



Report of the Town Manager

July 17, 2017

1. Financial Updates-

- a. All of the year end transfers have been reviewed and approved by the Finance Committee and Board of Selectmen. The Town Accountant is working on closing the FY17 year and preparing for the annual audit.

2. Personnel Updates-

- a. Fire Captain Marty Brooks retired in July 7th after working for the Winchendon Fire Department for over 30 years, the past five and one half holding the rank of Captain.
- b. Nicole Roberts was hired to fill the open Community Development/Land Use Clerk position. She starts July 24th.

3. Project Updates-

- a. The Harris Road Bridge project has been paved. The temporary walking bridge has been torn down. The contractor is in the process of installing granite curbing and guardrails. The project is slightly ahead of schedule.
- b. The bid opening for North Royalston Road bridge project is scheduled for September 23rd.
- c. High Street Bridge project is on schedule. The contractor found a small amount of damage beyond the estimate, an additional \$11,151.25 will be needed to complete the repair. Chapter 90 funds will pay this increase.
- d. The installation of the National Grid and Verizon wires in front of the town hall in the sidewalk is scheduled to commence Monday. Cumberland Farms indicated they got a verbal approval to install a conduit line for Verizon, so that the project will not be held up.
- e. Water Tank on Elmwood Road is almost completely full. The pump used to fill it broke down. DPW is waiting for a replacement part to complete the job.
- f. The Water Department has dealt with water breaks in the following locations: one on Pond Street, two on Hale Street and one on Brown Street.
- g. The Water Department replaced two sections of 6" main and a new fire hydrant on Court Street and two water tie-ins for homes.
- h. The water meters have been read for the last quarter and the new rate of \$5.27 has been incorporated in Munis and updated on the website.
- i. Water shut offs were minimal this quarter.
- j. Walnut Street is almost complete. The contractor will need to complete punch list items, install signs, and stripe to road.

- k. On Mill Glen Road, 200 feet of guard rail was installed to cross over the culvert near Mill Glen Pond.
- l. Since July 1st, DPW have hot topped patches on Maple Street and Otter River Road.
- m. The road paving bid was opened on Wednesday. Apparent low bidder is Mass. Broken Stone, the same company that was awarded the previous three year paving bid. The bid is for a variety of road work but the majority of the bid is for paving. Their bid included a per ton paving price of \$60.89, less than their bid awarded three years ago with a paving price of \$67.07. This lower price will save the Town approximately \$42,000 on paving costs allowing DPW to repave a greater number of roads in FY18.
- n. The bid for crack sealing will be advertised in the next two weeks.

4. Miscellaneous Updates –

- a. Three new trees were planted in front of the Town Offices.
- b. I would like to thank the Massachusetts Environmental Trust for providing grant funds in the past that assisted Winchendon with water testing and dam inspection costs. This Trust is funded by the sale of specialty license plates.
- c. The new Town Office and Library phone systems will be installed by the end of July.
- d. The Cumberland Farms project is three weeks behind schedule.