



## MEMORANDUM

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**TO:** Board of Selectmen

**FROM:** John C. Curran, Town Manager

**CC:** Susan Aker, Cathy O'Dea

**SUBJECT:** Town Manager's Report, September 23, 2018

**DATE:** September 21, 2018

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### **Aggregate Energy -**

On November 1st, National Grid will be increasing their electric rates from .108 a kwh to .137 a kwh. National Grid's rate of .137 will last until April 1st. Constellation Energy (The Town providers) will have a rate of .109 kwh until January.

Prior to that the Town will be negotiating another contract that is fully expected to be lower than National Grid's rate. National Grid's annual average rate is .119 a kwh. More information on our rate can be expected in late October. More information can be found on the Town website including how to sign up for the Town rate.

### **Seth Moulton District Rep Meeting**

I met with Congressman Moulton's new aide, Michael Devin. I updated him on Town business. Specifically, we talked about sewer work, emergency planning and FEMA grants. We also talked about Veteran's initiatives. I look forward to working with him in the future.

### **Green Communities**

Green Communities is a state initiative to reduce energy consumption that the Board of Selectmen endorsed earlier this year. The Town is planning to submit all needed criteria prior to the deadline on October 26th to the state for Green Community designation. The only piece that is currently left is the Energy Reduction Plan for the Town. This plan needs to show how the Town will reduce their consumption by 20% over the next five years. It has been submitted to the Department of Energy Resources for comment.

Once designated a Green Community the Town will receive a grant for approximately \$250,000, which will fund weatherize of municipal and school buildings. It is expected that after all buildings are weatherized it would save the Town \$40,000 dollars a year in energy cost.

### **Digitizing Records**

The Town has completed a study with King Information Systems regarding records retention and digitizing records. The study found that the Town needs to condense, scan, and shred records that do not need to be retained according to the Secretary of State's record retention schedule.

The Town has applied for a community compact grant with the state that includes digitizing town records for all departments to include, Department's minutes and agendas, historical records, Town Meeting files, and The Town's Annual Reports. This grant will also allow us to digitizing and microfilming a variety of internal files. This would allow us to free up much needed storage space for new records.

### **Field Updates**

An update on the Parks and Tree's Department and Field Capital Projects was given to the Recreation Commission last week. The youth leagues and residents response has been positive. Last weekend in a joint effort the Town and Little League laid new sod for their infield at the Locke School. We are also in the process of adding parking and realigning the fields at Locke School. This project was introduced by Little League and has been a successful cooperative effort. The Town looks forward to working with other youth leagues on capital projects as laid out in the budget.

### **BSAP Forum -**

The Billerica Substance Abuse Prevention Committee will be holding a forum on Wednesday, October 17th from 5:30PM – 8:30PM at the Marshall Middle School. As details are finalized we will be updating the Board and including the information on the Town website.

### **Union Negotiations -**

The Civilian Dispatch union has ratified the MOA and accordingly will be presenting the collective bargaining agreement to Town Meeting. The IAFF (Firefighters) are voting on their ratification from 8AM – 8PM on September 21<sup>st</sup>. I will provide an update to the results on Monday.