



Report of the Town Manager

February 11, 2019

1. Financial Updates-

- a. Department heads have reviewed their budgets half way through the fiscal year and I am anticipating the need for some year-end transfers. The Veteran's Services budget is anticipated to be overspent by \$20,000. I anticipate the Police and Fire Department budgets may need some additional funding as well due to vacancies and/or long term illnesses.

2. Personnel Updates-

- a. Tracy Murphy and I interviewed candidates for the part time Planner position that is currently open. An offer has been made to a candidate and I am awaiting their decision.

3. Project Updates-

- a. All of the necessary Town communications equipment has been installed on the tower acquired from Comcast and is operational. A bid has been awarded to remove the abandoned water tank and a separate bid has been awarded for the cement building near the abandoned water tower.
- b. The library project is finally nearly complete with only punch list items left to address.

4. Miscellaneous Updates –

- a. The insurance adjuster has agreed to the scope of repairs for the Fire Department building damage. The repair company has ordered the parts necessary to make the repairs. The contractor is coordinating with the door company to raise the height of the bay door to reduce the risk of this occurring again in the future. Once the parts are delivered the contractor estimates it will take them a week to complete the station part of project.
- b. MIIA is also working with the ladder truck manufacturer to replace the tower platform as soon as possible. There has not been a date identified for the return of the truck. In the meantime Chief Smith is checking with the adjuster to see if the cost of a loner aerial would be covered by the insurance.
- c. The new engine has an electrical issue that controls many of the functions on the truck. The truck is going to the manufacturer in the near future for repairs. Chief Smith is checking with area departments to borrow a reserve engine for the week Winchendon's engine is being repaired.
- d. On Monday January 7, 2019 members of the Toy Town Partnership (TTP) and the Community & Economic Development Steering Committee (CEDSC) voted to merge to become the Toy Town Community Partnership.

Prior to this consolidation, both committees worked with a similar mission. Having one committee now merges community and economic development efforts into a more concise process.

Consolidated Mission Statement: Responsibilities include initiating, developing and coordinating projects and plans that enhance the quality of life and economic vitality of Winchendon by providing citizen support to Town Hall.

Roles and Responsibilities:

1. Provide valuable insight into Community and Economic needs of the community.
2. Assess current and projected local and regional trends to help identify priorities so that funding sources such as Community Development Block Grant (CDBG) and Economic Development Fund (EDF) and various other sources can help meet such priorities.
3. Support efforts to implement the goals and objectives of the Winchendon Master Plan.