

Covid-19 Status

Recent

- Great news with continued lower case rates. Per state lifting/not extending requirements, there is no longer a requirement for unvaccinated individuals to mask in the Town's public spaces.
- Recent reduction in testing hours at the Murphy Park site. As of March 14th, open from 10AM-2PM. Sometime in April, the testing site will move to the Farmer's Market on Kennedy Drive, since warmer weather more easily accommodates outside testing.
- Eastern CT / Windham County metrics. Per data.ct.gov website, as of March 15, 2022, there have been 2,059 cases; compared with 2,040 cases as of February 15, 2022. Great news on continued lower case trend, Putnam (like many CT municipalities) finally leaves the "red" designation and is now a yellow, meaning average daily rate of 5-9 cases per 100,000.
- Same as last month: Regarding case numbers, per NDDH and other state/federal information; since many manage cases individually with home tests, the total case count is no longer as accurate.
-

Upcoming

- Ongoing coordination with DPH and testing provider for Town facilities.
- Hopefully less energy spent towards managing the pandemic.

Town Administration

Contract Updates

- Executed Contract with B&W Paving for Church Street and Woodstock Ave Pavement and Sidewalk Improvements. Notice to Proceed expected by early April.
- Reviewed submissions to RFQ issued for design services during construction for the Woodstock/Church Improvements. Negotiating with consultant to prepare scope and fee for our review - expect execute March 2022.
- Bid Opening for Bandstand Roof March 29th at 2PM. Expect to review bids and award to qualified low in April 2022.

Recent

- American Rescue Plan Act (ARPA): Ongoing planning and receipt of information for requests and projects. Ongoing conceptual design for Simonzi Park Streambank and reviewing construction cost estimates and alternatives for Kennedy Drive Parking Lot Improvements. First Project and Expenditure Report due by April 30, 2022.
- FY2023 Budget - finalized Mayor's general government Town budget components, and worked with Board of Selectmen to modify and prepare BOS budget to submit to Board of Finance.
- Same as last month: Continued Punch list for Municipal Complex, coordinating with Building Committee for final contract decisions. Approved to add irrigation system and under-review to add sitework and playscape behind Library.
- Ongoing Union communications. Town Hall Unit finalized. Negotiations ongoing with Highway and Parks & Rec. Final sub-group will be WPCA.

Upcoming

- Continued Town budget review and modifications with Board of Finance, and schedule of Public Hearing and final Town Meeting steps.
- Assessor's office personnel - department head submitted resignation. Considering interim and permanent replacement options.
- Ongoing: research and discussion about ARPA funds, including vetting and considering outside agency requests with BOS. Spring 2022 report due to Federal Government.
- Continued Union negotiations expected for all three subgroups through first months of 2022.
- Same as last month: Expect closing on old Town Hall in late March 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/Ongoing

- Same as last month: 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; and use of the facilities. Expect final closeout late Spring/early Summer 2022.

Road and Sidewalk Improvements

Recent

- Executed Contract Documents for Church Street and Woodstock Ave Pavement and Sidewalks Project between the Town and B&W Paving.
- Received State's Project Authorization Letter (PAL) for the Grove Street Sidewalks Project, funded by LOTCIP. Ongoing: coordination with NECCOG and DOT for LOTCIP applications for School Street Sidewalks.
- [Same as last month: Note that Highway has various more standard paving projects ongoing and upcoming.]

Upcoming

- Negotiating contract based on submissions to the request for qualifications to provide engineering services during construction and inspection services for Church and Woodstock Improvements Project. Expect March 2022 consultant contract execution.
- 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

- Reviewed 25% design for Danco Road Bridge replacement. Plan to apply to State Bridge Program in April 2022 for 50/50 funding. Requires ACOE permit review. Planning for 2022 bidding with 2023 construction start.

Upcoming

- Ongoing: In-house minor repairs to bridges to comply with DOT inspection comments. Highway Department leading.
-
- Ongoing: Continued project management for Town bridge repair/replacement. Reviewed recent inspection efforts for Thompson Ave and Woodstock Ave bridges - expect relatively minor improvements.
- Same as last month: Initiate planning and permitting with engineering consultant for East Putnam Road Bridge over Mary Brown Brook. (2022 or beyond construction). Recent DOT communications about load rating may require reevaluation of replacement vs. rehabilitation.

Athletic and Recreation

Recent

-
- Advertised for roof replacement project for Rotary Park Bandstand, and held mandatory pre-bid conference. Expect to replace with a metal roof, with bidding this Spring 2022, for construction by Summer 2022.
-
- Same as last month/ongoing: Coordinate with Land Use Agent and contractor for ongoing Sabin Street Recreation Field construction work, including excavation and gravel removal activities. Based on field conditions, including excessive boulders, Town expects to issue permission to the contractor for a no-cost change - to bring crusher onsite for boulder handling. Days, hours and school schedule to be limited to weekdays, daytime hours, and only when school is not in session.
-
- 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

- Public bid opening for Bandstand Roof Replacement.
- Present viable route for Putnam to Thompson Air Line Gap to the Trails Committee and plan for public outreach activities.

Other Town Responsibilities

Recent

-
- WPCA: Ongoing 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, with likely schedule extension due to generator cabinet material lead times.
- WPCA: Ongoing lead line service inventory work, including reviewing consultant's scope and coordinating with DPH.
- WPCA: Ongoing coordination regarding rate study and expected increase/modifications.
-
- Same as last month: Regarding draft Permit for Town (closed) Municipal Landfill Stewardship Permit - coordinating with DEEP and our engineer regarding responses to public comments received.

Upcoming

- NPDES Stormwater Annual Report finalized by Land Use Agent and submitted to DEEP. 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.
- Similar to last month: Land Use Agent reviewing draft ordinance for procedure for selling Town-owned properties. Expect draft Ordinance for Selectmen review sometime in 2022.
- Similar to 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), storm drain sampling and GIS updates.
- Same as last month: Execute contract extensions for municipal solid waste handling with Wheelabrator Lisbon.
- Same as last month: Planning for Sticker Price change for municipal solid waste - expect to issue updated flyer to all residents.
- Ongoing/long-term: Coordinate with Highway Superintendent regarding Fox Road planning for transfer station categorization and permitting as applicable.

Conferences and Training**Recent**

- CTCMA quarterly meeting.
- DOT webinar on sustainable winter road maintenance.

Upcoming

- CCM Annual Meeting.
- CCM seminars.