

*TOWN MANAGER'S REPORT August 20, 2018*

*Below are some updates on projects and activities:*

*All priority projects assigned to the Interim Town Manager are on schedule or completed, including some secondary non-priority projects:*

*Upgrade Water Treatment Facility: On Track. The last 2 of the 4 filters should be in by end of August. According to Tim, this project is on track and water quality has improved with the completion of the first two filters.*

*Regional Inspection Services: On Track for October 1 Implementation. Finalists have been selected and a joint meeting of the Wenham and the Hamilton BOS is scheduled for August 21 at 7 pm. Jim Butler, the Town's Building Inspector, left his position to begin a full time job in Gloucester. We are searching for an interim arrangement.*

*Financial Policies: On Track. Three policies accepted by the Board have been posted on the website. They are also included in a policy file and notebook maintained by Anabela. First readings of Capital and Reserve policies are scheduled in September.*

*Patton Homestead: On Track. The adopted MOA has been posted on the website and distributed. The FY 19 budget has been included in the warrant and Marisa has a draft of the FY 20 budget. The lease assignment and transfer has gone to Wenham Museum for action.*

*Medical Marijuana: On Track. The HCA has been finalized and agreed to by Green Meadow Farm. It is scheduled for a vote of approval and execution by the BOS on August 20.*

*Solar Project: On track – but a little behind. We have received the executed Site Control document. Awaiting Ameresco contract. Apparently, vacations have held this item up.*

*Electrical Aggregation: On Track - bids are going out in Mid September. There will be a presentation before the BOS on September 24 at 8 pm and an information session on the Municipal Aggregation Program on September 26 at 10:30 AM at the Council on aging.*

*Fall Town Meeting Calendar: COMPLETED*

*Town Meeting Improvements: Calendar COMPLETED*

*Textile Recycling: COMPLETED*

*Sustainable Water Grant -: Report submitted to DEP. On track.*

*OTHER:*

*The warrant and supporting materials have been drafted and distributed for the August 20 meeting. Summary information was incorporated. BOS should decide on Counsel's comments.*

*Several policies created and adopted by the board and all known BOS policies are posted on the website. Departments should make more effort to post information on the website.*

*The GCTS Task Force was revised and posted on the website for applications. In addition to Jeff Hubbard, Russ Tanzer and David Smith have been appointed.*

*Open Space Committee and Waste Reduction Committee also posted on the website.*

*Communication with Finance Committee: Meeting with FinCom Chairman and Scott Maddern on August 23 regarding updates on activities.*

*ZBA Rules and Regulations regarding 40B applications . Hearings for adopting regulations have been scheduled.*

*Town Offices Clean up: The August 2 clean-up was completed. Storage rooms have been assigned and materials stored in appropriate locations. Annual records management and clean-up should be scheduled regularly each year.*

*HAHT: The HAHT met with the BOS on August 13 to discuss next steps. In spite of the CPC's denial of funds to lower the density, the BOS urged HAHT to continue negotiations to "right size" the development in anticipation of a possible request for funds to so at the ATM. The HAHT voted on August 14 to request the Board to re-open the warrant to place an article on the STM. This is because Harborlight is scheduled to make a decision on August 27 to proceed with the project immediately rather than wait until the spring town meeting. Bill Olsen and Make Johnson are working with Harborlight on a proposal.*

*I will be meeting with the new Town Manager on August 31 to review the status of projects and issues. He is also scheduled to meet with several dept. heads before he takes office on Sept. 4. Hopefully this will assist with an orderly transition.*