

Tuesday Talks

Date: Tuesday, December 5th, 2023

Time: 9:00 AM

Attendees:

April Steward
Alison Kennedy
Paul Dell Aquila
Melanie Rich
Jack Valleli
Pamela Frechette
Dawn Porter
Cheri Cox
Nina Gardner
David Manzello - RRG

Department Topics:

- Alison/Administrative Assistant to TA:
 - o Website – Design phase – Meeting today 12.05.23 at 10:00am
 - photos
 - o Town Report – email will be going out in the next week to get your information over to me
 - o ABCC Licenses and Common Victual Licenses – finishing up. Board will be approving all licenses at the Dec 18th meeting
 - o Signed up for the Massachusetts Certified Public Purchasing Official course (MCPPO)
- April/Town Administrator:
 - o Thursday, December 28th – Budgets are due
 - o Presenting to BOS and Finance Committee in January
 - o December 18th meeting – Going before the BoS to discuss compensation study
 - o Received LAND Grant – cover 50% of 85 Sewall Street property.
 - o Joslin's lot – closed last week. Money was wired over to Mirick O'Connell.
 - Will need to go before Conservation Commission
 - o Taking time off – Christmas to New Years
 - o Going with a different model this year. 6-minute assignments
- Jack/Assessors:
 - o Data bridge is today
 - o Actuals are being sent out.
 - o First billing with the CPA tax surcharge
 - o Anticipating personal property billing will go smoothly

- Putting out an excel sheet for residents: parcels, owners, and home values last year
- Board of Health: Melanie Rich:
 - Permits
- Dawn Porter/Town Clerk:
 - State is rolling out new vote information system
 - Vitals is putting out a whole new system prior to election
 - Just finished petitions for ballot of state elections
 - Open statutorily the night before Thanksgiving
 - Bob has ordered shelving for downstairs
 - Bob is saving the town a lot of money by doing it all himself
- Pam Frechette – Parks and Recreation:
 - Looking to fix courts at basketball court to add pickleball through grants
 - Thinking of applying for a PARC Grant for Manor Park
 - Due July
 - Investigating doing a trails grant for Camp Harrington – due February 1st
 - Parking at Manor Park is something they are looking into
- Cheri/Rosemary: Treasurer/Collector:
 - Tax bills being worked on
 - End of the year stuff – payroll
 - Office will be getting very busy

Town Planner: Paul Dell'Aquila;

- Trying to get official/unofficial
 - Trying to institute procedures and processes
 - Making forms fillable
- Transparency: clear deadlines, clean-up the process and procedures
- Different procedures for each board and looking to get them more organized

Holiday Party – Tuesday, December 18th! 11:30AM - 1:30PM

- **Next Scheduled Meeting:** Tuesday, January 2nd