

## Town Administrator Report, January 9, 2023

- USDA
  - Easement documents are prepared and ready for your signature today.
  - We are working on rates and betterments with RCAP. Meeting is set for Monday, January 9.
  - Second project is almost ready to go to bid

### *New:*

- Streetlights: I have been approached by more than one resident re: lights out. Reached out to NGrid. We must discuss what we want turned on.

### *Ongoing:*

- Town Hall flooding: I received quotes. Hopefully the work will start soon!
- Retirement Insurance: wrote policy for Personnel review. Once I get it back from Counsel and they approve, I would like to request a meeting of the personnel committee to get their recommendation for approval formally to the Board of Selectmen.
- Council on Aging are holding office hours once again! 12:30PM at Quabbin Estates and Municipal Building (Town Hall) at 10:00AM. Please come down and check out all of the services they have. Snacks served! Eileen and Brenda will be at each location on the last Wednesday of the month for an hour at each place unless otherwise necessary.
- DLS came out to conduct interviews for a financial review. Their initial impression was that they feel optimistic on where the Town is headed and the accomplishments over the past year. The formal review will take up to 12 weeks.
- Accountant; Shared services.
- Water Commission: We have received the water meters this week to upgrade technology and researching surrounding towns for rates, as well as exploring regulations and procedures. We had a leak on December 28. It was fixed by Highway. We have another leak that is currently being investigated by Highway and our outsourced water firm. We must start looking into upgrades. I will be prioritizing this project and looking for grants.

As always, please feel free to reach out to me anytime. My email and work and cell numbers are on the front page of the website, and my door is always open.