**Town Administrator Report**

**May 11, 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 office
* Ad for a part time Conservation Agent was placed on the MMA website, one submission so far.

**NEW BUSINESS**

* TIP project at Allen, East Longmeadow Road, Somers Road & Wilbraham Road: Presentation to the BoS on May 18
* Have contacted Smith Associates and Sherman and Frydryk for quotes on the landfill parcel merger.
* Viewed a webinar on Collective Bargaining in the time of COVID-19
* Municipal Vulnerability Project: The Highway Superintendent and I will be meeting engineers at a culvert on north Main Street as a potential project under the MVP.
* There was a Zoom meeting of the Emergency Management Committee on May 7.
* The was a Mass Municipal Association Zoom conference for small town administrators on May 5.
* There was a department heads meeting via Zoom on May 6.

**UPCOMING**

May 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