



## Report of the Town Manager

February 14, 2022

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

- a. Cherry sheet estimates have been released by the Governor's office.
- b. Department budgets have all been submitted. I will be sitting with each Department Head to review any changes line by line.
- c. The FY23 Capital Improvement Plan has been finalized.
- d. 3<sup>rd</sup> Quarter tax bills were due on February 1<sup>st</sup>.

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

- a. Deanna McNamara has started as our new Assistant Town Accountant. She is a recent Winchendon resident who brings 20+ years of municipal experience, most recently serving 16 years in the Leominster Comptroller's Office in an a/p and payroll capacity.
- b. Tiffany Newton started last week as our new part-time Planning/Land Use Clerk. Also a Winchendon resident. She brings clerical experience, as well as a strong understanding of the municipal process for Board and Committees.
- c. Matt Marro joined us today as the part-time Conversation Agent. He brings nearly 25 years of Environmental Consulting Experience, including Conservation Agent experience in five municipalities dating back to 1999.

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

- a. We received a grant to renovate the lunch room in Town Hall. The grant program is exclusive to employee wellness initiatives, and the upgrade will be at no cost to the taxpayers. Thank you to our employees for all of their hard work!
- b. Bids for the Winchendon Community Park Amphitheater came in last week higher than expected. I will be sitting down with the Robinson-Broadhurst Foundation tomorrow to discuss funding as well as potential scope reductions to the project.
- c. We are working with the Old Murdock OPM to develop and RFP for Design Services. I would anticipate a review of the draft at your next BoS meeting.
- d. Several road projects are set to be launched come spring, including Central St. and the Complete Streets Grant funded portion of Maple Street.
- e. The properties on Beech St have been assigned a new attorney by the Maine Bar Association. They are in communications with our Legal Counsel to officially transfer the property over before this spring.

#### **4. Miscellaneous Updates –**

- a. I met with the Robinson-Broadhurst Foundation in late January to review our requests for FY23. We expect one more review prior to their official determination.
- b. We are in the process of negotiating new contracts with all unions. All substantial changes will be brought before the board in executive session prior to ratification.
- c. A ribbon cutting was held for the Bud Barn last Saturday the 12<sup>th</sup>. Congratulations to the owners/operators, and thank you for doing business in town.
- d. I want to thank our Planning and Development office, who have been short-staffed since October. The office is now fully staffed, thank you to Tracy and Nicole for keeping everything running.