Sustainable Connecticut Community Certification Report

This is the Sustainable Connecticut Certification Report of Milford, a Sustainable Connecticut bronze certified applicant.

Milford was certified on June 01, 2021 with 320 points. Listed below is information regarding Milford’s Sustainable Connecticut efforts and materials associated with the applicant’s certified actions.

Contact Information

The designated Sustainable Connecticut contact for Milford is:

<table>
<thead>
<tr>
<th>Name</th>
<th>JEREMY GRANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title/Position</td>
<td>OPEN SPACE AND SUSTAINABILITY MANAGER / OPEN SPACE</td>
</tr>
<tr>
<td>Address</td>
<td>70 WEST RIVER STREET MILFORD, CT 06460</td>
</tr>
<tr>
<td>Phone</td>
<td>203-878-7812</td>
</tr>
</tbody>
</table>
Actions Implemented

Each approved action and supporting documentation for which Milford was approved for in 2021 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Milford, and Sustainable CT makes no claims, promises or guarantees about the accuracy, completeness, or adequacy of the submission, beyond that an individual reviewer approved at least some elements of the action for certification. Further, standards for actions below may have changed, and the documentation listed may no longer satisfy requirements for that action. Finally, approved actions here may include some documents and descriptions in support of action elements that were not approved, in addition to elements that were approved. In preparing your own application, please rely only on the action write-ups for the current certification year to guide your submission. Please contact info@sustainablect.org with specific questions.

1. Inclusive and Equitable Community Impacts

1.1 Optimize for Equity – REQUIRED

20 Points

Approved Information: 1.1: Optimize for Equity applied to 1.3 Develop and Adopt a Statement on Equity (10 points) 1.1: Optimize for Equity applied to 1.3 Developed and started the Milford Public Schools Race, Equity, and Social Justice Student Advisory Group (10 points)

Supporting Documentation:
PDF: 1.1 - CONVERSATION ABOUT CHANGE NOTES 6.10.2020.PDF
PDF: 1.1 - RACISM, EQUITY, AND SOCIAL JUSTICE ADVISORY COMMITTEE AGENDA NOTES 2020.PDF
PDF: 1.1 - RACISM, EQUITY, AND SOCIAL JUSTICE ADVISORY COMMITTEE CHARTER 2020.PDF
PDF: 1.3 - ADOPTED BOE RESOLUTION.PDF
PDF: 1.1 - 12-24-2020 MILFORD MIRROR FRONT PAGE.PDF
PDF: 1.1 - 2020-06-04 - PATCH - MILFORD SCHOOLS ISSUE STATEMENT ON DEATH OF GEORGE FLOYD.PDF
PDF: 1.1 - 2020-07-14 -PATCH LETTER.PDF
PDF: 1.1 - 2020-11-17 - MILFORD MIRROR - DRAFTING FOR EQUITY.PDF
PDF: 1.1 - 20201012-BOE-MINUTES.PDF
PDF: 1.1 - NARRATIVE 1.3, 13.1.PDF
PDF: 1.1 - 2020-10-14 - MILFORD MIRROR LONG-TERM COMMITTEE.PDF
PDF: 1.1 - 2021-03-27 MILFORD MIRROR 5 YEAR PLAN.PDF


Partners: none
1.2 Participate in Equity Training

10 Points

Approved Information: 1.2.1 - Participate in Equity Training (10 points)

Supporting Documentation:

WORD: 1.2 - MILFORD COHORT.DOCX

Partners: none

---

1.3 Develop and Adopt a Statement on Equity

15 Points

Approved Information: 1.3 - Develop and Adopt a Statement on Equity (15 points)

Supporting Documentation:

PDF: 1.3 - ADOPTED BOE RESOLUTION.PDF
PDF: 1.3 - LINK TO RESJ RESOLUTION ON WEBSITE.PDF
PDF: 1.3 - MILFORD MIRROR - PASSING OF RESOLUTION.PDF
PDF: 1.3 - MILFORD MIRROR FRONT PAGE.PDF
PDF: 1.3 - 20201214- BOE-MINUTES.PDF
PDF: 1.3 - CONVERSATION ABOUT CHANGE NOTES 6.10.2020.PDF
PDF: 1.3 - 2020-07 - BOA MINUTES.PDF
PDF: 1.3 - DOCUMENTATION.PDF
IMAGE: CITY OF MILFORD EQUALITY RESOLUTION - JULY 2020.JPG

