

# Granite Town Media

5:30 Granite Town Media (GTM) Update - Chairman, Josh  
Breault and Community Media Director, Chris Gentry



# What does GTM do?

- Records various town and school meetings
- Records special in town events
- Records local sports
- Maintains four local cable channels as well as four online streams
- Maintains and regularly updates Video On Demand service
- Audio visual support on town property and buildings for special functions
- Works with local nonprofits as well as residents to create content for public consumption
- Maintains and archives all official town social media accounts
- Designs graphic elements for town use
- Supports town departments in graphic design and creation of media
- Schedules and implements simlecasting with other public access stations in New Hampshire
- Maintains and updates town website
- Maintains and regularly updates a rolling bulletin of town events and programs on all four of our cable channels
- Maintains professional broadcast audio visual equipment in multiple town and school facilities
- Edits footage to meet broadcast standards for playback

# What is Our Revenue?

	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total
2019	42,412.89	42,668.61	42,408.43	42,742.66	170,232.59
2020	43,438.97	41,016.79	42,706.58	43,048.23	170,210.57
2021	42,808.13	42,338.59	43,329.40	43,350.61	171,826.73
2022	43,027.34	42,561.38	42,517.61		128,106.33*

\*Fourth Quarter usually comes in February of the next year.

**Revenue comes entirely from 3% Cable TV franchise fees from Comcast.**

# What About Budget?

- Current budget is expended at about 96%
  - Total Budget is \$168,705 - Actual expended is \$161,291
  - Reminder - We had to Purchase a new VOD and On-Demand (Live) in an emergency case
- Next 2 years Capital Expenses from 10 Year plan
  - New video switcher and cameras for BoS room - 2023
  - New computer for editing, web, and admin purposes - 2024 (Was originally VOD and Live)
- Current Revolving fund Balance
  - **2022** - \$278,148
    - Past Revolving fund balances
      - **2021** - \$307,903
      - **2020** - \$303,309
      - **2019** - \$304,986



# What would be the Impact

There is a range depending on what your service is. Below is a chart of approximate current fees and what the monthly cost would be after. Numbers for current are based on average costs in the town. Actuals for individual bills will vary.

The Franchise Fee is only related to Cable, not internet or phone, so the percentage is relative to only cable related costs not the total bill.

Total Cost of Service/Equipment	3%	5%	Monthly Change
\$55	\$1.65	\$2.75	\$1.10
\$80	\$2.40	\$4.00	\$1.60
\$125	\$3.75	\$6.25	\$2.50
\$150	\$4.50	\$7.50	\$3.00

72% of Current Subscribers lie in the range of the first three set of numbers above



# MEMORANDUM



**To:** Board of Selectmen  
**From:** Eric Schelberg, Director  
**Date:** December 6, 2022  
**Subject:** Ambulance Transport – Fee Schedule Increase

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This memorandum serves to request the Board to approve an increase to the current ambulance transport fee schedule, as noted below, effective January 1, 2023.

I am proposing the Board approve a 10% increase as follows:

	<u>PROPOSED</u>	<u>CURRENT</u>
Basic Life Support (BLS) – Emergency:	\$ 781.00	\$ 710.00
Advanced Life Support (ALS1) – Emergency:	\$1,122.00	\$1,020.00
Advanced Life Support (ALS2) – Emergency:	\$1,760.00	\$1,600.00
Advanced Life Support (ALS1) – SCT:	\$2,063.00	\$1,875.00
Mileage:	\$ 17.35	\$ 15.75

As the Board may recall, the department implemented a 10% increase in May 2021.

Anticipated revenue generation: \$24,239.00

I am requesting the Board adopt the proposed increases as noted or, as always, the Board could modify, defer for evaluation and discussion or take no action. Any approved increase can be put into place at any time the Board authorizes.

Please do not hesitate to contact me with questions regarding this subject.



# TOWN OF MILFORD

## FIRE DEPARTMENT

39 SCHOOL STREET

MILFORD, NEW HAMPSHIRE 03055

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### Permit Fee Schedule Recommendations

#### Introduction

The existing schedule of permit fees was adopted in March 2015. In that 7-year span of time, the costs of goods and services have increased an average of 20%. Permit fees help to offset the financial impact of personnel processing and recording documents, vehicle fuel and maintenance costs associated with performing inspections, and personnel costs associated with plans review, code analysis, and inspections. The Milford Fire Department reviewed publicly available permit and inspection fee data for 10 similarly sized NH communities across multiple regions. The population of these communities ranges from 12,066 to 18,361. The communities that data was collected from are: Goffstown, Laconia, Hampton, Exeter, Durham, Hooksett, Lebanon, Pelham, Claremont, and Somersworth. These communities represent a comparison of similar size while maintaining the diversity of the market.

#### Context

Each community in NH determines how authority for permitting and inspections is delegated individually. Many communities delegate heavily to code enforcement or building safety department, while others delegate to the fire department. Communities that delegated these permit types to the fire department generally assigned a flat fee to the permit, whereas communities that delegated to a building safety or code enforcement department tended to assess fees based on a calculated factor of the total project value or cost. Only data for flat fees were assessed in the report.

#### Permits and Fees

##### Blasting Permit:

Low: **\$25**    High: **\$225**    Avg: **\$78**    Milford: **\$35**    Diff.: **-\$43**    Recommend: **\$75**

Of the 10 communities reviewed, 7 have a blasting permit type. The fees ranged from the lowest of \$25 to the highest at \$225, the average fee across all 7 was \$78. Milford's current fee for blasting permits is \$35, which is \$43 below average. It is recommended that our fee be adjusted to \$75.

##### Mechanical Permits:

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Low: **\$25** High: **\$125** Avg: **\$46.63** Milford: **\$35** Diff: **-\$11.63** Recommend: **\$45**

Mechanical permits cover the installation of fuel-fired appliances, such as propane or natural gas, wood or pellet appliances, and oil-fired appliances. All 10 communities reviewed had some type of permit that applies to this category. Some had different fees for different types of appliances. Where that was the case, the appliance fees were averaged to assign a single value for this category.

The fees ranged from the lowest of \$25 to the highest at \$125, the average fee across all 10 was \$46.63. Milford's current fee for mechanical permits is \$35, which is \$11.63 below average. It is recommended that our fee be adjusted to \$45.

#### Generator:

None of the communities surveyed had a separate fee or permit allocated for generator installations. These installations would be part of mechanical and/or electrical permits in that case. The Milford Fire Department fee for generator permits has historically been identical to the mechanical permits. It is therefore recommended that generator installations be merged with the mechanical permit fee.

#### Above Ground LPG Tank:

Low: **\$40** High: **\$50** Avg: **\$48.33** Milford: **\$35** Diff.: **-\$13.33** Recommend: **\$50**

Of the 9 communities reviewed, 6 have an Above Ground LPG permit type. The fees ranged from the lowest of \$40 to the highest at \$50, the average fee across all 6 was \$48.33. Milford's current fee for blasting permits is \$35, which is \$13.33 below average. It is recommended that our fee be adjusted to \$50.

#### Below Ground LPG Tank:

Low: **\$50** High: **\$125** Avg: **\$63.75** Milford: **\$35** Diff.: **-\$28.75** Recommend: **\$65**

Of the 9 communities reviewed, 8 have an Under Ground LPG permit type. The fees ranged from the lowest of \$50 to the highest at \$125, the average fee across all 8 was \$63.75. Milford's current fee for blasting permits is \$35, which is \$28.75 below average. It is recommended that our fee be adjusted to \$65.

#### Tank Removal:

Low: **\$50** High: **\$75** Avg: **\$60** Milford: **\$35** Diff.: **-\$25** Recommend: **\$60**

Of the 9 communities reviewed, 6 have a Tank Removal permit type. Tank Removals pose a significant safety and environmental hazard because the tanks either have contained or still contain product. The inspections ensure that necessary requirements for safe product removal, tank handling and disposal and environmental mitigation are followed. The fees ranged from the lowest of \$50 to the highest at \$75, the average fee across all 6 was \$60. Milford's current fee for tank removal permits is \$35, which is \$25 below average. It is recommended that our fee be adjusted to \$60.

#### Gas Piping:

Low: **\$25** High: **\$50** Avg: **\$33.33** Milford: **\$35** Diff.: **\$1.67** Recommend: **\$35**

Of the 9 communities reviewed, 3 have a Gas Piping permit type. In many communities, this is absorbed into the higher fee for the mechanical appliance installation. The fees ranged from the lowest of \$25 to the highest at \$50, the average fee across all 3 was \$33.33. Milford's current fee for gas piping permits is \$35, which is \$1.67 above average. It is recommended that our fee remain at \$35.

