

TOWN STATUS REPORT

January 27, 2025

1. Town Hall Maintenance.

HVAC and Water Pipe Repair – Upon further investigation, the damage to the Town Hall was more extensive than anticipated. Primex conducted several assessments of the water damage within the Town Hall and town staff have provided additional information the insurance provider to process. The preliminary cleanup costs total approximately \$7,000. Unfortunately, in addition to the water damage, three HVAC coils were damaged and need to be replaced. Staff was recently informed that the preliminary cost to replace the coils and related structures will be approximately \$81,000. Town Staff will continue to work with the HVAC contractor and Primex regarding all claims.

The HVAC consultants, ENE continue to upgrade the Town Hall HVAC system. The company is currently installing the required wiring, thermostats, and sensors throughout the building.

2. Staffing Updates

Kathy Doherty, Tax Collector, will be retiring in late February 2025 after an impressive and impactful nineteen (19) year tenure with the Town. We would like to extend our heartfelt thanks to Kathy Doherty for her years of dedicated service. Throughout her tenure, Kathy consistently demonstrated professionalism, integrity, and a strong commitment to serving the community. Her hard work and attention to detail have been invaluable, and she leaves behind a legacy of excellence. We are deeply grateful for her contributions and wish her all the best in her future endeavors.

We are excited to welcome John Kohlmorgen back to the Town of Milford as the new Recreation Director, succeeding Arene Berry. After leaving Milford in 2020, John gained valuable experience as the Program Coordinator in Peterborough and most recently served as the Recreation Director in Jaffrey for the past three years. We are thrilled to have John rejoin the Milford team and look forward to the experience, enthusiasm, and creativity he will bring to the Recreation Department and the community.

3. Employee Classification, Benefit and Compensation Study

The Classification, Benefit, and Compensation Study is currently in progress. The Compensation Advisory Committee recently met with Municipal Resources Inc. to review the project scope, outline required information, and discuss scheduling and deadlines. Throughout February, the company will conduct meetings and interviews with Town employees and begin the data collection process. The project is expected to be completed by August 2025.

4. Milford Master Plan - Envision Milford 2035 Community Forum

On Wednesday, February 5th, the Town will host the Envision Milford 2035 Community Forum. This interactive event offers residents and stakeholders the chance to contribute to shaping Milford's future and the direction of the town's new long-range Master Plan. The forum will take place from 4:00 PM to 8:00 PM and will be facilitated by the Milford Master Plan Advisory Committee, Town staff, and the town's consultant, Resilience Planning. An online/remote forum will be held on March 5th. For more information, please contact Camille Pattison, Community Development Director at cpattison@miford.nh.gov or visit the Town website at <https://www.milford.nh.gov/master-plan-steering-committee>.

5. Milford Request For Proposal (RFP) – Assessing Services

The proposal sought competitive proposals from qualified individuals or professional contracting services to provide Municipal Assessing services to the Town for a five-year period. The Town received two proposal by the January 24th deadline, one of which was for providing partial assessing

services related to utilities. Staff will provide a recommendation to the Select Board for the February 10th meeting.

6. Milford Website

Town staff is actively working to update the new Town of Milford website. The transition to the new site is an ongoing process that involves migrating and converting a significant amount of information and formatting. We expect several updates over the coming weeks and are collaborating with Community Media staff to allocate additional hours for the update. We appreciate your continued patience during this transition.