Documentation Details: 1.3 - 20201214-boe-minutes.pdf - Page 2 1.3 - 2020-07 j- BOA Minutes.pdf - adoption on page 3, agenda item 8c

Partners: none

---

2. Thriving Local Economies
2.3 Inventory and Promote Local Retail Options

**10 Points**

**Approved Information:** 2.3.2 - Buy Local campaign (10 points)

**Supporting Documentation:**

PDF: [2.3.1.B - MILFORD MAP OF FARMS.PDF](#)
PDF: [MILFORD FARM MAP SHOWING DATE OF 06-2018.PDF](#)
PDF: [2.3.2 WORKSHEET MILFORD BUY LOCAL.PDF](#)

**Documentation Details:** 2.3.1 - This farm list was disseminated in hard copy in the 2019 - 2020 Community Guide & Directory by the Milford Regional Chamber of Commerce. 2.3.2 - Worksheet includes responses to questions, links to articles, and photos of campaign examples.

**Partners:** 2.3.2 - Buy Local Campaign - Milford City Hall, Economic Development Department, and Chamber of Commerce collaborated to create the Buy Local campaign

2.4 Provide Resources and Supports to Local Businesses

**10 Points**

**Approved Information:** 2.4.1: Host business roundtables (5 points) 2.4.3: Invite businesses to participate (5 points)

**Supporting Documentation:**

PDF: [2.4.3 - INVITE BUSINESSES TO PARTICIPATE.PDF](#)
Word: [2.4.1 WORKSHEET.DOCX](#)
PDF: [2.4.1 - MILFORD CDBG CARES GRANT WEBINAR.PDF](#)
PDF: [2.4.1 - MILFORD ADVISES BUSINESSES ON BLOCK GRANT APPLICATIONS.PDF](#)

**Partners:** Connecticut Economic Development Association

**Additional Information:** Link to Doing Business in Milford YouTube Video: https://www.youtube.com/watch?v=_62lVBWEGa8
2.6 Participate in and Promote the C-PACE Program

5 Points

**Approved Information:** 2.6.3 Earn Credit for C-PACE Projects (5 points)

**Supporting Documentation:**

**EXCEL:** [2.6.3 - C-PACE PROJECTS - MILFORD, CT.XLSX](#)

**Documentation Details:** 2.6.3 - C-PACE Projects - Milford, CT.xlsx - List acquired from Nicholas Zuba at Connecticut Green Bank

**Partners:** none

---

3. Well-Stewarded Land and Natural Resources

3.4 Develop an Open Space Plan

35 Points

**Approved Information:** 3.4.2: Prioritize Resources for Protection (5 points) 3.4.3: Open Space Plan (10 points) 3.4.4.b: Increase Open Space (5 points) 3.4.4.c: Continued Improvements (5 points) 3.4.4.d: Establish an Open Space Acquisition Fund (10 points)

**Supporting Documentation:**

**WORD:** [3.4.3 WORKSHEET.DOCX](#)  
**PDF:** [3.4.3 POCD - 2022.PDF](#)  
**PDF:** [3.4.4.D - ESTABLISH AN OPEN SPACE ACQUISITION FUND.PDF](#)  
**PDF:** [3.4.4.C - GULF BEACH CONTINUED IMPROVEMENTS.PDF](#)  
**PDF:** [3.4.4.B - MINUTES 2-1-21 BOARD OF ALDERMEN MEETING.PDF](#)  
**IMAGE:** [3.4.4.B - AERIAL OF PARCEL.PNG](#)  
**WORD:** [3.4.7 WORKSHEET.DOCX](#)

**Documentation Details:** 3.4.2: Prioritize Locally-Important Resources Worksheet 3.4.3: Page numbers and sections can be found in 3.4.3 worksheet 3.4.4.b: Meeting minutes of BOA showing acquisition of a 9-acre parcel with 5.89-acres of open space committed for recreational purposes. (8j, page 4) 3.4.4.c: Continue to improve our open space parcels. Gulf Beach retaining wall, sand regrading, parking lot drainage 3.4.4.d: Ordinance approved on March 1, 1999. As of 1/15/2021, the current balance is $399,100.00.