Reinspection Fee:

Low: **\$30\*** High: **\$100\*** Avg: **\$61** Milford: **\$0** Diff.: **-\$61** Recommend: **\$50**

Currently, Milford does not charge a fee for reinspections. When an installation is found to not comply with the codes and standards, a reinspection must often occur after corrections are made to verify code compliance. This incurs additional personnel hours that are not accounted for as part of the regular permit fees. During the data collection, we discovered that 6 of the 10 communities we reviewed have a fee for reinspections. Several of them have an escalating fee schedule for this as well, which is why the low and high values are marked with an \*. Based on the average fee for comparable communities, a fee of \$50 per reinspection is recommended.

**4. a) 1) Approval of Timber Report, Map 5, Lot 18**

**ORIGINAL WARRANT  
YIELD TAX LEVY  
December 12, 2022  
THE STATE OF NEW HAMPSHIRE**

**COUNTY OF:** Hillsborough

Kathy Doherty, Collector of Taxes for Town of: Milford, in said County.

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

Given under our hands and seal at *ENTER TOWN or CITY NAME*,

Paul Dargie	Date
Tim Finan	Date
Gary Daniels	Date
Laura Dudziak	Date
David Freel	Date

**DATE OF BILLING: December 12, 2022**

NAME & ADDRESS	TAX MAP & LOT	OPERATION #	YIELD TAX DUE
Carter, Erin s & Michael J  58 Hartshorn Mill Rd Milford, NH	5/18	22-303-03-T	\$3,407.66
<b>DATE YIELD TAX DUE:</b>			<b>January 13, 2023</b>



**CERTIFICATION OF YIELD TAXES ASSESSED**  
**INTENT FILED DURING TAX YEAR: 2022.000**

TOWN / CITY OF: Milford  
 COUNTY OF: Hillsborough  
 DATE OF BILLING: December 12, 2022

SEND **SIGNED COPY TO:** NH DEPARTMENT OF REVENUE ADMINISTRATION  
 MUNICIPAL AND PROPERTY DIVISION  
 PO BOX 487  
 CONCORD, NH 03302-0487  
 or E-mail to [timber@dra.nh.gov](mailto:timber@dra.nh.gov)

Paul Dargie	12/12/2022
Tim Finan	12/12/2022
Gary Daniels	12/12/2022
Laura Dudziak	12/12/2022
David Freel	12/12/2022

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET (In Thousands)	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VALUE	TAX AT 10 %	
Carter, Erin s & Michael J  58 Hartshorn Mill Rd Milford, NH	WHITE PINE	198.350			\$166.00	\$32,926.10	\$3,292.61	Subtotal of TAXES Due (Col. #9)
	HEMLOCK	10.360			\$51.40	\$532.50	\$53.25	
	RED PINE							
	SPRUCE & FIR							
# 2	HARD MAPLE							\$3,407.66
DESIGNATED ON NOTICE OF INTENT TO CUT	WHITE BIRCH							
	YELLOW BIRCH	0.080			\$157.50	\$12.60	\$1.26	
	OAK	0.770			\$415.00	\$319.55	\$31.96	
MAP & LOT NUMBER  5/18	ASH	0.170			\$188.80	\$32.10	\$3.21	Less bond or amount previously paid, if applicable
	SOFT MAPLE	0.305			\$134.40	\$40.99	\$4.10	
	BEECH/PALLET/TIE LOGS	0.030			\$59.70	\$1.79	\$0.18	
	PINE BOX / PALLET							
	OTHER:							
# 3	OTHER:							
OPERATION NUMBER					TONS	CORDS		
22-303-03-T	SPRUCE & FIR				\$ -			Total Amount Due
	HARDWOOD & ASPEN		18.16		\$ 3.64	\$66.10	\$6.61	
	PINE				\$ -			
	HEMLOCK		18.48		\$ 2.64	\$48.79	\$4.88	
ACCOUNT OR SERIAL #:	BIOMASS CHIPS				\$ -			
	HIGH GRADE SPRUCE				\$ -			
	CORDWOOD			12.00		\$ 8.00	\$96.00	\$9.60
						\$34,076.52	\$3,407.66	



TOWN / CITY:  
 COUNTY:  
 OWNER:  
 COMPANY / OWNER 2:  
 ADDRESS:  
 TOWN / STATE / ZIP:

Milford
Hillsborough
Carter, Erin s & Michael J
58 Hartshorn Mill Rd
Milford, NH

INTENT FILED DURING TAX YEAR: 2022

ACCOUNT & SERIAL #:	
TAX MAP & LOT #:	5/18
OPERATION #:	22-303-03-T
DATE OF BILLING:	December 12, 2022

SPECIES	LOW MBF	HIGH MBF			RANGE DIFFERENCE	RATING %	STUMPAGE VALUE*	BOARD FEET (In Thousands)			
WHITE PINE	\$100.00	\$200.00			\$100.00	0.66	\$ 166.00	198.350			
HEMLOCK	\$25.00	\$65.00			\$40.00	0.66	\$ 51.40	10.360			
RED PINE	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
SPRUCE & FIR	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
HARD MAPLE	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
WHITE BIRCH	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
YELLOW BIRCH	\$75.00	\$200.00			\$125.00	0.66	\$ 157.50	0.080			
OAK	\$250.00	\$500.00			\$250.00	0.66	\$ 415.00	0.770			
ASH	\$70.00	\$250.00			\$180.00	0.66	\$ 188.80	0.170			
SOFT MAPLE	\$75.00	\$165.00			\$90.00	0.66	\$ 134.40	0.305			
BEECH/PALLET/TIE LOGS	\$30.00	\$75.00			\$45.00	0.66	\$ 59.70	0.030			
PINE BOX / PALLET	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
OTHER:	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
OTHER:	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
OTHER:	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
TONS & CORDS	TONS LOW	TONS HIGH	CORDS LOW	CORDS HIGH	TONS	CORDS	RATING %	STUMPAGE VALUE TONS	STUMPAGE VALUE CORDS	#TONS	#CORDS
SPRUCE & FIR	\$0.00	\$0.50			\$0.50		0.00	\$ -		0.000	
HARDWOOD & ASPEN	\$1.00	\$5.00			\$4.00		0.66	\$ 3.64		18.160	
PINE	\$0.00	\$0.00			\$0.00		0.00	\$ -		0.000	
HEMLOCK	\$0.00	\$4.00			\$4.00		0.66	\$ 2.64		18.480	
BIOMASS CHIPS	\$0.00	\$0.00			\$0.00		0.00	\$ -		0.000	
HIGH GRADE SPRUCE	\$0.00	\$0.00			\$0.00		0.00	\$ -		0.000	
CORD WOOD/FUELWOOD			\$8.00	\$15.00		\$0.00	0.66		\$ 8.00		12

\* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE

4. a) 2) Report of Intent to Cut, Map 6, Lot 41-1



FORM PA-7 (Assigned by Municipality)

YR TOWN OP#

-  -  - T

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

For Tax Year April 1, 2022 to March 31, 2023  
 BY: \_\_\_\_\_

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.  
TAX MAP #6, LOT #41-1
- Intent Type: Original  Supplemental  \_\_\_\_\_  
(Original Intent Number)
- Name of Access Road: WOODWARD DRIVE
- 5a. Acreage of Lot: 17.12 Acreage of Cut: 2
- 5b. Anticipated Start Date: 12/15/2022
- Type of ownership (check only one):
  - Owner of Land and Stumpage (Sole Owner)
  - Owner of Land and Stumpage (Joint Tenants)
  - Owner of Land and Stumpage (Tenants in Common)
  - Previous owner retaining deeded timber rights
  - 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.

Anna Pham 12/07/2022  
 SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

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

James Bridge 12/07/2022  
 SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

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

110 BROOK STREET  
 MAILING ADDRESS

FRAMINGHAM MA 01701  
 CITY OR TOWN STATE ZIPCODE

jamie.bridge@verizon.net  
 E-MAIL ADDRESS

(508) 405-4345 (508) 561-6196  
 HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

**FOR MUNICIPAL ASSESSING OFFICIALS ONLY**

- The Selectmen/Municipal Assessing Officials hereby certify that:
- 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
  - Any timber tax bond required has been received.  
 \$ \_\_\_\_\_ Date: \_\_\_\_\_
  - The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
  - This form to be forwarded to DRA immediately after signing.

