



MEMORANDUM

TO: Board of Selectmen

FROM: John C. Curran, Town Manager

CC: Jeanne Legallo, Cathy O’Dea

SUBJECT: Town Manager’s Report, February 6, 2017

DATE: February 3, 2017

Billerica Memorial High School Building Committee

The Project Team is working toward completion of 60% Construction Documents. This is critical because it allows the project team to track the cost estimates at this point and ensure that we are still on budget. The Site work contractor, Marois Excavating, is mobilizing. They moved equipment on site on January 28th with the intent to start in February – weather permitting. A new RFQ was issued for the Glass and Glazing Trade category on February 1, 2017 due to an error in the original process. All submissions are due by February 16th. The Builder’s Risk RFQ is posted and being administered through MIIA. An insurance policy is expected to be in place by February 15th.

Circle Health Urgent Care Facility

This new urgent care outpatient facility located at 199 Boston Road in Treble Cove Plaza will offer key health care services. It is a Lowell General Patient Service Center and offers primary care services as well. It is a great addition to the community and will provide cost efficient and accessible health care to the Town. A grand opening was held on January 28th and was well attended by Town Officials. The Circle Health project team was very complimentary of the level, cooperation, professionalism and hospitality received by local Town Officials.

Personnel Changes

Lorraine Sanders is retiring in March and Jeff Kalmes will be replacing her as the new Wastewater Superintendent. Lorraine has served in this capacity for the Town for the last 10 years. In this timeframe she has presided over a great deal of positive change in this department. This department has been converted to an enterprise fund. She has presided over the biggest amount of capital improvement to this department in many decades.

Wastewater Projects in the Last 10 Years

Project	Funding	Town Meeting	Amount
Facility Improvements Co Mag	Bond	Art 32, ATM 2007	\$ 9,000,000
Facility Improvements Co Mag	Bond	Art 24, FTM 2008	3,289,000
Pump Station CIP Phase 1	Bond	Art. 22 FTM, 2010	2,071,000
Wastewater Treatment Facility CIP Energy Efficiency Project1	Bond	Art. 23 FTM, 2010	850,000
Wastewater Treatment Facility CIP Phase 1	Bond	Art. 22 FTM, 2011	7,510,000
Sewer System Expansion -Needs Area 1 34B	Bond	Art. 22 FTM, 2011	9,000,000
Richardson St. Upstream Sewer and Pump Stations	Bond	Art 19, ATM, 2012	729,000
Monson St and Lake St Pump Stations	Bond	Art 19, ATM, 2012	671,000
Pump Station CIP Phase 2 - Bertha and Poe	Bond	Art 20, ATM, 2012	1,587,000
Pump Station CIP Phase 2 - Nashua	Bond	Art 20, ATM, 2012	1,431,000
Pump Station CIP Phase 2 - Ilford	Bond	Art 20, ATM, 2012	1,510,500
Pump Station CIP Phase 2 - Marshall	Bond	Art 20, ATM, 2012	1,057,500
Wastewater Treatment Facility Critical Needs (Phase 2)	Free Cash	Art. 21, FTM, 2012	1,820,000
Wastewater Treatment Facility Critical Needs (Phase 2)	Bond	Art. 30, FTM, 2013	4,966,600
Sewer System Expansion Needs Area 2 Phase 1 & 2 (35) Design	Bond	Art. 24, FTM, 2013	900,000
Sewer System Expansion Needs Area 2 and 8 Phase 1 & 2 (35)	Bond	Art. 20, ATM, 2014	14,000,000
			<u>\$ 60,392,600</u>

She instituted the single shift and oversaw the reorganization of the department. A town that was once under critical scrutiny by the DEP is now ahead of the curve on many industry fronts in large measure due to the efforts and dedication of Lorraine Sanders.

Budget Meetings

This office has met with all department heads to review their budgets. This includes the school Superintendent. It appears that School Budget increase will be nearly identical to last year – 2.98%. The overall budget increase is comparable to last year. I am still working on compiling information for the budget but I expect to be submitting it in time for the February 27th meeting.