



TOWN OF HOLDEN
MASSACHUSETTS
OFFICE OF THE TOWN MANAGER

Jacquelyn M. Kelly
Town Manager

April 8, 2016

TO: Board of Selectmen
FROM: Jacquelyn M. Kelly
Town Manager
SUBJECT: *Town Manager Update*

- 1. Year-to-Date Revenue and Expenditure Reports** – Enclosed are the Revenue and Expenditure Reports for the period ending February 2016, prepared by Lori Rose, Town Accountant.

Information

Vote []

Signature []

- 2. HMLD Monthly Report** – The Monthly Report for the Light Department is attached for the month of March 2016. The report is prepared by Jim Robinson, Light Department General Manager.

Information

Vote []

Signature []

- 3. Update on Memorial Day Parade** – Memorial Day will take place this year on Monday, May 30, 2016. The Veterans Committee has been hard at work planning for the event. A Memorial Day Flyer will be mailed out to Holden residents in the Light Department billings starting this month. We are appreciative of the support Holden residents show for this annual event. As in the past, we have sent out individual letters to our business community about the Parade, as well and have already received donations to support the parade.

Information

Vote []

Signature []

- 4. Chapter 90 Funding** – For your information, enclosed is a notice from the Governor's Office certifying that, pending final passage of the bond authorization, the FY 2017 Chapter 90 apportionment for the Town of Holden is \$613,619. This is the amount we anticipated under the Chapter 90 reimbursement program.

Information

Vote []

Signature []

- 5. State 911 Grant, Regional Dispatch** – Through the work of Chief Armstrong and Lori Rose, Town Accountant, the Town of Holden has been awarded a grant from the State 911 program for Regional Dispatch in the amount of \$1,045,628. According to the enclosed letter from Secretary Daniel Bennett, of the Executive Office of Public Safety and Security, there is a limited pool of funds being distributed from the 911 program and awards are made competitively based on the Department's guidelines. State-wide, there was approximately \$8.0 million available in this grant round and Holden was awarded one-eighth of the total available. The grant will be used to complete the build-out of technology that will enable the Town of West Boylston to join the Wachusett Regional Emergency Communications Center in January 2017.

Chief Armstrong will be in attendance at your regular meeting in April to discuss the RECC.

Information [X]

Vote []

Signature []

- 6. Street Sweeping Schedule** – The Department of Public Works has published its spring street sweeping schedule which will take place between April 19 and June 10. It has been in *The Landmark* and is on the Town's web site. The schedule is approximate and is greatly influenced by changing weather conditions and equipment. If there are any questions, residents may call 508-210-5550 during regular business hours.

Information [X]

Vote []

Signature []

- 7. Annual Water Use Restriction Flyer** – A copy of the annual water use restriction flyer is attached. It will be included in the Light Department's April billings. They will be mailed out starting the week of April 11th. Consistent with past years, we have enacted this restriction based upon a previous Board of Selectmen vote to comply with our Water Management Act Permit issued by the MA Department of Environmental Protection.

Information [X]

Vote []

Signature []

- 8. Annual License Franchise Fee** -- Enclosed is a letter from Thomas Cohan, Director of Government Affairs for Charter Communications, conveying the annual Public Access Grant required under the License Agreement in the amount of \$279,749.51. These funds are used to offset the costs of our Holden Community Television operations. The amount is based on 4.5% of Charter's Gross Revenue.

Information [X]

Vote []

Signature []

- 9. Creamer House Controlled Burn** – The Fire Department has applied for and received permission from the MA Department of Environmental Protection to conduct Live Fire Training at the Creamer House on June 11, 2016 with a rain date of June 25, 2016. This training is an opportunity for firefighters to acquire practice under live fire conditions. As the date approaches, we will provide the actual times the exercise is planned.

The Fire Department may use the structure for other training exercises between now and the above dates.

Information [X]

Vote []

Signature []

- 10. Composting and Brush Chipping** – The DPW has scheduled dates for Spring Composting and Brush Chipping. Composting takes place at the former landfill site on River Street; the brush chipping is done at the Adams Road DPW Facility, due to the Longhorn Beetle Quarantine area. The hours are 8 a.m. to 2:30 p.m., weather permitting.

Saturday, April 16

Saturday, April 23

Saturday, April 30

Saturday, May 7

Saturday, May 14

Information [X]

Vote []

Signature []

- 11. Wachusett Street (Rte. 31) Bridge Over Quinapoxet River** – The MA Department of Transportation has returned to complete the work after the winter season. They will be milling the Wachusett Street approaches on Monday, April 25 and final paving is scheduled for Monday, May 2.

Information [X]

Vote []

Signature []

- 12. Thomas S. Green Public Service Award** – Brian Hickey, Light Department Foreman, has been awarded the 2016 Thomas S. Green Public Service Award along with four other deserving public officials in the greater Worcester area. This year's ceremony and reception will be held at Assumption College on Thursday, April 14, 2016 starting at 5 p.m. The ceremony is open to the public and the Selectmen are cordially invited to attend.

Congratulations to Mr. Hickey for receiving this honor.

Information [X]

Vote []

Signature []

Should you have any questions regarding these matters, please feel free to contact my office.

Jacquelyn M. Kelly
Town Manager

Cc: Department Heads