8. Description of Wood or Timber To Be Cut

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

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

Species	<b>Mixed</b>	Amount:	<b>20 cords</b>
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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

CASEY HICKS

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

30 CRANE CROSSING ROAD  
 MAILING ADDRESS

PLAISTOW NH 03865  
 CITY OR TOWN STATE ZIPCODE

(603) 553-5523 c.hicksrepair2018@gmail.com  
 PHONE NUMBER E-MAIL ADDRESS

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE



NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
NOTICE OF INTENT TO CUT WOOD OR TIMBERRSA 79:10  
GENERAL INSTRUCTIONS

<b>WHO MUST FILE</b>	The owner shall complete Form PA-7, Notice of Intent to Cut Wood or Timber (Intent), and shall file the form with the municipality (town, city, or unincorporated place) where the property to be cut is located.
<b>WHEN TO FILE</b>	The Intent shall be filed with the municipal assessing officials at the beginning of each tax year or prior to commencing each cutting operation. Cutting cannot take place until the Intent is signed by the municipal assessing officials and has been posted on the job site. If the property is subsequently sold, Rev 3402.01 (i) shall be followed.
<b>WHERE TO FILE</b>	File the form with the municipality for approval by the municipal assessing officials and an assigned operation number. A Timber Tax bond may be required, see below. The Intent must be signed by the municipal assessing officials and an operation number assigned prior to distribution. <b>DISTRIBUTION:</b> The original, signed copy is retained by the municipal assessing officials; a copy to the Owner, a copy to the Logger, and a copy to the Department of Revenue Administration (DRA) by <b>Mail</b> to: PO Box 487 Concord NH 03302-0487; by <b>E-mail</b> to: timber@dra.nh.gov or by <b>Fax</b> to: (603) 230-5947.
<b>WHO MUST PAY</b>	After Form PA-8, Report of Wood or Timber Cut (Report), is submitted to the municipality, a tax bill will be issued to the owner and payment shall be remitted directly to the municipality. The Timber Tax is a 10% tax on the stumpage value at the time of cutting.
<b>REPORT &amp; CERTIFICATE</b>	Once the Intent has been signed and an operation number assigned, appropriate copies shall be forwarded by the municipality to the owner and the DRA. After the copy of the Intent has been received by the DRA, a Report and a Certificate will be issued by the DRA to the individual indicated on Line 6. The Certificate should be posted in a conspicuous place within the area of the cutting.
<b>EXEMPTIONS</b>	<b>RSA 79:1, II (b), The following persons shall not be required to file an Intent to Cut or be subject to the Timber Tax:</b> (1) A person who cuts, within the tax year, up to 10,000 board feet of logs from his own land for use in the construction, reconstruction, or alteration of his own buildings, structures, or fences situated in the State of New Hampshire; provided that such buildings are not being built for sale purposes; (2) A person who cuts or causes to be cut, within the tax year, up to 20 cords of fuel wood for his own consumption in the State of New Hampshire for domestic fuel purposes, or any amount for the manufacture of maple sugar or syrup; (3) Federal government, state government, cities, towns, school districts, or other political subdivisions which cut wood or timber for their own use, on lands under their ownership or jurisdiction or both. (4) Persons engaged in the clearing or manufacturing of rights-of-way or water storage reservoir areas incidental to the furnishing of utility services or transportation services to the public; provided, however, that when the person clearing or causing the clearing of said right-of-way sells or agrees to sell the wood or timber, he shall be deemed an "owner" as defined in RSA 79:1 II(a). (5) A person who cuts or causes to be cut, within the tax year, up to 10,000 board feet of logs and 20 cords of wood or the equivalent in whole tree chips, from the person's own land within a municipality, for land conversion purposes other than timber growing and forest uses, provided that those persons intending to convert the use of the land have secured all required permits including, but not limited to, building permits, subdivision or zoning permits, excavation permits, or site plan approvals, as necessary for the use to which the land will be converted, and are able to furnish proof of such permits. <b>RSA 79:2 Release From Taxes.</b> (6) All growing wood and timber except fruit trees, sugar orchards, nursery stock, Christmas trees, and trees maintained only for shade or ornamental purposes or for genetically-engineered short rotation tree fiber, which shall not be subject to the yield tax, shall be released from the general property tax and the school tax in unincorporated places provided for in RSA 198:16, but the land on which such growing wood and timber stands shall be assessed.
<b>TIMBER TAX BOND</b>	Bond Required: 1. If owners are not current on property taxes and/or timber taxes; 2. If owners are tenants in common and all have not signed the Intent; and 3. Owners do not own property in the municipality. Timber Tax Bonds are equal to the estimated Timber Tax.
<b>NEED HELP</b>	Call the Department's Municipal & Property Division at (603) 230-5950. Hearing or speech impaired individuals may call TDD Access: Relay NH 1-800-735-2964.
<b>NEED FORMS</b>	Forms may be obtained by mail from the New Hampshire Department of Revenue Administration, PO Box 487 Concord NH 03302-0487, by calling (603) 230-5950 or on the Department's Web site at <a href="http://www.revenue.nh.gov/forms">www.revenue.nh.gov/forms</a> .

## LINE-BY-LINE INSTRUCTIONS

LINE 1	Enter the name of the New Hampshire municipality where the cut is to take place.
LINE 2	Enter the municipality assigned tax map, block, and lot number or the US Forest Service Sales sale name and unit number.
LINE 3	Indicate if the Intent is an original or supplemental. Original means the first filing in a tax year. Supplemental means an additional filing to make corrections or additions to information contained on the original Intent. If this is a supplemental, enter the original operation number as previously assigned by the municipality.
LINE 4	Enter the name of the road from which the cutting will be accessible.
LINE 5	Enter the total number of acres in the lot, the number of acres you are working on, and the anticipated start date of the cutting.
LINE 6	Check the box to indicate the type of ownership of the land. Check the box indicating if the Report and Certificate should be sent to the Owner or Logger/Forester. Provide an e-mail address if you would like the Report and Certificate e-mailed to the Logger/Forester.
LINE 7	The form must be signed and dated by all owners of the property, unless the owner's are Tenants in Common (see RSA 79:1, II (a), 2). Clearly print the complete name(s), mailing address and telephone number of the owner(s). Provide an e-mail address if you would like the Report and Certificate e-mailed to the owner(s).
LINE 8	Enter the estimated amount of timber to be cut by thousand board feet (MBF), tons or cords under the appropriate species. The cutting should take place during the Tax Year April 1 to March 31. A Supplemental Intent must be filed if the total volume of the cut exceeds the original estimate by 25% or more, except when a bond is required. If a bond is required, a Supplemental Intent is required for any additional volumes of timber regardless of the 25% threshold.
LINE 9	Enter the species of any amounts not included in section 8 you are claiming an exemption for and the amount of the cut in the space provided. [See exemptions numbers 1-6 above]
LINE 10	The Intent must be signed and dated by the Logger/Forester or person responsible for the cutting who accepts responsibility for verifying the volumes of wood to be reported by the owner. The person signing should be familiar with RSA 227-J, the timber harvest laws. Clearly print the name, complete mailing address and telephone number of the Logger/Forester or person responsible for cutting.

## 4. a) 3 & 4 Acceptance and appropriation of Unanticipated Revenues and Gifts

Board of Selectmen  
Agenda Date: 12/12/2022

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

Source	Amount	Purpose
NH Charitable Foundation - Turtle Island Fund	\$1,000.00	General donation to the Milford Fire Department. The Fire Dept. wishes to designate the donation to the Fire-Rescue Special Purpose Fund. See attached memo.
VFW Auxiliary to Harley-Sanford Post 4368	\$250.00	Donation to support the Labor Day Parade
Marjorie Law	\$100.00	Donation to support the Bandstand Upkeep/Restoration Special Purpose Fund. See attached memo.
Marchesi Fund (Town)	\$ 3,000.00	Donation to support the Bandstand Upkeep/Restoration Special Purpose Fund. See attached.
Granite Town Festivities Committee	\$ 2,500.00	Donation to support the Town Luncheon Special Purpose Fund.
NH the Beautiful Award	\$ 3,000.00	First place award for "Best Mgmt. Practices on Engaging Residents" in recycling to the Transfer Station. These monies are to be used for the purposes to improve upon or to assist with the current recycling program to better promote recycling in our community.

