

TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: June 3, 2020

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

1. Council Business:

- a) Fish Ladder at Old Morgan Site: Following the Council's approval at the last meeting, the grant application to fund the design of the fish ladder is underway.

2. Connecticut Conference of Municipalities:

- a) As Executive Orders continue to be issued CCM continues to host video conferences to discuss new orders that town operations and offer advice on possible responses. CCM intends to move to virtual meetings in June to allow the Legislative Committee to continue to meet.

3. River COG:

- a) The River COG met virtually on May 27, 2020. Items of interest from the Agenda were as follows:
 - Report was received from the Regional Election Monitor which highlighted instructions given to area Registrars regarding the need to develop emergency plans, survey or resources needed to conduct elections during the pandemic and reimbursement plans from the State. It was also announced that the future of the Regional Election Monitor program needs to be clarified in light of a letter issued by the Secretary of State which appears to change the program (that is codified in Statute).
 - A draft study reviewing the merger of 9 Town Transit and Middletown Area Transit is being finalized for presentation.
 - Member towns shared challenges of re-opening their town halls and seeking clarification from the State on reimbursement of COVID related expenses. State guidance is expected soon
 - The COG FY2021 budget was presented. Dues to member towns are not going to increase. However, there is a concern about the amount of funding from the State which could negatively impact the COG.
 - Efforts to create a Regional Plan of Conservation and Development are on-going. A webinar format will be used to educate the public and towns on what the regional plan would be, its connection to local plans of development and the process going forward to create such a regional plan. The goal is to get local Planning & Zoning Commissions on-board with the process as a key stakeholder.

4. Department News:

- a) Assessor's Office - Revaluation Update: Data collection is now complete with the mailing of 3,959 residential data mailers and 354 condo mailers. The data mailers are taking the place of an interior inspection. Vision has received 423 returns on the data mailers and entry of the mailers will start next week. Data entry is ongoing, Vision has entered 1,839 parcel out of 6,500, this number is as of May 19, 2020. One hundred and thirty permits have been completed and data entered, 26 have been completed but not data entered to date. There are still 107 permits as of May 18, 2020 that need inspections. All new permits received after May 18 will be inspected up until October 1, 2020, this includes new photos.
- b) Human Services: The Department was awarded a \$2,500 grant to help Clinton residents that have been affected by COVID-19 or the economic problems related to COVID-19, with financial support for rent payments.
- c) Parks & Recreation: The Parks & Recreation Director held a pre-season kick-off meeting with the Beach staff to review the new requirements for operations during the pandemic. The Beach will be open to the public. However, the playground and splash pad will be off line until they can be properly cleaned and opening rules are issued (the splash pad is treated the same as a pool). Restrooms (in the Concession stand building) will also be open with twice daily cleaning taking place. Operations will remain fluid as Executive Orders and re-opening rules are issued.

5. Miscellaneous:

- a) Re-Open Connecticut: Phase 2 of the Governor's re-opening plan is targeted for June 20. Specific rules and regulations governing those allowed re-openings are to be issued. As was the case with Phase 1, staff will review and digest the rules to understand our roles and responsibilities. Guidance documents are supposed to be issued by June 6.
- b) Town Hall Status: Efforts are on-going to prepare for a wider opening of Town Hall to the public during the month of June. Plexi-glass partitions have been installed at all customer service points and signage have been put in place. Right now, I am targeting mid-June for a wider opening of the building in advance of tax collection season. The Town will still emphasize doing business remotely using online resources. A drop-box is in place in front of Town Hall to assist in tax collection efforts.
- c) Contract Negotiations: Negotiations with the employee unions continue moving into the "new normal" of social distancing. We are trying to make forward progress even though in-person meetings are a challenge right now.