

**Town Administrator Report**  
**November 2, 2015**

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1. Projects Update:

Quinebaug Regional Technology Park Bridge, Road and Utilities Construction

- All utility coordination has been complete and issues resolved to have the necessary utilities in place by end of this year.
- Bridge work has essentially caught up to original schedule of being completed by November 30<sup>th</sup>. Now that bridge is on original schedule the timing is good to allow the gas main installation on the bridge continues and should be completed in next two weeks.
- Water main is installed along Tech Park Drive. Water main has been pressure tested. To date, water, sewer and electrical conduits, including internet service lines, have been installed.
- Sewer lift station contract has been signed and notice to proceed issued. Pre-construction meeting was held on 9/16. According to contract, contractor has until March to construct lift station. Timing of and completion of construction is problematic if station is not completed by Y's opening. Discussing with engineering firms and contractors possible alternatives (temporary bypass) to allow Y to open. No change.
- Water line installation from the sewer plant to the Tech Park is covered under BETA's Contract 2 through the WPCA's water line replacement project. Notice of Award has been issued to B&W Paving and Landscaping. Construction started October 13<sup>th</sup> and will be completed by end of November. Water line installation to Tech Park will be first priority of Contract 2 contractor. Activities are being coordinated with construction of Regional YMCA community center to insure that utilities are in place by the time required by the Y. Y has a mechanism to get water to their site on a temporary basis to cure their swimming pools as they are being installed. No change.
- Gas Main – Pipe installation has begun week of October 5<sup>th</sup>. Pipe has been installed from Park Street, down Sunset and Kennedy and to the east side Tech Park bridge abutment. Installation of gas pipeline on bridge is on-going and should be completed within two weeks. R.H. White has met with our site contractor, Gerber, to coordinate gas main installation in Tech Park Road.
- YMCA has a completion date of mid-February. No change.

Water Line Replacement/Relining Project

- Contract 1 work is completed in Thompson Avenue/Bates Avenue/Groveland area and in the Wilkinson/Bellevue/Prospect/Oak Streets areas. Final paving will occur in spring 2016.
- Contract 2 bid has been awarded to B&W Paving and Landscaping for \$8,101,905. Contractor is mobilizing on October 5<sup>th</sup>. A public informational meeting was held on October 1<sup>st</sup> at the Elementary School cafeteria. Work is continuing to bring expanded water line from Quinebaug Avenue to the Tech Park. Work completed by end of November. The remainder of proposed Contract 2 project areas:

- Arch Street, Arthur Street, Brown Street, Canal Street, Centennial Street, Church Street (Pomfret to Woodstock), Eden Street, Edmond Street, Fenner Street, Florence Street, Frank Street, Furnace Street, George Street, Grove Street, Interval Street, Letters Street, May Street, Mechanics Street, Memorial Terrace, Milton Street, Olney Street, Pomfret Street, Sewer Plant Road, South Main Street, Tatem Street, Vandale Street, Vine Street, Walnut Street, Wood Avenue (Church to Marshall)
- Work will begin at those locations in spring 2016.

#### Sewer Lift Stations

- Associated Construction is responsible for the project in the amount of \$2.9 million for rehabilitation/reconstruction of town's ten sewer lift stations. Contract has been signed, Notice to Proceed issued and work has started. Work is progressing with two to three lift stations at a time. No change.

#### Manganese/Iron Treatment Building

- Requests for proposals with specifications have been sent to the two short-listed teams, Tighe & Bond/R.H. White and Waterline Industries/Stantec Consulting. RFPs have to be submitted by November 2, 2015. This project is proposed on a design-build basis. Possibility that proposal cost estimate will be significantly above \$2.09 million appropriation. Will keep you informed once proposals are received.

#### Putnam High School Project

- Work is progressing in accordance with construction schedule. Contract for gas lines has been approved and gas will be installed in two phases for the 2015 (installed) and 2016 construction seasons. Expecting to receive significant reimbursement funds from State in December to reflect payment for previously categorized ineligible costs. State holding back reimbursement for project based on their categorization of ineligible costs had strained the Town's cash flow situation for the past five months since we took out temporary notes in July.