**Partners:** None
3.8 Implement Low Impact Development

**Approved Information:** 3.8.1.c. Attend training (5 points)

**Supporting Documentation:**
PDF: [3.8.1.C - ATTENDED A TRAINING.PDF](#)

**Partners:** none

---

3.9 Manage Woodlands and Urban Forests

**Approved Information:** 3.9.1 Tree Advisory Commission (5 points) 3.9.2 Forestry Activities (10 points)

**Supporting Documentation:**
PDF: [3.9.1 - ESTABLISH A FAC - TREE COMMISSION.PDF](#)
PDF: [3.9.1 - MILFORD_TREE_COMMISSION_MEETING_MINUTES_03092020.PDF](#)
PDF: [3.9.2 - TREE COMMISSION AND TREE WARDEN.PDF](#)
PDF: [3.9.2 i-TREE LANDSCAPE ASSESS CONOPY COVER.PDF](#)
WORD: [MILFORD_TREE_COMMISSION_MEETING_MINUTES_0031521.DOC](#)

**Documentation Details:** 3.9.1 - Establish a FAC - Tree Commission.pdf - This is the main document explaining the Tree Commission (FAC), current member list, duties, and most recent meeting. 3.9.2 - TREE COMMISSION AND TREE WARDEN.pdf - Documentation of all duties performed by the Tree Commission 3.9.2 - 3.9.2 i-Treep Landscape Assess Canopy Cover.pdf - Assessment of Milford's tree cover as advised by SCT Appendix A

**Partners:** none

**Additional Information:** https://www.ci.milford.ct.us/tree-commission

---

4. Vibrant and Creative Cultural Ecosystems
4.1 Map Tourism and Cultural Assets

Approved Information: 4.1.1: Create a Tourism and Cultural Asset Map (10 points)

Supporting Documentation:
EXCEL: 4.1.1.B_WORKSHEET.XLSX
PDF: 4.1.1.C - DISCOVERMILFORDCT.PDF
PDF: 4.1.1.D - MAINTENANCE PLAN - DISCOVERMILFORDCT.PDF

Documentation Details: 4.1.1.b_worksheet was easier to manage in excel format instead of the word format 4.1.1.c - DiscoverMilfordCT.pdf - a hyperlink to HTTP://www.DiscoverMilfordCT.com 4.1.1.d - Maintenance Plan - DiscoverMilfordCT.pdf - maintenance plan

Partners: none

Additional Information: https://www.discovermilfordct.com/

4.2 Support Arts and Creative Culture

Approved Information: 4.2.1: Milford Poet Laureate 4.2.3: Funding to Milford Arts Council 4.2.10: Promote events offered at the Library Complete 3 activities for 10 points.

Supporting Documentation:
PDF: 4.2.1 POET LAUREATE.PDF
PDF: 4.2.3 PROOF OF FUNDING TO MAC.PDF
PDF: 4.2.10 PROMOTING LIBRARY CALENDAR.PDF
PDF: 4.2.10 MILFORD PUBLIC LIBRARY - MILFORD CT.PDF
PDF: 4.2.10 FRIENDS OF THE MILFORD LIBRARY PAGE 1.PDF
PDF: 4.2.10 2021.01_NEWSLETTER.PDF
PDF: 4.2.10 FRIENDS OF THE MILFORD LIBRARY NEWSLETTER.PDF
PDF: 4.2.10 FRIENDS OF THE MILFORD LIBRARY PAGE 2.PDF

Partners: none

Additional Information: 4.2.10 - Minute with the Mayor - https://www.ci.milford.ct.us/home/news/minute-with-the-mayor-milford-library-week promoted on Social Media
5. Dynamic and Resilient Planning

5.3 Develop Agriculture-Friendly Practices

Approved Information: 5.3.1 Farming as a Right in Single Family Residential Zone Districts (5 points)

Supporting Documentation:
PDF: 5.3.1 PART 1, PLAN OF CONSERVATION AND DEVELOPMENT MILFORD.PDF


Partners: none

5.5 Inventory and Assess Historic Resources

Approved Information: 5.5.4: Milford achieved Certified Local Government (5 points)

