



Report of the Town Manager

August 28, 2017

1. Financial Updates-

- a. Preliminary Free Cash for FY17 is anticipated at nearly \$1 million. As part of the Town Manager's proposed FY18 budget a portion of the anticipated Free Cash about would be used at the Fall Town Meeting to acquire capital purchases.
- b. I met with the Audit Committee on Tuesday evening to discuss the status of the FY16 management letter comments and the DOR's 2015 recommendations. The Audit Committee seemed satisfied with the improvements made in both areas.

2. Personnel Updates-

- a. There are no personnel updates.

3. Project Updates-

- a. The underground oil tank was removed from the Town Hall property and a new propane tank installed underground. There were no contaminants found when the oil tank was removed. The new Town Hall furnace project is now complete.
- b. Paving behind the Town Hall was completed last week as part of the Cumberland Farms project at no cost to the Town. A final coat of asphalt will be installed in the near future. I have asked Cumberland Farms to lay a new coat of asphalt over the entire back paved area. The section that wasn't disturbed by Cumberland Farms will cost the Town less than \$5,000.
- c. The architect for the police sally port project has completed updating the plans for the project and is preparing to bid the project. Bidding will occur in September with award in mid to late October.
- d. The completion and opening of the High Street Bridge has been delayed until the end of September due to a delay in receiving necessary materials.
- e. This year's road paving has been delayed by approximately one week due to rain. The paving contractor hopes to be in Winchendon by the middle of September.

4. Miscellaneous Updates –

- a. The Fall Festival has been scheduled for Saturday, October 7th. The committee of local business owners and staff met this past week to begin discussions for street closures. The Fall Festival will be located on Central Street this year instead of the Ingleside property.
- b. The Selectmen Inter-Municipal Agreement Sub-Committee met on Wednesday evening, August 23rd to continue discussing the terms of the proposed agreement. The Sub-Committee recommended language changes that will be reviewed by legal counsel. The revised agreement will be scheduled as an agenda item at the September 11th Board meeting.