

# Town of Hamilton

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## Town Manager's Office

### **Town Manager Report to the Board of Selectmen Monday, August 16, 2021**

I am pleased to be able to offer the following report on programs and initiatives that are on-going in the Town of Hamilton, as well as some updates on a variety of things that have happened since our last report.

**Board of Health mask guidance** – Due to the emerging threat posed by the Delta variant of COVID-19, the rapid increase in numbers of cases and the continued resistance of some people to be vaccinated, the Hamilton Board of Health voted last week to strongly recommend that all people, regardless of vaccination status, wear a mask when indoors in public buildings, retails and office spaces and other indoor spaces where social distancing is not possible or where ventilation is a concern.

This guidance will remain in effect until the current situation with the Delta variant and case numbers changes and may be altered to be more restrictive or less restrictive depending on the circumstances.

Please help stop the spread of COVID-19 variants to those who cannot yet be vaccinated, for whatever reason.

**Welcome Laurie Wilson to the Town Manager's office** – I am pleased to report that we have offered the position of Assistant to the Town Manager and Community Preservation Coordinator to Laurie Wilson, of Hamilton. Laurie has been helping us part-time in the office since July, but decided she wanted to apply for the fulltime opening and was highly recommended by the screening committee.

Laurie is a longtime resident of the town has been on the Hamilton Finance and Advisory Committee and the HW Regional School Committee in the past and has a strong commitment to helping our town move forward and to help the residents and business people who come to Town Hall looking for help. I think she will be a strong addition to our team at Town Hall and a friendly face for residents, board and committee members and any other visitors who come in to Town Hall.

She will begin in the fulltime role on September 1, but will continue to work part-time until then. If you are in Town Hall, please stop by and welcome her.

**Town website news and bi-weekly e-newsletter to return soon** – Over the last several week's town staff and department heads have been meeting with the town's website host/developer, Stirling Technologies. On a refresh of the town's website homepage, as well as some other changes that are designed to make the site more user friendly, easier to navigate and more engaging for our residents.

We do not have a launch date as yet, but wanted to let residents know that the town has heard of the challenges some have faced in finding information on the website and we are working to address those challenges.



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Additionally, with the hiring of Laurie Wilson in the Town Manager's office we will be working to bring back the bi-weekly e-newsletter that we had started this past winter. Residents are encouraged to contact us to let us know what kinds of information you are looking for when you visit the town website, so we can make sure it is there and that we share it through our e-newsletter and other communication tools.

**Cellphone tower update – Cellphone tower update** – The conduit run to energize the cell tower in the Department of Public Works yard has begun. After a few weeks of considering alternatives the tower developer and National Grid have agreed on the path for the conduit to run underground from Bay Road to the connection point in the DPW yard. Once the conduit has been completely installed and the tower energized, the tower developer will contact service providers, such as T-Mobile and Verizon, etc. and the individual cell phone provider services will work to schedule installation of their equipment on the tower.

**Help Still Wanted** – The town has recently filled a key position in the Town Manager's office and is scheduled to meet with prospective applicants for positions in the health department council on aging and at Patton Homestead. However several other positions remain open. Currently, the town is looking to fill part-time and full-time openings in the following roles:

- Part-Time Administrative Assistant to the Health Department
- Part-Time Social Services and Program Coordinator for Council on Aging
- Part-Time Site Coordinator for the Patton Homestead
- Full-Time Director of Assessors

The position descriptions for these jobs are currently available on the town website, on the Human Resources page under the category Career Opportunities.



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