Supporting Documentation:
PDF: 5.5.4 - MILFORD LISTED ON CONNECTICUT (U.S. NATIONAL PARK SERVICE).PDF
PDF: 5.5.4 - MILFORD CERTIFIED LOCAL GOVERNMENT FROM CONNECTICUT STATE HISTORIC PRESERVATION OFFICE.PDF

Documentation Details: 5.5.4 - Milford’s certification can be found on page 6 of the PDF named "5.5.4 - Milford listed on Connecticut (U.S. National Park Service)" and "5.5.4 - Milford Certified Local Government from Connecticut State Historic Preservation Office"

Partners: none

Additional Information:

6. Clean and Diverse Transportation Systems and Choices
6.2 Promote Effective Parking Management

**Approved Information:** 6.2.1: Conduct a parking needs assessment (10 points) 6.2.2.b: Regulatory Action. Implement a paid parking system (20 points)

**Supporting Documentation:**
PDF: 6.2.1 PUBLIC WORKSHOP MINUTES 1.PDF
PDF: 6.2.1 PUBLIC WORKSHOP MINUTES 2.PDF
PDF: 6.2.1 MILFORD APPROVES PLAN.PDF
PDF: 6.2.1 COMMUNITY WORKSHOP.PDF
PDF: 6.2.1 ALDERMAN MINUTES.PDF
PDF: 6.2.1 MILFORD TRAFFIC AND PARKING STUDY.PDF
PDF: 6.2.2.B - BOA MINUTES.PDF
PDF: 6.2.2.B - ORDINANCE COMMITTEE MINUTES.PDF
PDF: 6.2.2.B - PATCH ARTICLE SHARING NEW PAID PARKING SYSTEM.PDF
WORD: 6.2.2.B - STRATEGY IMPLEMENTED.DOCX

**Documentation Details:** 6.2.1 Alderman Minutes.pdf - Only pages 6-8 are relevant. 6.2.2.b: BOA Minutes.pdf - Bottom of page 6 shows adoption of the ordinance. 6.2.2.b: Ordinance Committee Minutes - #2 on page 2.

**Partners:** 6.2.1: Milford Traffic and Parking Study.pdf - Milford hired BL Companies to complete the Traffic and Parking Study working with our community members and TOD committee.

---

6.4 Support Zero Emission Vehicle Deployment

**Approved Information:** 6.4.1: Host ZEV promotional event (5 points) 6.4.2: Participate in training (5 points)

**Supporting Documentation:**
PDF: 6.4.2 - PARTICIPATE IN TRAINING.PDF
PDF: 6.4.1 - SPONSOR ELECTRIC VEHICLE INFORMATION SESSION MILFORD.PDF
PDF: 6.4.1 - SPONSOR ELECTRIC VEHICLE INFORMATION SESSION PATCH.PDF

**Partners:** none
7. Renewable and Efficient Energy Infrastructure and Operations

7.1 Benchmark and Track Energy Use

10 Points

Approved Information: 7.1.1: Track Energy Use in Municipal and Board of Education Buildings (5 points) 7.1.2: Track Energy Use of Your Wastewater Treatment Plant (5 points)

Supporting Documentation:
EXCEL: 7.1.1 & 7.1.2 - RESPONSEDATA.XLSX
PDF: 7.1.1 & 7.1.2 - RECEIPT FOR DATAREQUEST SUBMITTAL.PDF

Documentation Details: 7.1.1 & 7.1.2 - responseData.xlsx is the file generated by the Portfolio Manager request. The response sent by Dr. Amy Thompson UCONN. 7.1.1 & 7.1.2 - Receipt for DataRequest Submittal.pdf is showing the Portfolio Manager request Amy Thompson submitted on behalf of Milford.

Partners: 7.1.1 - Worked with Dr. Amy Thompson, UCONN. CT Energy Benchmarking Program Director to gather data, update meters, and run the report correctly. 7.1.2 - Worked with Dr. Amy Thompson, UCONN. CT Energy Benchmarking Program Director to gather data, update meters, and run the reports correctly.

