



## **Report of the Town Manager**

### **November 9, 2020**

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#### **1. Financial Updates-**

- The Capital Planning Committee began meeting to discuss the FY22 Capital Improvement Plan.

#### **2. Personnel Updates-**

- The first round of interviews for the Director of Public Works will be held on Monday, November 9th. I will be holding final interviews within the next week.

#### **3. Project Updates-**

- Al Gallant, Tracy Murphy and I met with Central Street property owners on Thursday, November 5<sup>th</sup> to discuss obtaining temporary easements.
- The new furnace at the Police Department has been installed and tested. The remaining oil will be used prior to making the permanent switch to propane. The oil tanks at the Police Department, which are three years old, will be relocated to the Senior Center replacing their existing tanks that are in worse condition.
- Tracy Murphy submitted an additional grant request to fund additional Brownsfield testing at 4 Summer Drive. To date, Winchendon has received \$69,800 in grants for Brownsfield testing on this property.

#### **4. Miscellaneous Updates –**

- The Request for Proposals for the sale of the 4 Summer Drive property has been advertised. Bid responses are due on December 3<sup>rd</sup>. The RFP is on the town website for anyone who is interested.
- Police officers will be approaching people that are not wearing masks in public areas to remind them that masks are now required to be worn in public places.
- DPW has all of its equipment ready for winter maintenance.
- The hotbox for Public Works has been delivered and employees have been trained.