost about \$300,000 and if we used that same amount from the fund
121 balance to offset the tax rate, we wouldn't go up at all. Paul said yes.

122
123 Selectman Freel clarified that as a Board, we want to keep the fund balance between 5% and 10% and not let it grow to a
124 huge number. Chairman Daniels said yes, over the years we have taken some money out to offset taxes. He asked if Se-
125 lectman Dargie's request for using \$300,000 goes towards the upcoming tax rate. Paul said yes. He will get the total reve-
126 nue answer to the Board as far as School and Town fund balance amount. Selectman Labonte said that amount would
127 change what Selectman Dargie is trying to do. Paul said it would not. Selectman Dargie is trying to keep the tax rate flat
128 on the town's side. The cost this year has gone up to \$300,000 over last year and that is what would neutralize any tax in-
129 crease on the town's side. It will reduce the fund balance a small amount and still save something for next year.

130
131 Selectman Freel asked Selectman Dargie if he would just want to expend \$1,000,000 and bring the tax rate down lower.
132 Selectman Dargie said that is what he wanted to do originally but we should be conservative this year and leave the money
133 in the fund balance. We can do a higher amount next year.

134
135 Selectman Freel asked if the Board has ever gone in to use the fund balance for some type of emergency. Chairman Dan-
136 iels said not significantly. As we get through the budget process we will take a look at the fund balance again and we have
137 the option to see if there is more we can take from that fund balance to go against the first tax in 2021.

138
139 Selectman Freel asked why the fund balance wasn't brought up when we were talking about the \$75,000 for the ambulance.
140 Selectman Dargie said you just can't take the money out for everything. You have to legally appropriate it and to do that
141 outside the regular budget process you probably have to go to court. It is okay to use it for the tax rate, but you just can't
142 spend it. There is a distinction between giving the money back to the taxpayers and just spending the money on things that
143 they need.

144
145 Selectman Dargie said several years ago the fund balance percentage was in the 6% range. We have built it up in the past
146 few years and it's at a reasonable level. He doesn't feel that we should get over 10%. Chairman Daniels said they try to
147 keep it around 7.5%. Selectman Labonte asked if tonight was the last chance to adjust the fund balance for the second half
148 of 2020. Paul said yes. Selectman Labonte asked what percentage the fund balance would be after removing \$300,000.
149 Paul said about 10.4%. Selectman Labonte asked what would the percentage be if you were to remove the CARES Act
150 money. Paul said 9.8%.

151
152 Selectman Freel said Selectman Dargie said we just can't take money out of the general fund but after we accept the
153 CARES Act money, it goes into the general fund, but we've been told that we can use that. Selectman Dargie said its unan-
154 ticipated revenue so you can hold a hearing, which is what we did tonight. Selectman Freel asked if that money goes into a
155 general ledger. Paul said at the end of the year it will roll into the undesignated fund balance if the Board decides not to do
156 anything else with the remainder of the CARES Act funds. There are many different funds that the town controls. The
157 general fund is just the town's total of just the equity in its savings account.

158
159 **Selectman Dargie made a motion to use \$300,000 from the fund balance to reduce the tax rate for 2020. Seconded**
160 **by Selectman Freel. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak, Selectman Labonte**
161 **yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.**

162
163 **5:50 p.m. – Request to Appoint LaShanta Magnusson as a full member to the Recycling and Solid Waste Committee**
164 **– Term Expires 2023.**

165
166 The Recycling Committee is requesting that LaShanta Magnusson be accepted to the Recycling and Solid Waste Commit-
167 tee. Lashanta would like to be more involved in the community. She has many ideas to get the recycling out to the town.

168
169 **Selectman Dudziak made a motion to approve LaShanta Magnusson as a full member of the Recycling and Solid**
170 **Waste Committee. Seconded by Selectman Dargie. A roll call vote was taken with Selectman Dargie yes, Selectman**
171 **Dudziak, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion**
172 **passed 5/0.**

173
174 **3. PUBLIC COMMENTS** – Claudia Lemiere, Milford resident, is representing Troop Four. Their scout house is not
175 suitable for use due to COVID-19. The windows are boarded up and need to be replaced so there is currently no ventilation.
176 Many repairs need to be made. They are looking for alternative space until those repairs can be made. They would like to
177 use the Banquet Hall every other Thursday night starting in December from 7:00pm to 8:30pm. They would also like to
178 have the fees waived to use the Banquet Hall.

