**Town Administrator Report**

**May 4, 2020**

**OLD BUSINESS**

* Have applied for a Community Compact grant for ClearGov and HR. The ClearGov request is for $7,300 and the Collins Institute HR grant would be $17,000. These are grant requests; there is no match or other cost for the Town.
* Have requested standard contracts from McNamara Hauling and Action Ambulance for July 1 implementation.
* Completed Annual Report for the Town Administrator
* Ad for a part time Conservation Agent was placed on the MMA website; once submission so far.

**NEW BUSINESS**

* TIP project at Allen, East Longmeadow Road, Somers Road & Wilbraham Road: Would like to schedule a presentation to the BoS on May 18
* Have asked for a report from the School Superintendent on school system savings as a result of COVID-19 school closing. No response at this point.
* Have contacted Smith Associates and Sherman and Frydryk for quotes on the landfill parcel merger.
* Hire a consultant to assess costs for a merger of dispatch with Wilbraham? Have contacted the Ludlow Town Administrator and Board Chair. Had a long discussion with Selectman DeBarge regarding potential consolidation. They are beginning discussions in Ludlow, and he will contact Hampden if there is interest in consolidation talks.
* Otter.ai was tested and is being used for minute taking at the meeting

**UPCOMING**

May 11 & 18 – Board of Selectmen Meetings

May 20 – Department Heads and Staff Meeting over video conferencing

June 15 – Annual Town Meeting

June 22 – Town Election



Robert T. Markel, PhD

Interim Town Administrator

Town of Hampden