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

Trombly Gardens	Donation of 4 wreaths with an estimated value of \$84 for the Milford Fire Department. See attached memo.
-----------------	---



## Fire Department MEMORANDUM

**TO:** Finance, BOS

**FROM:** Milford Fire Department

**DATE:** 11/30/22

**SUBJECT:** Grant Donation

The Milford Fire Department has received a donation of \$1000.00 to the department from New Hampshire Charitable Foundation's Turtle Island Fund.

We ask that this be accepted and applied to account:

#48149 Fire Rescue Donations.

Regards,

  
Kenneth Flaherty  
Chief of Department



# TOWN OF MILFORD

OFFICE OF THE SELECTMEN

**TO:** Board of Selectmen  
**FROM:** Tina M. Philbrick, Executive Assistant  
**DATE:** November 17, 2022  
**SUBJ:** Labor Day Parade - donations



Please accept these donations for the Milford Labor Day Parade.

VFW Auxiliary Harley-Sanford Post 4368.

\$250.00

Thank you

Tina M. Philbrick  
Executive Assistant

UNCOMMON VALOR

6495

VFW AUXILIARY TO  
HARLEY-SANFORD POST 4368

PO BOX 71  
MILFORD, NH 03055

11-4 20 22

54-153/114

PAY TO THE ORDER OF Town of Milford \$ 250.00  
two hundred fifty dollars 00/100 DOLLARS

CITIZENS BANK NA

[Signature]  
Kristina Ramsdell MP

FOR Labor day Parade

⑈006495⑈ ⑆011401533⑆ 3301042823⑈



**Milford Heritage Commission**  
**Town Hall**  
**1 Union Square**  
**Milford NH 03055**

Board of Selectmen  
Town of Milford  
1 Union Square  
Milford NH 03055

17 November 2022

The Heritage Commission is pleased and honored to accept the gift of \$100.00 from a former resident of Milford, Ms. Marjorie Law to be used toward upkeep and restoration of the iconic Oval Bandstand. The commission recommends the entering of these funds into the Oval Bandstand Account and to be restricted for the purpose so stated.

Thank you for the consideration.

Respectfully

David Palance  
Chairman  
Milford Heritage Commission

Ref:  
Marjorie Law  
151 Country Club Dr.  
Crawfordville, Fl. 32327  
Check for \$100.00 received by Tina Philbrick on 4Nov2022

Meets 2<sup>nd</sup> Wednesday of each month 7:00PM  
Milford Town Hall  
Banquet Room

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER AND ORIGINAL DOCUMENT SECURITY SCREEN ON BACK WITH PADLOCK SECURITY ICON

**New Hampshire the Beautiful, Inc.**

110 Stark St  
Manchester, NH 03101

**Eastern Bank**  
P O Box 391  
Lynn, MA 01903-0491

53-179/113

1772

11/3/2022

PAY TO THE ORDER OF Milford, Town of

**\*\*3,000.00**

Three Thousand and 00/100\*\*\*\*\*

DOLLARS

Town of Milford  
Attn Tammy Scott  
76 N River Rd  
Milford NH 03055

  
AUTHORIZED SIGNATURE

MEMO

⑈001772⑈ ⑈011301798⑈ 10 10054813⑈

New Hampshire the Beautiful, Inc.

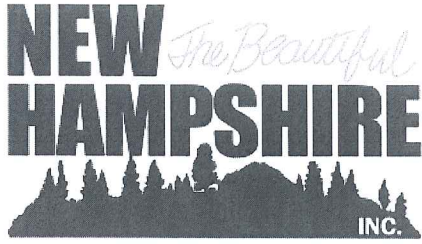
1772

Date	Type	Reference	Original Amt.	Balance Due	11/3/2022 Discount	Payment
11/1/2022	Bill	Engaging Residents	3,000.00	3,000.00		3,000.00
					Check Amount	3,000.00

Eastern Bank Operati

3,000.00





November 30, 2022

Town of Milford, NH  
Recycling Center & Transfer Station, Attn: Tammy Scott  
289 South Street  
Milford, NH 03055

To whom it may concern:

Tammy Scott, manager of the transfer station and recycling center in Milford recently submitted a winning contest entry for our annually sponsored contest, *Best Management Practices on Engaging Residents in Recycling*. Each year, our non-profit organization promotes this contest to recognize municipally operated recycling centers and transfer stations that are doing something extraordinary or innovative to engage their Town's residents in better recycling practices.

This year Tammy's submission on behalf of the Town of Milford won our grand prize of \$3,000.00. As stated in the contest's promotional materials, the purpose and intent for the award money is meant to be a "grant" to be used at the discretion of the contest applicant for the purposes to improve upon or to assist with their current recycling program to better promote recycling in your community. It is not meant to be deposited into the town's "general fund" since doing so would negate the purpose of the "prize" incentive, and possibly be counteractive to the mission of our organization.

If you have any questions about our contest or the intended purpose of our prize awards, please don't hesitate to contact us. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Daigle". The signature is fluid and cursive, with a large initial "K" and "D".

Kevin Daigle  
President, New Hampshire the Beautiful Board of Trustees

CLARFELD  
CITIZENS PRIVATE WEALTH

Clarfeld Citizens Private Wealth  
One Citizens Bank Way JCB115  
Johnston, RI 02919  
401-260-4198

DATE	CHECK NUMBER
11/17/2022	600008183

ACCOUNT NUMBER: XXXX000134  
ACCOUNT NAME: MILFORD - MARCHESI (TOWN)  
DESCRIPTION: Income Distribution

DESCRIPTION	AMOUNT
Gross	3,000.00
Fed Tax	
State Tax	
Loan DFLT	
Net Check Amount	\$3,000.00

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

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

Bandstand Restoration

REMOVE DOCUMENT ALONG THIS PERFORATION

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

CLARFELD  
CITIZENS PRIVATE WEALTH

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

600008183  
CHECK NUMBER

32-1017  
1110

CHECK DATE  
11/17/2022

AMOUNT:

\*\*\*\*\$3,000.00

PAY Three thousand and 00/100 Dollars

TO THE ORDER OF  
**TOWN OF MILFORD**  
C/O BANDSTAND RESTORATION  
1 UNION SQUARE  
MILFORD, NH 03055

Clarfeld Citizens Private Wealth

*Yavonda K. Bynard*

AUTHORIZED SIGNATURE  
VOID AFTER 90 DAYS

Bandstand Restoration

0600008183

7001001



**Milford Heritage Commission**  
**Town Hall**  
**1 Union Square**  
**Milford NH 03055**

Board of Selectmen  
Town of Milford  
1 Union Square  
Milford NH 03055

17 November 2022

The Heritage Commission is pleased and honored to accept the gift of \$3,000.00 from the Board of Trustees of the Trust Fund for the Town of Milford. The check from the Marchesi Fund is to be used toward upkeep and restoration of the iconic Oval Bandstand. The commission recommends the entering of these funds into the Bandstand Restoration line item and to be restricted for the purpose so stated.

Thank you for the consideration.

Respectfully

David Palance  
Chairman  
Milford Heritage Commission

Ref:  
Check Request 11-16-22 Marchesi Fund  
Citizens Wealth Management  
900 Elm St. NE1580  
Manchester NH 03101  
A/C number 3011000134

Meets 2<sup>nd</sup> Wednesday of each month 7:00PM  
Milford Town Hall  
Banquet Room

Citizens Wealth Management  
900 Elm Street, NE1580, Manchester, NH 03101  
Telephone (603) 634-7090  
Fax (603) 634-7788

Date: Nov. 16, 2022

Deposit

Amount: \$3,000

Check Request

Needed by: \_\_\_\_\_

Account: Marchesi Town 3011000134  
Fund Name Sub-Fund A/C Number

Account: \_\_\_\_\_  
Fund Name Sub-Fund A/C Number

Principal  Income

Amount: \$ 3,000

Payable To: Town of Milford

Address: c/o. Handstand Restoration

Amount: \_\_\_\_\_

Payable To: \_\_\_\_\_

Address: \_\_\_\_\_

Amount: \_\_\_\_\_

Payable To: \_\_\_\_\_

Address: \_\_\_\_\_

Amount: \_\_\_\_\_

Payable To: \_\_\_\_\_

Address: \_\_\_\_\_

- For Accounts:
- 3011000122 Milford Trust Funds
  - 3011000130 Milford - O'Conner
  - 3011000126 Milford - Wadleigh Library
  - 3011000138 Milford - Marchesi (School)
  - 3011000134 Milford - Marchesi (Town)

Ma M. Philbuck  
Signature Date 11/16/22

Janet Speddy  
Signature Date 11/16/22





## Fire Department MEMORANDUM

**TO:** Finance, BOS

**FROM:** Milford Fire Department

**DATE:** 12/5/22

**SUBJECT:** Donation

The Milford Fire Department has received a donation of 4 wreaths ( \$ 21.00 value each) From Trombly Gardens, in Milford NH. The wreaths are for decorating the apparatus for the holidays. We ask that you allow us to accept these and use them as decorations.