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Selectman Freel asked if the Banquet Hall was available and opened to the public. Administrator Shannon said Tina would have to check to see if was available and we have a custodian that works at night. Chairman Daniels said it will have to be disinfected each time it's used. It could be part of the scouts because part of their goals is to leave places as they found it.

Selectman Dargie asked the motion to be changed to include fees being waived. He asked if anyone knows of other organizations in town that may need space because we are setting precedence here. If a lot of people want to use the space that may be an issue. Selectman Freel said we can visit it on a case by case basis. No one was aware of any other groups needing space.

Selectman Dargie made an amendment that this is done at no charge to the scouts. Seconded by Selectman Labonte. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Selectman Freel made a motion to allow the scouts to use the Banquet Hall every other Thursday from 7:00 to 8:30 if it's available as amended. Seconded by Selectman Dargie. A roll call vote was taken with Selectman Dargie yes, Selectman Dudziak, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

Suzanne Fournier, Milford resident, asked what do the Selectman do if an appointed public official in an uncontested violation of a serious state law that falls under a committee that the official is on. Other people have to follow the law.

People appointed by the Selectmen take an oath to abide by the rules and regulations of the New Hampshire constitution. Appointed offices are expected to do their duties and not to act badly or illegally. The state gives the Board of Selectmen the authority to gather information and act upon it which can lead to the removal of said official. She feels that this Board is aware of said case.

Chairman Daniels said such an allegation would need to be brought to the Chair and Board in a non-public meeting. Suzanne said there is a document from the state that went to the Board of Selectmen and the Board that this person serves on.

Chairman Daniels said to his knowledge nothing has been brought to the Board. Suzanne said there is an undisputed violation of state law. She asked if they need to see that documentation, a letter was sent in September. Chairman Daniels said yes, they will follow up on that.

4. DECISIONS – Selectman Dargie made a motion to approve the consent calendar. Seconded by Selectman Labonte. A roll call vote was taken with Selectman Dargie yes, Selectmen Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion passed 5/0.

a) CONSENT CALENDAR.

1. Request for Approval of Notice of Intent to Cut Wood or Timber Map 43 Lot 61.
2. Request for Approval of Petition and Pole License – 1110/6 on Capron Road.
3. Request for Approval of the Milford Lions Club to Decorate the Oval for the Holidays and possibly host Santa on the Oval.

b) OTHER DECISIONS

1. IMA Amendment – Chairman Daniels said the majority of the Board voted to extend the Inter-municipal Agreement, (IMA) for two years. He would like to include Selectman Freel's language in that amendment so that any town that chose to leave MACC Base before the end of the IMA would get any surplus that is due to them. The language is in the side-by-side that we have been reviewing for the past few weeks.

Chairman Daniels made a motion amend their previous vote to include that language. Seconded by Selectman Freel.

Selectman Dargie said he feels that is unnecessary. If it's a two-year extension we expect that it will match up exactly with our need to leave. The IMA will end at the end of 2022 and it will be dissolved and everything divided up. He thinks this may be a stumbling block to getting signatures from the other towns.

Selectman Labonte asked if there have been any discussions from the other towns; where are we with the IMA as of today. Chairman Daniels said they are supporting the 2018 IMA proposal that they came up with and we voted to extend the current 2013 IMA proposal. Selectman Labonte asked if we knew if they had been notified of the motion. Chairman Daniels said this is our motion to go against our IMA. Selectman Labonte asked if there has been any communication with the oth-

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237 er towns. Chairman Daniels said no. Selectman Dargie said our position was announced at the Board of Governors meet-
238 ing.
239

240 Captain Frye said he brought up our motion at the last Board of Governors meeting. The other towns said they would bring
241 this to their Select Boards. Chairman Daniels said there seem to be some different interpretations as to if the towns did or
242 didn't get the money back. All towns should be entitled to get the money back that is due to them.
243

244 Selectman Freel agrees 100%. This isn't just for Milford; it's for every town. It may be a stumbling block, but they are not
245 going to agree with it anyway. He would have a hard time believing that they wouldn't think it's not a good idea. Selectman
246 Labonte said if we do stuff like that, we are no longer asking for an extension of the 2013 agreement, we are looking to re-
247 do it. Selectman Freel said it's an extension with an amendment and it helps everyone. Selectman Labonte said there
248 would be amendments coming in from everyone and that makes it a re-negotiation of a contract. Chairman Daniels agrees
249 with Selectman Freel. If the three towns can agree that they should get money back then there is no hope for an agreement
250 on anything. Selectman Freel said he suggested the wording to protect all towns, not just Milford.
251

