**Town Administrator Report**

**June 8, 2020**

**OLD BUSINESS**

* Preparations being made in the auditorium for the Town Election and for a reception area for when Town Hall is reopened to the public.
* New office being prepared where the police lock up was. For use by Town Clerk employee?
* The Municipal Vulnerability Program application has been submitted.
* CARES Act/FEMA reimbursement request for $51,000 has been submitted
* Cupola was removed and the roof at Town Hall was patched.
* McNamara Hauling contract is being reviewed by Town Counsel.
* Action Ambulance contract is ready for BoS signatures.
* CDBG grant proposal has been submitted. Hampden will join with Palmer and other communities in a grant for social services at the Senior Center or for small business assistance.
* Request to the Selectmen to authorize a check from CPA funds for $72,720 for West Brook Phase II purchase. Minnechaug Land Trust.
* Contract with Sherman & Frydryk, LLC
* Waivers to be required for Senior Center?
* Domestic Violence program

**NEW BUSINESS**

* Procedure for restaurant re-opening.
* Vote to approve Conservation Restriction for West Brook Phase II
* Highway Superintendent requests permission to purchase a new asphalt roller ($17,585)
* Waivers: Should we have Town Counsel develop a waiver form to be used at the Senior Center?

**UPCOMING**

June 10 – Regional Selectmen Meeting

June 15 – Board of Selectmen Meeting

June 17 – Department Heads and Staff Meeting

June 15 – Annual Town Meeting

June 22 – Town Election



Robert T. Markel, PhD

Interim Town Administrator

Town of Hampden