



Report of the Town Manager

September 26th, 2022

1. Financial Updates-

- a. We are in the process of finalizing the Free Cash Certification Process. While not concrete, we are projecting roughly \$700,000 to be certified by Special Town Meeting.
- b. I have reviewed the STM Warrant with the Chair of the Finance Committee, and will be present at their meeting tomorrow evening.
- c. We are nearly ¼ of the way through FY23, and to date spending is largely on target and in line with our annual budget. (with some minor exceptions due to personnel turnover)

2. Personnel Updates-

We would like to welcome:

- a. Mary Calandrella as our new Executive Assistant to the Town Manager. Mary is coming from a similar role in the Town of Ashburnham and brings decades of municipal experience. Mary will be overlapping with Mrs. Daigle through the remainder of the year to ease the transition.
- b. Lynn Gagnon as our Collector Clerk. Lynn is a Winchendon resident and comes with a diverse professional background that will fit nicely with the skillsets needed in this role.
- c. Laurie Tarducci as our Assistant Treasurer/Collector. Laurie has a decade of banking experience and possesses a strong customer service background.
- d. We have been holding interviews for the Town Manager Administrative Assistant role, and expect to have a new member of our team on board by late October.
- e. We have posted for the Town Accountant position, with interviews expected to kick off the week of October 10th. We would like to have 1 member of the Board of Selectmen and 1 member of the Finance Committee join us for these interviews should anybody like to volunteer.
- f. We are still assessing our needs in the Planning and Development Office given the long-term vacancy in the Director role. I check in regularly with the office staff and Planning Board Chair to ensure things are moving smoothly. To date the group is holding their own and making excellent progress despite the vacancy. We will continue to assess.

3. Project Updates-

- a. The Winchendon Community Park Amphitheater is on time and on budget, with substantial completion expected before the winter.
- b. I have a meeting set up this week the OPM and Architect for the Old Murdock project to map out a timeline moving forward over the next couple years.

- c. The Library project is on hold until funding approval at the STM in October. The low bidder has agreed to a request from my office to hold their price until the vote.
- d. I am working to secure additional funding for the 4 Summer Drive project. These grant funds will help Bullspit get on their feet more quickly, with the hope being a large construction push through the winter and next spring.

4. Miscellaneous Updates-

- a. I attended the 2022 ICMA Conference in Columbus, OH last week. Seminar topics ranged from issues of diversity and inclusion, to rebuilding downtowns, to providing support for first responders. As always, I want to thank the Town of Winchendon for continuing to invest in my professional development. It is not taken for granted.