

TOWN MANAGER'S REPORT

To: Members of the South Windsor Town Council

From: Matthew B. Galligan, Town Manager

Subject: Town Manager's Report for 4/16/18 Town Council Meeting

Date: April 13, 2018

Budget

There is a Public Hearing for the General Government Budget on April 16. At the last Joint Budget Meeting with the Board of Education, I recommended using the Capital Non-Reoccurring Account for the portable classrooms which will help reduce the Board's budget by \$385,000. Any reimbursement from this project would be put into the Capital Projects fund. In order to reduce the budget to a 2.25% increase with the revaluation, the Superintendent and I would be looking to cut another \$140,000 from the budget. I do not want to devastate this budget as I think we need to complete some Strategic Plan goals and objectives this year. When the 2020 budget arrives, we will need room to manipulate programs in order to keep a good level of service for our residents.

Studio Project

Over the past few months, we have been working on the Fuel Cell and Studio project. I am happy to inform the Town Council that Eversource has agreed to allow the transfer of the Power Purchase Agreement to our development team so that we can move this project forward. As of April 12, all documentation, including letters of support, has been delivered to PURA. We hope to hear back by the end of today, April 13, with a positive response from PURA.

Next week, I will be getting together with our development team to set up a critical path analysis for all the construction and financing documents. This will take some time, but the fuel cell is a kingpin behind this project. I want to thank the entire development team involved in moving this project forward. I will hopefully have more details for the Council meeting on Monday night.

Upcoming Conferences

I want the Council to be aware of a few important dates. I will be in Santa Fe, New Mexico from May 9 to May 12 as a member of the CIRMA Board of Directors for a Liability and Workers Compensation Insurance conference. I will also be stopping in Albuquerque, New Mexico for a final meeting on the studio project. All of these expenses will be paid for by CIRMA, but I will take this opportunity to meet at the Studio, and then head to Santa Fe.

I will be going to Las Vegas from May 19 to May 23 for the International Council of Shopping Centers Conference. I have set up some meetings with various vendors in the retail industry for our economic development purposes. There are approximately 36,000 retail and business people who attend this conference, and it is one of the largest economic development conferences held in the U.S.

Town Attorney

At the last meeting, The Town Council tabled the appointment of the Town Attorney. I will be working with staff to put together a position paper. This paper will lay out the details of how the Committee worked together to create an RFP and the decision making process. I forwarded to you a memorandum concerning some of the issues that you should be aware of, and we will create a packet for discussion at the first meeting in May. I do feel we need time to go back and evaluate the process so that everyone is very clear regarding the process for hiring the recommended attorney. This should be an Executive Session item as we will be discussing contract negotiations and personal business items that are not subject to FOI.

4th R Program

I know the Town Council had concerns about the 4th R Program. The program has been a huge success, and this has created an issue when trying to get additional children to participate. It is unfortunate and reminds me of our school reading program. The reading program was so successful that we had to create a lottery system for participants as space and staff were limited. I do not think this is bad news for the 4th R

Program. On the contrary, I think it is good news that our Parks and Recreation Department runs such a beautiful program that everybody wants to participate in.

I have a meeting scheduled with both Recreation staff and the Superintendent to review the 4th Program's space needs and staffing. We need to protect the children when they are in our care, and staffing has been an issue. It is very difficult to hire individuals who want to work early hours in the morning, go home, and then come back for the afternoon. Although we have been successful, there has been a problem in retaining staff because as they get experienced in this program, they move on to other areas. After our meeting, we will issue a report regarding what will be in the best interest to the community. Most importantly, I do not want to change the quality of this program if we cannot meet the extra demands.

Crumbling Foundations Core Sample Storage

Representative Currey asked if the Town had a place to store core samples for people with crumbling foundations. The core samples determine the funding mechanism for the homeowner. I have informed Representative Currey that we have made approximately 1,200 square feet of space in a recreation facility to store the core samples until a funding mechanism is secured. We will have to work up an inventory program to maintain integrity, but we are working very hard to take care of the needs of the residents who are affected.