252 **Chairman Daniels made a motion amend their previous vote to include that language that towns would get their**
253 **share of their surplus back should they leave before the end of the IMA. Seconded by Selectman Freel. A roll call**
254 **vote was taken with Selectman Dargie no, Selectmen Dudziak no, Selectman Labonte no, Selectman Freel yes, and**
255 **Chairman Daniels yes. The motion failed 3/2 with Selectman's Dargie, Selectman Dudziak and Selectman Labonte**
256 **opposed.**
257

258 **5. TOWN STATUS REPORT – John Shannon**

259 **a. Absentee Ballot Requests** - The Town Clerk has received several questions concerning absentee ballot requests. The
260 Town Clerk has not sent any letters or cards out to Milford residents on this issue but some outside, third parties have. If
261 you wish to vote absentee, you simply fill out the proper form (which you can obtain at Town Hall) and return it to the
262 Town Clerk's Office. If you wish to vote in person, you may do so at Milford High School on November 3rd. Any ques-
263 tions or concerns about this process can be directed to the Town Clerk's Office.
264

265 **b. Town Budget Process** – The Town has begun the budget process for 2021. The first draft of the budget has been put
266 together by the Town staff and has been submitted to the Board of Selectmen (BOS) and the Budget Advisory Committee
267 (BAC). The BAC holds public meetings in the Town Hall Auditorium and on Zoom every Tuesday at 6:30 pm for those
268 wishing to join. The process will continue throughout the fall.
269

270 **6. DISCUSSIONS:**

271 **a. Delinquent Property Tax Interest Rate** – Earlier this year the Board voted to reduce the delinquent property tax inter-
272 est rate from 8% to 2.5%.
273

274 Selectman Freel asked if any numbers were in because of the reduction. Paul said the current collections are at 97.7%
275 compared to last year at this time which was 97.9%.
276

277 Selectman Freel made a motion to return the interest rate on delinquent taxes back to 8%. Seconded by Chairman Daniels.
278

279 Paul said the tax collector said, "Another issue to discuss is the changing of the interest rate from 2.5% to 8% between first
280 and second billing. The second bill is considered the actual tax bill for the year, as it shows the full year tax amount with
281 the new tax rate. Adjusting the interest rate for a partial tax year comes with problems our software is not geared to accom-
282 plish. She expects when the final billing is processed, the 2.5% is going to jump to 8% for the owners with a balance from
283 the first billing, which may be a few hundred property owners. Changing it back to 8% will make it go retroactively back to
284 June 1st and will jump their interest rate from 2.5% to 8%.
285

286 Selectman Freel said we did this because we thought we were going to be in a shortfall and we ended up where we were
287 last year. Selectman Labonte said if someone didn't pay their first bill and by the time the second bill is due, does that in-
288 terest rate all go up to 8%. Paul said yes. Selectman Labonte said he would rather the 2021 year go back to 8%.
289

290 Selectman Freel said there was a reason we did this and if it wasn't for COVID-19, it wouldn't have happened. Selectman
291 Labonte said if people are still affected by COVID-19 and having a hard time, they shouldn't be penalized for it.
292

293 Marti Noel, Assessing Director reminded the Board about the hardship abatement process after the final tax bill goes out.
294 It's another option for people who are struggling with unpaid taxes. Chairman Daniels thanked Marti for that reminder.
295

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296 Paul said the tax collectors' recommendation is to extend the 2.5 to April 30, 2021, which is when 2020 taxes will be liened.
297 That would be a better situation as far as the software. Selectman Dargie is in favor of leaving it at 2.5% until April 30th.
298 He thinks it's unfair to retroactively change people's interest rates on unpaid taxes. If you wanted to change it you would
299 have to do a manual statement of everyone's taxes which is a burden on the tax collector.
300

301 Selectman Labonte asked if we consider interest on past-due taxes as anticipated or unanticipated funds. Paul said it's an-
302 ticipated. Selectman Labonte said why would we anticipate people paying their taxes late. Paul said that is a function of
303 how government works, there is always going to be a certain amount of people who can't pay their taxes on time. Select-
304 man Labonte asked where we were on the amount of anticipated late taxes. Paul said we received about \$2,100 and if it
305 were 8% we would have received about \$6,700 so we are about \$4,600 behind the anticipated revenue.
306