7.2 Reduce Energy Use Across All Municipal Buildings

20 Points

Approved Information: 7.2.1: Achieve an Energy Efficiency Target in Municipal Buildings (20 points)

Supporting Documentation:
EXCEL: 7.2.1 - RESPONSEDATA.XLSX
PDF: 7.2.1 - RECEIPT FOR DATAREQUEST SUBMITTAL.PDF

Documentation Details: 7.2.1 - responseData.xlsx - Report from Portfolio Manager prepared by Dr. Amy Thompson 7.2.1 - Receipt for DataRequest Submittal.pdf - Report submitted by Dr. Amy Thompson on behalf of the City of Milford

Partners: 7.2.1 - Worked with Dr. Amy Thompson, UCONN. CT Energy Benchmarking Program Director to gather data, run the report correctly, and find the 20% energy reduction.
8. Inclusive Engagement, Communication and Education

8.1 Hold a Sustainability Event

15 Points

Approved Information: 8.1.1 - Hold a Sustainability Event, 13 events (15 points)

Supporting Documentation:
EXCEL: 8.1.1 TEMPLATE MILFORD.XLSX

Partners: None

Additional Information: The following are examples of Milford’s program “Minute With the Mayor” an outreach program that has consistently provided education to the community surrounding Sustainability efforts such as recycling and trash protocol. https://www.youtube.com/watch?v=ylvHeiUMa.JvA8 https://www.youtube.com/watch?v=t18H6tCy6yk

8.3 Train Municipal Representatives

10 Points

Approved Information: 8.3.1.a: One Inland Wetlands, One Planning and Zoning (5 points) 8.3.1.b: Different commissions (5 points)

Supporting Documentation:
EXCEL: 8.3 TEMPLATE.XLSX

Partners: none
9. Strategic Materials Management

9.3 Recycle Additional Materials and Compost Organics

**10 Points**

**Approved Information:** 9.3.1 - Textile Recycling (10 points)

**Supporting Documentation:**
- PDF: 9.3.1.A SIMPLE RECYCLING BOA MINUTES AGENDA ITEM 8C.PDF
- PDF: 9.3.1.B SIMPLE RECYCLING PARTICIPATING CITIES.PDF
- PDF: 9.3.1.C SIMPLE RECYCLING DPW WEBSITE.PDF
- PDF: 9.3.1.C SIMPLE RECYCLING MILFORD PROGRAM MAKES IT EASIER TO RECYCLE CLOTHING AND HOME GOODS.PDF
- PDF: 9.3.1.A - NON-CED.PDF
- PDF: 9.3.1.B - NON-CED AGREEMENT WITH TAKE2.PDF
- PDF: 9.3.1.A - MATTRESS RECYCLING ADOPTION.PDF
- PDF: 9.3.1.A - MATTRESS RECYCLING PUBLIC WORKS MINUTES.PDF
- PDF: 9.3.1.B - MATTRESS RECYCLING.PDF
- PDF: 9.3.1.C MILFORD RECYCLING TASK FORCE HOSTS EVENTS.PDF
- PDF: 9.3.1.C MINUTE WITH THE MAYOR DEEP.PDF
- PDF: 9.3.1.C - DOS AND DONTS OF RECYCLING EVENT.PDF

**Documentation Details:** 9.3.1.a - Mattress Recycling Public Works Minutes.pdf - Page 2 under Transfer Station

**Partners:** none

10. Optimal Health and Wellness Opportunities
10.3 Improve Air Quality in Public Spaces

25 Points

**Approved Information:** 10.3.3 - Adopt policies designed to reduce tobacco use in your municipality (15 points) 10.3.2 - Implement or maintain no smoking and no tobacco signage in public recreation areas (10 points)

**Supporting Documentation:**

- PDF: 10.3.3 - 2019-04-01 - BOA MINUTES RAISES AGE TO 21.PDF
- PDF: 10.3.3 - 2019-04-01 - BOA ORDINANCE MINUTES RAISES AGE TO 21.PDF
- PDF: 10.3.3 - 2019-10-01 - GOVERNOR RAISING THE AGE TO 21.PDF
- PDF: 10.3.3 - SCT THOUGHTS ON TIMEFRAME AND ACTION.PDF
- PDF: 10.3.3 - NO SMOKING POLICY.PDF
- PDF: 10.3.3 - NO SMOKING PARKS AND REC MINUTES APRIL_1_2015.PDF
- PDF: 10.3.2 - SMOKE AND TOBACCO FREE SIGNAGE.PDF

