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MEMORANDUM

TO: Athol Board of Selectmen
 FR: Shaun A. Suhoski, Town Manager
 RE: Town Manager’s Report
 DT: August 21, 2018

Dear Board: Please see following update for tonight’s meeting.

Former Landfill – Solar RFP Selection Process Update: The vetting of the responses to a Request for Proposals to locate a solar photo-voltaic facility on the capped former landfill off Royalston Road is now complete. Based upon the following information and the detailed process outlined in the August 20 memorandum from Beth Greenblatt, of Beacon Integrated Solutions, the evaluation committee recommends that **the Board of Selectmen award the former landfill solar project to S.W.E.B. Development subject to successful contract negotiations.**

Each of the four evaluators of the final two finalists ranked S.W.E.B. first over Ameresco which also demonstrated high quality.

(Note: finalist evaluators were Doug Walsh, Eric Smith, Bill Caldwell and Shaun Suhoski. Steve Raymond participated in interviews with preliminary finalists.)

The Town has very real potential to realize a successful project at the former landfill that will offer:

- “Green” power to the grid
- Annual PILOT payments to subsidize the tax base
- Lease payments that will be targeted towards transfer station and landfill monitoring costs, capital program and capital stabilization fund (ratios to be discussed with BOS and FWAC at later date)

SUMMARY			
Athol Evaluation - Post Interview			
EVALUATION CATEGORY - NON PRICE PROPOSAL		Ameresco	SWEB
1	Schedule	0.425	0.375
2	Experience		
	i Overall Experience	0.238	0.188
	ii Qualifications of the Team	0.250	0.200
	iii Solar Development on Landfills	0.200	0.115
	iv Local Knowledge and Experience	0.043	0.041
3	Financial Capacity		
	i Access to Capital for Entitlement (ISA, permitting)	0.428	0.428
	ii Access to Capital for Construction	0.475	0.475
	iii Financial Strength of Firm (Balance Sheet)	0.285	0.285
4	Price - Lease Rent	1.500	2.313
Weighted Points			
Total Weighted Non-Price		2.343	2.106
Total Weighted Price		1.500	2.313
TOTAL WEIGHTED NON-PRICE AND PRICE POINTS		3.843	4.419
Overall Rank Order		Ameresco	SWEB
Individual Rank Order			
	Evaluator A	2	1
	Evaluator B	2	1
	Evaluator C	2	1
	Evaluator D	2	1

The actual monetary benefits will depend upon how quickly this project can proceed. My office supports the efforts of the Mass. Municipal Association and others to have the DOER develop a “carve out” for municipal projects. This makes sense from a policy perspective since private landowners do not have to go through a cumbersome procurement and land disposition process to get their placeholders in the SMART program. Also, putting solar on landfills or previous brownfield or grayfield sites is certainly preferable to clear-cutting swaths of forest or leveling pastures, in my opinion.

If the project is awarded, the DPW Supt., Beth Greenblatt and I will work with Town or special counsel to develop a proposed agreement for later review and consideration by the full Board of Selectmen. Please review the August 20 memorandum included with your packets for a more detailed summary of the SMART program and the RFP process.

Fall Town Meeting on October 15: The warrant for the Fall Town Meeting closes on September 6 with the Board of Selectmen requested to approve same on September 18. Here is a snapshot of potential articles and/or subject matter:

- Request +/- \$40,000 to add one full-time public safety dispatcher (see separate memorandum)
- Request +/- \$7,800 to complete a master plan for Silver Lake Park
- Increase Board of Health travel account line item
- Transfer \$5,073.17 from FY17 DPW capital to FY19 for purchase of new or used equipment
- Seek authority for Board of Selectmen to enter into long-term lease of town-owned property by the New England Equestrian Club of Athol
- Potential revisions to junk car bylaw
- Potential bylaw for antique/junk dealers
- Change accounting system for transfer station from enterprise fund to special revenue revolving account
- Authorize Treasurer to enter into tax title payment agreements per MGL c. 62A
- Request additional capacity for all-alcohol pouring licenses for restaurants, pubs and/or hotel

All-Alcoholic Beverages Pouring License Quota Concern: Under MGL c. 138, sec. 17, Athol has a limit of 14 all-alcohol pouring licenses (Section 12 licenses) that it can issue with only three such licenses currently available. As the Board is aware, the Town desires additional restaurant, pub and lodging opportunities for both public convenience and economic development purposes, and a pouring license is typically a critical path item in these business plans.



