

TOWN STATUS REPORT

April 22, 2024

1. Milford Swing Bridge Project Update

The Milford Swing Bridge Project (NHDOT #41587) was originally added to the 2019-2028 NHDOT 10 year plan with the understanding that the project would be fully funded by the State with the local 20% match funded through Toll Credits. The estimated total cost of the project is approximately \$906,000. Staff learned recently through the amendment/adjustment process and direct conversations with NHDOT, the agency is requiring a local 20% match from the Town (approx. \$181,200). The initial programming of fund for initial engineering work was scheduled for later this year. However, in light of the current situation, the project will be put on hold until the funding issue can be resolved. Staff will continue to work with NHDOT and explore options and other funding sources (State and local).

2. Requests for Proposal – Financial Auditing Services

The Request for Proposal received two proposals from qualified firms of independent certified public accountants to audit the Town's financial statements. The Town Administrator is currently reviewing both submitted responses and anticipate a recommendation for Select Board consideration and approval at the next scheduled meeting. The anticipated start date for the selected auditing firm will be May 2024.

3. Milford Community Lands (Formerly Brox) Alteration of Terrain Permit – Gravel Operations (Update)

The Town and Northeast Sand & Gravel submitted responses and revised plan set to the NH Dept. Of Environmental Services (permitting agency) and NH Fish & Game (NHFG) on December 1, 2023. The submittal was in response to a list of detailed comments from NHFG involving several areas of the project including the legal conservation instrument to manage the proposed 75+ acre area conserved area on the Milford Community Land. We have received limited/minimal follow up comments that have been addressed and added to the final plan set for final submittal. One of the remaining the items to be discussed involves the finalization of the language and terms of the conservation deed restriction.

Town staff and the project engineer are scheduled to meet with NHDES and NHFG in early May to resolve the remaining elements of the application/permit for approval and allow the Town to resume the gravel operation this year.

4. 127 Elm Street Property – Site-Specific Quality Assurance Project Plan (SSQAPP)

Credere Associates, LLC was retained by the Nashua Regional Planning Commission (NRPC) on behalf of the Town of Milford to prepare a Site-Specific Quality Assurance Project Plan (SSQAPP) for the 127 Elm Street building/property (formerly the Permattach Diamond Tool & Die Company) owned by the Town. (Please see attached draft SSQAPP). The NRPC is using funding from a 2022 U.S. Environmental Protection Agency (EPA) Brownfields Assessment Grant (BF00A01028) to conduct this assessment and complete the report.

The plan will investigate and detail possible source areas and contaminants of potential concern (COPCs) (e.g. asbestos, lead, polychlorinated biphenyls) within the building and site, nature and extent of contamination, exposure pathways, and potential human and environmental receptors. The final report will provide the needed information to inform the for the Select Board/Town to determine a course of action for the building and property. The final report is scheduled to be completed by August 2024.

5. Public Works Department - Parks and Cemetery Maintenance

Automation of Town Park Lawn care Maintenance - Public Works Director Lessard is exploring opportunities to better utilize current staffing and automate the mowing of the grounds and fields within the Town parks. More specifically, DPW is evaluating robotic mowers that are currently being utilized by other municipalities and school

systems. Mr Lessard will be present to provide additional information and associated costs.

Cemetery Maintenance Request for Proposal – Public Works Director Lessard is also exploring opportunities to better utilize current staffing and potentially outsource the lawncare/landscaping responsibilities to a third party. An RFP was published to contract with a third party contractor to provide lawn maintenance services for the Town cemeteries. Mr. Lessard will be present to provide additional information and cost information.

6. Board, Commission, Committee Volunteers

The Town is actively seeking volunteers seeking to serve on the various boards, commissions, and committees. The following is a listing of current vacancies:

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| • Board of Adjustment | 2 Alternate Positions |
| • Conservation Commission | 2 Alternate Positions |
| • Economic Development Advisory Council | TBD |
| • Recycling Committee | 1 Full Time Position |
| • Planning Board | 2 Alternate Positions |

If you are interested in applying, please contact the Administration Office or visit the Town website at www.milford.nh.gov and download /complete the volunteer application.