2. Collective Bargaining Process. Agreement reached between the Town and UPSEU. Putting finishing touches on the new agreement with wage schedule and health insurance plans. Terms will be retroactive back to July 1, 2015. No change.
3. WPCA. WPCA received two proposals from Veolia and United Water in response to request to have a public-private partnership for the operation, maintenance and management of the Town's water and sewer operations. WPCA selected United Water to proceed to negotiate with. One kick-off meeting has been held. A number of negotiation sessions have been held between the parties. Once WPCA receives town meeting approval tonight, they will proceed to final negotiations with United Water, possible approval at their November meeting, and with a start-up of December 1, 2015. Initial contract period will be for ten years.
4. Conversion of Owen Tarr Park and Sabin Street/Woodstock Avenue properties. Working with Public Facilities Study Committee to meet the requirements of the state to find a substitute property of equal or better value to replace the passive, open space land off Sabin Street. A proposed conversion of these lands would have to follow the procedures

established by state statute and would require that replacement property of equivalent usefulness must be acquired as that being converted. Any proposal would still be subject to approval by the DEEP Commissioner. Based on town meeting approval of an appropriation for engineering and design work on the Sabin Street property, low bidder, Messier Associates, have begun work to determine the field needs on Sabin Street and construction of a bridge to site. A meeting was held with Peter Newth, Bob Messier and our town planner to review possible donation of land from the Newths to the town to propose the necessary substitute land to the state to replace the land taken out of open space dedication on Sabin Street. Messier is preparing a survey incorporating the town-owned land and the land proposed to be donated by Peter Newth. The land proposed for substitution of the Sabin Street property totals approximately 27 to 28 acres. A Request for Proposals to seek an architectural firm for design and engineering of Town Hall/Library complex is currently open with a proposal return date of November 6th. Proposals will be first reviewed by Public Facilities Committee with a recommendation to the Selectmen at a future meeting.

5. Armory. A tentative agreement has been reached with NOW, Northeast Opportunities for Wellness, and the Town to develop the armory under a design/build/finance/operate and maintain agreement with NOW. A draft agreement has been finished and submitted to Town Attorney and other parties for review. Town officials have been consulted on our space needs for the building to include office and storage space for Recreation Department, office and storage space (voting machines) for the Registrars of Voters, and space for our Veterans' Liaison. Common space shared by the Town will include a multipurpose activity hall (gym), multipurpose room/classroom, and a kitchen. A generator will be installed so that building can be used as a shelter if needed. Term of agreement will be for 25 years. A tentative diagram is attached for your information.
6. Property Foreclosures. Town recently acquired through foreclosure sale proceedings 28 Woodstock Avenue. Eviction proceedings will be initiated against previous owners of this property. Checking with local realtors to provide proposals for marketing the property in order for town to recover taxes and WPCA fees owed on property.
7. 6-8 Prospect Street. Lien has been placed against property for town's cost in demolishing the structure.
8. Sidewalk Reconstruction. Sidewalk reconstruction project has begun with the following streets or portions of streets started and/or finished: Battey Street, Church Street, and Kennedy Drive.
9. High Speed Broadband Fiber Installation. Began discussion with Town's IT consultant on bringing high speed fiber installation to certain locations in town for economic development reasons, particularly to our Tech Park. Discussion will be framed as a town policy decision and not just for the sake of installing technology. Possible ways to manage installation could be as a public utility much like our water and sewer utilities. Some key questions to move this question forward are:
  - a. What's Putnam's policy?
  - b. Who are the champions to move this forward?
  - c. Who are community partners?
  - d. Who are the telecommunication carriers serving Putnam?

e. Identify key players and their roles?

10. Emergency Planning and Preparedness Initiative (EPPI) Statewide Exercise. Successfully completed our participation in this year's statewide disaster planning exercise. Following participants took part: Mayor, Town Administrator, Putnam Police Chief and Deputy, Emergency Management Director, Superintendent Bill Hull, Eric Gould (Savage Systems), and Eversource representatives. Exercise simulated a tornado touching down in Putnam in close proximity to the Putnam Middle School.
  
11. Bond Anticipation Notes dated July 1, 2016. Brenda Fox-Howard and I worked with our bond counsel and financial advisor completed the Official Statement listing the temporary finance requirements for our various on-going projects. Total financing maturing July 1, 2016 totals \$24,030,000 with \$8.6 million for the water line project; \$100,000 for the manganese treatment project; \$2.565 million for the sewer lift stations; \$900,000 for the Tech Park; \$440,000 taxable notes for the gas line extension; and \$11,425,000 for the high school project.