



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
April 2 – 15, 2015
Date: April 15, 2015

40B Projects

The developer interested in the Madison Street site has requested another meeting, the Technical Review Committee previously met in regard to that project on April 2nd. Town Planner Paige Duncan will be scheduling that meeting. I have forwarded the proposed agreement received from the developer interested in the Franklin Street site to Town Counsel for review.

FY 2016 Budget

I attended meetings of the Finance Committee on April 6th and April 13th. On the 13th budget presentations were made by the Wrentham Elementary School and the King Philip Regional School District. The Committee will next meet on April 27th to review the Warrant and to meet with the Police Department and Library on two of the budget issues I have discussed in a separate memo.

Plainridge – Penn National Gaming

I have, after a review of the scope by the Town Planner, approved the scope of work for the base-line traffic study by Vanasse and Associates and the non-traffic baseline by Jeffrey Donohue Associates LLC.

The Massachusetts Gaming Commission has set aside \$100,000 for other planning and impacts not contemplated by the Surrounding Community Agreement with Penn National. Town Planner Paige Duncan and I had a telephone conference with John Ziembra of the Massachusetts Gaming Commission on April 7th in which he advised us that these funds could be used to plan how Wrentham might benefit in an economic development form the gaming development in Plainville. Ms. Duncan is investigating how such a use of these funds might be for stimulating or planning for development along the Route 1 and Route 1A corridors.

Capstan TIF

Town Planner Paige Duncan, Town Appraiser Sanford Genna and I met with Christopher Doughty, President of Capstan and Richard Keefe, Comptroller of Capstan on April 7th.

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A ten-year TIF was agreeable and a draft of the cost/benefit prepared by Mr. Genna is attached. A draft agreement, based on one used by another town, has been forwarded to Town Counsel for review. After Town Counsel finishes his review, it will be sent to Capstan for their review.

Executive Assistant to the Town Administrator Interviews

I have begun interviews for the position now that Cynthia Thompson has become the new Town Clerk. Selectman Deb Torchia and I began interviews of 7 candidates, selected from 15 resumes received, on April 13th, 14th and 16th.

IT Director Interviews

The Search Committee will interview 2 candidates on April 16th.

Labor Negotiations

I met with the Public Works Union and the Clerical Union on April 15th.

Wrentham Forest

The Wrentham Forest group will be planting a tree along the Town property between the Town Hall and the Public Safety Building on April 25th and will also be conducting a cleanup of the Town property along the drainage facility.

Recommended Action: That the Board vote to accept the donation and planting of a tree on Town property from Wrentham Forest.

Procurements

A bid opening was held on March 30th for the Recreation Department Turf Management and Tree Maintenance Contract. One bid was received. The bid was awarded to Lawrence Taylor – Natural Tree Lawn Care for \$28,276.85.

The Town Building Cleaning Contract has been advertised. Bids will be opened on April 27th. The building walk through scheduled for prospective bidders was held on April 16th. It is expected that bids for Electrical Repair (routine maintenance and emergency repair) work on Town buildings and for Operation of the Town Buildings' Wastewater Facility will be advertised shortly.

The firm of Professional Services Corporation has been retained to provide Health Agent and Engineering services at a rate of \$80 per hour for the first 30 hours per month and \$95 per hour thereafter.

WFK/nal

Attachment