



MEMORANDUM

TO: Board of Selectmen

FROM: John C. Curran, Town Manager

CC: Susan Aker, Cathy O'Dea

SUBJECT: Town Manager's Report, March 18, 2019

DATE: March 15, 2019

Cable Contracts

The Town will be engaging Attorney's William Solomon and William August to renegotiate the Cable Contracts for Verizon and Comcast. These contracts expire in October and November of 2019. The focus of the contract structure will be based on the anticipated need to retrofit the Howe School for BATV. Some changes initiated by the Massachusetts Department of Revenue will require the Town to restructure the way PEG revenue is disseminated to the cable access corp.

Middlesex 3 Meeting

On Friday, March 15, 2019, I attended the Middlesex 3 meeting with the new Secretary of Housing and Community Development. The discussion centered around the shortage of housing in the Commonwealth and the need to provide incentives from the state to help communities meet this housing need. Interestingly, communities all over the commonwealth are pursuing PUD like zoning changes. The secretary also highlighted the need to pass the legislation to change Zoning changes from 2/3 to a simple majority.

Permit Alley

Significant progress has been made on this project. The doors and roll down doors have been installed. The ceilings, lighting and painting are complete for the Clerical Pool. The furniture has been ordered. The accompanying file restructuring project is underway.

Fire Station pre-bid meeting

A meeting was held this week to give potential bidders an opportunity to tour the existing facilities and ask questions. Three firms came to the meeting and seven firms requested bid packages.

Clerical Classification Study

A presentation was made by HRS Consulting of the results of the classification study. The study revealed that clerical staff is competitively compensated but that some reclassifications could be made internally. This study will assist the negotiations. This was funded through the Community Compact Grant.