



## Report of the Town Manager

### October 30, 2017

---

#### 1. Financial Updates-

- a. The Audit Committee has scheduled a meeting for Wednesday, November 1<sup>st</sup> to review the audit findings.
- b. I made a mistake on the Fall Town Meeting Warrant. In Article 10, which is seeking voter approval to sell/trade town land, I used the wrong lot number in the article. When the Board makes the motion at Town Meeting, the correct lot number must be used. I have included the correct lot number in the proposed motion. I have also posted notice of the mistake on the Town website.

#### 2. Personnel Updates-

- a. Bryan Vaine was promoted to Fire Lieutenant.
- b. Brian Hart has been hired by Public Works as the Assistant Mechanic.
- c. Mark Breau has been hired by Public Works as an Operator 1.

#### 3. Project Updates-

- a. MassDOT notified the Public Works Department that they will not be awarding the Royalston Road North Bridge until near the end of the calendar year. MASSDOT will then issue their Notice to Proceed within 120 days of award. Based on this new information, there is no way that a temporary bridge will be in place before the spring of 2018.
- b. The new LED streetlight supplies have been ordered. The cost was under the estimated budget. I do not have an installation start date yet but am hoping to have for you prior to the end of the calendar year.

#### 4. Miscellaneous Updates –

- a. I was approached by the Clark Memorial YMCA to waive the building permit fee for their new building project. The permit fee for the project would be \$12,952. I have proposed waiving all but \$1,000, which represents the Building Commissioner's cost to perform the necessary inspections. The reason for the minimal cost for the Building Commissioner is the architect and engineer will certify that the building has been built according to plan and generally accepted construction standards.