

# Report of the Town Manager

April 13, 2015

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## **1. Personnel Updates-**

- a. Acting Sergeant-** As a result of a vacancy in our Police Department Sergeant ranks due to injury, the Chief has recommended and I have appointed Derek Blair to the position of Acting Sergeant. Derek is an outstanding officer and both the Chief and the Lieutenant believe that he will do a fantastic job.

**Action Requested:** If it would please the Board, a vote to affirm the appointment of Derek Blair to the position of Acting Sergeant.

- b. Interim Town Manager-** As of, on or before May 1<sup>st</sup>, the Town will officially be without a Town Manager. The Charter calls out the process for addressing this situation. Given the prospect of a majority change on the Board within the next month, it becomes difficult to predict what a future board might look like and who the members of that Board may want to serve in a temporary capacity.

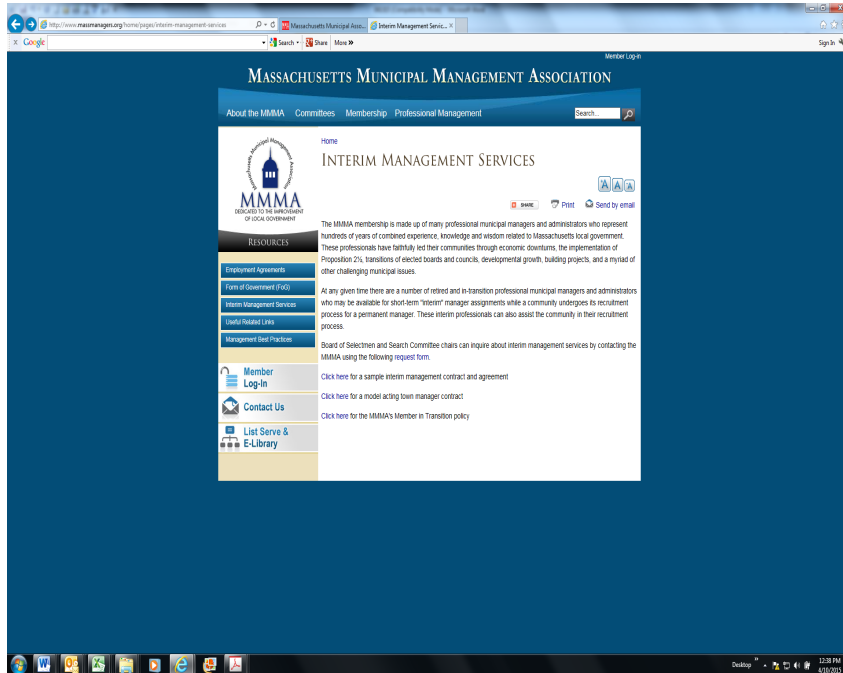
### **SECTION 4-3 ACTING TOWN MANAGER**

(a) Temporary Absence - The Town Manager shall, subject to the approval of the Board of Selectmen, and by letter filed with the Board of Selectmen and the Town Clerk, designate a qualified Town officer or employee to exercise the powers and perform the duties of the Town Manager during his temporary absence. During the temporary absence of the Town Manager the Board of Selectmen may not revoke such designation until at least ten working days have elapsed. Following the expiration of the said ten working days, or if the person so designated is for any reason unable to serve, the Board of Selectmen may designate some other qualified person to serve as Acting Town Manager until the Town Manager shall return.

(b) Vacancy - Any vacancy in the office of Town Manager shall be filled as soon as possible by the Board of Selectmen, but, pending such full time appointment they shall designate some other qualified person to perform the duties of the Town Manager on a temporary basis. Such temporary appointment shall not exceed three months; but one renewal, not to exceed a second three months, may be voted by the Board of Selectmen.

(c) Powers and Duties - The powers and duties of an Acting Town Manager under (a) or (b) above, shall be limited to matters not admitting of delay.

In an effort at teeing up at least on possible pathway forward, I have copied below the Massachusetts Municipal Association's Mass Municipal Manager's information on Interim Managers.



**Action Requested:** Does it make sense to reach out to all candidates running to try to reach a consensus on a pathway forward so the Town doesn't end up running without an appointed Manager? If everyone wishes to use the MMA services at least we could solicit resumes from those candidates that may be interested in interim work sooner than later. What are your thoughts?

**a. Financial Updates-**

- a. FY16 Budget-** You should each have received a copy of the FY16 Annual Operating Budget. Please bring your copy with you to the meeting in case there are questions that you wish to have addressed.

**Action Requested:** Please bring your budget.

**3. Project Updates-**

- a. Town Solar Farm -** The contract has been executed and the engineers have been onsite. The project is fully underway and on track.

**Action Requested:** None requested

**b. Proposed Business-**

- i. Brandywine Farms- We have now all heard the plans put forth by the project proponents of Brandywine Farms, Inc. for the White's Mill property. In you packets you will have received a request from them to enter into a Tax

Increment Finance (TIF) Agreement. I have included a placeholder article for the town meeting warrant to provide the opportunity for the town to vote to accept such an agreement if one is to be successfully negotiated between now and then.

**Action Requested:** Do you have an interest in negotiating a TIF with Brandywine Farms, Inc.? If so, can you appoint a sub-committee to carry that out with an expected report back and vote for your consideration?

**4. Miscellaneous Updates-**

- a. **Town Meeting Warrant-** You should each have found a copy of the DRAFT Special and Annual Town Meeting Warrants in your packets. I will briefly run through each article with you at the meeting.

**Action Requested:** Vote to “accept” the warrant to be finalized and forwarded to Counsel.

- b. **Memorial Naming-** For some time now I have been in discussion with Dr. Coral Grout regarding the prospect of naming the intersection of Spring and Glennallen---the gateway intersection to the Massachusetts Veterans Memorial Cemetery--- after her late father, our long serving Veteran’s Agent and Moderator, Charles Grout. Now former Superintendent Deline filed a Robinson-Broadhurst grant application and was successful in receiving funding to make certain improvements to the triangle island at this location. The improvements will involve landscaping and the creation of a raised landscaped feature with an electronic scrolling sign which will be used for Town related information. I would like to propose that you go on record with a vote this evening in support of incorporating the naming of this intersection/area after Charlie.

**Action Requested:** If it is your pleasure, a vote to be of record regarding the Town’s intention to name that intersection/area in the honor of Charles Grout.