



Report of the Town Manager

June 24, 2019

1. Financial Updates-

- a. There are no financial updates.

2. Personnel Updates-

- a. The deadline to submit resumes and letters of interest for the Town Clerk position was June 20th. I have asked Judy LaJoie and Donna Spellman to interview the candidates chosen by Judy, Donna and I and forward the candidates they recommend to me. I will then interview the recommended candidates and offer the position to the person I feel is most qualified.
- b. Transfer Station Foreman Mark Breau has resigned effective June 28th.

3. Project Updates-

- a. Responses for a Request for Qualifications seeking an Owners Project Manager (OPM) to assist in the future development of the Winchendon Community Park closed Monday, June 17, 2019 at noon. Three firms submitted proposals. Members of the Winchendon Community Park Committee will rate the proposals and interview the firm's in the near future in hopes to choose a firm.
- b. A committee made up of Selectwoman Anderson, Finance Committee member Husselbee, Town Manager Keith Hickey, Fire Chief Tom Smith and Fire Lieutenant Bill Davis interviewed three architectural/engineering firms that responded to the Town's Fire Station Feasibility RFQ. The committee voted to contract with Schwartz/Silver to perform the study. The first meeting with Schwartz/Silver is scheduled for July 16th.

4. Miscellaneous Updates –

- a. The Town was notified in October, 2018 that the Commonwealth of Massachusetts had awarded a \$140,000 grant for Whitney Pond Dam repairs. Those grant funds had not been received as of the first of June. An inquiry about when the funds would be distributed was made to Senator Gobi's office in early June. On June 18th a representative from Senator Gobi's office called to inform the Town Manager the grant was actually for the Whitney Pond Dam in Ashburnham, not Winchendon.