307 Selectman Freel asked how the tax collector felt if she had to manually go in and make adjustments if we were to raise it
308 back to 8%. Paul said she is allowed to write off a certain amount which the Board just increased this past year. Every-
309 thing else would have to come to the Board for approval.
310

311 Chairman Daniels said if we were to extend the 2.5% through April 30th we would need to make a motion now so that peo-
312 ple have a heads up that it's going to end so we don't get into a retroactive situation. Paul said yes. Selectman Dargie said
313 it would show up on the tax bills. The one that goes out soon would have 2.5% on it and the one going out in June would
314 have 8% on it, which would be the formal notification.
315

316 Chairman Daniels asked when they passed the 2.5%, was it for just the first tax bill. Paul said yes. Selectman Freel asked
317 Paul what he would suggest. Paul said he feels that the Board should keep it at 2.5% through April 30, 2021. There might
318 be a shortfall of about \$12,000 to \$15,000. Selectman Labonte said that would be split over two years.
319

320 Selectman Freel said we did this because we thought that people would be out of work and we would be at a 40% decrease
321 in taxable income coming in. We didn't have that; we were just about on point from previous years. Chairman Daniels
322 said this vote would pertain more to the software and adjustments that need to be made as opposed to moving it back to 8%
323 effective on May 1, 2021.
324

325 Chairman Daniels withdrew his second on Selectman Freel's motion to return the interest rate on delinquent taxes back to
326 8%. Selectman Freel withdrew his previous motion.
327

328 **Selectman Freel made a motion to extend the 2.5% through April 30, 2021. Seconded by Selectman Labonte. A roll**
329 **call vote was taken with Selectman Dargie yes, Selectmen Dudziak yes, Selectman Labonte yes, Selectman Freel yes,**
330 **and Chairman Daniels yes. All were in favor. The motion passed 5/0.**
331

332 **b. Review of Revised Oval Rules** - Selectman Dargie moved to table this until November 23rd.
333

334 **c. Repeaters in Vehicles** – Selectman Labonte said there are 21 pages of radio problems and he thinks they all have to do
335 with portable radios. There doesn't appear to be any problems communicating from the police vehicles that he has been
336 able to determine. In his opinion, the portables are not able to get through to MACC Base. He wants repeaters in the police
337 vehicles for what he calls a "now fix", instead of waiting two years. He referenced an e-mail from Cheryl Giggitts, CTA
338 Consultant, which was sent to the Board in March and July for radio costs. The cost for repeaters and replacing radios at a
339 cost of \$150,000 to \$200,000 with 50% if that being the cost of repeaters. That comes down to \$75,000 to \$100,000.
340

341 Selectman Labonte requested that we get a quote from our current vendor and it came back at \$169,358. He thinks that was
342 a big jump from what we were originally told. He was unable to obtain a personal copy of the quote because both Captain
343 Frye and the Town Administrator said they couldn't give him. He said this is unreasonable. In his opinion, our vendor was
344 slow to get us a quote because they were prioritizing their time on our RFP for the communications center.
345

346 He thinks there are two different issues here, the RFP is one and the repeaters in the police vehicles are a completely sepa-
347 rate one. The Board received an e-mail on October 22nd stating the price of the repeaters had gone up to \$221,874. If we
348 had a quote for the first amount on October 12th, why is it now \$221,874? He feels he deserves an explanation.
349

350 Chairman Daniels clarified that the first quote was around \$170,000. Selectman Labonte said that is what Captain Frye
351 said. He then repeated the July e-mail between \$150,000 and \$200,000. Chairman Daniels clarified that the first quote was
352 between \$150,000 and \$200,000 and then Captain Frye came back with an e-mail for \$170,000 which is right between the
353 first quote. Selectman Labonte said between October 12th and October 22nd it went another \$60,000.
354

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355 Captain Frye said the reason for the jump is because this is now for all the vehicles. Their theory is that if they are going to
356 entertain the idea of repeaters we should do all the cars at once. Selectman Labonte said the \$169,000 is for 15 vehicles and
357 \$60,000 to outfit three additional vehicles.

