

Town Administration

Contract Updates

- Kennedy Drive Parking Improvements: Fully executed Contract between Town and B&W Paving of Oakdale, CT.

Recent

- MSW and Recycling transition with Casella. Continued efforts include invoice preparation, July revenue collection, and August monitoring for plan payments/participation.
- FY25 budget startup activities, including preparing financial software setup and calculating applicable July 1st transfer requests to the BOF (Union contract rates ratified following budget preparation). All non-union salaries for FY25 have been prepared.
- Prepared draft Ordinance for combined Planning and Zoning Commission, upcoming Special Town Meeting in June.
- Union Negotiations for Highway and Parks & Grounds Unit ongoing, recent Union response following the initial meeting. (WPCA unit to follow Highway and P&G)
- Ongoing: Coordination with new Blight Officer and several departments that require coordination (Building, Fire, ECD, Land Use). Expect Town-led demolition of 284 School Street in June.
- In coordination with ECD, Foundry Grant RFP and review/interviews of responding firms; and Air Line Trail Grant RFP and review/scheduled interviews. Also submitted TAP Grant application for Putnam River Trail into Killingly.
- School Street Sidewalks, coordinated with DOT regarding property owners for rights-of-entry, waiting for final DOT approval to advertise/bid.
- Ongoing follow-up regarding CONN-OSHA visits in March 2024, including submittal of fine payments, and gathering responses to corrections required.

Upcoming

- Ongoing: MSW Contract and coordination of program. Will coordinate with Revenue Office for invoicing and payments through July and August, including program participation numbers after invoices are due.
- FY24 Year-End general government operating efforts, including requesting BOF transfers between departments, and consideration for some capital projects.
- FY25 Start of Year financial preparation with Department Heads and Capital Plan.
- Continued Union negotiations for the Highway and Parks & Grounds Unit, and start of WPCA Unit negotiations.
- Final property closing efforts for Eversource Kennedy Drive property, with coordination of Parking Lot Improvements work. Closing planned by June 30th.

Road and Sidewalk Improvements

Recent / Ongoing

- Grove Street sidewalks: Upcoming last invoice and retainage tracking, and other project closeout activities.
- School Street Sidewalks projects: expect DOT approval to advertise in upcoming weeks.
- Kennedy Drive Parking Improvements: per above, award to B&W Paving. Construction planned this summer.
- [Ongoing: Highway has various additional paving projects seasonally.]

Upcoming

- Grove Street: final project financial analysis.
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- School Street: Expect finalization and bidding in upcoming months, with likely 2025 construction season.
- Highway Department various throughout town.

Bridges

Recent

- Danco Road Bridge: Final DOT coordination including temporary and permanent easements. Upcoming advertisement for Summer 2024.
- Ongoing: Consultant work on inspecting under-20-ft span bridges.
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- Same as last month/Ongoing: Received Commitment to Fund for State DOT for the state's new 100% funded program, including Bridges E Putnam over Cady Brook and Chase Road over Cady Brook, with possible Rhode Island Road over Mary Brown Brook also eligible. Working with NECCOG to consider modifying road classification to hopefully get East Putnam over Mary Brown Brook also eligible for 100%.
- [Note Highway Department continues to complete minor repairs that were identified on previous inspections (spalling repair, guiderail repair).

Upcoming

- Ongoing: Working with consultants, DOT, NECCOG for long-term planning of Town bridge improvements. Completed scheduled FY24 bridge inspections, including the one-lane to WPCA.
- Danco: approval to bid and advertisement.
- Ongoing/same as last month: In-house minor repairs to bridges to comply with DOT inspection comments. Highway Department leading.
- Ongoing: Altered plan instead of moving forward on 50/50 funding program, investigate road classification for East Putnam Road Bridge over Mary Brown Brook. (2025 or beyond construction).

Athletic and Recreation

Recent / Ongoing

- Ongoing: Gravel excavation by contractor for Sabin Street Recreation Field construction work. Land Use Agent leading. Summer 2024 will also require additional crushing activities.
- 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 continues towards 60% deliverable.
- Air Line Connection between Putnam and Thompson: Land Use and ECD review of RFP responses, upcoming interviews, and consultant selection.

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.
- Ongoing: Air Line Trail towards Thompson: plan for consulting engineer selection in upcoming weeks. Land Use and ECD office coordinating.
- Ongoing: Air Line Trail from Pomfret: continued consultant design and permitting. Late Summer expect Putnam Wetlands Application.

Other Town Responsibilities

Recent

- WPCA: Coordinating closing with DPH for lead service line inventory. While WPCA share is lower based on grant, confirmed that Loan requires approval of full \$425k amount, which will need to be done by Referendum. Expect upcoming months, possibly combined with other referendum effort.
- Belding Grant with State DECD: Town again requested an extension for Financial Assistance Agreement from DECD, pending DECD response. Continued discussions between DOL and DECD about prevailing wage implications.

Upcoming / Ongoing

- Ongoing: Belding Grant including Financial Assistance Proposal with State DECD, coordinating project information between parties.

Conferences and Training

Recent

- CCMO certification requirements. Ongoing annual credits required.
- Annual CTCMA Meeting in Glastonbury, CT.
- COST post-legislative session review meeting.
- COST bi-monthly Board of Directors meeting.

Upcoming

- CCM Women in Government Summit
- COST bi-monthly Board of Directors meeting.
- CCM webinars