



Town Of Webster

Est. 1832

Massachusetts

Office of the Town Administrator
350 Main Street
Webster, MA 01570

ANNOUNCEMENTS:

- Holiday Bazaar Dec 7th (vendors still wanted)
- Tree lighting Dec 7th 6:00 PM
- Winter Wonderland Dec 14th 5:00 pm to 8:00 pm
- Town Hall, Library and Senior Center closed at noon on Wed 27th and reopening on Monday, Dec 1st.

1. Public Health and Safety

- a. Chris Trainor sworn in as Sergeant; Francesca Cedeno sworn in as Officer.
- b. Police Department coat drive has begun. Coats can be dropped off at the Police Department vestibule or at the Winter Wonderland event.
- c. In process of hiring intermittent officers through the civil service process. Currently doing background checks.
- d. SWCCC five year anniversary. Thanks for all that attended.
- e. NARCAN Training sponsored by the Opioid Task Force on Wednesday, Nov 20th at 6:30 pm at 10 Mechanic Street (Opening the Word Peer Recovery Center).
- f. Engine 5 delivered. Thanks for all that joined the in-service ceremony.
- g. Recreation Upcoming events:
 - i. Holiday Bazaar Dec 7th (vendors still wanted)
 - ii. Tree lighting Dec 7th 6:00 PM
 - iii. Winter Wonderland Dec 14th 5:00 pm to 8:00 pm

2. Financially Responsible

- a. Saved \$50,000 annually through retiree health insurance change from BCBS to Aetna. Town retired employees have an informational breakfast tomorrow at 9:00 AM.
- b. Meeting with State Municipal Finance Oversight Board for refunding current bonds moved to January 15th. Will save approximately \$250,000 over the remaining life of the bonds.
- c. Foreclosed on 14, 16 Park Street last week.
- d. Meet with local Town Administrators/Managers last week to discuss regionalization options.
- e. Preparing to submit FY20 Recap after the close of today's tax rate hearing.

- f. Surplus properties
 - i. Park Street (water); Highway yard.
- 3. Economic Development
 - a. Met with consultant who is assisting the town with market analysis and in finding developers/retailers. Took them on a tour of our most promising (re)development sites.
 - b. 41 Main Street contractor has been delayed due to NGrid; made some phone calls and should be moving forward. We have filed a lawsuit.
 - c. Working with property owners of where the tornado hit to plant grass and have green space during interim while we search for business interests.
 - d. New industrial packaging company moving into 5 Cudworth Road—old Saand Building.
 - e. Lobster Nook confirmed they are reopening; Just Wing it as well.
 - f. Doctor’s office interested in location at 118 Main Street old pharmacy next to Dunkin Donuts.
 - g. Shop local for the Holidays program launched with Business Alliance.
- 4. Maintain Infrastructure
 - a. Water filtration plant—water flowing through for testing. Will flow into system right after Thanksgiving.
 - b. Lake Parkway/Klebart Ave project moving forward. Will record takings this week.
 - c. Engineering for sidewalks on East Main in process. Applied for ADA and complete streets grants to assist with construction costs.
 - d. Town Hall architects visited this past week for preliminary review of the building.
 - e. RFP for landscape architect/engineer for renovations to Memorial Beach went out with over a dozen consultants picking up the RFP package.
 - f. Salt shed roof currently being re-shingled.
- 5. Effective Delivery of Services/Operations
 - a. Personnel Advisory Board developing a handbook for volunteers serving on boards and committees. Cleaning up committee membership information.
 - b. Setting up meeting with Conservation Commission, Planning, Zoning Board of Appeals and Selectmen to discuss 25’ wetland setback policy Dec 16th at 5:30.
 - c. Information Technology audit complete. Greg will review at Dec 16th meeting.
 - d. Nuisance property
 - i. Building Blocks
 - ii. 124 High Street
- 6. Transparent, Open and Friendly government
 - a. Selectmen office hours on Nov 24th

- b. Set schedule for meetings for CY2020. Selectmen will meet on 2nd Monday of the month.
7. Committee Openings
- a. On website, scheduled for social media posts and in the newspaper
 - i. Planning Board
 - ii. Zoning Board of Appeals
 - iii. Conservation Commission
 - iv. Water and Sewer Commission
 - v. Finance Committee
 - vi. Historical Commission
 - vii. Personnel Advisory Board
 - viii. Trustees of Soldiers & Monuments