

Covid-19 Status

Recent

Continued monitoring of Eastern CT / Windham County metrics. Per data.ct.gov website, as of November 8, 2021, there have been 1,188 cases in Putnam; compared with 1,105 cases on October 12th. Putnam remains "red", meaning average daily rate of 15 or more cases per 100,000.

Coordination with Day Kimball for onsite vaccine and booster programs at Municipal Complex. Expect several future weekday afternoons by Day Kimball.

Same as last month: Continued requirements for unvaccinated being masked. Watching recent recommendations for masking regardless of vaccination status, and also watching recommendations of testing of unvaccinated, and will modify if federal or state requirements change.

Upcoming

Continued monitoring and mask compliance for non-vaccinated.

Town Administration

Contract Updates

Continued efforts for the Church Street and Woodstock Ave Pavement and Sidewalk Improvements project. NECCOG and Town preparing intent to award letters to low-bidder B&W for \$1.78M. Following receipt of State LOTCIP Approval for Contract Award - planned Town and B&W contract execution.

Recent

American Rescue Plan Act (ARPA): Continued planning and receipt of information for requests and projects. Contacting engineering consultants for Simonzi Park Streambank and Kennedy Drive Parking Lot Improvements.

New website live as of November 9th, including all Town departments and Boards and Commissions. Training with department and board/commission administrators for updating and posting agendas and minutes.

Continued Punch list for Municipal Complex, coordinating with Building Committee for final contract decisions.

Same as last month: Continued coordination with Real Estate Agent for Town Hall and Library properties for showings and information requests (Delpha Very lead).

Similar to last month: Union communications ongoing, union voted approval to split into three subgroups: WPCA, Highway and Parks/Grounds, and Town Hall staff. Waiting on Union feedback regarding Town's proposals towards new contract starting July 1, 2021. Various components, including salary and benefits, if modified, will need retroactive efforts.

Upcoming

Continued research and discussion about ARPA funds, including vetting and considering outside agency requests with BOS. Federal Government extended the deadline for fund plan, which is now due April 2022.

Same as previous: 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

Final construction activities including punch list, coordinating with architect, construction manager and Building Committee. Consideration for final contract work. Ongoing coordination with various vendors and subcontractors.

Last month open house for community, and various small groups tours throughout space. Coordination for various uses of space including TVCCA meal program start, use of Community Rooms for voting, Commission on Aging activities in Community Room.

Upcoming

Same as last month: Coordination with Building Committee for expected startup and commissioning efforts over next several months; with expected project file closeout activities in 2022.

Road and Sidewalk Improvements

Recent

Continued efforts toward contract award for Church Street and Woodstock Ave Pavement and Sidewalks Project.

Same as last month: Continued coordination with NECCOG for LOTCIP applications for School Street Sidewalks and Grove Street Sidewalks. SHPO application for Grove Street

[Same as last month: Note that Highway has various more standard paving projects ongoing and upcoming.]

Upcoming

After receipt of state approval, Town/B&W Contract Execution for Church Street and Woodstock Ave Pavement and Sidewalks Improvements.

Same as last month: Address DOT comments to Grove Street and School Street sidewalks design submittals. NECCOG completing Grove Street design, expect J&D to propose design finalization efforts for School Street design (update ~5 year ago School Street sidewalk design documents).

Bridges

Recent

Ongoing: Continued planning and design for Danco Road Bridge replacement. Expect 2022 construction start.

Upcoming

Ongoing: In-house minor repairs to bridges to comply with DOT inspection comments.

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

Ongoing: coordination with consultant Weston & Sampson for Airline Trail Improvements project Trail Bed Improvements including connection to Putnam River Trail at Quinebaug River (Town of Pomfret leading).

Ongoing: Project with Weston & Sampson for alternative analysis and planning for DEEP-funded planning project for River Trail connection to Air Line Trail in Thompson.

Upcoming

Continued trail alternative analysis and planning activities, including discussions with railroad for adjacent trail and/or crossing.

Other Town Responsibilities

Recent

Ongoing tracking of MS4 stormwater requirements (Land Use Agent Bruce Fitzback lead). Coordinate with consultant on wet- and dry-weather sampling and GIS mapping on stormwater structures.

WPCA: Monthly construction progress meeting with USDA and G. Donovan for wastewater treatment plant storage building and generator project (USDA funding). Expect construction through Summer 2022.

Attend and participate in DEEP Public Hearing on Wheelabrator Expansion, related to Wheelabrator's application for stormwater permit and other environmental permitting.

Coordinate with our engineering consultant and DEEP regarding draft Permit for Town (closed) Municipal Landfill Stewardship Permit. Expect December 2021 public hearing with comment period closed January 2022.

Upcoming

Participate in public review process and finalize Town's Stewardship Permit with DEEP.

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). Related to stormwater dry weather field sampling, evaluate possible cross connections with various isolation and field inspection techniques.

Same as last month: 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.

Audio Visual Training for Complex' Conference Room

Upcoming

Ongoing: CCM certified Connecticut municipal official - multi-year effort of various trainings
CCM Annual Conference November 30th and December 1st.

Coordinate with newly elected: CCM offering Saturday January 8th workshop in Bristol. Other online training opportunities on subjects including public meetings, freedom of information act, municipal budgeting.