

Covid-19 Status

Recent

Continued monitoring of Eastern CT / Windham County metrics. Per data.ct.gov website, as of June 15, 2021, there have been 878 cases in Putnam; compared with 853 cases on May 14th. While briefly Putnam being the only remaining municipality "Red" in May, we have once again reduced cases and are not labeled "gray", meaning less than 5 cases per 100,000.

Upcoming

New CDC guidelines about vaccination and mask requirements. Tracking employee vaccination status and reminding of continued masking requirements if not fully vaccinated.

Town Administration

Contract Updates

Task Order for Danco Road bridge consulting for emergency vehicle access, and replacement planning and design services. Expect to apply for State DOT 50/50 bridge program.

Recent

Budgets approved at Annual Town Meeting.

Q-Tech Park Amendment approved at Annual Town Meeting (Pomfret and Scotland also approved, Brooklyn voting June 21st).

Advertised request for proposals for town offices and library move; due July 2nd.

Coordinated with Real Estate Agent for Town Hall and Library properties for showings and information requests (Delpha Very lead).

Human Resources - finalized Annual Performance Assessment with General Government committee.

Hired new Highway Maintainer (rehired previous employee).

Same as last month: Waiting on Union feedback regarding Town's proposals towards new contract starting July 1, 2021.

Human Resources: period of annual open enrollment and review of participation.

Continued coordination with property and auto insurer CIRMA for asset management (Human Resources lead for property insurance, Finance lead for asset management). Quality control review of property and vehicles with various departments, including SSD.

Continued coordination with new website vendor FinalSite for creation and hosting (Finance Office accounts receivable Jared Latour leading).

Created job description and advertise for Maintenance and Custodial positions.

Depending on Town Hall and Library property sale status, expect BOS, BOF and Town Meeting to approve sale of property.

Upcoming

New Fiscal Year accounting setup with approved budgets.

Review maintenance position applications and interview.

Pre-bid and review of received proposals for moving firms for new Municipal Complex Moving Company.

Finalize execution of Quinebaug Tech Park amendment, including reimbursements to three member Towns.

Continued (Delpha Very lead) Expansion of Rehab Area to entire SSD - draft of ordinance modification/Town Meeting.

Same as last month: Coordinate with Union representative and bargaining committee regarding Town proposals and feedback.

Initial activities and preparation for new website host and platform. Expect live September 2021.

Same as last month: Work with Novus to create email addresses for all Town employees, including field crews, as means of Human Resource and Management direct communication.

Municipal Complex

Recent

Ongoing architect, construction manager and Building Committee coordination.

Ongoing monitoring scope, budget and schedule. Currently all without issue. Construction contract completion scheduled for August 19th.

Exterior structure complete, sitework nearing final efforts. Interior buildout continues with many areas of paint, tile, flooring, and lights. Expect furniture delivery mid to late July, with mid-August employee move-in. Generator onsite and startup activities.

Upcoming

Continued buildout of interior components, communication/IT setup, various commissioning efforts.

Road and Sidewalk Improvements

Recent

None to report.

[Note that Highway has various more standard paving projects ongoing and upcoming. Including portion of Kennedy Drive over bridge deck/I395; which schedule will be coordinated with state work to share traffic control and other coordination.]

Upcoming

Same as previous: Expect Regional DOT approval to bid for Woodstock and Church.

Same as previous: NECCOG coordinating with state for Grove Street and School Street sidewalks.

Bridges

Recent

Started planning and design for Danco Road Bridge replacement. Expect 2022 construction start.

Danco Road coordination with emergency vehicle access on existing bridge structure.

Upcoming

Five Mile River Road and East Putnam Road Bridges - Contractor onsite activities June 24th through mid-August.

Planning for minor DOT-recommended bridge maintenance, some done with Town staff, some via state contractor.

Ongoing: Continued project management for Town bridge repair/replacement.

Same as last month: Initiate planning and permitting with engineering consultant for East Putnam Road Bridge over Mary Brown Brook. (2022 or beyond construction)

Same as last month: Coordinate with State DOT to explore options for federal or state financing assistance with future replacement of Danco Road Bridge.

Athletic and Recreation

Recent

Continued efforts as part of selection panel for Pomfret regarding Airline Trail Improvements project Trail Bed Improvements - conducted interviews in June 2021, with selection and design start in Summer 2021.

Negotiating contract with Weston & Sampson for alternative analysis and planning for DEEP-funded planning project for River Trail connection to Air Line Trail in Thompson. Expect start in June 2021

Upcoming

Field walk with Weston & Sampson along options from River Trail connection to Air Line Trail in Thompson.

Other Town Responsibilities

Recent

Ongoing tracking of MS4 stormwater requirements (Land Use Agent lead). Wet-weather and dry-weather sampling of outfalls ongoing.

Executed Willimantic Waste contract for municipal solid waste collection and transport. Ongoing review and negotiation with Wheelabrator Lisbon for municipal solid waste disposal.

WPCA: received bids for wastewater treatment plant storage building and generator project (USDA funding). Contract award preparations to low bidder G. Donovan of Lebanon.

Upcoming

Same as last month: Continue coordination and efforts associated with Stormwater MS4 permit requirements, including Town-proposals for text amendments to local regulations (Land Use Agent Bruce Fitzback lead).

Execute contract extensions for municipal solid waste handling with Wheelabrator Lisbon. In upcoming months+, continue discussions for increase to sticker pricing.

Conferences and Training

Recent

Recurring Virtual meetings with NECCOG municipal leaders, DEMHS Region 4.

Open enrollment period for CCM certified municipal official.

Upcoming

Ongoing: CCM certified Connecticut municipal official - multi-year effort of various trainings