

# Report of the Town Manager

## July 8, 2013

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### 1. Personnel Updates-

- a. **Board of Assessors-** Regional Resource Group, the private company through which our assessing services will be provided, began work this past week. While it was a bit challenging getting started ( locating passwords, etc.) they are underway. The conversion of our mapping to fully functional Geographic Informational Service (GIS) and the uploading of all of our property cards online will commence shortly as well.

Action Requested- None at this time.

- b. **Public Safety Dispatcher-** As a result of a vacancy created when one of our dispatchers enrolled in the police academy we have advertised to fill a position in the Public Safety Dispatch. At the recommendation of Chief Livingston and Lt. Walsh, I am appointing:

- **Public Safety Dispatcher-** Rebecca Wood- (application material enclosed)

Action Requested- If it would please the Board, a vote to affirm the appointment as listed.

- c. **Public Works-** As I have been advising, we have had advertisements running to fill several positions in the Public Works Department. After interviewing several candidates, and with the recommendation of Superintendent John Deline, I am appointing the following:

- **Operator 1-**Leonard Tenney- (application materials enclosed)
- **Operator 1-** Albert Gallant- (application material enclosed)

All of these applicants possess, at a minimum, the required licenses and are able to perform the required tasks of the respective positions on day one.

Action Requested- If it would please the Board, a vote to affirm the appointments as listed.

### 2. Financial Updates-

- a. **NONE.**

Action Requested- None.

### 3. Project Updates-

- a. **Route 140-** There was a pre-construction conference on Tuesday July 2, held at the Mass D.O.T. District 2 Administration Building in Northampton, regarding the route 140 project.. The project contractor is P.J. Keating.

The preconstruction work should begin within two weeks involving the locating of all signage. According to the contractor the actual construction should begin in approximately thirty days. The end date is scheduled for April of 2014, although the project manager indicated they are hopeful it will be complete by winter. The work hours are scheduled for 7:00 a.m. to 3:30 p.m. Monday through Friday.

There was mention of possible paving work at night.

The actual work will consist of resurfacing and safety improvements to the section of route 140 from the Gardner city line to the intersection of Teel Rd, approximately 2.2 miles. The work includes pavement milling and resurfacing, widening for construction of turning lanes, intersection and driveway improvements, pavement markings and the installation of an intersection control beacon and traffic signs in the area of the Irving Station..

Action Requested- None.

#### 4. **Miscellaneous Updates-**

- a. **Special Election Ballot-** There is an administrative error in the printed ballot for the Special Election. Article #4 for \$55,000.00 for a Water Department Truck, was voted at town meeting as a regular purchase and not as a debt exclusion. Accordingly, this article needs no further votes or approvals.

When the Town Clerk prepared the ballot, however, she mistakenly included this article.

While this is clearly an oversight and preferably would not have occurred, according to Town Counsel, this question's appearance on the ballot has no independent legal authority, and accordingly, whether it is voted up or down, it, of and by itself, has no impact on the town meeting's prior approval.

Action Requested- None.