



Shaun A. Suhoski, Town Manager
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MEMORANDUM

TO: Athol Board of Selectmen
FR: Shaun A. Suhoski, Town Manager
RE: Town Manager Report
DT: December 1, 2015

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

FY17 Budget Message: In your packets is the budget message and schedule that I plan to issue at tomorrow's Department Head meeting. Comments are welcome.

Proposed Street Naming Policy: Your packets also include a proposed policy for naming of streets in the Town. This policy was reviewed and revised by a committee including the Town Clerk; DPW Supt., Fire Chief, Police Chief and Town Manager.



The Town's General Bylaw, Chapter V, Section 2 states that the Planning Board may establish rules governing the choice of names for public and private ways (see excerpt following):

Section 2. The Planning Board may establish rules governing the choice of names for public and private ways and the use of such designations as "street", "avenue", "place" and "court" in the naming of such ways. No name shall be adopted which is inconsistent with the rules so established. The Board may rename public ways, and name or rename private ways, in the manner provided by law for the naming and renaming of such ways. *(Amended at the October 15, 2007 Fall Town Meeting. Approved by the Attorney General on January 22, 2008.)*

To our collective knowledge, no such rules have been established and the intent of this proposal is to ensure public safety is maintained by avoiding duplicative naming of ways. I am asking that the Board:

- 1) Direct the Town Manager to develop a warrant article for the next Town Meeting to amend the General Bylaws and substitute "Board of Selectmen" for the "Planning Board,"

OR

- 2) Direct the Town Manager to submit a formal request to the Planning Board to adopt this or a similar street naming policy in consultation with Town staff.

Additional Repairs Completed to Memorial Building: Following the successful sealing of a leak along the front roof or dentil of the Town Hall we have completed some longstanding deferred maintenance and repair work to the ceilings in the accounting and public works offices.



Dennis Kimball coordinated the work of the subcontractors within budget and the finished product looks good and I can assure you that the Town will be more proactive with respect to maintenance issues of public property.

Going forward there is a need to replace an approximately 40' x 12' rubber membrane roof at the rear of the building. A cost estimate of \$12,000 was received, but, we plan to gain additional quotes and complete the work in the spring.

Miscellaneous Items:

- Attended North Quabbin Chamber of Commerce “Business After Hours” event.
- Attended Part 3 of the “Call To Action” regarding substance abuse held at Athol High School.
- Held site visit with EDIC chairman and registered land surveyor regarding town-owned parcel off Templeton Road; contacted title examiner re: same.
- Met with various departments concerning street naming issues and to develop policy to ensure consistency.
- Held extensive strategy meeting with DPW Superintendent and CDBG grant administration consultant regarding application due in February 2016. Linda Overing of Breezeway Farms will be on the Board’s agenda for a public meeting concerning the proposed application on December 15.
- Met with Orange Town Administrator to discuss various matters; state aid; status of regional animal control project. Follow-up required to develop plan to finalize construction of expanded facility.
- Conducted Finance Team meeting to review potential FY17 budget concerns and other matters.
- Reviewed draft economic development plan out for public review by the Executive Office of Housing and Economic Development and offered comment on same relative to need for state’s plan to also provide assistance to urban centers with smaller populations but similar needs as larger cities.