



## **Report of the Town Manager**

**June 13th, 2022**

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

- a. I have met with our accounting team to review expenses to date. We will be preparing year end transfers for your review at your next meeting.

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

- a. We have reposted the advertisement for our Treasurer vacancy. In the meantime, Interim Treasurer Donna Spellman has made significant progress in getting the office up to speed. We thank her, Zoe, and Kelly for their efforts over the last several weeks.
- b. I am in the process of drafting the part time Recreation Coordinator position, and will bring a draft before the board for review at your next meeting.

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

- a. Railroad St will begin pouring sidewalks this week, with the project expect to be completed by early July.
- b. The Water and Sewer components of the Central Street project are nearing completion. The crews will begin working on drainage improvements over the coming weeks. DPW Director Croteau will be presenting an updated project schedule in July. We are still on target for an October substantial completion.
- c. The Winchendon Community Park Amphitheater held an official groundbreaking ceremony this morning at 10am with the Robinson Broadhurst Foundation. Most of the major clearing for the site is complete, and we are on schedule and within budget.
- d. The Winchendon Redevelopment Authority will be hosting a walkthrough of the Beech Street properties at an upcoming July meeting.
- e. BCA Associates was on the roof of Town Hall last week taking measurements for the Cupola Restoration. We expect this project to go out to bid in July.
- f. An RFP for the Beals Library Restoration is set to go out for mid-July, with bids expected to be back in August. Construction will likely run from September to October.

### **4. Miscellaneous Updates-**

- a. Members of the DPW, Town Manager's Office, and Winchendon Public School hosted a visit from the state's Safe Routes to School Program. We are in the process of working to secure grant funds to improve sidewalk connectivity throughout the neighborhoods surrounding our schools buildings.
- b. I was in town for our Memorial Day parade along with members of the Board of Selectmen, Winchendon Police & Fire, our Town Veterans Agent, and many other members of the Winchendon Community. Thank you to all that worked to put on that event.