



TOWN OF HOLDEN  
MASSACHUSETTS  
OFFICE OF THE TOWN MANAGER

Jacquelyn M. Kelly  
Town Manager

September 2, 2016

**TO:** Board of Selectmen

**FROM:** Jacquelyn M. Kelly,  
Town Manager

**SUBJECT:** *Town Manager's Update*

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- 1. Local and Primary Election** -- The Special Local Election for Selectman and the State Primary will be held on Thursday, September 8, 2016. Polling hours are 7:00 a.m. to 8:00 p.m. Absentee ballots are available at the Town Clerk's Office. If there are questions, residents should contact the Town Clerk's Office at 508-210-5530 or check the Town's Web site.

Information

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- 2. Holden 275<sup>th</sup> Fireworks Celebration!** – Enclosed is a flier announcing the 275<sup>th</sup> Committee's final celebration. The Committee is hosting entertainment, refreshments, and a gala fireworks display at the Holden Baseball CRA Field on Saturday, September 24, starting at 7 p.m. with a fireworks finale at 8:30 p.m. Come one and all and enjoy this historic event. This fireworks will be made possible by the generous support of Oriol Health Care, EJ's Painting, and countless other volunteers. Thanks to the 275<sup>th</sup> Committee for a year of celebrations and family fun.

Information

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- 3. Chipping & Composting** – The Town will provide another opportunity for residential chipping and composting on Saturday, September 17. Other dates for the fall season will be announced on the Town's Web site.

Hours of operation are 8 a.m. to 2:30 p.m., weather permitting. Leaves and grass clippings may be brought to the former landfill site at 560 River Street. Brush should be brought to the Adams Road DPW Facility due to the Asian Longhorned Beetle quarantine area. More information is available on our Web site.

**Information**  [X]

Vote [ ]

Signature [ ]

- 4. Chapter 61A Release** – For your information, the Town has received notice from the owners of a lot of land at 8A River Street, Map 90, Parcel 33, that they intend to sell the lot and withdraw it from Chapter 61A protection. When this transaction occurs, the Town, acting through its Board of Selectmen, has 120 days to exercise its Right of First Refusal to acquire the property at the Purchase and Sale price. The submitted information has been distributed according to the Selectmen's adopted procedures, and the matter will be returned to the Board for a vote on Right of First Refusal at a future meeting.

**Information**  [X]

Vote [ ]

Signature [ ]

- 5. Mandatory Level 3 Water Ban** – Enclosed is a copy of the post card being sent to all water customers, informing them of the conditions of the Mandatory Level 3 Water Ban. We have also contacted the local newspapers, posted information on our Web site and Facebook, as well as placing a notice on our Main Street electronic sign, and our portable electronic signs.

If a resident wishes to report a violation, they can go to the Town's Web site and fill out a complaint form which will reach the DPW Water/ Sewer Division. So far, we have received a great deal of cooperation from our residents and we wish to thank them for their efforts to conserve our water.

**Information**  [X]

Vote [ ]

Signature [ ]

- 6. Daily Water Use Analysis** – Attached is a spreadsheet showing a comparison of daily water usage from calendar years 2015 and 2016 prepared by the DPW, Water-Sewer Division to show the effects of water bans that have been put into effect this summer. Overall, we are successful in our community efforts to save water.

Through the beginning portions of this summer, water use was well above 2015 levels. About one week after the Level 2 ban was put into effect (July 18) there was a noticeable drop in the daily water use, to roughly the same level as 2015. Since then, the daily levels are running below 2015 usage, and a downward trend appears to have taken place since the implementation of the Level 3 water use restrictions last week.

Enclosed is an information sheet from the Office of John Woodsmall, DPW Director, providing further details on the Level 3 Water Use Restrictions.

We will continue our education and publicity efforts in hopes of continuing to limit water usage, particularly as we get closer to the removal of the Avery Heights tank from the water system, to complete the painting project.

Town forces have been conducting leak detection over the past several weeks, and have identified four leaks, two of which were of a significant size. All of those leaks have been fixed as of last Friday.

**Information**  [X]

Vote  [ ]

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- 7. Plowing of Private Roads --** Enclosed is a letter from our Engineering Division to residents along Paugus Road and Lane Avenue, private roads, notifying the abutters about keeping the roadway maintained for winter plowing. Town Meeting accepted a portion of state law which allows for municipal plowing of private streets. A list of the private streets that the Town plows is attached for your information. Overall, there are 1.63 miles of private roads that we plow, as long as they are kept in a condition that will not damage the Town's plowing vehicles. Notices about maintaining the roadways are sent to abutters well in advance of snow season.

Note that Stanjoy Road is now part of the Oak Hill subdivision, and is being plowed by the developer of that project. Plowing season is just around the corner!

**Information**  [X]

Vote  [ ]

Signature  [ ]

- 8. Kudos –** We received the enclosed thank you letters from Jen Stanovich, Executive Director of the Chamber, in regards to Holden Days. As Jen mentions, during the planning stages, nearly every Town Department gets involved and assists where ever possible – arranging for the Dumpsters that are donated by Casella, paying for porta-potties, coordinating the WRTA shuttle buses, contracting with the trolley, mowing and cleaning town property, moving and setting up tables, chairs, picnic benches, and trash receptacles, permitting of food and tents, bandstand set up, posting traffic advisory notices, etc., etc., etc. There are police details and the presence of DPW and fire (and Selectmen!) on the actual day of the event. And, of course, the weather was perfect. That good planning and cooperation resulted in the very successful Holden Days event last week that we all take for granted. I believe it was the best Holden Days yet, due to the behind-the-scenes planning, support, and enthusiasm of all involved. Of course, it wouldn't happen without the leadership of Jen Stanovich and members of the Wachusett Area Chamber of Commerce. Kudos to all.

**Information**  [X]

Vote  [ ]

Signature  [ ]

9. **Back to School** – We also received a sincere thank you from Dr. Darryll McCall, Superintendent of Schools, regarding the planning and monitoring of back to school day at all Holden schools and the High School. Considerable police and fire manpower is devoted to preparation of plans for the opening of school every year including building inspections and traffic circulation. And, our police presence is maintained on each campus throughout the first week of school.

I believe the school principals and their staff appreciate our visibility and police details as well. Thanks go to our public safety personnel who have established effective working relationships with our schools.

**Information**

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

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Jacquelyn M. Kelly  
Town Manager

Cc: Department Heads