**Documentation Details:** 10.3.2 - smoke and tobacco free signage.pdf (Document has photographs, locations, and dates) 10.3.3 - 2019-04-01 - BOA Minutes Raises Age to 21 (Pages 1,2,6) 10.3.3 - 2019-04-01 - BOA Ordinance Minutes Raises Age to 21 (Pages 1,2) 10.3.3 - 2019-10-01 - Governor Raising the Age to 21 (shows state passing law after Milford's ordinance was already established) 10.3.3 - SCT thoughts on timeframe and action - Email conversation with the Sustainable CT team about Milford raising the smoking age to prevent teenage smoking. 10.3.3 - No Smoking Policy (Adopted policy for public recreational facilities) 10.3.3 - No Smoking Park and Rec Minutes april_1_2015 (Page 2 shows adoption)

**Partners:** 10.3.2 - none 10.3.3 - Collaboration with Milford Public Schools, Health Department, Beth-El Shelter, Milford Prevention Council to adopt this resolution that will reduce teenage smoking.

10.4 Develop and Promote Community Growing Spaces

15 Points

**Approved Information:** 10.4.1 - Community Growing Space (15 points)

**Supporting Documentation:**

- PDF: 10.4.1 - COMMUNITY GROWING SPACE.PDF
- PDF: 10.4.1 - COMMUNITY_GARDENS_COVID-19_SAFETY_GUIDELINES.PDF

**Documentation Details:** 10.4.1 - Community Growing Space document includes photos, links, and the questions asked in the what to submit section of the action. 10.4.1 - community_gardens_covid-19_safety_guidelines - Guidelines during 2020 COVID-19.

**Partners:** 10.4.1 - none
11. Healthy, Efficient and Diverse Housing

11.2 Grow Sustainable and Affordable Housing Options

10 Points

Approved Information: 11.2.3: Commit dedicated funding to affordable housing renovations (10 points)

Supporting Documentation:
PDF: [11.2.3 - MAJOR RENOVATION AT CATHERINE MCKEEN VILLAGE.PDF](#)

Documentation Details: Improvements through the CDBG Housing repair programs increase the overall quality of existing housing stock in Milford and the quality of life for the occupants. A residential property owner or renter with increase energy efficiency will experience lower housing costs therefore leaving discretionary income to support a local economy. Modernization of public housing rental units owned by the Milford Redevelopment Housing Partnership (MRHP) improves the overall health and safety and quality of life of the occupants. Preservation of these units was imperative to maintain sufficient affordable housing for our residents. Residents in affordable housing units should expect the same quality of living as the rest of the community which is why it is important for Milford to continue preserving the existing affordable housing. In addition to the plan above, we also added in a massive $1.2 million project from 2018 - 2020 rehabilitating all of the 45 bathrooms in one of our largest affordable housing complexes that includes 22 buildings. Milford added $250,000 to that project through CDBG funds. I attached an article from the Milford Mirror that gives details on the project. Please look at both of these combined for our 11.2.3 submission.

Partners: Milford Redevelopment Housing Partnership.

13. Innovative Strategies and Practices

13.1 Implement Your Own Sustainability Action

10 Points

Approved Information: 13.1: Developed, Created, and Started the ongoing Milford Public Schools Race, Equity, and Social Justice Committee (10 points). The Race, Equity, and Social Justice Committee was created to advise the Superintendent of Schools on how to address racism, equity and social justice in Milford's public schools. Goals of the committee include building student awareness and empowering them to advocate for themselves and others, creating curriculum, and advancing policies and procedures to address equity.

Supporting Documentation:

PDF: 13.1 - MILFORD PUBLIC SCHOOLS RACE EQUITY AND SOCIAL JUSTICE STUDENT ADVISORY GROUP.PDF
PDF: 13.1 - CONVERSATION ABOUT CHANGE NOTES 6.10.2020.PDF
PDF: 13.1 - RACISM, EQUITY, AND SOCIAL JUSTICE ADVISORY COMMITTEE AGENDA. NOTES 2020.PDF
PDF: 13.1 - RACISM, EQUITY, AND SOCIAL JUSTICE ADVISORY COMMITTEE CHARTER 2020.PDF
PDF: 13.1 - 2020-10-14 - MILFORD MIRROR LONG-TERM COMMITTEE.PDF


Partners: none