



Report of the Town Manager

July 16, 2018

1. Financial Updates-

- a. The Police Department has agreed to receive wireless 911 calls directly rather than having the wireless calls be to the State Police in North Hampton. This change will improve service to those calling. In addition, Winchendon will receive an additional \$25,000 annually from the State 911 Department Support and Incentive Grant Program.
- b. The Town received the \$400,000 to begin repairs/engineering on the Whitney Pond Dam.

2. Personnel Updates-

- a. Tyler Pelkey and Garrett Wante have been hired by the Fire Department as full time firefighter/paramedics.
- b. DPW Foreman Randy Paul resigned effective July 14th. Mechanic Brian Hart resigned effective July 19th. Matt Bradley has been hired to fill an opening in the Water Department. Matt came highly recommended by a respected colleague in the water field and has all of the necessary water operator licenses. His start date is July 23rd.
- c. I have been asked to serve on the Interim Superintendent School Superintendent's Search Committee.

3. Project Updates-

- a. The streetlight LED retrofitting project began again during the week of July 9th.
- b. Winchendon's Complete Street application for sidewalk reconstruction along routes to the schools was not approved for funding. MassDOT did offer for their engineer to meet with town staff to review the application. Tracy Murphy will take DOT up on that offer.
- c. Work has been scheduled to begin at the Winchendon Community Park (Ingleside). Below are the scheduled activities to date:
 - **Tuesday, July 10 5:30 PM** – 4th floor Town Hall conference room.
Agenda: Meet with our partner, the North Quabbin Trail Assoc. (NQTa), to discuss logistics and determination of the work to be done. This will also be a good time for us all to get to know each other and review skills, etc.
 - **Saturday, July 14**, Community Kickoff Day - Winchendon Community Park at Ingleside 10:00 AM

Agenda: Walk the trails with NQTA, get a list of projects to be completed on the upcoming work day and layout who will be leading/working on what.

- **Saturday, July 28**, Community Action Day - Winchendon Community Park at Ingleside 9:30 AM
- d. The Chestnut Street road reconstruction project is progressing well. The wastewater and drainage work are complete. The installation of new water pipes will be complete by the end of this week.

4. Miscellaneous Updates –

- a. The Town was notified by MIIA, our Property/Liability Insurance carrier, that the Town will receive a rewards credit in the amount of \$22,303. These funds can be used to reduce the premium and half of it can be used towards a Flex Grant for a preventative loss control purchase. I previously reported in June we had expected up to \$10,000 but the amount was a pleasant surprise. The Rewards Credits is due entirely from employees and/or Board member's participation in training programs. This is the highest amount the Town has ever received.
- b. Tracy Murphy will be attending a financing meeting hosted by the Brandywine property owners on Monday, July 16th. I will update the Board on what was discussed at your July 16th meeting.
- c. The Town received a monitoring report from the Department of Housing and Community Development (DHCD) for the FY16 CDBG Grant. There were several comments regarding the lack of required documentation and serious issues identified during the review. As you recall, the Town hired the Montachusett Regional Planning Commission to provide the day to day management of this grant. MRPC did not perform to the satisfaction of the DHCD or the Town. Based on the comments in the monitoring report, I have replaced the MRPC with an agency recommended by DHCD by the name of Breezeway Farms Consulting. Tracy Murphy has begun to review the existing files with Breezeway and will have the FY16 and FY17 grant documentation in compliance with all DHCD regulations shortly. I have placed a copy of the DHCD Monitoring Report in the Dropbox for your review.