



## Report of the Town Manager

### January 25, 2016

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#### 1. Financial Updates-

- a. **FY17 Budget** – Department heads are compiling their budget requests now. Budgets are due back to me by February 5<sup>th</sup>. An agenda item for the Board to adopt the FY17 budget calendar has been included on your January 25<sup>th</sup> agenda. The calendar has been reviewed by legal counsel for compliance to Mass. General Laws, the Town Charter and Town Policies and Procedures.
- b. **FY16 Budget** – Town Accountant Donna Allard and I will make a presentation to the Board at your February 8<sup>th</sup> meeting to review the FY16 budget six months into the year.

#### 2. Personnel Updates-

- a. Assistant Town Accountant Callie Beaton has given the Town her resignation notice. Her last day of full time employment will be February 2<sup>nd</sup>. Callie has generously offered her help on nights and weekends while a new Assistant Town Accountant is hired. The position will be advertised next week with resumes due back by February 14<sup>th</sup>.
- b. The Police Department is currently seeking to hire part time officers and have them certified through the police academy to provide coverage for open shifts.

#### 3. Project Updates-

There are no updates at this time.

#### 4. Miscellaneous Updates

- a. Tracy Murphy, Tom Smith, Dave Walsh and I met with representatives from Seven Point LLC who was interested in learning about whether the Town would be open to having a medical marijuana dispensary located in Winchendon. Seven Point owns a number of dispensaries in the New England region and are looking to expand. My message to Seven Point was that the Town would consider their site plan application just like any others. I suggested that any location they are considering should be as far away from a residential neighborhood as possible.
- b. Al Gallant, Tom Smith, Dave Walsh, Tracy Murphy and I met with representatives from Cumberland Farms to review their latest building renderings and site plan for the redevelopment of their current site. Also attending the meeting was Historical Committee Chair Corey Bohan. Staff and I were impressed with some of the modifications to the building that were proposed including the use of brick and clapboards on the exterior. I have attached their latest rendering for you to reference. As you are aware the Historic Committee has issued a one year moratorium on redevelopment of the property due to the Cumberland Farms proposal to purchase and demolish an abutting building. The moratorium ends in July and Cumberland Farms

intends to move forward at that time unless the Historic Commission lifts the moratorium. The Historical Commission will be attending the Board's February 8<sup>th</sup> meeting to discuss the project.

- c. Al Gallant and I attended a Joint Water Authority meeting on January 13<sup>th</sup>. At that meeting Veolia has recommended creating a reserve account to address the anticipated replacement of equipment in the water plant that will coming to the end of their useful life. That discussion along with a discussion to extend Veolia's contract another five years will be considered at a special Joint Authority meeting on January 27<sup>th</sup>.
- d. I met with Finance Committee Chair Tom Kane and Audit Committee Chair Ulysse Mallet to discuss their expectations for the FY17 budget along with the Audit Committee's interest in going out to bid for outside auditors. I suggested that Audit Committee not proceed with the search for a new audit firm with all of the other changes occurring this year. He seemed to agree with my thoughts and intends to raise the suggestion at the next Audit Committee meeting.
- e. I contacted the DOR Springfield Office Supervisor Deb Wagner to discuss the DOR report and introduce myself. During our conversation a meeting was set up for January 28<sup>th</sup> so Ms. Wagner can be updated on the progress made since the report was drafted.
- f. The Historical Commission