



TOWN OF HOLDEN
MASSACHUSETTS
OFFICE OF THE TOWN MANAGER

Jacquelyn M. Kelly
Town Manager

June 3, 2016

TO: Board of Selectmen

FROM: Jacquelyn M. Kelly,
Town Manager

SUBJECT: *Town Manager Update*

- 1. Library Summer Concerts and Reading Program** – The Friends of the Gale Free Library are once again sponsoring family summer concerts at the Library. The concerts kick off with the Teddy Bear Picnic on Friday, June 24 from 11:30 a.m. to 12:15 p.m. The concerts are held on the Library’s lawn. A flyer is enclosed with other concert dates.

Information Vote Signature

- 2. Chipping & Composting** – The Brush Chipping and Composting schedule for this summer is as follows:

Saturday	June 25
Saturday	July 16
Saturday	August 20
Saturday	September 17

Hours of Operation are 8 a.m. to 2:30 p.m., weather permitting. Loose leaves and grass clippings may be brought to the former landfill site at 560 River Street. Note that access to this site is only over Harris Street due to a detour while the bridge is replaced. Brush should be brought to the Adams Road DPW Facility due to the Asian Longhorned Beetle quarantine area. This program is for residents only – no commercial loads will be accepted. Other restrictions apply and are printed in the notice which will be placed in the media and on town signs and the Web site.

Information Vote Signature

- 3. 275th Committee Firemen’s Muster/ Picnic** – On Sunday, June 19, 2016, the 275th Committee will host a Firemen’s Muster and Family Picnic. The muster will take place on Main Street, in the Town center. The picnic will be held in front of the Town bandstand. Food and beverages will be available for sale, and there will be musical entertainment.

Information Vote Signature

- 4. Revenue & Expenditure Reports** – The Year-to-Date Revenue and Expenditure Reports for the period ending April 2016 are attached for your review. These are prepared by Lori Rose, Town Accountant.

Information Vote [] Signature []

- 5. Town Meeting Proceedings** – Enclosed is a copy of the Proceedings from the Annual Town Meeting for your information.

Information Vote [] Signature []

- 6. MIIA Member Participation Credits** – The MIIA Property & Casualty Board of Directors approved an additional participation credit of \$2.5 million, bringing the total distribution of additional participation credits since 2009 to \$30 million. These credits are returned to members of the Property & Casualty Group each year. Participation credits recognize long-term loyalty and commitment by MIIA members. Holden's share of this round of credits is \$8,947 which will be applied against renewal invoices.

Information Vote [] Signature []

- 7. Wachusett Fund** – The Wachusett Area Emergency Services Fund was created in 1993 as part of the Holden Hospital closure settlement. Eleven towns, including Holden, were parties to the settlement which established a trust fund with annual distributions to each town equal to the average rate of return on the pooled investments for the prior fiscal year, prorated by town population. A correspondence from Susan McLean, Corporate Director for UMass Memorial is enclosed which provides further information on the Wachusett Fund and Holden's share of this year's distribution of \$41,149. The distributions are to be used by the member towns for emergency services -- transportation, communications, facilities, equipment, training and education.

Chief Armstrong has requested that the Selectmen vote to approve the expenditure of \$2,400 for a new defibrillator from the Wachusett Fund. This expenditure falls within the allowed uses of the Fund and we recommend that the Selectmen vote to approve it.

Information [] Vote Signature []

- 8. HMLD Monthly Report** – Enclosed is the monthly report for the Holden Municipal Light Department for the month of April 2016, prepared by Jim Robinson, General Manager.

Information Vote [] Signature []

- 9. Park Avenue Cemetery Gates** – Our DPW Buildings and Grounds Division has completed a project to repair and restore the wrought iron gates to the Park Avenue Cemetery. If you walked by during the Memorial Day Parade you may have noticed that the gates, hinges and fastenings were repaired, and then re-installed on the granite posts. Thank you to our skilled employees of the B&G Division for seeing that the gates are now in good order. And, thanks

are due to all town employees who devoted many hours to preparing the Town's cemeteries, streets, and parks for Memorial Day.

Information

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Signature

- 10. Pool's Open** – The Municipal Pool opens on Saturday, June 4th and 5th from Noon to 4:45 p.m. for weekend swim. The pool will be open on June weekends only until June 22nd when it will open at 1 p.m. for the season.

Information

Vote

Signature

- 11. Employee Picnic, June 16, 2016** – We will be having the annual Employee Recognition Picnic on Thursday, June 16, 2016 from Noon to 2 p.m. at Trout Brook. The event will be catered so everyone can enjoy themselves, and the Selectmen will be awarding service pins. So all can attend, we recommend that the Selectmen vote to close town business offices from Noon to 2 p.m. on that day. We will put up notices to the public to avoid any inconveniences. We thank you in advance for sponsoring this event.

Information

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