

TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: July 17, 2023

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

1. Council Business:

- Pierson RFP Responses – Interviews have taken place with the 3 developers that responded to our Request for Development Proposals for the former Pierson School. As a reminder, the Town Planner and I interviewed each firm to get more detail on their proposals which will allow us to better compare the merits of the three proposals. We are looking for a time when the Council can have a special meeting that will go into Executive Session to discuss the results of the review and approach to any real estate transaction.
- Workshops – A few topics are building in the pipeline for Council workshops. A continued discussion on Fund Balance management and dedicated reserves needs to be scheduled. We started the discuss but more input is needed from the Council to keep this concept moving forward. As noted previously, a downtown discussion will be introduced at this meeting with the need for a workshop to discuss the topic in more detail will have to follow.
- Pickleball – We are in process with ARPA-funded Pickleball development. The cost to prepare the engineering and Land Use applications is being developed. A staff-level meeting took place to discuss the site and managing inland wetland requirements to inform the application process, scope and professional services needed for approvals.
- STEAP Grant – A new round of STEAP grant applications was announced by the State with a due date to reply in August. I have asked certain department heads for any projects on their radar screens which could be funded by ARPA. The grant application will need Council approval in accordance with the Charter. I will have grant concepts to discuss at the meeting to help make a final decision so I can turn around a grant application for a potential project.

The grant process does have a few requirements the Council should be aware of. Projects should be “shovel ready” with approvals in place. The State is – again – looking for a hard dollar match for the grant. Matching cannot be based on staff time. Rather, it must be budgeted funds to funds previously spent for studies/engineering. The State would like to see a 20% match but a specific percentage is not required. Federal dollars (ARPA) cannot be used as match. This is essentially the same landscape as the last round in FY22.

- Congressionally Directed Spending Update – The Council will recall application was made through our Senators for a Congressionally Directed Spending request totaling \$600,000 for

police hand-held radios and related antennas as part of the radio upgrade project. Previously, the request made it past the screen process established by the Senators and the request was submitted to the Senate Appropriations Committee. I was informed that our request has been included in a federal spending bill. This is not an award. We have secured a place on a committee-passed bill. More negotiations will take place in developing the federal budget before a final award is closer. The bill does not become law for legal funding until signed by the President. This is a positive step forward.

2. CCM:

The Connecticut Conference of Municipalities is not holding any Legislative Committee meetings during the summer months as the General Assembly is not in session. However, work is on-going to prepare for the session in the fall.

3. Miscellaneous:

- Union Contract Negotiations – Negotiations are on-going with the Police Union as the last union contract to be settled.
- Hiring – Hiring is still in process to find a new department director for Human Services following a re-advertisement of the position with the pending retirement of David Melillo. Interviews will be scheduled. I will need time from the Council in Executive Session to discuss the appointment of another staff position in Human Services.

Hiring to backfill a retirement in the IT department is also in process.

As an additional hiring item, I will issue a notice to hire the budgeted part-time Economic Development Coordinator. Now that the EDC is focused, the Coordinator can fill the support role or conducting business outreach interviews.