Regards,

A handwritten signature in blue ink, appearing to be 'K. Flaherty', with a long horizontal stroke extending to the right.

Kenneth Flaherty  
Chief of Department

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

## 4. a) 5. Acceptance of Donations from Ghost Train Rail Trail Race and Eagle Scout Projects

### Town of Milford CONSERVATION COMMISSION



November 30, 2022

To: Board of Selectmen

**Re: Donation from Ghost Train Rail Trail Race 2021 and 2022**

The Conservation Commission wishes to apprise the Board of Selectmen that it has accepted a \$10,033.25 donation from the 2021 Ghost Train Rail Trail Race and hat sales for both 2021 and 2022 events. This donation come from the 350+ runners who ran the race on the Granite Town Rail Trail.

In addition, two Eagle Scout Projects have been completed. Both projects have improved the hiker experience on the Granite Town Rail Trail. Jack Seale constructed and installed an informational kiosk at the new Melendy Rd parking area. Chris Diehle improved the access trail, constructed, and installed 2 picnic tables on the Mack Easement. Both scouts were successful in their fundraising efforts, leaving them with surplus which they both donated to the MCC for future work on the Rail Trail. This combined donation is \$1,014.99. These generous gifts, totaling \$11,048.24 will be put into the Granite Town Rail Trail Revolving Fund.

Respectfully,

Chris Costantino  
Milford Conservation Commission (Alt) | Coordinator

#### **4. b) 1. OTHER DECISIONS**

##### **1. Decision to Adopt the Updates to the Current Stormwater Ordinance, Chapter 5.32**

# Town of Milford Warrant & Financials DRAFT BUDGET AND BOND HEARING

January 9, 2023

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 Annual Meeting of the Town of Milford will be held, in accordance with RSA 40:13, in said Milford, with the first session (also known as "Deliberative Session") at the Town Hall Auditorium on Saturday, February 4, 2023, at 9:00 am, to transact all business other than voting, and on Tuesday, March 14, 2023, at the Milford High School Gymnasium, for the second session (also known as "Town Vote") for voting by official ballot at the polls on all matters in the warrant as well as officers and other matters to be voted on. The polls will be open on March 14, 2023, at 6:00 a.m. and will not close earlier than 8:00 p.m.

In accordance with the Americans with Disabilities Act, the services of an interpreter will be provided as requested. Such requests must be received in the Milford Board of Selectmen's Office, Town Hall, One Union Square, Milford, NH 03055-4240, at least two (2) calendar weeks before the event. The Town will attempt to honor any requests received after this time.

## ARTICLE 1 – ELECTION OF OFFICERS

## ARTICLE 2 – BALLOT VOTE – ZONING CHANGES

## DRAFT WARRANT ARTICLE 3 – WASTEWATER TREATMENT FACILITY (WWTF) UPGRADE PROJECT – \$23,953,000 BOND (Loan Forgiveness \$3,592,950) (Wilton NH Portion \$3,031,611.45) (20% SAG Grant \$3,465,687.71) Remaining amount \$13,862,750.84.

Shall the Town vote to raise and appropriate the sum of \$23,953,000 for the purposes of constructing a new advanced treatment process to comply with the Town's recently activated EPA National Pollutant Discharge Elimination System (NPDES) Permit and to complete other age-related improvements throughout the WWTF, in accordance with the Municipal Finance Act (RSA 33) and to authorize the Selectmen, as applicable, to issue and negotiate such bonds or notes and determine the rate of interest and other conditions in their judgement; and further, to authorize the Selectmen, as applicable, to apply for, obtain and accept federal, state or other aid, grants or other funds, which may be available for such project that may reduce the amount to be financed with bonds or notes; to participate in the State Revolving Fund (SRF) per RSA 486:14, established for this purpose; and, to allow the Selectmen, as applicable, to expend such monies that become available; and, to take such other action or to pass any other votes relative thereto? The WWTF improvements will meet new, more stringent permit limits and upgrade aging equipment to improve operator safety, energy efficiency and operational efficiency to provide uninterrupted essential operations at the WWTF. This is a Special Warrant Article in accordance with RSA 32 with the total repayment paid for by the sewer users and the taxpayers. Note: as this is for the issuance of long-term debt, this vote under state law requires a 60% affirmative vote to pass. **The Board of Commissioners recommends this Article (0-0). The Board of Selectmen recommends this article (0-0). The Budget Advisory Committee recommends this Article (0-0). This article has an estimated tax impact of \$0.00 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 outlined 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. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). Voting YES on this article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000 when compared to voting NO on this article.**

## **WARRANT ARTICLE - WASTEWATER DEPARTMENT OPERATING BUDGET - \$0**

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 recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0).**

## **WARRANT ARTICLE - WATER DEPARTMENT OPERATING BUDGET - \$0**

Shall the Town vote to raise and appropriate the sum of \$\_\_\_\_\_ 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 recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0).**

## **WARRANT ARTICLE - FIRE RESCUE TRUCK #1 REPLACEMENT - 7-YEAR LEASE/PURCHASE - \$755,000 Gross Purchase Price (Annual Lease Payment \$119,735)**

Shall the Town vote to authorize the Board of Selectmen to enter into a 7-year lease/purchase agreement in the amount of **\$755,000** for the lease-purchasing of a fire rescue truck with appropriate equipment for Fire Department operation (it will replace the current 2006 Pierce Enforcer Engine 2, which reached the end of its 15 year life cycle in 2021)? Furthermore, to raise and appropriate **\$119,735** for the first year's payment for this purpose. This article includes a provision for a Fiscal Funding Clause and under state law requires a simple majority vote to pass. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

## **WARRANT ARTICLE - RECONSTRUCTION OF TOWN ROADS - \$ 400,000**

Shall the Town vote to raise and appropriate the sum of **\$400,000** 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 recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - ONE REPLACEMENT AMBULANCE (LEASE) (Annual Payment \$52,857/Total Purchase Price \$371,922)**

Shall the Town vote to authorize the Board of Selectmen to withdraw **\$125,800** from the Ambulance Capital Reserve account and enter into a 5-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 ambulance with the appropriate equipment for Ambulance Department operation to replace the current 2013-A (3A) Life Line ambulance) and to raise and appropriate the sum of **\$52,857** for the first year's payment for this purpose. The total purchase price of this vehicle is \$371,922. If this article passes, future years' payments will be included in the operating budget. This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - AFSCME/POLICE CONTRACT - \$175,398**

Shall the Town vote to approve the cost items included in the Police Officers' Collective Bargaining Agreement (CBA) reached between the Board of Selectmen and Local 3657 of the American Federation of State, County and Municipal Employees (AFSCME) for contract years 2023, 2024, 2025, 2026 (1 April – 31 March) which calls for the following increases in salaries and benefits, and to further raise and appropriate the sum of \$175,398 for fiscal year 2023? Said sum represents the additional costs over those of the current appropriation at current staffing levels paid in the expiring Agreement. Upon approval of this Article, said cost allocation is to be transferred to the General Operating Budget. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**COST ITEMS:**

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>Wages</b>	76,400	55,008	42,907	10,727
<b>Benefits</b>	<u>98,998</u>	<u>67,346</u>	<u>61,248</u>	<u>22,812</u>
<b>Total</b>	175,398	122,354	104,155	33,539

**NOTE:**

The Contract calls for an 8% increase as of April 1, 2023, a 4% increase as of April 1, 2024, and a 3% increase for 2025. These figures represent the estimated increases for the first three months of 2026 to cover salary increases to contract termination date of March 31, 2026.

