

Town Administrator Report January 5, 2015

I'm happy to present my first Town Administrator Report for the New Year 2015.

1. QRTP. As many of you know, after many hours of drafting and research, the deed transferring 15 acres of land for the Regional Community Center of Northeastern Connecticut was recorded on December 22 and a ceremonial deed transfer was held on December 23 with a community resolution signed by participants. Thanks should be accorded to Town Attorney Bill St. Onge for his many hours of work, drafting and research that made this event finally happen.
 - a. Delay in the receipt of an encroachment permit has been finally resolved and the permit should be issued soon allowing work to finally begin on the bridge construction contract of the project.
 - b. Site work has been completed to bring permanent electrical power to the site. See picture below.
 - c. Contract No. 2 Roadway Construction/Utilities Installation has gone out to bid and bids will be opened at next Selectmen's meeting.
 - d. Contract No. 4 Sewer Pump Station and force main is tentatively slated to go out to bid on January 16 and bids slated to be opened at Selectmen's meeting on February 17.
 - e. Gas Main construction. Sizing information has been provided to Yankee Gas and they are in process of reviewing the data before determining the route for the line and the sizing. Timing of the Y construction will be provided to the Yankee Gas representatives to impress upon them the urgency of an expedited decision.
 - f. Final design work is in preparation for the water line installation with the expected construction start date of this spring.



2. WPCA. After meetings with the selected respondents to the Request for Qualifications for Operation, Management and Maintenance of the Sewer and Water Systems, staff and I have been compiling information on the current operation of the systems including payroll and benefit costs, utilities costs and system operations. Proposals from selected respondents are

due on April 1 with a selection and approval process scheduled to allow firm selected to begin operations on July 1.

3. Finance Department (Close of FY June 2014 and FY 15-16 Budget Preparation). Due to uncertainties in availability of Finance Director due to personal reasons, we have secured the services of former Treasurer, Paula Lajeunesse, to assist us and the auditors to finalize closing out the fiscal year ending June 30, 2014. According to our auditor, we are substantially complete with the Board of Education, Water and Sewer Funds. They state that there are a few capital projects funds that they have gone through as well. Paula has been granted access to the Accufund program to assist in our effort to close out last fiscal year. We are in process of preparing workpapers for FY 15-16 budget development that will go out to department heads this week.
4. Stormwater Mandates. After a show of force by municipal leaders at a recent DEEP forum on the proposed new stormwater mandates, DEEP has indicated willingness to back off of some of the new onerous mandates. Other municipal organizations, COST and CCM, are staying on top of this issue and a meeting is scheduled for February 5 with DEEP to discuss possible revisions.
5. Drug Free Communities and STOP Act Grant Renewals. Town has received notification to submit their Year 3 DFC Grant continuation application and Year 4 STOP Act Grant continuation application for FY 2016. Applications are due mid to the end of January. I will be working with Romeo Blackmar, Miranda Nagel, and John Fournier on the applications. STOP Act grant is \$50,000 and DFC grant is \$125,000 with a dollar for dollar match.
6. Cargill Falls Mill Project. Request for \$2.5 million Urban Act funds for project is still under consideration by state.