



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 September 10th- October 1st, 2015

Date: October 1, 2015

Town Meeting – November 9, 2015

Departments received instructions for the November Town Meeting at the Department Head meeting of September 10th. Generally requests for either supplemental budget appropriations or capital appropriations should be limited to matters which cannot wait until June. The first priority is to preserve cash for use during the FY 2017 budget process, second priority is funding the three positions not funded in the FY 2016 budget and finally funding for items which cannot wait for the FY 2017 budget process.

The Capital Budget Planning Committee met on September 16th and will meet again on October 21st. The Finance Committee met on September 28th and will next meet on October 5th. I have already distributed to the Board a summary of the requests received for Town Meeting.

MIIA Insurance

The MIIA safety meeting was held on September 11th to review outstanding claims for liability and workers compensation.

There have been four property damage claims, two at the Library (HVAC leak and a separate water pipe leak) and two at the Public Safety Building (fire in locker room heating unit and leak in a refrigeration unit). The Library HVAC claim has been closed with insurance payments totaling \$11,026.09 after the \$5,000 deductible.

Council on Aging Building Use Fees

I met with COA Director Janet Angelico and COA board chair Kendra Farling on September 17th. They will provide an estimate of the costs to the COA in both expenses and staff time connected to the use of the senior center by outside groups. This will be added to a percentage of the fixed costs (heat, electricity, cleaning service, etc) attributable to the outside group use. I am awaiting their information.

Energy Conservation Project

On September 18th I met with Energy Conservation Inc. and National Grid to review the energy conservation improvements recommended through National Grid's program. This work, which is partially funded by National Grid, would replace fixtures at a cost of \$277,093, of which

\$226,538 would be a town expense. This may be spread over five years or a cost of \$45,307 per year, less the savings on the 199,741kWh annual savings in energy estimated at a reduced cost of \$17,976 per year, at the town's current contracted cost of \$0.09 per kWh. This would be an annual increase in electric cost of approximately \$28,000 per year or \$21,000 for the balance of FY 2016. This achieves long term reduction in energy usage and replacement of fixtures that are 10 or more years old and in need of replacement anyway.

Recommended Action: That the Town enter into the agreement for the energy conservation improvements and request the additional funding, through the Finance Committee, of the Town Meeting.

Quarterly Donation Report

Attached is the Quarterly Donation Report for the period ending September 30th.

Recommended Action: That the Board vote to accept the indicated donations for deposit in the indicated gift accounts and authorize the expenditure of said gifts by the Public Health Nurses and the Fiske Library as indicated in the donations.

Rosegate Project – 40 B

Staff and two members of the Board met with the developers of Rosegate, Ryan Development, on September 22nd to discuss several issues related to the project. Rosegate began the 40B Comprehensive permit process before the Zoning Board of Appeals on September 23rd. On September 25th Mr. Robert Walker of Ryan Development and I met with Marc Draisen Executive Director of MAPC and Mark Racicot Land Use Planning Director of MAPC to answer questions the agency had relating to the Mass Works Grant in connection with infrastructure in support of the project. Mr. Draisen indicated, at the end of the meeting, that MAPC would indicate that the Mass Works application conformed to MAPC regional goals.

Health Insurance

On September 24th Finance Director Karen Jelloe and I attended the meeting of the West Suburban Health Group, through which the town purchases its health insurance. We advocated against a proposal which would have closed the rate saver plans to new subscribers on July 1st, 2016 and would have ceased offering these plans on July 1, 2017. These actions were postponed at least to July 1, 2018 which will give members the time to first negotiate with the several labor unions as is legally required. WSHG will be asking carriers to re-design the benchmark plans, which no Wrentham subscriber has ever selected.

Recycling and Solid Waste

In preparation for the expiration of the Town's waste hauling and disposal contracts Superintendent Lavin has obtained a grant of in-kind services from the Department of Environmental Protection to assist Wrentham in the procurement of new contracts. He is also investigating conversion to recycling cars which can be serviced by a mechanized pick up. This could substantially reduce the cost of collection.