

Covid-19 Status

Recent

Continued monitoring of Eastern CT / Windham County metrics. Per data.ct.gov website, as of September 15, 2021, there have been 989 cases in Putnam; compared with 915 cases on August 13th. Putnam recently changed from "yellow" to "red", meaning 15 or more cases per 100,000.

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

Reviewing draft MOU from TVCCA for use of the Municipal Complex community rooms for Meals on Wheels program. (Monday-Friday lunch for persons over 60-years age.)

Final review of consulting engineer professional services for MS4 Stormwater assistance and Under-20-Foot Span Bridge Inspection Services. Expect contract execution September 2021 for services through June 2022.

Reviewing draft Use and Occupancy Agreement between the Town of Putnam and the Aspinock Historical Society. Expect annual agreement for \$1/year lease, automatically renewed unless written notification.

Recent

American Rescue Plan Act (ARPA): Continued planning and receipt of information for requests and projects. Same as last month: Final efforts for closing fiscal year 2021, including Finance Department and department head coordination.

Town Hall staff and contents, along with Library staff and contents, move from previous locations to the Municipal Complex. Unpacking and setup ongoing.

Continued coordination with Real Estate Agent for Town Hall and Library properties for showings and information requests (Delpha Very lead). Under contract with buyer for Library, all Town-required approvals complete, closing expected late September. Town Hall recently under contract, all Town-required approvals complete except Buyer may apply for Zoning Special Permit. Estimated closing late October/early November. Maintenance department for Municipal Complex now includes full-time 1st shift Department Head, and full-time 2nd shift Custodian.

Same as last month: Union communications ongoing, including various subgroups of 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.

Continued buildout for new website, including all Town departments and Boards and Commissions (Finance Office accounts receivable Jared Latour leading). Expect October or November go-live date.

Upcoming

Revise Draft Plan for use of ARPA funds. Categories generally include loss of revenue, water and sewer, stormwater and broadband. Expect to request BOS input and approval to finalize at their October 4th meeting; in order to meet October 31st submittal requirement to Federal Government.

Continued - new Fiscal Year accounting setup with approved budgets. Roll-over of capital project budgets, following close-out of previous year.

Part-time UConn Masters Public Administration intern since August, will work part-time through April 2022, including with various departments and assistance with capital projects.

Finalize Rehab Area Application to entire SSD (Delpha Very lead), based on successful approval at Special Town Meeting.

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

Similar to last month: continue activities and preparation for new website host and platform. Expect live October 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

Final construction activities including punch list, coordinating with architect, construction manager and Building Committee.

Ongoing monitoring scope, budget and schedule. Substantial completion of construction since August 2021.

Continued relatively small amount of work including library shelving, interior doors, woodwork, and other minor punch list items.

Continued as last month: Coordinating with various entities for final construction activities, including audio/visual, signage, door access, fire and security alarms, generator and specialty woodwork furniture.

Continued as last month: Communications service providers including Sertex for fiber, Frontier for emergency land lines, Novus for server and Wifi setup, and Bibliomation for Library.

Upcoming

Various commissioning efforts and final construction activities.

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

Formal Open House with speaker program Saturday October 23rd at 10AM.

Road and Sidewalk Improvements

Recent

Bidding period for Church Street and Woodstock Ave Pavement and Sidewalks Project. Bid Opening September 30th

Continued Coordinated 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. Recent completion of portion of Kennedy Drive over bridge deck/I395; which schedule will be coordinated with state work to share traffic control and other coordination.]

Upcoming

Bid Opening and Recommendation for Award efforts 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.

Five Mile River Road and East Putnam Road Bridges - completion of contractor activities.

Munyan Road Bridge - completion of contractor activities.

Upcoming

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

Finalize task order for engineering consultant to perform DOT-inspection forms for Woodstock Ave over Wheaton Brook and Thompson Ave over Little Dam Tavern Brook; as continuation of Town-responsible under-20-ft span inspections.

Same as last month: 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

Reviewed scope of work proposed by 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.

Other Town Responsibilities

Recent

Zoning Commission held public hearing and voted to approve a text amendment for temporary moratorium on cannabis establishments. Zoning Commission in upcoming months to draft and prioritize gathering BOS input.

Ongoing tracking of MS4 stormwater requirements (Land Use Agent Bruce Fitzback lead). Scope for FY2022 consulting engineer efforts finalized.

Same as last month: Waiting on response for Wheelabrator Lisbon for municipal solid waste disposal.

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.

Upcoming

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

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).

Finalize task order for consultant assistance with MS4 efforts, including continued wet- and dry-weather sampling, GIS mapping on stormwater structures and other NPDES Permit Requirements.

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.

Upcoming

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

CCM Supervisor Training

CCM Union Management Training