

**Covid-19 Status**

Recent/Ongoing

- Continued status quo for monitoring employee cases, and testing coordination.

**Town Administration**

Contract Updates

- Grove Street Sidewalks Replacement Project - executed scope for inspection services by John Turner Consulting. Notice to proceed date set for March 1, 2023.
- Similar to last month: School Security: discussed with parties to plan for components applicable to each party Town, SSD and BOE.
- Fire Marshal Services between 4 Towns: fully executed.
- BOE's playground grant: waiting on DEEP to deliver Contract for Town execution. Separately, BOE coordinating with state-contract-vendor to develop scope pending DEEP-execution.

Recent

- Onboarding for new Assessor Rachel Ferreira and new ECD Director Carly Deluca.
- Fire Marshal Scott Belleville as part-time position.
- Advertised and reviewing applications/interviewing for part-time Deputy Fire Marshal.

Upcoming

- Similar to last month: Pomfret St residential property. Served invoice to property owner for expenses paid by Town to date.
- Trained Town Hall and Library staff on purchase requisition instructions, with followup session for new employees (with Finance Director).
- December Department Head Annual Reviews, along with preparation and review of Department Head budget and expenditure planning for FY24.
- 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.
- Coordinating with Finance Director and HR Director regarding auto and property updates, and overall asset management.

**Municipal Complex**

Recent/Ongoing

- The roofing manufacturer identified materials available, and the roof contractor intends to repair the battens in upcoming weeks (November 2022).
- Interior work expected in November - new lettering above the Veteran's, Historical Society and Art Corridor walls has been installed. Modifying bathroom doors ongoing.
- Same as last month: Playscape install now planned for post-winter, March 2023, due to equipment receipt delays.
- Progressing on final project accounting, including submittal of final grant reimbursement request to the State Library.

**Road and Sidewalk Improvements**

Recent / Ongoing

- Church Street and Woodstock Ave project substantially complete. Town's inspection firm is coordinating with contractor on punch list items, with retainage held until final completion.

- In addition to fully executed Contract Documents between the Town and B&W for the Grove Street Sidewalks Project, Town has contracted with John Turner Consulting for inspection services. All funded by LOTCIP.

- For School Street Sidewalks projects, following Town review, J&D has forwarded drawings and specs to NECCOG for state review. While design is near-finalized, allowing for 2023 bidding and construction start, NECCOG and DOT have concerns about availability of adequate LOTCIP funding. NECCOG is calculating available remaining LOTCIP funds, as pool is closing, there is also a July 2023 planned deposit into LOTCIP.
- [Same as last month: Highway has various additional paving projects ongoing and upcoming.]

#### Upcoming

- Monitor School Street for design finalization and funding authorization, as applicable.

### Bridges

#### Recent

- Same as last month: 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. Local Wetlands approval in Fall 2022. 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.
- 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

- Similar to 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, still waiting on active construction start. Once started, expect onsite activities 2-3 weeks.
- Ongoing: Gravel excavation by contractor for Sabin Street Recreation Field construction work. Land Use Agent leading.
- 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 initial design activities including survey initiated in Fall 2022.
- Similar to 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. Final deliverable is information flyer. Working with new ECD Director on applicability of grant applications.

## Upcoming

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Ongoing: continue to identify State DOT and Railroad officials to discuss alternatives, and build support for Putnam-to-Thompson trail connection. Monitor grant availability and submit applications if eligible.

**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). Nearing final construction activities, with personnel using the space in late November 2022. Generator connected in December, following removal of existing generator.
- 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 ongoing.
- Accessory Dwelling Unit regulations with Zoning Commission: Commission's November 16, 2022 meeting included vote to "OPT OUT". Following appeal period, will bring to Board of Selectmen for final approval in December 2022.
- For Fox Road transfer station planning: executed conceptual design with J&D Engineers. Coordinating for location of facilities onsite, including possibility of relocating bus parking.

## Upcoming

- Regarding Accessory 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

- CCM Annual Conference November 1-2, including Legislative Committee meeting setting priorities for municipality group to bring to Legislative Session.
- CCM webinars including Drug & Alcohol Testing Regulations for Supervisors

## Upcoming

- CCM webinars towards CCMO certification.
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