



Commonwealth of Massachusetts
Town of Wrentham
Board of Selectmen
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INTEROFFICE MEMORANDUM

To: Board of Selectmen
From: William Ketcham, Town Administrator
Re: Town Administrator's Report
March 12 – April 2, 2015
Date: April 2, 2015

Budget FY 2016

I met with the Capital Budget Planning Committee on March 18th and April 1st. The Committee is making a capital recommendation for FY16 of \$497,982 and is developing a five year capital plan and a proposed bond for public facilities.

I have had discussion with Public Works Superintendent Michael Lavin on adjusting cemetery fees. I will bring proposal to the Board in regard to these fees which have not been revised for almost ten years. This will, if adopted allow for increased town revenues for FY16.

On March 19th I, along with the town administrators of Norfolk and Plainville, met with King Philip Superintendent Zeilinski and Business Manager Paul Schafer.

I met with Police Chief Anderson, Fire Chief McMorrow, Superintendent Lavin, Finance Director Jelloe and IT Systems Administrator Darrell True on March 23rd to discuss the Town IT Budget and the issue of Radio Communications. Work was completed on the IT budget the following week and it is included in your budget packets. The program for correction of issues with the Town radio communication system, placement of repeaters on the Verizon tower to be erected on Knuck Up Hill, and modernization of public works radio equipment and WES radio communication to comply with new school safety standards will be included in an Emergency Management capital item estimated at \$200,000. This is part of the capital recommendation of the Capital Budget Planning Committee.

I presented budget information to the Finance Committee at the budget kick off meeting on March 24th. The Committee met again on March 30th and I provided them with answers to several questions on April 1st. The Finance Committee will meet again on April 6th and April 13th.

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Capstan TIF

Town Planner Paige Duncan, Town Appraiser Sanders Genna and I will meet with Capstan for discussions on April 7th. We had a preparatory meeting on March 26th.

Regional Dispatch

The MECC board met on March 16th and will meet again on April 21st. They are awaiting additional information from the Town of Norfolk. Progress is being made toward joining the Norfolk County Retirement System.

Quarterly Donation Report

Attached for you review and approval is the quarterly donation report.

Recommended Action: That the Board vote to accept and approve the quarterly donation report and allow the indicated Departments to spend the accepted gifts.

Offer of a used van to the Council on Aging

Council on Aging Director Janet Angelico has presented an offer from the Pond Home to donate a used transport van for use by the Senior Center.

Recommended Action: That the Board vote to accept the van subject to a satisfactory inspection by the Superintendent of Public Works and approval of the van by GATRA (Greater Attleboro Regional Transit Authority) for funding and operation under their grant program.

WFK/nal

Attachment