



Report of the Town Manager

February 27, 2017

1. Financial Updates-

- a. Department Heads have submitted their FY18 budget requests. Over the next few weeks I will be meeting with Department Heads together and individually to develop my recommended FY18 budget.
- b. Bill Schlosstein and I attended the Audit Committee's February 22nd meeting. Auditor Tony Roselli was there to present the findings of the FY16 Management Letter.
- c. With the \$1.154 million deficit bond reduction payment to be made in March, Winchendon has a balance of \$1,734,548 remaining on the deficit borrowing. The total amount borrowed in FY15 was \$3,533,000.

The FY18 interest rate was determined last week. The rate ended up being 1.25%. Fiscal Years 2019-2022 interest is estimates based on a 1.25% interest rate.

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Principal	\$355,500	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Interest	\$17,750	\$26,239	\$22,691	\$16,691	\$10,691	\$4,691

2. Personnel Updates-

- a. There are no personnel updates this week.

3. Project Updates-

- a. The Town's consultant, Tanko Lighting, met with National Grid last week to clarify all of the street lights/parking lot lights owned by the Town. A design for the lighting fixtures that would be in scope for conversion is being completed now and a financial estimate will be submitted by the end of the February. I am hopeful a warrant article will be included on the Spring Town Meeting Warrant for the street light project.
- b. I have received final copies of all Town job descriptions along with nonunion Personnel Rules and Regulations from consultant Community Paradigm. I will review those documents and then place both items on a future Board meeting for Board consideration and approval.

4. Miscellaneous Updates -

- a. The RHI building received approval from the Planning Board on Tuesday evening. The building will be redeveloped for a first floor retail space and apartments on the upper floor. Community Development will be working with the property owners in applying for an Economic Development Grant over the next two months.
- b. A meeting with MassDOT to discuss safety concerns on portions of Rte. 140 on Monday, March 6th at the MassDOT offices in Worcester.
- c. Central Supermarket LLC did not appeal the Selectmen's decision on surrendering their Wine and Malt Liquor license within the five day appeal period. That license is now available. There have been a few inquiries from other businesses interested in applying for a license.