**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? This fund was identified in the May 2014 Hoyle, Tanner Associates, Inc. study that identified needed rehabilitation for Town bridges. Expenditures from this fund would be authorized by the Board of Selectmen. The \$75,000 builds upon the Bridge Replacement Capital Reserve approved by voters in 2014. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - BANDSTAND RENOVATION - \$60,000**

Shall the Town vote to raise and appropriate the sum of **\$60,000** for the purpose of renovating the existing Oval Bandstand, and historical structure to Milford. This is the net amount in anticipation of the Heritage Commission collecting \$30,000 in donations. The Select Board is hereby authorized to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project, to take any and all action necessary to carry out any vote hereunder or take any other action relative thereto. This is a Special Warrant Article in accordance with RSA 32. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - WADLEIGH LIBRARY MAINTENANCE AND UPKEEP CAPITAL RESERVE - \$50,000**

Shall the Town vote to raise and appropriate the sum of **\$50,000** to be placed in the Library Maintenance and Upkeep Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of future library building repairs and improvements of the existing facility for the benefit of the Town approved by voters in 2022? The Library Trustees have been appointed as agents to expend from this fund. The \$50,000 builds upon the Wadleigh Library Maintenance and Upkeep Capital Reserve approved by voters in 2022. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 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 recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 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? **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - INDEPENDENCE DAY CELEBRATION FIREWORKS - \$14,000**

Shall the Town vote to raise and appropriate the sum of **\$14,000** 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 recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**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 recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 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. This is a non-lapsing article until 12/31/24. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - MEMORIAL, VETERANS & LABOR DAY PARADES AND RECOGNITION SUPPORT - \$8,000**

Shall the Town vote to raise and appropriate the sum of **\$8,000** 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 30 days before Memorial Day and removed 30 days after Veterans 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. This is a non-lapsing article until 12/31/24. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - MODIFICATION OF EXISTING ELDERLY EXEMPTION CRITERIA**

Shall the Town, pursuant to RSA 72:27-a, vote to modify the elderly exemption from property tax based on assessed value for qualified taxpayers to be as follows: for persons 65 years of age up to 75 years \$83,000; for a person 75 years of age up to 80 \$124,000; for persons over 80 year of age \$200,500; and to modify the maximum asset limit for both individual and married persons to \$125,000 (excluding the value of the person(s) residence). To qualify, the person must satisfy all of the conditions of RSA 72:39-a&b that pertain to eligibility for this exemption as well as those contained in any other applicable statute including without limitation, that they demonstrate that they have been a New Hampshire resident for at least 3 consecutive years, that they own the real estate individually or jointly, or if the real estate is owned by such persons spouse, that they must have been married to each other for at least 5 years, and that they reside at the property as their primary residence. In addition, the taxpayer must have a net income in each applicable age group of not more than \$40,500, or if married a combined net income of not more than \$46,000. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - RE-ADOPT THE OPTIONAL VETERAN'S TAX CREDIT WITH EXPANDED ELIGIBILITY - \$0**

Shall the Town vote to re-adopt the provisions of RSA 72:28 II - Optional Veteran's Tax Credit of \$400 which, if re-adopted, **must** be expanded to include individuals who have not yet been discharged from service in the armed forces and meet eligibility as described in revised RSA 72:28 and 21:50? This credit was most recently increased and re-adopted by town vote in 2020 and is currently available to any resident of Milford, or the spouse or surviving spouse of any resident who (1) served not less than 90 days of active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for receiving a credit under RSA 72:28 or RSA 72:35. The current Veteran's property tax credit is \$400. If re-adoption fails with the expanded eligibility, then the Optional Veteran's Tax Credit will default for April 1, 2023 to the \$50 Standard Veteran's Tax and **must** include the expanded eligibility for all individuals who have not yet been discharged from service provided they meet eligibility requirements as described in the revised RSA 72:28 in effect by April 1, 2023. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

**WARRANT ARTICLE - RE-ADOPT ALL VETERAN'S TAX CREDIT WITH EXPANDED ELIGIBILITY - \$0**

Shall the Town vote to re-adopt the provisions of RSA 72:28-b – All Veteran's Tax Credit of \$400, which, if re-adopted, **must** be expanded to include individuals who have not yet been discharged from service in the armed forces and meet eligibility as described in revised RSA 72:28-b and 21:50? This credit was adopted by town vote in 2018 and is currently available to any resident of Milford, or the spouse or surviving spouse of any resident who (1) served not less than 90 days of active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for receiving a credit under RSA 72:28 or RSA 72:35. The current credit is \$400, the same amount as the standard or optional veteran's tax credit under RSA 72:28. Per a recently revised Veterans Tax Credit Statute (RSA 72:28), If the re-adoption fails with the expanded eligibility, then this All Optional Veteran's Tax Credit will expire by April 1, 2023 and the \$50 Standard Veteran's Tax Credit will be in place for the April 2023 tax year. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

## **WARRANT ARTICLE – TRANSFER STATION RECYCLING CENTER / REVOLVING FUND - \$0**

Shall the Town vote to establish a Transfer Station/Recycling Center /Revolving Fund, and dedicate all income derived from said fund for the purpose of repairs, supplies, building needs, and equipment that is used for the purpose of storage, processing, and redistribution of recyclable materials for the Transfer Station/Recycling Center, as allowed pursuant to RSA 31:95-h (II)? The money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund balance. The Town Treasurer shall have custody of all moneys in the fund, and shall pay out the same only upon order of the Board of Selectmen and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. This authorization will stay in effect until rescinded. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0). This Article has an estimated tax impact of \$0.00 on an assessed valuation of \$100,000.**

## **WARRANT ARTICLE – MILFORD COMMUNITY ELECTRICITY AGGREGATION - \$0**

Shall the Town vote to adopt the Milford Standard Community Power Electric Aggregation Plan pursuant to RSA 53-E:7, which authorizes the Select Board to develop and implement Standard Community Power Electric Aggregation Plan as described therein. Under this Community Power Plan, the Town is authorized to buy electricity in bulk for its residents and businesses. The Plan's goal is to help ratepayers save money on their electric bills, while also getting more energy from renewable sources. The Plan will be self-funding, with no amount to be raised from taxation. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0).**

## **WARRANT ARTICLE – HISTORICAL PRESERVATION OF THE TOWN OF MILFORD'S FIRE HORN BY Petition**

Shall the voters of the Town of Milford N.H. direct the Board of Selectmen to preserve, maintain in good repair, to replace parts and systems as needed, Milford's historic Fire Horn in perpetuity. To additionally direct the Board of Selectmen, Town Administrator, or any other municipal department, to reinstate and then continually operate the Fire Horn in its regular and historic daily use in perpetuity. **The Board of Selectmen recommends this Article (0-0). The Budget Advisory Committee recommends this Article (0-0).**

## 5. 2) Budget Review

Town of Milford  
2023 Operating Budget and 2022 Projected Surplus  
December 12, 2022

	2023 Proposed Operating Budget 17,815,817	2023 Default Budget 17,013,992		
<b>Reductions from 11/28 BOS Meeting:</b>				
<b>Items pulled into 2022</b>				
IT - copiers, security systems, server	(14,000)			
DPW - salt	(20,000)			
Fire - N95/SCBA fit device	(6,302)			
Ambulance - N95, ventilator mounts, mattresses	(14,556)			
Police - communications equip	(10,391)			
Subtotal (included in 2022 Projected Expenses below)	(65,249)			
<b>Other Reductions</b>				
DPW - electricity (bldgs & streetlights)	(30,000)			
Fire - pt wages	(6,000)			
Police - AFSCME wages, PT&B, holiday buyout, service vehicles, ammo	(50,000)			
Town Clerk - pt wages	(7,500)			
Town Admin - environmental consultants, contingency	(6,000)			
Com Dev - pt wages	(5,000)			
Subtotal	(104,500)			
<b>Subtotal Reductions</b>	<b>(169,749)</b>	-		
<b>Potential Budget Reductions:</b>				
Various - gas & diesel prebuy (purch from 2022 surplus)	(48,000) *			
DPW - electricity	(30,000)			
DPW - heat & oil	(5,000)			
DPW - paving (resurfacing, chip seal, hottop supplies)	(56,000)			
DPW - salt	(10,000)			
Various - pt wages	(20,000)			
Various - OT	(20,000)			
Subtotal	(189,000)	-		
<b>Grand Total Reductions &amp; Open Items</b>	<b>(358,749)</b>	-		
<b>Revised Budgets</b>	<b>17,457,068</b>	<b>17,013,992</b>	<b>443,076</b>	<b>2.5%</b>
Increase from 2022 Budget \$16,360,362	1,084,708	641,632		
%	6.6%	3.9%		
<b>Other BOS Decision</b>				
DPW - Contractual Vehicle 2022 Budget Item (purchase from 2022 surplus)	68,503 *			
<b>2022 Operating Budget</b>	<b>16,372,360</b>			
<b>2022 Projected Expenses</b>	<b>16,077,000</b>			
<b>Projected Surplus</b>	<b>295,360</b>			
<b>Purchase from surplus:</b>				
<b>Fuel Prebuy</b>	<b>48,000 *</b>			
<b>DPW Truck 2022 Budget Item</b>	<b>68,503 *</b>			
<b>Total</b>	<b>116,503</b>			

## 6. 1) Traffic Safety Concern - Westchester Drive

Dear Selectmen,

As you may have heard, a tragic incident happened on Westchester Drive involving a hit and run with a dog. This sheds light on an issue that is reoccurring in our neighborhood, speeders. Myself, as well as other residents, have had close calls with speedy drivers on Westchester. Coming from a city, we have solved a similar issue before with a stop sign. I know this is different and a smaller town, but it's worth a shot. I was wondering if there's anything the town can do to help decrease the speeding in the neighborhood. Not necessarily a stop sign, but if anyone has any ideas on how to help, I'm sure a majority of the neighborhood would appreciate it. I hope this came across as more of a question than demand! I am hoping to bring attention to something that hopefully will get solved in some way.

