



**Shaun A. Suhoski**, Town Manager  
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## MEMORANDUM

TO: Athol Board of Selectmen  
FR: Shaun A. Suhoski, Town Manager  
RE: Town Manager's Report  
DT: October 3, 2017

Dear Board: Please see the following update for your meeting on October 3.

**Central Dispatch:** Monna Wallace of the State 911 Department was on site again today to monitor the status of full implementation of centralized dispatch functions. Recent accomplishments include the installation of the new phone systems in the police and fire departments, receipt of the new portable radios for the fire department (units need programming) and the hiring of qualified staff.

Lead Public Safety Dispatcher, Jillian Parent, began work on October 2<sup>nd</sup> and participated in today's update meeting that included Chief Duguay, Chief Kleber, Deputy Chief Parker, Officer Todd Neale and I. Ms. Wallace has been keeping her superiors in Boston advised of the Town's progress, but, did state today that she is beginning to get some pressure for the Town to complete its obligations. All parties continue to work diligently towards full integration.

**Recycling Grant Award \$3,500:** I'm pleased to announce that the Town has received a \$3,500 Recycling Dividends Program award from the MassDEP. These funds are allocated to municipalities that have implemented specific policies to maximize reuse, recycling and waste reduction. I want to thank Transfer Station Manager Larry Adams for his stewardship of this program over the years.

This award will be utilized to subsidize the cost of procuring the next round of blue Athol waste bags for the transfer and recycling center.

**Fall Town Meeting:** The Finance and Warrant Advisory Committee has completed its review of the Fall Town Meeting Warrant. Based upon feedback from their meeting on September 26, I reviewed each of the money articles again to better align funding sources towards the needs; following our mantra of using 1X revenue for 1X costs and recurring revenue for recurring costs.

Following is an excerpt from the memorandum I provided to the FWAC to summarize the money articles and recommended funding source(s) as developed by the Town Manager and Town Accountant. The FWAC did endorse each of the articles.



<b>Art. #</b>	<b>Cost</b>	<b>Item</b>	<b>Funding Source</b>	<b>Vote</b>
14	\$10,707.88	Prior year invoice to Cabot Risk.	TX from BOS insurance line.	9/10
15	\$9,825.66	Prior year invoice to WRRS (annuity).	TX from retirement budget.	9/10
16	\$25,110.00	AHS feasibility study (bldg. envelope).	TX from capital stabilization.	2/3
17	\$35,000.00	Pleasant St. School repairs.	Article 8 of 6/11/12 ATM.	majority
18	\$25,000.00	Central dispatch infra/equipment.	TX from capital stabilization.	2/3
19	\$54,000.00	Central dispatch wage adjustments.	R&A from new growth.	majority

You will note that I am requesting \$54,000 in Article 19. This is a reduction of \$12,000 from the original proposal and would cover the following items:

Contractual increase to firefighter wages for balance of FY18:	\$12,000
Bargained wage adjustment for new dispatcher duties/certifications:	\$ 7,000
Additional p/t or f/t staff for central dispatch for balance of FY18:	\$35,000
<b>TOTAL ARTICLE 19:</b>	<b><u>\$54,000</u></b>

The one-time, \$1,000 payment to those firefighters certified in Emergency Medical Dispatch was part of a negotiated settlement of a pending arbitration case and is being paid from the Annual Town Meeting authorization for miscellaneous dispatch expenses (1X expense from 1X revenue).

The costs in Article 19 are part of the existing collective bargaining agreement for firefighters and the impact bargaining agreement with dispatchers for their new duties. These costs are proposed to be funded from new growth (recurring expenses from recurring revenue).

Recall that this article stems from a unanimous policy vote of the Board of Selectmen to establish central dispatch pursuant to an overwhelming referendum vote at the February 2016 special town meeting. The time to begin paying for the policy decision is now.

**Miscellaneous:**

- Met with central Mass. managers and Secretary Ash of EOHEd
- Attended meetings of Zoning Board of Appeals and Finance & Warrant Advisory Committee
- Conducted preliminary interviews for Admin. Asst. position with Selectman Young and Town Clerk
- Held Finance Team meeting with new Treasurer/Collector
- Met with DPW Superintendent and water/sewer manager regarding future water supply planning and project to re-develop well at Tully well field
- Met with Town Planner and energy consultant for potential grant projects
- Posted vacancy for assistant treasurer; receiving applications