

TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: April 27, 2022

Please find my report concerning various items of interest to the Town Council and community.

1. Council Business:

- ARPA Funding Applications – Two more entities have come forward with applications for ARPA funding which are under review. The Treasury Department has been offering training on reporting requirements as well as measures that may be required based on reporting categories. To the later point, I drafted a grant beneficiary agreement for awardees to sign so the special conditions for their reporting back to the Town is codified. The grant agreement was reviewed and approved by the Town Attorney for use. Each agreement will need to be tailored to reflect reporting requirements based on the applicants intended use of funds.

2. Connecticut Conference of Municipalities (CCM):

The CCM Legislative Committee met on April 7, 2022. Highlights of that meeting of local interest included a review of infrastructure funding as well as legislation that would slow the application process; legislation that would study the issue of parking and beach access, and competing bills to permit remote meetings.

3. 9 Town Transit:

The Transit District held a meeting on April 8, 2022. The majority of the business conducted focused on actions to continue to merger of 9 Town Transit with Middletown Area Transit. The financial statements are being merged and the physical assets were assigned to 9 Town Transit. Operating studies are moving forward with awards to consultants. Ridership is increasing making gains as the pandemic has shifted. Some routes are back to pre-pandemic ridership levels. These route are more tailored to the needs to individual users or for ADA.

4. Miscellaneous:

- Harbor Management Plan – As many on the Council already know, the Town was awarded a grant of \$40,000 from the State Port Authority to update the Harbor Management Plan. After issuing (and then re-issuing) a request for proposals, we have a responsive team of professionals that can perform the anticipated work. The proposed cost of the project is in excess of the grant amount that was awarded. The have agreement with the consultant, the Town and the Harbor Management Commission to amend our scope of work for the consultant that will deliver an updated plan. Contract reviews are underway for the engagement of the consultant.
- Former Landfill Update – The Town received 3 RFP responses to aid in capping the former landfill. The proposals were reviewed by the Town Engineer to assess feasibility and our ability

to award a contract to one firm. It appears as if there is one compelling proposal that could secure DEEP approval to cap the landfill site and a significantly lower cost to the Town than the amount which has been tracked previously.

- Hiring – Hiring across a number of departments is on-going. Following Council action, the vacancies for the Finance Department and Land Use Department were filled with Land Use starting the week of April 25. The Finance hire will join us shortly as well as the part time employee serving as the WPCC clerk. Interviews have started for the Senior Program Coordinator. The Program Coordinator in Human Services is still under review and scheduling of interviews is being attempted.
- Beach Concession Stand – The Park & Recreation Commission is seeking a new vendor for the beach concession stand. The Commission feels that there should be no rent charged for the space as they are proving an amenity for the public and rental fees have been a hurdle for vendors. I gave instructions to the Park & Recreation Director for potential vendors that could operate the stand. At present it appears as if we may have an operator but need to button down the details before any Council action.
- Electronic Meetings – The legislation that allows for electronic meetings was due to expire on April 30, 2022. Legislation that continues to permit electronic meeting was approved before the April 30 deadline.