Thanks for helping,

Lisa Doten

## 9. Approval of Final Minutes - November 28, 2022

DRAFT

### MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

November 28, 2022

**PRESENT:** Paul Dargie, Member Mark Bender, Town Administrator  
Tim Finan, Member Tina Philbrick, Executive Assistant  
Gary Daniels, Member Andy Kouropoulos, Videographer  
Laura Dudziak, Member **EXCUSED**  
Dave Freel, Member

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

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

##### **5:30 p.m. - Approval as an alternate member to the Recreation Commission – Ruth Sheff (Term expires 2025)**

Ms. Sheff moved to Milford in 2019 and recently retired. She is impressed with all the community events offered to all residents and would like to be a part of that success. She has participated in a couple of events.

**Selectman Daniels made a motion to approve Ruth Sheff as an alternate member of the Recreation Commission with a term expiring in 2025. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.**

##### **5:35 p.m. - Approval as a Full Member to the Granite Town Media Committee – Tina Philbrick (Term Expires 2025)**

Ms. Philbrick has served on multiple committees throughout the town in the past 25 years and she feels she will be a good asset to this committee.

**Selectman Daniels made a motion to approve Tina Philbrick as a full member of the Granite Town Media Committee with a term expiring in 2025. Seconded by Selectman Freel. All were in favor. The motion passed 4/0.**

##### **5:40 p.m. - Recognition for 2022 Best Practices Contest – Transfer Station Supervisor, Tammy Scott**

Director Leo Lessard said that Ms. Scott did a lot of work and he was proud of her. Ms. Scott entered New Hampshire the Beautiful's Best Practices in Engaging Residents contest on behalf of the Transfer Station and won first prize. The town will receive a check for \$3,000 in a few weeks. The money will be used for signage, updated brochures, educational handouts, composting workshops, and the renting of roadside message boards and possibly composting bins.

Chairman Dargie asked about rejected loads due to contaminants. Ms. Scott said the Transfer Station has never had a rejected load.

##### **5:45 p.m. - Approval of Land use Change Tax, Map 42 Lot 15-1 and Approval of Municipal Assessment Data Sheets (MADS) – Assessing Director, Marti Noel**

###### **Approval of Land use Change Tax, Map 42 Lot 15-1**

This is a 1.9-acre landlocked parcel that has recently changed hands. This parcel is less than 10 acres, and no longer adjacent to additional parcels under identical ownership so it doesn't qualify for Current Use.

**Selectman Finan made a motion to approve the Land Use Change Tax for, Map 42 Lot 15-1. Seconded by Selectman Daniels. All were in favor. The motion passed 4/0.**

###### **Approval of Municipal Assessment Data Sheets (MADS)**

The Municipal Assessment Data Sheets contain real estate transfers that have taken place in Milford between October 1, 2021, and September 30, 2022. The information is used to measure the level of assessment within the community and provides the basis for the Equalization Ratio, a measurement of assessed value to market value. All information has been verified through the Assessing office. Sales are disqualified if, through research, it has been determined that they do not meet the definition of an arms-length transaction. Such sales would include sales between abutters, family members, or related business entities, foreclosure sales and bank re-sales, short sales, and the like. The Equalization Ratio should be complete by March. This number is important in establishing equity for legal purposes such as abatements and appeals. It also provides Milford residents with a level of confidence regarding the accuracy of their assessments.

Chairman Dargie asked if we would be doing another mid-term projection. Ms. Noel said they should wait another year. There was some discussion about what the ratios mean. Ms. Noel explained some of the other columns.

**Selectman Daniels made a motion to approve the Municipal Assessment Data Sheets (MADS). Seconded by Selectman Freel. All were in favor. The motion passed 4/0.**



**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/28/2022**

64 **6:00 p.m. - Approval as a Full Member to the Milford Energy Advisory Committee – Scott Lawrence (Term expires**  
65 **2024)**

66 Mr. Lawrence is a current member and past president of the Hillsborough Area Renewable Energy Initiative  
67 (<https://HAREI.org>), a local volunteer organization that helps homeowners and businesses design and build their solar  
68 power systems. He feels that he can contribute to this committee. He has been a resident of Milford for 10 years and is now  
69 retired.

70  
71 Selectman Daniels asked if his experience goes beyond solar. Mr. Lawrence said yes and explained the changes he did to  
72 his home.

73  
74 **Selectman Freel made a motion to approve Scott Lawrence as a full member of the Milford Energy Advisory Com-**  
75 **mittee with a term expiring in 2024. Seconded by Selectman Daniels. All were in favor. The motion passed 4/0.**

76  
77 **6:05 p.m. - Milford Energy Advisory Committee Update – Chairman Mike Thornton and Bob Hayden, Standard**  
78 **Power of America**

79 Mike Thornton presented the Memorandum of Understanding is a non-binding document that will enable them to go for-  
80 ward and allow the Town to work with Standard power. They will be getting this information out through numerous ave-  
81 nues including a survey like the one that Community Development is currently doing. They will also publish information  
82 on all social media pages and the town web site.

83  
84 Mr. Hayden said having a survey will help to educate the public. They hope to develop and implement a plan this spring.  
85 He explained some of the potential savings to the community. They are looking at larger projects that apply to what we  
86 would like to do. They have several other surrounding towns that are hoping to launch this spring.

87  
88 Chairman Dargie said three things are going forward, the memorandum of understanding, the plan, and the warrant article  
89 vote. He proposed that we tentatively approve the MOU and forward it to Town Council for review.

90  
91 Mr. Hayden said his company is ready knows that there are no extraneous charges and can tell you what the charge will be  
92 and what the benefits are. They are not creating a new company and they don't have high expenses. Mr. Thornton said that  
93 this would be a two-year contract and we would continue to look in the future for other energy savings in addition to elec-  
94 tricity.

95  
96 **Chairman Dargie made a motion to allow the Town Administrator to sign the Memorandum of Understanding af-**  
97 **ter review by the Town Council. Seconded by Selectman Freel. All were in favor. The motion passed 4/0.**

98  
99 **6:20 p.m. - 2nd Public Hearing to Update the Current Stormwater Ordinance, Chapter 5.32 - Community Devel-**  
100 **opment Director, Lincoln Daley**

101 This is the second public hearing to replace the Town's current stormwater ordinance, Milford Municipal Code, entitled  
102 Title 5 Health & Safety, Chapter 5.32 Stormwater Management and Erosion Control, with a new stormwater ordinance,  
103 Chapter 5.32 Stormwater Management Ordinance, in compliance with the Town's EPA-issued small Municipal Separate  
104 Storm Sewer System (MS4) Permit.

105  
106 **Chairman Dargie opened the public hearing. There were no comments. Chairman Dargie closed the public hearing.**

107  
108 The Board of Selectmen will decide on whether or not to adopt this ordinance at their December 12, 2022 meeting.

109  
110 **3. PUBLIC COMMENTS (regarding items that are not on the agenda)** There were no comments at this time.

