

TOWN STATUS REPORT

June 12, 2023

1. Water Utilities and Public Works Combined Pipe Crew Update

The combined Water Utilities and Public Works Department Pipe Crew successfully completed their first series of project over the past two weeks. The projects included replacing two fire hydrants and approximately 140 linear feet of newly laid water pipe on David Drive. Both Department Heads reported that the combined staff worked exceptionally well together and streamlined operations and the construction process. The success of these projects has set the stage for what will be a busy schedule over the Summer and Fall.

2. Current Oval Line Striping

The Public Works Department recently completed the line, crosswalk, and parking space striping in the downtown Oval area. The work was completed inhouse by department staff and during the daytime hours to reduce overall costs. We would like to thank the public for their courtesy and patience during this process.

3. Milford Master Plan Comprehensive Update Request for Proposal (RFP 2023-001)

The Office of Community Development advertised the Master Plan Comprehensive Update Request for Proposal on May 25th with a deadline for submittal on June 22, 2023. The Request for Proposal seeks a qualified Consultant to lead and prepare a comprehensive Master Plan update for 2025 which addresses the many challenges that impact the Town's municipal facilities and services, economic vitality/sustainability/growth, community character, and natural resources. The update to the Master Plan will be theme-based and informed by results from public engagements conducted in 2022-2023 and additional community engagement anticipated as part of the update process.

4. Public Works Line Striping Results

As part of their ongoing roadway maintenance program, the Public Works Department advertised invitations to bid on a roadway striping project that will result in 182,500 linear feet of double yellow line striping and white edge striping totaling approximately 142,000 linear feet. The project will be completed by August 7, 2023 and would impact the following public roadways:

- Amherst Street
- Armory Road
- Elm Street
- Mont Vernon Street
- Osgood Road
- South Street
- Union Street
- West Street

The bid opening was held a bid opening on June 5th and the Town received two responses. Public Works Director, Leo Lessard completed his evaluation of the bids and is recommending the K5 Corporation based on the requirements of the Invitation To Bid Proposal and overall estimated cost of \$41,982.80 for Board of Selectmen approval. Both bids are attached. With the Board's approval, I am recommending that you designate the Town Administrator to sign the contract on behalf of the Town.

5. Former Fletcher Superfund Site Repairs/Maintenance

During inspections, General Electric (responsible party) identified erosion and the displacement of topsoil and riprap and exposure of the geotextile in certain locations along the top of the riverbank and stormwater retention basin within the former superfund site now the location of the east entrance to the Keyes Memorial Park and performance stage/pocket park. The company mobilized to the site

to address the maintenance concerns and installed temporary drainage enhancements along the top of the riverbank. A final remedy to fix the erosion of the topsoil and displacement of the riprap and geotextile material is now be reviewed/approved by the Environmental Protection Agency and NHDES with work anticipated to begin in July or August. The construction and repairs is being coordinated with Recreation Department so as to avoid/minimize conflicts with planned programming and events at the performance stage.

6. 127 Elm Street Feasibility Study

The HL Turner Group along with Ironwood Design Associates was retained by the Town of Milford to conduct and prepare a needs assessment and feasibility study to develop options for a possible Community and Senior Center through the reuse/renovation of an existing 30,000 square foot commercial/industrial building located at 127 Elm Street or the construction of a new facility on the subject property and Keyes Memorial Park property. The scope included evaluating the current/future recreational and social programming within the Town and collaboration/ partnerships with non-profit, private organizations, and community groups within the Community to determine the footprint and spatial requirements of the Center and facilities.

This study builds off a previous study completed by the Keyes Memorial Park Expansion Committee in December 2016. which detailed information about the Committee’s findings, process, and recommendations focusing on integration of the parcels, public awareness, public safety, traffic improvements, asset management, and long-term planning. This report should be viewed as a continuation of that 2016 effort. The Community Center Feasibility Report was commissioned and funded by the Milford Recreation Commission in 2020 after the Board of Selectmen determined that more information was required to assess the viability and reuse of the 127 Elm Street property for Town use and recreational programming.

The purpose of this update is to provide a summary of the draft report to the Board of Selectmen and receive initial comments and recommendations. Attached, please find a copy of the draft report.

7. 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 |
| • Budget Advisory Committee | TBD |
| • Capital Improvement Advisory Committee | 7 Full Time Positions |
| • Conservation Commission | 2 Alternate Positions |
| • Economic Development Advisory Council | TBD |
| • Granite Town Media | 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.