

TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: August 3, 2022

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

1. Council Business:

- Charter Revision Commission – The Charter Revision Commission had its first meeting on July 28, 2022 to map out the process and set their schedule to complete the task provided by the Town Council. The calendar presented previously to the Council does not need to be updated to reflect a slightly later start date than originally assumed. The date of the first public hearing is different, but the Commission still has 5 months to complete its work. The milestone dates in 2023 remain the targets for the different points of action.

The first major milestone is to set a public hearing date to receive comment before the Commission starts its substantive work to reviewing the topics provided by the Council. The required first public hearing of the Commission is set for August 17 at 6:00 p.m.

- STEAP Grant – Now that the Council has decided to endorse seeking STEAP funds for the on-going radio project, grant writing is underway. We are finalizing pricing and the scope of equipment which could be funded in the near term with grant funds. The application is due mid-August. I will be adding a potential partial funding for replacement of the artificial turf carpet at IRRC as part of a second round of ARPA projects for consideration. Additional funding will have to be identified to complete the project.

2. River COG:

The Council of Governments met on July 27, 2022. Major items of local interest include:

- Regional Housing Plan Passage - The Regional Housing Plan was adopted by the COG following a public comment period. The Regional Plan is an advisory document which overarches all of the municipal affordable housing plans. The regional plan focuses on housing issues/concerns beyond just affordability to keep the region and its economy competitive.
- Infrastructure Grants - Federal discretionary funds for sidewalks were briefly touched on. The region will be seeking grant funding for a planning grant to develop the need for funding. The minimum implementation project amount is \$5 million which is far greater than the amount any 1 municipality will be in a position to fund.

- Future of MIRA – The future of MIRA and the handling of municipal solid waste in the region was discussed. This included the future of MIRA and decisions yet-to-be made regarding their continued operation and contracts currently in place.

3. Estuary Transit District:

The Expansion Transition Committee met in-between board meetings to discuss on-going efforts to merge the districts and follow through on monitoring the key steps as well as support from the DOT.

4. Miscellaneous:

- Park & Recreation Grant Support – I am providing grant support to Parks & Recreation on a State grant for \$55,000 which was targeted for the beach. The State funded the grant out of their allocation of ARPA funding. As a result, some of the preliminary documentation is to a different standard than regular State grants. This work is in advance of a formal grant agreement being issued to the Town. When we reach that point, the Council will have to authorize the execution of the grant agreement before funds will be spent.
- WPCC Clerk Selection – The Town had to separate with its prior, part-time WPCC Clerk. The position was re-advertised seeking new applicants. At present, I am reviewing resumes again for another appointment.
- Historian Services Selection – As reported previously, the Town received 2 proposals to provide historian services that would evaluate the potential of the Commerce St/Leffingwell Rd as a National Designated Registered Historic District. This work is being funded by a grant from the State. The State Historic Preservation Office was advised of the responses and they provided input for next steps. The next step for the Town is to conduct interviews with the two firms in advance of making a final selection. I will be conducting these interviews with Peggy Adler.