358
359 Chairman Daniels asked if the \$169,000 included installation or was it just for repeaters. Captain Frye said just repeaters
360 and now there is a cost for the installation with the new licensing for the repeaterized channel that they put in. Chairman
361 Daniels said then the \$222,000 includes another additional three vehicles and installation cost for all the vehicles. Captain
362 Frye said yes and there are also proprietary discounts once awarded on the contract. He would have to discuss this in non-
363 public.

364
365 Selectman Labonte said he would like that because he wasn't referring to anything in the RFP when he requested his quote
366 for repeaters. He wants to know why he isn't entitled to a quote in hand. This has nothing to do with the RFP. Captain
367 Frye said the equipment that they are putting in the vehicles is part of the RFP. Selectman Labonte thinks when the RFP
368 failed in March there was no connection there either. He wants to know if it's ok for him or anyone on the Select Board to
369 contact a vendor directly. Selectman Freel said they shouldn't have to.

370
371 Selectman Labonte said he has spoken to other vendors and these prices are sky high for repeaters. He understands that
372 only coming back with one price isn't the way to do this. He repeated that this has nothing to do with this RFP for a Mil-
373 ford only dispatch center. He asked for equipment that would fit into a P25 system. He has 21 pages of e-mails. He
374 couldn't get back on CTA's link that they sent to us originally where everything was going to be captured and collected for
375 us to review saying he was locked out of that for some reason. Ninety percent of the complaints are on the portables. He
376 spoke to other agencies who said that repeaters in their vehicles have solved their portable problems. He thinks the officers
377 are scared to come to work. We need to do something about this. Would he speak to the town counsel to see if he can talk
378 to a vendor himself?

379
380 Chairman Daniels said it was his understanding that it was the vendors that said they didn't want their information divulged
381 until a decision has been made because the inclusion of the repeaters was in their whole package. Selectman Labonte said
382 it sounds like they want the whole pie and not just a piece of the pie. He wants to know who he can contact.

383
384 Selectman Freel said if the vendors are coming in with a package price they might not want to divulge what it is for each
385 part. They would want to wait for their package to come through. Selectman Labonte said let's say hypothetically, isn't
386 divulged until March, should we have to stand still for five months. Chairman Daniels said he understood that we would
387 know this information within a month.

388
389 Chairman Daniels asked Selectman Labonte what it was that he wants to check on. We have competing companies out
390 there right now. What are you going to be able to look at and say, okay, what if we went with this when you don't even
391 know what company is going to be chosen yet.

392
393 Selectman Labonte said everyone keeps relating to Milford Communications, when it fails in March, he doesn't want to
394 have to pick the pieces up then, he wants to get the offices a fix now.

395
396 Chairman Daniels asked how does Selectman Labonte knows that the people will turn this down and what if the Board de-
397 cides that we will go forward with a different company than what Selectman Labonte is targeting on repeaters. It doesn't fit
398 into their system. Selectman Labonte said for two years, it hasn't passed. The repeaters are the first step in getting police
399 communications in less than two years. Two years from now, if this passes, this will be up and running. The public is con-
400 cerned about our officers and our communications. If you buy these now and the article passes, you may be able to lower
401 the cost because you bought an element and gained two years of officer safety.

402
403 Cheryl Giggitts, CTA Consultant, said we are currently in competitive negotiations with two submissions. Any vendor
404 would be hesitant to allow you to publish any pricing because that would give their competitors an unfair advantage. We
405 haven't opened pricing for the proposals that we have. She isn't recommending that you wait until March to decide on this,
406 she is suggesting that you wait a few more weeks so they can give you a recommendation. At that point, whatever vendor
407 you want to go with, you can enter into a discussion with them if you want to add the repeaters to your vehicles.

408
409 Selectman Labonte feels like rocks have been thrown in front of him and that he has been asking the same questions since
410 March. He asked for a quote because he didn't want a range. In his opinion, they couldn't work on the quote because they
411 were too busy working on the RFP. He thinks that is two different elements, two different customers. What he asked Cap-
412 tain Frye for would have been a price from the Milford Police Department on repeaters. This RFP for the Milford Commu-
413 nications Center is not a Police Department function; it's a Town of Milford Function. Chairman Daniels said yes. Select-

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414 man Labonte said the Town of Milford may have received a price on an RFP for a communications center; the Police De-
415 partment didn't get a price.

