

## Town Manager Report to the Board of Selectmen – Mon., Dec. 2, 2019

- The 2019 Stuff-A-Cruiser will be happening on Saturday, Dec. 14 from 10 a.m. to 2 p.m. The Hamilton Police Department invites all residents to assist them in their efforts to support local families in need and the Shriners Hospital for Children, by donating new, unwrapped toys for children to this annual, community based effort.
- I have finalized the job description for the new Regional Human Resources Director position with Manchester and Rockport and we are preparing to post this new regional position this week. Our plan is to have a panel including the three Town Manager/Administrators and one department head from each community share the screening and initial interview duties, then recommend a pool of finalists to be interviewed by the three Town Manager/Administrators. The Rockport and Manchester Boards of Selectmen are likely to discuss and vote on the IMA at their meetings the third week of December and I will bring the finalized and accepted IMA to you for a vote at your first meeting in January, if that happens.
- We will begin budget meetings between department heads and the Finance and Advisory Committee next week, with departments meeting with the FinCom on Tuesday, Wednesday and Thursday.
- I will be attending the Cape Ann Transit Authority Board of Director's meeting next Wednesday, Dec. 11 at 9 a.m. in Gloucester, to discuss our Hamilton's request to join CATA. In the next week or so we will be establishing a committee to work with myself and the CATA folks to develop the town's transportation program in the coming year.
- Openings in town government. We have posted job postings for the part-time conservation agent, part-time senior services program coordinator at the Council on Aging and the newly expanded Community Programs Manager.
- The Town Hall Holiday Party is scheduled for Thursday, Dec. 19 and we are having it at the Community House this year from 11:30 until about 3 p.m. It is my plan to close Town Hall during that time so our employees can participate. The Board of Selectmen and other board and committee members are welcome to join us, but we ask that you let us know by Monday, December 16, so we can plan accordingly.
- Please remember to sign up to participate in FlashVote Community surveys – the town is currently in the process of establishing a virtual panel that can be invited to participate in one minute surveys four to six times per year. The important step now is to sign up to be a part of the panel by going to: [www.flashvote.com/hamiltonma](http://www.flashvote.com/hamiltonma) so that your voice can be heard. The occasional surveys will be developed with the help of FlashVote and will be designed to help town government understand the general attitude of the town toward different projects and issues facing the community.
  
- Update on Town Manager Goals:

I hope to discuss shortly, a new set of priority tasks for the town for the next calendar year, but will also continue tracking progress on the previously stated goals that typically complete this report.

For the time being, all four task areas – Sustainability of Patton Homestead; Chebacco Road Paving and Well Exploration; Master Planning; and Town Hall Renovation – remain in progress.

