



Report of the Town Manager

November 14th, 2022

1. Financial Updates-

- a. We have completed our year end process prior to the departure of Mrs. Goguen.
- b. Cover Sheets for the FY24 Capital Planning process are set to go out to Department Heads before the end of the month.
- c. As highlighted earlier in the meeting, the Town of Winchendon saw an upgrade to its credit rating.

2. Personnel Updates-

- a. We would like to welcome Deb Dennis as our new Administrative Assistant to the Town Manager. Deb has a wealth of Municipal Experience and has done work in town previously including minute taking for the Finance Committee.
- b. Our interview panel for the Town Account position has been hard at work (Me, Rick Ward, and Tom Kane). We will be bringing forward a candidate shortly.

3. Project Updates-

- a. Central St construction is wrapping up for the season.
- b. Work at the Winchendon Community Park will be slowing down through the winter, however we expect steel work to be complete through the winter months. Punch list items will be completed in the spring.
- c. Electrical and Fire Suppression work at the Library is set to begin in December. Contractors have been on site cutting exploratory holes, and a big thank you to our DPW for building a ramp into the basement to ensure accessibility for patrons with mobility issues during the project.
- d. Work at the Old Murdock will take place in late November through December, sealing the tower for the remainder of Winter and into the Spring. Architects and Engineers will be drawing up plans through the remainder of the Winter, with plans to go out to bid by the end of spring 2023.
- e. Tiffany Newton has been working hard to identify grants to help fix up the Barn at Ingleside Park. We would like, at minimum, to get the exterior brushed up before the Ampitheater Grand Opening.
- f. I have been in talks with Monty Tech to do the Town Hall Cupola repairs. Should this not come to fruition I will be advertising the project over this winter, with the work to occur in the Spring.

4. Miscellaneous Updates-

- a. Thank you to our Town Clerk, Assistant Town Clerk, and all paid or volunteer election staff for a successful election day last week!
- b. We have submitted data to the Collins Center for the Town Hall Salary Study.
- c. DPW Director Croteau and I met with consultants at the Wastewater Plan to explore the possibility of new revenue streams for the plant. We expect to report back at your November 28th BOS meeting.
- d. We walked Webster Street with Tighe & Bond, Mr. Cloutier, and Mr. Croteau to explore the possibility of a grant to clean up that area and extend the bike path.
- e. Electrical and heating upgrades have been made to the Library Basement in advance of the project set to kick off over the coming months.
- f. Congrats to our Health Agent Jim Abare who hit the 25 year mark in Winchendon Town Hall last week. Jim joined us in 1997 right out of college and is a crucial part of our team! His dedication to the Town of Winchendon is appreciated!