



Shaun A. Suhoski, *Town Manager*
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MEMORANDUM

TO: Athol Board of Selectmen
FR: Shaun A. Suhoski, Town Manager
RE: Town Manager Update
DT: November 17, 2015

Dear Board: Please see the following update for your meeting tonight.

Department of Inspectional Services: Attached for requested approval is my proposal dated November 3 that seeks to consolidate the code inspection departments and staff within a single department.

The Dept. of Inspectional Services would be supervised administratively by the Building Inspector with the following staff: Office Manager, Wiring Inspector, Gas / Plumbing Inspector, any alternate inspectors and the Sealer of Weights and Measures.

I believe this structure would improve accountability, customer service and record-keeping. Financially, the change is budget neutral to minimally favorable.

The Town Charter authorizes the Town Manager to propose this reorganization with implementation subject to approval of the Board of Selectmen.



Town-owned Property Auction – Wednesday, December 16 at Noon: Paul T. Zekos Auctioneers will conduct an auction of 11 to 12 Town-owned properties as listed below on Wednesday, December 16 at Noon here in Town Hall.

The goal of this auction is primarily to move these properties from the Town's ownership back to the private sector and tax rolls. There are a couple of properties (former car dealership; large parcel abutting Route 2) that could gain interest of prospective bidders and investors.

Note that one of the residential properties (232 Pequog Ave.) is being reviewed for potential participation in a rehabilitation and financing program between the town, a local lending institution and non-profit entity depending upon the scope of rehab required to make the property attractive for a family.

- 1) Exchange Street (Parcel 30-244): vacant, paved area used for parking by private sector abutters
- 2) Exchange Street (Parcel 30-253): vacant, overgrown lot between Maroni Building and Steel Pub
- 3) 25 Exchange Street (Parcel 30-250): vacant commercial building showing signs of deterioration
- 4) 40 Maple Street (Parcel 23-94): vacant lot (house demolished); developer interested
- 5) Off White Pond Rd. (Parcel 51-30): vacant 17.36 acres of land abutting Route 2
- 6) Union Street (Parcel 13-171): vacant land; steep slope to Miller's River
- 7) Main Street (Parcel 32-266): vacant lot; likely unbuildable; wet; between CVS and Dona's Pizza
- 8) 232 Pequoig Ave. (Parcel 13-155): single family house [POTENTIAL]
- 9) 104 So. Athol Rd. (Parcel 29-37): single family house
- 10) 209 South Street (Parcel 30-346): single family house
- 11) 232 South Street (Parcel): single family house (landlocked behind 224 South Street)
- 12) 156 Daniel Shays Hwy. (Parcel 18-90): former car dealership

Miscellaneous Items:

- Honored to attend the Marine Corps league anniversary at American Legion, and Veterans Day ceremony in Memorial Hall.
- Conducted various meetings and discussion surrounding ongoing economic development in area surrounding North Quabbin Commons and on Main Street.
- Held Department Head meeting.
- Met with DPW Supt. and volunteer leaders regarding Alan E. Rich Environmental Park.
- Participated in School Building Committee meeting.
- Prepared preliminary outline of fiscal policy impacts upon free cash and potential capital program funding; made brief appearance at Capital Planning Committee meeting.
- Continued discussion and pre-planning with DPW Supt. and consulting engineers relative to roadway and bridge repair / restoration program.
- Began reviewing capital needs for Town Hall and police station.
- Held introductory meeting with finance team, new school business manager and superintendent.
- Awarded engineering contract for next phase of Grove / Highland CDBG project to Weston & Sampson Engineers.
- Surveyed condition of town-owned properties prior to auction with building and fire officials.
- Initiated protocols to switch to online reporting of performance of waste water treatment plant (NetDMR) in conjunction with public works staff.