



Report of the Town Manager

November 7, 2016

1. Financial Updates-

- a. All of the Town's financial filings with the State have been completed and the annual audit submitted. DOR will be working to certify Free Cash during the week of November 7th.

2. Personnel Updates-

- a. Public Works mechanic Paul Anderson resigned and Shawn Reddy was hired to fill the open mechanic position.

3. Project Updates-

- a. I am working on the draft of the personnel policy and job descriptions provided by Community Paradigm. .

4. Miscellaneous Updates –

- a. As of Thursday there have been no letters of interest received for the opening on the School Committee.
- b. Cumberland Farms closed on the garage behind the Town Offices on November 3rd and the two properties on Central Street. They have not shared a timetable on their demolition plans.
- c. I spoke to a representative from MassDOT regarding the number and severity of accidents on Route 140. I was asked to submit all of the accident report data to DOT so the information can be reviewed to possible changes to existing passing lanes. I will be submitting all of the information early during the week of November 7th. If the DOT is not willing to recommend any changes I will ask the Board Chair to place this topic on a Board agenda for more formal action.
- d. Through Wednesday there have been 970 voters who have taken advantage of the early voting. Winchendon has approximately 6,600 registered voters so nearly 15% have used early voting. Many more are expected on Thursday and Friday.
- e. Annual liquor license inspections are ongoing by the Fire Department staff and the Building Commissioner.