

Town Administration

Contract Updates

- Executed contract for Air Line Trail Grant consultant Agreement preparation (Barton & LoGiudice).
- BOE contracts: executed construction contracts for the HVAC projects at the Middle and Elementary schools.
- Awaiting DOT approval for School St Sidewalks to Mather Construction; and DOT approval for Danco Drive Bridge for \$1.69M to NJR Construction LLC of Torrington.

Recent

- MSW and Recycling transition with Casella. Bin removal for non-payment; reinstatement fee of \$50 now applicable. Upcoming weeks comparison between Town and Casella records as quality assurance.
- Held Special Town Meeting obtaining approval of Town purchase of portion of Sawdust property.
- EMS Facilities: continued meetings of Ad-Hoc Committee, including site tours and onsite meeting with architect and engineer. Preparation of mobile home concept and cost estimate.
- Met October 3rd and formed draft Tentative Agreement for Highway and Parks & Grounds Unit. WPCA initial meeting expected in upcoming month.
- Advertised for Recreation Director position, with interviews expected in October.
- In coordination with Land Use, finalized contract terms for Air Line Trail towards Thompson (Barton & Laguidice), and held kick-off meeting.
- Completed memo on Registrar procedures and employment terms.
- Danco Drive Bridge, held bid opening and preparing documentation to request approval to award from State DOT.
- BOE projects: coordinated with BOE and their architect for HVAC contracts at PES and PMS. Roof ongoing design/architect status.

Upcoming

- Ongoing: MSW Contract and coordination of program with Revenue Office and Casella.
- EMS Facilities: Development of mobile home details for Selectmen's input on Bid Package preparation.
- Same as last month: Coordinate with NECCOG and CT DOT for LOTCIP projects, including request award for School Street, and steps towards audit/financial closeout of past LOTCIP funded projects.
- Interviews and possible candidate selection for Recreation Director position.
- Hopeful final agreement with Highway and Parks & Grounds Unit, and start of WPCA Unit negotiations.
- Same as last month: Tech Park Real Estate Transactions and Associated Agreements with the Four Party Land Exchange Agreement, including property closings and excavation permit applications.
- Transfer Station: coordinating with Pomfret for final buildout, Putnam Highway completed paving. Future MOU for cost sharing and operational components.
- Plan for Church St Tennis Courts improvements, including coordinating with Highway for resurfacing (some in-house, some contracted), fencing and final painting. Expect 2024/2025 efforts.

Road and Sidewalk Improvements

Recent / Ongoing

- LOTCIP project closeout activities with NECCOG and CT DOT for past two projects. State has approved and requested return of excess funds from Church/Woodstock and Grove Street projects.
- School Street Sidewalks projects: Prepared documents and coordinated with NECCOG for requesting state approval to award.
- Kennedy Drive Parking Improvements: Contractor B&W Paving for Spring 2025 construction start. Coordinated with Turner Consulting for construction inspection and materials testing.
- [Ongoing: Highway has various additional paving projects seasonally.]

Upcoming

- Church and Woodstock Ave: return of excess funds to State's LOTCIP fund.
- Grove Street: return of excess funds to State's LOTCIP fund.
- School Street: Contract Award following state approval and receipt of LOTCIP funds.
- Highway Department various throughout town.

Bridges

Recent

- Danco Drive Bridge: Held bid opening, coordinated with consultant and state in preparation of contract award. Expect Spring 2025 construction start.
- Wicker Street culvert: researching options for in-situ pipe repair via lining options, for possible spring construction.
- Ongoing: Consultant work on inspecting under-20-ft span bridges.

◦ 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. Determine which remaining under 20-ft span bridges remain to be inspected; begin planning for schedule of improvements.
- Danco: CTDOT approval to award and contract execution following.
- 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

- Tennis Courts on Church St: reviewing other municipal recent examples and considering options for contractors for paving, painting/stripping. Fence replacement expected by Killingly Fence.
- Track Improvements: initial concepts for planning and budgeting.

- Same as last month/Ongoing: Gravel excavation by contractor for Sabin Street Recreation Field construction work. Land Use Agent leading. Based on material availability, expect 1-2 years of continued gravel excavation activities. Town efforts including landscaping to follow excavation.
- Same as last month/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 leading, selected Barton & LoGiudice as consultant for DEEP grant project, including planning and design of trail between Providence Street and Intervale Street. B&L Contract execution.

Upcoming

- Tennis courts: pricing and contract preparation for Spring 2025 construction.
- Ongoing: Air Line Trail towards Thompson: Consultant is on board, Land Use and ECD office coordinating.
- Ongoing: Air Line Trail from Pomfret: consultant 60% design deliverable in October. Expect Putnam Wetlands Application in upcoming months.

Other Town Responsibilities

Recent

- Same as last month: For Route 44 Retaining Wall DOT project: coordinated with WPCA design firm CDM Smith for proposal for WPCA portion of water and sewer main replacement. Will be paid for by DOT, with contract for design through the Town/WPCA. Expect final design 2025.
- WPCA: Prepared Board of Selectmen and Board of Finance materials for consideration necessary for closing with DPH for lead service line inventory. Expect December 2024 Special Town Meeting adjourned to Referendum.
- Belding Grant with State DECD: Based on Town request, deadline extended to December 2024 for Financial Assistance Agreement from DECD. Continued discussions between DOL and DECD, and possible Town-led cleanup project.

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.
- COST Fall Annual Meeting held October 16th.

Upcoming

- CCM webinars
- CCM Annual Meeting in December (many Town employees will be recognized for their recent CCMO certifications.)