



Report of the Town Manager

August 30, 2021

1. Financial Updates-

- a. Our Assessors Office has submitted the LA4, LA10, and LA 13 to DLS. We are working now to establish factors that will determine the tax rate for the upcoming year.
- b. Our Audit is ongoing, and we look forward to reporting the results.
- c. We are in the process of finalizing assignments for our Senior Tax work off.

2. Personnel Updates-

- a. Carlene Breene, our DPW Executive Assistant, has announced her resignation and impending retirement this fall. We have posted internally for the role for 7 days, as required by union contract language. A special thanks to Carlene for her years of dedicated service in Winchendon.

3. Project Updates-

- a. The redevelopment of 4 Summer Drive is ongoing. Remediation of hazardous materials on the roof and interior of the structure is complete, with soil remediation to take place this fall. The Bull Spit team is looking to start roofing and masonry work in September.
- b. Phase 2 testing of the Beech St property is complete, with a probable cost for cleanup to return in early September. This figure will be crucial data for our Special Town Meeting.
- c. The Conditions Assessment for the Town Hall structure will be complete in early September, and should be ready for your review at your upcoming September 13th meeting.
- d. The Wayfinding Signage Initiative is moving forward. Members of our team met with the designer last week to finalize some details prior to fabrication. This will include gateway signs and signage for municipal buildings.
- e. A draft for OPM Services for the Old Murdock Restoration is in the works, and will be ready for review at your next Board of Selectmen meeting.
- f. You will no longer be able to enter Blair Square from Front St heading northbound effective this upcoming Friday, September 3rd. All traffic coming down High Street will be diverted after the bridge down Lake Street. This will

be a one way road heading out of Front Street moving forward as part of the Blair Square redesign. Barrels will be placed in the road for the next several months to provide an opportunity for motorists to adjust to the change. There will also be ample signage to direct traffic.

- g. Phase 2 of restorations at the Beals Memorial Library is ongoing. As we look to complete the design phase, we are anticipating the project to go out to bid this Winter.
- h. Plans for a controlled burn of the house at the Winchendon Community Park are underway, with our Fire Department expecting to oversee the process on Saturday, October 2nd. The remains will be removed by our DPW, and the foundations will be broken, filled in, and leveled off with loam and seed.

4. Miscellaneous Updates –

- a. I was joined by our Planning/Development team to meet with the owners of the RHI building, located at the corner of Central and Railroad St. I briefly toured some of the interior of the building to better understand some of the barriers we are facing in terms of development.
- b. I met with the Communications Committee to participate in the kickoff of preliminary discussions for the negotiation of our Comcast contract.
- c. The Capital Asset Committee will be kicking off this September, pending an appointment from the School Committee at their August 26th meeting.
- d. I toured Murdock Farm several weekends ago. As always, should a local business owner like me to tour their operations please reach out to my office.
- e. A meet and greet was held for our veterans to introduce both myself and our new Veteran's Agent Steve Bassett. As always, we are fully supportive of our veterans and are always happy to accommodate their needs when possible.