

Town Manager Report to the Board of Selectmen

Monday, June 3, 2019

- Due to the rain we had last week, National Grid's planned outage to conduct system upgrades on their lines in Hamilton had to be re-scheduled. The new date they are hoping to utilize is Tuesday, June 11, with a possible rain date of June 12. As we noted at the last meeting, the planned outage should only impact about 140 or so customers and all customers will be informed in writing by the utility. A copy of the letter that National Grid sent out is included in your packets.
- The Hamilton-Wenham Pool will officially open this Saturday with hours from 11 a.m. to 7 p.m. on Saturday and A + B Burger of Beverly will be on site offering hamburgers from 12 to 3 p.m.
- Fire Chief Ray Brunet and I opened the bids for ambulance service and senior transportation shuttle today and I am pleased to announce that the town will be contracting with Beauport Ambulance for a three year term for both of these services. Beauport had by far the most advantageous bids for both services. I will share details of the contracts once they are signed, but for now I can tell you that the Ambulance contract will earn the town about \$8,500 per year more for the lease of the ambulance bay in the public safety building and for dispatch services. The COA shuttle van will have a reduced service area, but will no longer require any payment for seniors for any rides. However, the shuttle van contract will now cost the town about \$10,500 annually going forward. State and federal subsidies that had previously been used by the provider to offer us this service for free have gone away and the inclusion of a fee and a slight reduction of the service area were required to make it affordable.
- We're starting to have some definition about filling some of the vacancies at Town Hall. I interviewed three finalists for the Assistant to the Town Manager position last week and pending some last minute reference checks will be trying to make an offer tomorrow.
- For the vacant accounts payable/benefits coordinator position in the Finance Director's office, we have offered the job to an in-house candidate, Leticia Barreira, from the Town Clerk's office. Of course, this means that we will have to advertise for an opening in that office as well.
- Additionally, Finance Director Marisa Batista has two committee scheduled to begin interviews of candidates for both the Treasurer/Collector and Director of Assessing positions on Thursday of this week. Finalists for those positions may be interviewed a second time, next week and once we have the candidate we plan to hire, we may schedule some kind of public introduction. Certainly, we will want to introduce the Director of Assessing to the Board of Assessors, as well as introduce the

Treasurer/Collector to the Finance and Advisory Committee and the Board of Selectmen.

- Speaking of Board and Committee, you have a request for a joint meeting with the Community Preservation Committee for either July 1 or July 15 and the Selectboard had asked for a joint meeting with the Board of Assessors, we'd like to see if you're interested in doing that at your next meeting on June 17 or if you also want to wait until July for that meeting.
- In her one day per week in our office, Anabela has been compiling a list of board and committee members that need appointment or re-appointment for the start of the fiscal year. We will have that complete list ready for you at the next meeting, knowing that some boards of committees may wind up having temporary vacancies once the list is complete. It has been a little but tough to get back all of the information on expiring terms.
- **Update on Town Manager Goals:**
 - Self-Sufficiency of the Patton Homestead – Patton Homestead Inc. and the Wenham Museum had a very successful first event in celebration of the 75th anniversary of D-Day last Saturday at the Patton Homestead, which drew more than 100 visitors to the Homestead and got us media exposure in two daily newspapers, both the Boston Globe and Salem news had stories in advance of the celebration. We hope to have more pictures of the event up on the Homestead's webpage before the end of the week. I also know that Patton Homestead Director Kaleigh Paré has a meeting with prospective partner for a first pop-up tavern night at the Homestead. Hope to have more information for you and the public about that before the next meeting.
 - Chebacco Road/Well Exploration and Manchester – I have sent the contract documents to engage Woodard and Curran Engineering to our Town Counsel to ask for her affirmation that the documents are in order. The contract with W&C is to begin the public outreach and design the road improvements to Chebacco Road. I will also be contacting Manchester about a more formal discussion about their water source, with a request for a meeting in July.
 - Master Planning/ Housing Master Plan updates – Nothing new to report on this at this time.
 - Town Hall Renovations – The Town Hall Building/Renovation Committee has their survey up on line, they are awaiting an opinion from the Historic District Commission and the committee Chair Mike Twomey continues to engage as many people as he can to get input into that process. By your next meeting I am hopeful that we will have some data to share with you about the public's priorities and desires for any project that comes forward. I have told Mike Twomey that this is his committee's project and we will wait for them to make their recommendations to inform the direction the project goes in.