*Town Administrator update*

**Committees**

The next meeting of the Highway Facility Committee will be Wednesday, December 5, at 6 p.m., and will focus on procurement. Andrea Llamas, Town Administrator of Buckland, and Andrea Woods, chief procurement officer of the FRCOG, will be there to discuss any and all procurement issues related to designing and building a highway facility.

**Departments**

The Conway Grammar School is planning to have the water tank re-lined by Mass Tank Inspection starting December 21, over the winter break, due to continued taste and odor concerns. Our water consultant, Michael Blaine, is notifying state regulators of the proposed plans.

I have signed up for a procurement class for next week, Monday through Wednesday. This is the first in a series of three sessions to get my full certification as a Massachusetts Municipal Certified Procurement Officer (I came to Conway with the associate level, as I had not yet worked five years in municipal procurement).

**Other**

Jon Gould, from Sen. Hinds’ office, will be holding office hours in Conway on December 12, from 11 to 1. He’ll be at the Town Hall from 11-12 and in the Town Office from noon-1. All Conway residents are invited to meet with him to discuss state issues.