

TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: July 21, 2021

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

1. Council Business:

- Morgan School Building Project – As will be reported at the meeting on July 21, the new Morgan School project is finally done with final mapping of the flood plain on the school site documented and approved by FEMA. This milestone will set a number of steps in process.
 - First, the Council can now discharge the building committee (which will be asked for on July 21).
 - Second, the school needs to be accepted and conveyed to the Board of Education. There are very specific resolutions that must be adopted in this process. The Board would act first to approve a resolution that they will accept the building. The Council would then act through another resolution turning the building over to the BOE.
 - The third, and near final, act is for the Town to process its last reimbursement request for the project from the State. I believe this sum to be over \$1 million. The project will only be closed out after the State completes an audit of the project which would happen sometime after the Town has been paid its share of eligible projects expenses.
- Blight Subcommittee – The Blight Subcommittee is continuing their work and will meet again later in July to review additional concepts.

2. CCM:

CCM does not have a Legislative Committee meeting scheduled during the summer months while the General Assembly is out of session. Their next regularly scheduled meeting is in September.

3. River COG:

The Council of Governments will meet again on July 28, 2021.

4. Miscellaneous:

- Building Official – Our new Building Official, Richard Pleines, started work on Monday, July 19, 2021. He follows the service of Ed Smith and should continue the same customer service focus of the department. Richard had a lengthy career as a contractor and was most recently the Building Official for Killingworth.

- COVID Reporting – After seeing no reported cases of COVID-19 for the month of June, new positive cases have been surfacing. The weekly COVID dashboard was reinstated to show both positive case activity and vaccination rates in Clinton. Facebook posts have been provided again when cases are reported by CRAHD.
- Façade Program Launch – I have been working with the EDC to launch the grant-funded, façade improvement program. Renderings have been created to a design guide to help property owners in the “priority funding area” visualize small improvements that can have a big impact to the appearance of downtown core. Application forms, program guidelines and the design workbook are all available online. The materials are available through the EDC’s page on the Town website, the Town Manager’s page and from the drop-down menu “Business” at the top of the webpage.
- Clinton Housing Authority – I met recently with the Board of the Clinton Housing Authority to discuss their desires to expand their Glenhaven property to provide additional affordable units. Over the length of the conversation there was consensus that the Authority needs to engage a consultant to assist them in structuring their financing package and to navigate the programs that they might be eligible for. They will also need assistance moving the idea of more units into a plan that can be discussed with State agencies. To that end, they will be looking for some support in funding the initial soft-costs to assist them in getting ready to apply for funding and build a pro forma capital stack to build.
- Arts Community Meeting – The next meeting with the Clinton Arts Community will take place after the July 21 Council meeting. Of the items that require a follow-up discussion is a request which came from the Shoreline Arts Alliance seeking a set aside of funding from the American Rescue Plan Act (ARPA) funding Clinton will be receiving. I asked both the Shoreline Alliance and the collection of arts organizations in town to provide me with some specifics as to their need and how ARPA funding can help them. The Shoreline Arts Alliance has also offered to work with the local arts community to develop a strategic plan that focuses on the economic development value of the arts in Clinton.
- CIRMA Member Equity Distribution – The Town purchases its Workers Compensation insurance coverage from CIRMA, which is a shared risk pool offered by the Connecticut Conference of Municipalities. Premiums paid and low claims experience can create a surplus in the program. CIRMA has established a practice of making a “member equity distribution” to pay some of that surplus back to member towns. The predictability of the payment depends upon the claims experience of the pool in any given year and is not guaranteed. Nonetheless, last year’s performance resulted in a surplus that will have an equity distribution. Clinton will receive its check at the end of July.
- Hiring – The Town will start the process of filling a number of positions. The added Truck Driver provided to Public Works will be posted internally first in keeping with the Union contract. The WPCC clerk will follow a similar path, but be publicly advertised at the same time.

Finally, now that the job description has been approved, the Senior Program Coordinator will also be advertised publicly. The last position to be advertised is the Economic Development Coordinator with a primary focus of conducting a business visitation program to collect information on local business needs and concerns, expansion opportunities, and input that will help inform an economic development strategy to help grow the local economy.