

Covid-19 Status

Recent/Ongoing

- Generally, status quo for monitoring any employee cases, and coordinating with state vendors for continued testing at Kennedy Drive Market Place. State vendors to add some vaccination clinics coordinating with testing times.
- Eastern CT / Windham County metrics. The state has updated their data sharing portal. Per data.ct.gov website, as of July 11, 2022, there have been 2,243 cumulative cases in Putnam, 2,224 as of June 16, 2022. (Like everywhere, data is much less complete due to home testing procedures.)

Town Administration

Contract Updates

- Grove Street Sidewalks Replacement Project bid opening held June 29th. Low bidder B&W Paving of Oakdale, CT; with a low bid of \$1,578,930 (LOTICIP funded, expect contract award in Fall, construction through 2023. Working with NECCOG and State DOT for various requirements requesting approval to award contract.
- School Security: agreement between Town, SSD and BOE initiated.

Recent

- FY2023 Opening, populating and preparing department heads for purchase orders, requests for BOF transfers to coordinate salary line items with post-budget contract negotiations.
- Assessor's office personnel - currently only staffed with Clerk. Local assessor contracted hours in the interim. Reviewing resumes submitted to advertisement - considering budget allowances for part or full time options.
- Town Clerk's office personnel - currently only staffed with Administrative Assistant (certified). Reviewing resume submitted to advertisement - considering budget allowances for part of full time options. May also consider interim adjustment of hours open to the public, to allow office to complete necessary tasks.
- Finance Office accounts receivable clerk position advertised, reviewing application received and will schedule interview.

Upcoming

- FY22 Year End budget management, including 2nd round of transfer requests to BOF. Preparation of FY23 approved budget for July 1st start.
- Ongoing: progress on projects using ARPA funds, including conceptual plans and construction cost estimates for Simonzi Park and Kennedy Drive Parking.
- Community Investment Fund Grant application due July 25th, which we will apply for pavement, parking and associated improvements (similar scope as previous 2020 grant application that was not awarded).

Municipal Complex

Recent/Ongoing

- Ongoing: 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. Playscape and irrigation projects last of the more significant construction efforts - expect into Fall/Winter 2022. Library roof concerns being addressed by installer and manufacturer. Facilities Director Kevin Lamothe leading.

Road and Sidewalk Improvements

Recent / Ongoing

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Same as last month/Ongoing: active construction work for Church Street and Woodstock Ave Pavement and Sidewalks Project between the Town and B&W Paving. John Turner Consulting providing inspection services.

- Coordinating with NECCOG following bid opening for award approval for the Grove Street Sidewalks Project, funded by LOTCIP. Ongoing: coordination with NECCOG and DOT for LOTCIP applications for School Street Sidewalks.

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

Upcoming

- Same as last month: Address DOT comments to School Street sidewalks design submittals. Reviewing J&D proposal for design finalization efforts for School Street design (update ~5 year ago School Street sidewalk design documents).

Bridges

Recent

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Upcoming

Same as last month: Using 25% design drawings for Danco Road Bridge replacement, submitted application to the State Bridge Program on April 1, 2022 for 50/50 funding. Project requires ACOE permit review. Planning for late 2022 bidding with 2023 construction start.

- Ongoing/same as last month: In-house minor repairs to bridges to comply with DOT inspection comments. Highway Department leading.
- Ongoing/same as last month: 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).

Athletic and Recreation

Recent / Ongoing

- Continued coordination with Commercial Roofing for Rotary Park Bandstand roof replacement. Due to contractor schedule and materials delay, will likely be late summer or fall 2022.

- Ongoing: Gravel excavation including crushing activities by contractor for Sabin Street Recreation Field construction work. Land Use Agent leading.

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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).

- Same as last month: Project with Weston & Sampson for alternative analysis and planning for DEEP-funded planning project for River Trail connection to Air Line Trail in Thompson. Public Informational and Outreach Presentation held at the May 24th Trails Committee meeting.

Upcoming

- Identify State DOT and Railroad officials to discuss alternatives.

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, and some ARPA 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 coordinating with consultant to provide data on water services and record drawings. Coordinating with DPH for funding and loan forgiveness components.
- In July 2022, received Final Permit for Town (closed) Municipal Landfill Stewardship Permit. Final Permit includes requirement of a PFAS sampling plan, which will likely start sampling in FY24.
- Started issuing new priced trash stickers. Coordinated with Highway and Finance for procedures on delivery to stores/points of sale, and auditor-recommended tracking.
- Continued cannabis regulations steps for Zoning with various Town departments. Including forwarding feedback from June 2022 BOS meeting. Expect Zoning Commission review and action in late Summer 2022.
- Completed and approved at Town Meeting: Land Use Agent ordinance for procedure for selling Town-owned properties.

Upcoming

- Same as last month: 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.
- 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), storm drain sampling and GIS updates.
- Same as last month: Execute contract extensions for municipal solid waste handling with Wheelabrator Lisbon.
- Ongoing/long-term: Coordinate with Highway Superintendent regarding Fox Road planning for transfer station categorization and permitting as applicable.

Conferences and Training

Recent

- CCM Small and Minority Business Contracting
- DEEP Commissioner Dykes trash seminar, municipal solid waste handling in CT.

Upcoming

- CCM seminars.
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