416
417 Bobby Jones, AFSCME Union Representative, said he agrees with Cheryl, we don't know what direction we are going in
418 so let's not throw good money after bad just to say that we did so. The Board has turned the page on progress; don't take
419 two steps back at this point. He wonders what agencies that Selectman Labonte has spoken with because he has 30 years of
420 dispatch experience in the State of New Hampshire and he doesn't know of many agencies that would swear by repeaters in
421 the cars to the extent that Selectman Labonte is saying they do. He's curious to find out which agencies are saying that this
422 is a "fix-all" solution. He is concerned that Selectman Labonte keeps harping on that point that it's going to get voted
423 down in March, but a couple of sentences later he says that he speaks to the public and the public is concerned about our
424 officers. If the public is concerned about our officers, why would they vote this down in March? We keep having these
425 same discussions over and over. We started another process similar to this late last fall and he doesn't remember any of the
426 meetings that he attended where Selectman Labonte said, "Let's just focus on repeaters". It wasn't until after the March
427 election that he started jumping on that bandwagon. If this is a personal vendetta against the Police Department, this isn't
428 the avenue to be facing it.

429
430 Cheryl said this is a competitive bidding process that has been put out there. You are cutting this thin by saying it's be-
431 tween the town and the Police Department. The Town is overseeing the Police Department, they are not separate entities.
432 When these two vendors bid on this, it's not like we are giving it to the town but the Fire Department can give out this pro-
433 prietary information, this is sacred to them. If anyone uses their proprietary information improperly it can have legal rami-
434 fications. Give CTA a couple of weeks to come up with a recommendation and re-visit it then.

435
436 Captain Frye said he would like to schedule a non-public session at the next meeting on November 9th. Two-way Commu-
437 nications and Motorola Solutions would like to come in at a non-public session and talk about the repeaters paperwork that
438 they sent to us.

439
440 Selectman Labonte asked if Captain Frye had a copy of the request. He finds it disturbing that someone in the town can
441 have a copy of that, but the Board of Selectmen can't. As far as what Bobby Jones said, Selectman Labonte isn't going to
442 debate it with him, but he says he has been vocal through the whole thing even when he was on the Budget Advisory
443 Committee. He said he doesn't have a vendetta with the Police Department of Milford. If he did, why would he be trying to
444 get the Police Department communications? Selectman Labonte accused Mr. Jones, the Police Union Representative, of
445 being disrespectful towards him.

446
447 Selectman Labonte asked again if it was okay for him to talk to vendors directly. Should he check with legal counsel?
448 Chairman Daniels said any Board member is entitled to talk to whoever they want. Knowing that two companies are com-
449 peting against each other for a larger bid, he feels it would be inappropriate. We have already heard from one of the ven-
450 dors and they don't want to divulge their quote for the repeaters as part of a larger portion of their RFP for fear it could be
451 shared improperly. Approaching such a person when they have already made that statement especially as an individual
452 Board member, not as a representative of the Board could be construed that they feel intimidated and they needed to give
453 the information to you.

454
455 Selectman Labonte said he's looking to be as open as possible. He doesn't have a problem having someone else with him
456 at the time. He feels that the numbers appear to be much different than the numbers that are shown in other places. He's
457 not looking to do anything to the RFP.

458
459 Chairman Daniels said when you talk about not wanting to do anything with the RFP, the RFP is an umbrella and under
460 that umbrella are the repeaters that they don't want to talk about. You have the ability to talk to whomever you want, you
461 can take whatever information you have and bring it back to be presented to the Board. If you can get a majority of the
462 Board to support your position, we will go in that direction. Up until now, the Board has agreed to go after the RFP. When
463 we review the figures on November 9th we will have a better idea of where the Board will go in the future.

464
465 Selectman Labonte said every time he asks a question he's told to just wait. He has been asking for a number for repeaters
466 before the release of the RFP. He's been very vocal since March. Chairman Daniels repeated that the Board has voted on
467 the RFP and have two companies competing for it. Selectman Labonte said their numbers are already in and sealed in a
468 box. Chairman Daniels said they have not been presented to the Board yet, they will be presented at the next meeting in a
469 non-public session. Selectman Labonte repeated, the number is sealed and in this building.

470
471 Cheryl said they have received sealed price proposals however, once we entered into competitive negotiations we've asked for
472 revisions. Those are due at the end of this week and they are allowed to revise pricing at that time. Technically the initial

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473 pricing will not be opened; the revised pricing will be opened once they are received. Selectman Labonte said, “We never
474 get to see the original pricing”? Cheryl said after the fact you can look at whatever you want. Selectman Freel said it won’t
475 matter because they will already have a lower price. Cheryl said their goal is to get you the best possible price for the sys-
476 tem that you need.

