

March 17th, 2025 Town Administrator Update:

Committees

Public Buildings: I have posted the request for quotes for concrete pouring in the public safety building bays on COMMBUYS, in the Central Register, at town offices and then put a new section on our website under the 'Special Projects' tab which now lists any procurement the town is putting forth.

Departments

Information Technology: Erica, Roy and I met with the Sourcepass team to discuss how best to transition the town to a full cloud service backup, should Sourcepass be awarded the one-year contract. They should be getting back to us this week with a revised proposal for review.

Town Clerk: The Caucus is Wednesday at 7. If there is not a quorum by 7:15 (and I don't expect there to be), I will give papers to everyone there who wants to be on the ballot and they can get their signatures then and there.

Transfer station: We are still trying to figure out the replacement of the gate & fence. The original company who installed it says that it needs to be drilled into ledge and recommended two other companies who could handle that work.

Treasurer: This is the time of year where cash flow can be a challenge, however, we have enough cash to cover us for another month or two, without borrowing from our stabilization funds or taking any short term notes. 2nd half Real Estate and Personal Property bills will be mailed next week on March 27th, and due May 1st. These receipts will fund us for the upcoming payables. Assessors have promised all personal exemptions and abatements by Wednesday the 19th. If received, we will be able to process all before the mailing date.

Our current long term investments including Trust Funds, Stabilization Accounts and CPA are just over \$5M. Our financial advisor reports a modest year to date increase of 1.67%, and holding steady during these volatile times. Our funds are invested 52% fixed income, 23% mutual funds, 18.5% equities and 6.5% money market and advisor has done a great job stabilizing our funds.

Grants updates

1. MVP 2.0 – awaiting information from the state about Equity Partners and the kick-off meeting.
2. MVP FY26 – the letters to landowners have gone out, and Nic Miller of Field Geology Services will be here on the 24th to lead the discussion with any interested residents.
3. Green Communities – the team with meeting with Real Term Energy (RTE) on Thursday to get the results of their Industrial Grade Audit (IGA) for Conway. Allison Gage for the FRCOG will be filling out the application on behalf of the town.
4. MassWorks – we are still working on finalizing the budget and contract with MassWorks.
5. MOD – for a LULA lift for town hall; application due May 1st
6. EOTSS Cyber Security Awareness grant for calendar year 2025. Adam and I have taken the training and will be starting up soon.
7. Pre-Hazard Mitigation grant (FEMA/MEMA) on Delabarre Ave. Postponed but will be starting this construction season in conjunction with the work on Upper Baptist, Pine Hill and Baptist roads.
8. Firewood bank (ongoing) there is a group talking about joining with Buckland, and DCR is helping. There was a meeting on Friday at the FRCOG, which included Sean Mahoney and Anne Gobi, with folks across the state talking about best management practices and sharing information on these programs.
9. PROTECT (Federal) – On hold awaiting federal response.
10. Hazard Mitigation Plan update (FEMA funding) – On hold awaiting federal response.

Miscellaneous

My 4 MCPPO classes have been: Electric Vehicles/Electric Vehicle Charging Infrastructure: Purchasing Strategies Under 30B and Statewide Contracts; Boards & Commissions: Know Your Responsibilities; Chief Procurement Officer Responsibilities and Delegation Authority; and Advanced Topics, which I will complete tomorrow. I completed the main required renewal class last December.