



## **Report of the Town Manager**

### **April 27, 2020**

---

#### **1. Financial Updates-**

- a. The Town was notified by its property/liability insurance carrier, Massachusetts Interlocal Insurance Association (MIIA) that our property deductible will increase from \$5,000 to \$10,000 due to the large losses over the past few years. During FY20, a circulator pump failing in a School Department causing a claim for \$683,000. There were also a few smaller claims: \$48,000 in DPW for plow incidents and \$38,000 pending in Reserves for Police Department motor vehicle incidents.

In FY19 claims totaled \$740,000 driven primarily to one large claim, a \$500,000 oil spill. Claims were also filed in the amount of \$132,000 for a fire engine which backed into the Fire Department building, a \$48,000 plow incident, \$42,000 in police motor vehicle accidents, and \$19,000 sewer back up at the YMCA.

FY18 had no losses over \$10,000. The total amount of claims was \$43,662.

In FY17 claims totaled \$156,933 with the major claims being a DPW plow incident in the amount of \$40,000; the WWTP experienced a large power surge due to a storm with electrical damage in the amount of \$59,000 and lastly damage in the amount of \$45,000 to the water storage tanks caused by ice abrasion.

- b. I reviewed the language in the 2015 deficit legislation to determine when the supplemental reserve funds would be available. The bill states that “beginning two years after the end of the fiscal year the bonds, notes or amortization authorized hereunder have been paid or completed, any funds remaining in said reserve fund shall be available for appropriation for any legal purpose.” I confirmed that based on the existing language, the supplemental reserve would not be available until Fiscal Year 2022.

I have contacted Senator Gobi who is willing to submit an amendment to the deficit legislation language asking to allow access in Fiscal 2021 if needed. With the Board of Selectmen’s approval I will work with Senator Gobi to draft language to allow the Town to utilize the supplemental reserve in FY21 if necessary.

#### **2. Personnel Updates-**

- a. Two of the injured Public Works employees have returned to work full time.

#### **3. Project Updates-**

- a. No project updates this week.

#### **4. Miscellaneous Updates –**

- a. The Planning Board held a remote meeting on Tuesday, April 21<sup>st</sup> where they discussed whether to hold a public hearing using remote meeting software to discuss a site plan and special permit for the retail sales of marijuana at 678 Spring Street. The Planning Board decided to wait to schedule the public hearing until the public could attend a meeting in person.

- b. Some department heads and I will be participating in a video conference with FEMA over the next week regarding reimbursable items related to the COVID-19 Emergency Disaster Declaration. Information on the declaration process, program eligibility criteria, document preparation, application procedures, administrative requirements, and funding will be reviewed during the meeting. Departments have been tracking all expenses incurred related to the COVID-19 outbreak.