



Report of the Town Manager

October 24, 2016

1. Financial Updates-

- a. Bill Schlosstein worked with Eric Kinsherf on Friday, October 21st to close FY16. I expect the closing to go well. Roselli and Clark began the annual audit on Monday. Mr. Roselli is very pleased with the condition of the financial records. A draft audit will be completed during the week of October 24th and submitted to the DOR. I have spoken to Deb Wagner of DOR who indicated she will review and certify free cash quickly after receiving the draft audit so the free cash amount will be available for the Fall Town Meeting.

2. Personnel Updates-

I have hired Geoffrey Newton as the Building Commissioner.

3. Project Updates-

- a. The project to develop a personnel policy and update job descriptions are moving along. I have a meeting with the consultant on Thursday to review the progress.

4. Miscellaneous Updates –

- a. I attended a meeting to discuss the homeless situation in Winchendon at the Senior Center on Monday. There were several agencies in attendance that are going to develop a comprehensive list of all agencies and the type of assistance they can give someone in need. There will be a follow-up meeting in November. That date has not been established.
- b. Cumberland Farms will be closing on the garage behind the Town Offices on November 3rd.