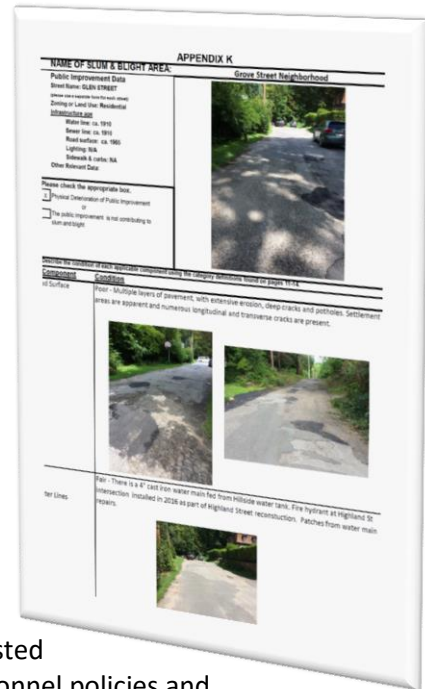
With only three licenses available – and with three parties expressing genuine interest in securing a pouring license (planned Main Street Grill, brewery/tasting room planned on Marble Street, new Polynesian-style restaurant planned near Exit 18) – there is potential that Athol will have no further capacity to offer a liquor license for a steak house, barbecue joint, pub-style restaurant or even the planned hotel.

In order to stay ahead of the curve, I am seeking the Board’s policy direction on whether I should pursue options to either “opt out” of MGL c. 138, sec. 17 (would effectively remove any quota), or, develop a plan to seek special legislation to increase the current quota from 14 to a reasonable higher number (eg. 20 maximum). Either option will require authorization from Town Meeting and I would recommend seeking approval in October.

CDBG Request to Improve Glen Street: The Town has requested the state Dept. of Housing & Community Development to allow an amendment to the Grove Street Neighborhood Slums & Blight Target Area (effective 7/1/14) to also include Glen Street which abuts the current approved area.

The deteriorated surface and underground conditions present in Glen Street contribute to the blighted appearance of the neighborhood and, if successful, the roughly \$100,000 remainder of the CDBG program grant for that neighborhood will allow rehabilitation of the road and utilities as supported by the DPW Supt.

CDBG consultant Linda Overing has prepared, and I have executed, the necessary request for review by DHCD.



Personnel Policies and Procedures: Selectman Chauvette had requested follow-up information on development of the first written set of personnel policies and procedures for the town of Athol since adoption of the Town Charter in April 2000. I do not yet have a full draft available but am making this a priority as it will cover all non-union personnel and issues not covered in collective bargaining agreements.

The Town Clerk and Town Treasurer have offered to assist so that we have a comprehensive and up-to-date policy to put before the Board of Selectmen for review and consideration. **My goal is to have a draft document available to the Board for comment and revision by September 13.** I hope this will be an acceptable timeline.

Miscellaneous:

- Held meetings with police department command staff
- Further advanced policy updates and professional underwriting services to support re-launch of North Quabbin Loan Fund in September
- Participated in meeting with Downtown Vitality Committee
- Attended regional legislative breakfast for update Heywood Healthcare investments including at Athol Hospital and other policy matters
- Additional discussion with police, fire and dispatch management and personnel regarding staffing needs relative to call volume and radio transmission activity at central dispatch as noted in separate memorandum