

Covid-19 Status

Recent/Ongoing

- Continued status quo for monitoring any employee cases, and coordinating with state vendors for continued testing at Kennedy Drive Market Place.

Town Administration

Contract Updates

- Grove Street Sidewalks Replacement Project - executed Contract Documents with B&W; preparing scope for inspection services by John Turner Consulting. Notice to proceed date set for March 1, 2023.
- Same as last month: School Security: same review status for agreement between Town, SSD and BOE. Town Finance Office has been managing start-up costs (equipment, uniform) via designated fund.
- Fire Marshal Services: waiting on all 4 towns to execute.
- Coordinating with BOE regarding the DEEP-funded grant of \$100,000 for upgrades to the Elementary School Playground. Town to execute Contract with DEEP, and BOE to manage day-to-day project. Expect to use state contract for equipment and improvements.

Recent

- New Assessor expected to start October 31st.
- Reviewing applications and scheduling interviews for Fire Marshal.
- Completed interviews and preparing Offer of Employment for Economic and Community Director.
- Other employment hires and changes in WPCA, Parks & Rec, and Highway (HR/Payroll Director leading).

Upcoming

- Pomfret St residential property: Coordinating with multiple town departments and Town Counsel to determine necessary steps for lien against property.
- Continued refinement of draft procedures for purchase requisition instructions (with Finance Director).
- Continued new employee onboarding and employment efforts as applicable.
- Ongoing: progress on projects using ARPA funds, including final design progression on Kennedy Drive Parking, and drafting scope of Simonzi Park final design, including permitting.

Municipal Complex

Recent/Ongoing

- Same as last month: Documented outstanding issues prior to the 1-year timeline from substantial completion. Most significant issue is library roof, which contractor has a plan to rectify (will be installing additional/doubling over of all existing installed battens). However, the PVC roof materials in matching colors will likely not be available until Spring 2023 - close coordination for necessary spot repairs between Facilities Director and roofing installation contractor.
 - Upcoming interior work expected in November - including installation of doors on the 1st and 2nd floor restrooms, and to install lettering above the Veteran's, Historical Society and Art Corridor walls.
 - Playscape install now planned for post-winter, March 2023, due to equipment receipt delays.
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- Final project accounting review, including preparing final grant reimbursement request to the State Library.

Road and Sidewalk Improvements

Recent / Ongoing

- Within days, expect that sidewalk and pavement activities for Church Street and Woodstock Ave will be completed (!). Recent weeks efforts extended the original schedule due to changed site conditions including design/installation of a concrete support system for the guiderails adjacent to the embankment, and identifying/rectifying past subgrade practices that were not up to standard.
- Fully executed Contract Documents between the Town and B&W for the Grove Street Sidewalks Project, funded by LOTCIP.
- For School Street Sidewalks projects, recently received updated plans, specifications, and state application forms from J&D. Following Town review, J&D to submit to state and NECCOG. Schedule continues to include design through 2022, with 2023 bidding and construction start.
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[Same as last month: Note that Highway has various more standard paving projects ongoing and upcoming.]

Upcoming

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Bridges

Recent

- Approved consultant to continue full inspections and load ratings (as applicable) on additional under-20 bridges including: Bates Ave Bridge over Little Dam Tavern Brook, Munyan Road over Munyan Brook, Elmwood Hill Road over Keech Brook and Industrial Park Road over Culver Brook.
- [Note Highway Department continues to complete minor repairs that were identified on previous inspections (spalling repair, guiderail repair).

Upcoming

Similar to 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. Based on continued wait for state funding determination - expect bidding to be Spring 2023 at the earliest, with construction following.

- 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.
- Same as last month: Initiate planning and permitting with engineering consultant for East Putnam Road Bridge over Mary Brown Brook. (2023 or beyond construction).

Athletic and Recreation

Recent / Ongoing

- Same as last month: Continued coordination with Commercial Roofing for Rotary Park Bandstand roof replacement. Contractor has received all materials as of early September. Due to contractor schedule and Town events (Zombie fest), will likely by October 2022 construction - with onsite activities 2-3 weeks.
- Ongoing: Gravel excavation 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). Design contract close to execution, with intial design activities including survey planned for late Fall 2022.

- 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.

Upcoming

- Continue to identify State DOT and Railroad officials to discuss alternatives, and build support for Putnam-to-Thompson trail connection. Consultant working on drafting a 1-page project summary flyer to share.

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 Fall 2022. New building CO expected late October, generator complete late November.
- 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. Public information flyers, and media/radio efforts planned for early October.
- Accessory Dwelling Unit regulations with Zoning Commission: Commission met in September, including a presentation from neighbor community Killingly, which has had ADUs in specific zones for many years. Zoning Commission plans to vote NO/OPT OUT to accepting the state ADU regulations, however plans to create ADU-specific zoning regulations in certain Putnam zones, and will prepare a Text Amendment Application for those options. Opt-out requires Selectmen to also vote - likely a November or December effort.

Upcoming

- Regarding Accesory Dwelling Units with the Zoning Commission: continued activities as applicable, prior to January 1, 2023 deadline for state regulations to take effect.
- 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

- Hartford Business Economic Development Forum October 12th.
- CCM webinars including Community Policing, Municipal Employee Relations Act

Upcoming

- CCM webinars towards CCMO certification.
- CCM annual conference November 1-2.