

**Covid-19 Status**

## Recent/Ongoing

- Continued status quo for monitoring employee cases, and testing coordination.
- Holiday uptick in various illness, monitoring employee leave and needs as applicable.

**Town Administration**

## Contract Updates

- BOE's playground grant: DEEP to deliver Contract for Town execution. Separately, BOE coordinating with state-contract-vendor to develop scope pending DEEP-execution.
- Similar to last month: School Security: discussed with parties to plan for components applicable to each party Town, SSD and BOE.
- Initial review of waste collection contract with Casella (previously Willimantic Waste), with likely progression towards requested 2-year contract extension.

## Recent

- Prepared offer of employment for part-time Deputy Fire Marshal.
- Reviewing job description and planning for advertisement for Recreation Clerk.
- Held annual assessment reviews for all Town Department Heads, including review of Departments' requested FY24 operational and capital budget.

## Upcoming

- Initial FY24 budget preparation and data gathering, including receipt of Department Heads requests and input.
- Similar to last month: Pomfret St residential property. Served invoice to property owner for expenses paid by Town to date. No payment received to date.
- Trained Town Hall and Library staff on public areas and expectations for Town public spaces.
- Ongoing: progress on projects using ARPA funds, including final design progression on Kennedy Drive Parking, and ACOE input regarding scope of Simonzi Park.
- Ongoing: Coordinating with Finance Director and HR Director regarding auto and property updates, and overall asset management.

**Municipal Complex**

## Recent/Ongoing

- Repairs to the library roof were completed, no further issues since repair.
- Interior work including modifying bathroom doors ongoing.
- Same as last month: Playscape install now planned for post-winter, March 2023, due to equipment receipt delays.
- Same as last month: 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 completing punchlist items.
- Grove Street sidewalks: winter shutdown with expected early Spring 2023 holding pre-construction meeting and start of work.
- For School Street Sidewalks projects, J&D coordinating with DOT for various reviews. Same as last month: While design is near-finalized, allowing for 2023 bidding and construction start, NECCOG and DOT have concerns about availability of adequate LOTCIP funding.

- [Same as last month: Highway has various additional paving projects ongoing and upcoming.]

Upcoming

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Same as last month: Monitor School Street for design finalization and funding authorization, as applicable.

**Bridges**

Recent

- Danco Road Bridge: recently received State DOT confirmed 50/50 program funding, expect Commitment to Fund Letter in upcoming weeks.

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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

- Design continuation for Danco Road Bridge replacement - 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

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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 executed in November 2022, with initial design activities including survey initiated in Fall 2022.
- Air Line Connection between Putnam and Thompson: submitted Resiliency Grant Application for River Trail connection to Air Line Trail in Thompson. Watching for additional grant application possibility, including DEEP Recreation.

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). New building complete, Eversource scheduled for power transfer in January with newly installed generators.
- 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. Opt-out by Zoning Commission and Board of Selectmen approval. Draft regulations being developed for internal Town review.
- Same as last month: 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

- 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

- Town employee training on public spaces and video/cameras.
- Drug & Alcohol Testing for Supervisors by CCM.

Upcoming

- CCM webinars towards CCMO certification.
- NEWEA Annual Conference January 2023.