



Report of the Town Manager

March 28, 2016

1. Financial Updates-

- a. I presented my proposed FY17 budget to the Finance Committee on Tuesday evening with Chairman Barbaro. There were a few questions asked. The Committee found a couple of minor mistakes in my sewer indirect costs that I will correct next week.

2. Personnel Updates-

- a. Library Director Brian Tata informed me Monday that he reinjured his back and expects to be out for an extended period of time. We will know more towards the end of next month when he will be re-evaluated by his physician. I have met with Library Trustee representatives and with their efforts will work to keep the library operation functioning on a short term basis until a determination is made about the Director's status.

3. Project Updates-

- a. The police station project continues to be on time and on budget with an August 1st completion date.
- b. Ted Fiffy has been hired to oversee the library access project. Ted has met with the trustees and the architect to finalize plans and prepare bid documents.

4. Miscellaneous Updates

- a. The Water Department was informed of a possible water leak at the intersection of Route 202 and Benjamin Street. After some exploratory digging, a leak was found and a repair was made. Water Department staff believe the leak had been ongoing for quite some time, leaking at least 50 gallons per minute. This leak would have been contributing significantly to the unaccounted water the Town has been billed for in the past.
- b. I approved the purchase of a used grader in the amount of \$24,500. The graders original owner was a municipality in Florida and is in excellent condition with very low hours. The Town's current grader has been out of service in need of a new transimission for the past eleven months. The cost of the new transmission is \$30,000 and the current grader is in much worse overall condition. Public Works sought out other used graders and could not find one from four other dealers in the same condition for the same price. Public Works mechanics inspected the grader and believe it is in excellent

condition. Funds for the grader will come from the FY16 budget savings.

The new grader is scheduled to be delivered on April 14th.

- c. Al Gallant, Tracy Murphy and I met with representatives from the engineering firm Tighe and Bond about their fees. We explained that some of the fees charged in the past for inspection services were higher than we thought necessary. They have agreed to work with the Town to offer options that will be less costly for the same quality of work. Overall the meeting went well and Tighe and Bond have a better understanding of the Town's expectations.
- d. On behalf of the Town, I supported the renewal of the five year contract with Veolia to manage the water plant for Winchendon and Ashburnham. The Ashburnham representatives are very loyal Veolia and are willing to work with Winchendon to search for cost saving ideas to operate the plant. Part of my rationale for voting with Ashburnham to renew the contract was the desire to work with Ashburnham to have Ashburnham secure partial grant funding to replace the main water line from the plant currently owned by Winchendon which will save Winchendon approximately 30% of the pipe replacement cost.
- e. I have signed up to attend a seminar offered by the State to become a procurement officer, something that is currently lacking. Tracy Murphy will also be attending. The seminar is next Wednesday thru Friday (3/30-4/1). I will be out of the office but will be available by e-mail or cell.