

TOWN STATUS REPORT

November 13, 2023

1. Board of Selectmen and Budget Advisory Committee Joint Session – Nov. 18th

The Board of Selectmen and Budget Advisory Committee are scheduled to meet on Saturday, November 18th for the annual Joint Session to review and discuss the preliminary 2024 Town Budget. The meeting is open to the public and will be broadcast via Granite Town Media.

2. Status of Open Requests For Proposals (RFPs)

- Building Demolition Services For 127 Elm Street (RFP 2023-04) – The proposal seeks qualified building demolition contractors to assist in the demolition of a vacant, former 30,000 square foot commercial manufacturing building located at 127 Elm Street. The Town received one bid by the October 30th deadline from RSG Contracting Corporation. The bid proposal amount was \$310,000 and included as part of the bid, a contingency for the removal of hazardous materials (e.g. asbestos).
- Milford General Assessing Services (RFP 2023-05) – The proposal seeks 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 three proposal by the October 30th deadline, one of which was for providing partial assessing services related to utilities. Staff is continuing the to evaluate the proposals and will providing a recommendation to the Board for approval at the November 27th meeting.
- Milford Master Plan Comprehensive Update (RFP 2023-06) - The proposal seeks professional firms to lead and prepare a comprehensive Master Plan update which addresses the many challenges that impact the Town’s municipal facilities and services, economic vitality/sustainability/growth, community character, and natural resources. The Town received one proposal by the November 3rd deadline from Resilience Planning & Design, LLC. The preliminary draft budget for the project is approximately \$100,000 and is currently being reviewed by the Town Administrator, Community Development Staff, and the Planning Board. It is anticipated that Community Development and the Planning Board representatives will providing a recommendation to the Board for approval at the November 27th meeting.
- Milford Town Hal HVAC (RFP 2023-03) – This proposal includes the removal and proper disposal of the existing HVAC system. Proposals due November 10th.
- Mason Road Bridge Replacement Project (NHDOT 43115) – This project involves the replacement and reconstruction of the bridge on Mason Road that transects Great Brook. The Town received a total of four bids ranging from \$1.3 million to \$1.6 million by the deadline date of November 8th. As the Board may recall, the Town previously received \$1.5 million in state bridge aid from the NHDOT. The state aid funding is a reimbursement program and is subject to an 80%/20% split. The Town will be responsible for \$249,460 of the total cost. Staff and the engineering consultant are currently reviewing the bids and will be providing a recommendation to the Board for approval at the November 27th meeting.

3. **Employee Health Benefits**

Town Staff Compensation Committee and the Board of Selectmen conducted a work session on November 2nd to review and discuss the employee healthcare benefit bid/selection process and Committee recommendation. The purpose of this agenda item is for the Board to review the information and summary report provided and determine the preferred provider and/or level of coverage. See attached summary report and recommendation.

4. **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:

- Board of Adjustment 2 Alternate Positions
- Conservation Commission 2 Alternate Positions
- Economic Development Advisory Council TBD (January 2024)
- Granite Town Media 1 Full Time Position
- 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.