477
478 Selectman Labonte repeated that it is two different things. Cheryl said she understands his perspective but from the ven-
479 dor’s perspective they are still in a competitive pricing situation and are not different. We haven’t opened the pricing and
480 they have an opportunity to revise any pricing and give us the best and final pricing. Releasing that information might be
481 construed as giving their competitors an unfair advantage.

482
483 Selectman Freel asked if Two-way Communications and Motorola Solutions were the same companies doing the RFP.
484 Captain Frye said yes. Motorola and Two-way is the same company. Motorola is the mother company and Two-way is the
485 distributor. They are one of the two vendors in the RFP. Selectman Freel asked why we would want to be in non-public
486 with just them. Captain Frye said the equipment is the same as what is in the RFP, but Selectman Labonte wants to start
487 now to put that equipment in cars. They don’t want it to be out in public until after the bid is awarded.

488
489 Selectman Labonte asked if they were going to vote for a budget committee member for MACC Base. Chairman Daniels
490 said yes, there is a budget hearing next week. He was the representative the last time. Selectman Freel asked if Chairman
491 Daniels wanted that position. Chairman Daniels said he will do it, he’s done it before and he thinks it’s important especial-
492 ly this year. They only have two hearings so he has time.

493
494 **Selectman Dargie made a motion to appoint Chairman Daniel's budget committee member to the MACC Base**
495 **Board of Governors. Seconded by Selectman Dudziak.**

496
497 **Selectman Labonte made a motion to appoint himself to be the budget committee member to the MACC Base Board**
498 **of Governors. No one seconded.**

499
500 **A roll call vote was taken for the first nomination with Selectman Dargie yes, Selectman Dudziak yes, Selectman**
501 **Labonte no, Selectman Freel yes, and Chairman Daniels yes. The motion passed 4/1 with Selectman Labonte op-**
502 **posed.**

503
504 Selectman Labonte asked Chairman Daniels if he voted his will or the will of the Board. He votes the will of the Board. He
505 didn’t want a budget committee but the Board voted against it. If you change the IMA, you can dispense with the budget
506 committee. He intends to share the information from MACC Base and the budget committee with our Board.

507
508 **7. PUBLIC COMMENTS:** - There were no comments at this time.

509
510 **8. SELECTMEN'S REPORTS/DISCUSSIONS.**

511
512 Selectman Dudziak said the Wadleigh Memorial Library is closed due to a staff member coming down with COVID-19.
513 Selectman Dargie said there was an update. Selectman Dudziak said she hasn’t received anything. Selectman Dargie said
514 something was posted on Facebook. They will be open for all services except for indoor browsing and computer use.

515
516 Selectman Labonte said GTA will be going digital in about two weeks. This will help the picture and sound.

517
518 **a. FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.**

519
520 **b. OTHER ITEMS (that are not on the agenda).** Chairman Daniels said postcards were sent out by the Town Clerks
521 office for the new configuration at the polls on November 3rd.

522
523 **9. APPROVAL OF FINAL MINUTES - Selectman Dargie moved to approve the minutes of October 12, 2020, as**
524 **presented. Seconded by Selectman Dudziak. A roll call vote was taken with Selectman Dargie yes, Selectman Dudzi-**
525 **ak yes, Selectman Labonte yes, Selectman Freel yes, and Chairman Daniels yes. All were in favor. The motion**
526 **passed 5/0.**

527
528 **10. INFORMATION ITEMS REQUIRING NO DECISIONS.**

529 a. N/A

530 **11. NOTICES.** Notices were read.

531

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532 **12. NON-PUBLIC SESSION.**

533
534 **13. ADJOURNMENT: Selectman Dudziak moved to adjourn at 7:32. Seconded by Selectman Freel. A roll call vote**
535 **was taken with Selectman Dargie yes, Selectman Dudziak yes, Selectman Labonte yes, Selectman Freel yes, and**
536 **Chairman Daniels yes. All were in favor. The motion passed 5/0.**

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548 _____
549 Gary Daniels, Chairman

548 _____
549 Chris Labonte, Member

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553 _____
554 Paul Dargie, Vice Chairman

553 _____
554 David Freel, Member

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558 _____
559 Laura Dudziak, Member