111  
112 **4. DECISIONS**

113 1. Acceptance and Appropriation of Unanticipated Revenues Under \$10,000 (31:95(b)) Donations to the Milford Fire  
114 Department and the Milford Police Department - \$300.00 each, from Sandra C. Newbold Revocable Trust AGR Wil-  
115 liam Newbold, Trustee

116  
117 **Selectman Freel made a motion to approve the consent calendar. Seconded by Selectman Daniels. All were in favor.**

118 **The motion passed 4/0.**

119 **b. OTHER DECISIONS**

120 N/A

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**5. TOWN STATUS REPORT –**

**1. Update on Paving for Mile Slip Road** – This was a draft memo and should have not been on the agenda.

**2. Budget Update –**

Administrator Bender provided some budget reductions/suggestions based on feedback from the November 12<sup>th</sup> joint Board of Selectmen’s and Budget Advisory Committees meeting. The total of \$356,252 represents a two-percentage-point reduction from the previous budget. The N95 & SCBA Fit Device and PD Communication Equipment are being pulled into the 2022 budget. We are asking the Board to approve the DPW Capital Outlay for a truck. The 2022 Budget includes this item for the same amount, \$68,503. The state bid amount for this vehicle with a plow is \$67,336. DPW will likely exceed their 2022 Departmental budget, but Selectmen can authorize the truck purchase using projected 2022 surplus funds and we can remove the item from the 2023 budget. This truck will be used by the DPW Director and his current SUV will replace the 2006 Ford Explorer in Community Development. We are expecting a surplus of slightly over \$300,000.

The second item involves fuel – gasoline, and diesel. The state will allow us to pre-buy fuel in 2022 to offset the projected \$48,000 increase in 2023. We will essentially have a credit on our account to start 2023.

Chris Labonte, a Milford resident, questioned some of the cuts, namely \$70,000 for contractual buildings. Administrator Bender said in prior years they were below budget. We did a lot of work this year which was close to what we budgeted but we don’t think we will have as much to do next year. Mr. Labonte feels the money can be used in other buildings for upkeep. He feels we are acting prematurely. Chairman Dargie said we were looking at significant cuts and we have to look everywhere.

Katherine Kokko, a Milford resident, asked that administration put account numbers next to reductions so they can be followed more closely. She asked about budget drivers. Administrator Bender explained what the budget drivers were. She also agrees with Chris Labonte’s previous comments. She feels there needs to be more focus on routine maintenance for some of the buildings in town.

Selectman Freel doesn’t like spending this money; he’s more about giving it back. He agrees that it’s early to look at this because we don’t have the final numbers yet. He may lean towards this, he’s not sure. We are dropping maintenance by \$70,000 but we are buying a truck for \$70,000. Administrator Bender said the truck was already budgeted in 2022. We also have that number budgeted in the 2023 budget.

Mr. Labonte said if it the truck was a budgeted item in 2022 why didn’t we buy it in 2022, it’s a standard budgeted line item. If you’re over on your 2022 budget it doesn’t exist anymore. Chairman Dargie said there is still money in DPW’s bottom-line budget. Mr. Labonte doesn’t understand why they just don’t leave the truck in the 2023 budget. Administrator Bender said they don’t need that truck next year. Mr. Labonte said there is plenty of need to keep this truck in the budget for 2023.

There was additional discussion about what was in the budget. Administrator Bender explained his spreadsheet in more detail for the Board to understand better. If we approve these reductions we will have the revised tentative budget. Chairman Dargie said we have plenty of surplus available, he is comfortable with approving this now. We can talk about the final numbers in December.

Selectman Daniels asked if they had a plan to encumber the remaining surplus. Administrator Bender said we can discuss it at the next meeting. He thinks most of the rest of the surplus can be returned to the general fund. Selectman Daniels wants a more detailed outline of this information. Administrator Bender said they are confident that if they make these changes, we will have enough surplus to cover these suggestions. We will have an update on where we stand for expenditures this year, and what we project the surplus to be after these items at the next meeting

Chairman Dargie asked if there were any problems waiting until the next meeting to discuss this. Paul Calabria, Finance Director said they would be in a better place at the next meeting. Chairman Dargie asked Administration and Finance to come back with more details at the December 12, 2022 meeting.

Selectman Daniels asked if pre-buying gas and diesel is because of an expected increase. Administrator Bender said the state will allow us to pre-buy fuel for 2023 as a credit on our account. There is no price per gallon expectation, just a pre-

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/28/2022**

178 buy of fuel. Captain Frye said every time a truck comes in, it's a different price. The state made it clear that they are no  
179 longer in a long-term contract. They can't guarantee a price month to month. Selectman Freel said he's against this because  
180 there are no savings and all you are doing is moving money around. Selectman Finan explained the budget process to Se-  
181 lectman Freel.

182  
183 Andrea Chappell, A Milford resident, asked for clarification on what would be paid out of the surplus. Administrator  
184 Bender explained the items and his cuts. Ms. Chappell asked about the building's budget. Administrator Bender said last  
185 year we spent around \$15,000 out of the \$125,000 budgeted line item, this year we will spend close to the total amount.  
186 Leo Lessard, DPW Director explained where the money went this year. Administrator Bender said if something significant  
187 happened in one of the town buildings, the Selectmen would address it. If it was really bad, our insurance company would  
188 cover it. Ms. Chappell said cutting building maintenance scares her.

189  
190 Selectman Daniels asked questions about the default budget. Mr. Calabria will get more information for Selectman Dan-  
191 iels.

192  
193 Ms. Kokko brought up the wages and salary increases and is concerned that they may move a position to a later date in the  
194 year when that position is needed now. Chairman Dargie said it's because they can't hire someone at this time. Chief Viola  
195 said they take into consideration that we wouldn't get someone into the academy until a later date. It isn't that they want to  
196 push it out to a later date.

197  
198 Selectman Freel asked what percentage of the surplus is due to being understaffed. Administrator Bender said a lot is pay-  
199 roll driven but if we were fully staffed we wouldn't need the wage adjustments. Selectman Freel would like Finance to pro-  
200 vide numbers if possible.

201  
202 3. **2023 Warrant Articles** – Town Council is currently reviewing the draft language of all the warrant articles. We will  
203 have this information for the December 12, 2022 Board meeting.

204  
205 **6. DISCUSSIONS**

206 1. N/A

207  
208 **7. PUBLIC COMMENTS. (Regarding items that are not on the agenda)**

209 Chris Labonte asked for some updates to be placed on the town website. Paul Calabria will look at it.

210  
211 Captain Frye said the MACC Base budget passed. He also said in regards to purchasing a vehicle for the town, it takes 6  
212 months to a year before you can get an emergency vehicle and they are quick to lock in on the prices. You have to secure  
213 the price now with a PO because they are not guaranteeing prices after 30 days. Selectman Freel asked what the delivery  
214 would be on the truck that DPW is looking at. Mr. Lessard said 6 months.

215  
216 **8. SELECTMEN'S REPORTS/DISCUSSIONS**

217 a) **FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES**

218  
219 b) **OTHER ITEMS (that are not on the agenda)** Chairman Dargie gave kudos to Eversource for helping with the  
220 lights on the oval. The ladder truck was out for repair and the backup truck that they had lined up was too small.  
221 Eversource came in with a crew and a large bucket truck and saved the day. The Lions Club and Fire Department  
222 decorate the oval for the holiday.

223 **9. APPROVAL OF FINAL MINUTES - Selectman Daniels moved to approve the minutes of November 14, 2022, as**  
224 **amended. Seconded by Selectman Finan. All were in favor. The motion passed 4/0.**

225  
226 **10. INFORMATION ITEMS REQUIRING NO DECISIONS.**

227 a. Treasurers Report – September 2022

228  
229 **11. NOTICES.** Notices were read.

230  
231 **12. NON-PUBLIC SESSION – Selectman Daniels made a motion to go into non-public in accordance with NH (RSA**  
232 **491-A:3, II(a)) Personnel. Seconded by Selectman Freel. All were in favor. The motion passed 4/0.**

233

**DRAFT MINUTES OF BOARD OF SELECTMEN MEETING – 11/28/2022**

234 **Selectman Daniels made a motion to exit non-public. Selectman by Selectman Finan. All were in favor. The mo-**  
235 **tion passed 4/0.**

236  
237 In nonpublic, the Board discussed the pending ASFME contract, and details will be released after the contract is signed  
238 between the two groups. The Board also discussed the Town Administrators' position and no decisions were made. The  
239 minutes were not sealed.

240  
241 **13. ADJOURNMENT: Selectman Freel moved to adjourn at 8:15. Seconded by Selectman Finan. All were in favor.**  
242 **The motion passed 4/0.**

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247 \_\_\_\_\_  
248 Paul Dargie, Chairman

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248 Laura Dudziak, Member

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250 \_\_\_\_\_  
251 Tim Finan, Vice-Chairman

249 \_\_\_\_\_  
250 Dave Freel, Member

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253 \_\_\_\_\_  
254 Gary Daniels, Member