



Report of the Town Manager

January 23rd, 2023

1. Financial Updates-

- a. A finalist for the Accountant position will be interviewed this evening in Executive Session.
- b. I will be meeting with Department Heads over the next few weeks to establish budgets for FY24.
- c. The Town fell victim to a “phishing” scam in the amount of \$2,711. In response to this, our team is seeking grant funds to better train staff for this type of common and increasingly sophisticated scam. I have also implemented a policy that requests to change bank accounts must be confirmed over the phone, a change that has thwarted several other attempts since its implementation.

2. Personnel Updates-

- a. Our Assistant Treasurer, Lauri Tarducci, has resigned. The position has been posted, and we thank Lauri for her service to Winchendon.
- b. Our Staff completed a First Amendment Audit training a couple weeks ago. We appreciate the public patience when we shut down for an hour midday to accomplish these trainings.
- c. My office has released an RFP for CDBG services for FY23, a task traditionally done by our long vacant Planning and Economic Development Director role. We expect results in a couple weeks.

3. Project Updates-

- a. Steel is being erected at the WCP Amphitheater with work nearing completion.
- b. The Fire Station Design project earned approval at the polls this past Thursday. Chief Smith and I will be sitting down with architects this Thursday to kick off the design phase. We could have a concrete cost estimate as early as Fall 2023.
- c. Members of our team were accompanied by members of our Statehouse Delegation and Engineers to make a case before MA DEP for our Clean Water Trust Application for the Water Main project. At the moment we are just under the cutoff for their available funding this year, although this could change based on our testimony.
- d. Bull Spit Brewing has officially announced the closing of their Maynard location with intentions to go “all in” on their Downtown Winchendon location.

- e. Our team has been working with engineers to file an application for Bike Path funds for the Webster St Parcel. Thank you to Mr. Lionel Cloutier for walking the parcel with us several months ago and Mr. Croteau for putting the finishing touches on this application.

4. Miscellaneous Updates –

- a. The Capital Planning Committee met for the first time last week, and will be meeting every Wednesday for the next 5 weeks.
- b. The Community Preservation Act Exploratory Committee has been making the rounds with various Town Boards and Committees to answer questions about the program. Thank you for all of their hard work on this initiative.
- c. Vice Chair Ward and I met with our Diversity, Equity and Inclusion group to continue an assessment of Town Operations from this perspective.
- d. I held my first after hours “Town Manager Talk” about two weeks ago. Thank you to the citizens that came out to ask questions.
- e. Several members of the Winchendon team attended the Annual MMA Conference over the weekend. This included several useful workshops including “Strengthening Your Municipal Cybersecurity Program and Incident Response Planning”.