



# Town Of Webster

Est. 1832

## Massachusetts

**Office of the Town Administrator**  
**350 Main Street**  
**Webster, MA 01570**

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### ANNOUNCEMENTS:

- Veterans Day Events:
  - 9:45am Ceremony at monument near the beach followed by refreshments at the Veteran's Home
  - 11:00 am Ceremony at Dudley Memorial at Dudley Town Hall
  - 11:15 am March to Webster Memorial
  - 11:45 am (approximate) Ceremony at Webster Memorial at Webster Town Hall
  - 12:15 PM Refreshments at PAV 30 Ray St. Webster, MA
- Town Hall, Library and Senior Center closed on Veterans Day
- Tax Classification Hearing November 18<sup>th</sup>

### 1. Public Health and Safety

- a. Detective Sergeant Jim Hoover and Officer Jim Young, Sr. retired last month. Citation was delivered at their retirement party last Saturday.
- b. Chris Trainor sworn in as Sergeant; Francesca Cedeno completes police academy this month. Formal swearing in next Selectmen meeting.
- c. In process of hiring intermittent officers through the civil service process.
- d. SWCCC five year anniversary. Celebration on Nov. 7<sup>th</sup> at 11:00 AM.
- e. State has advised that Southern Worcester County is still at threat for EEE.
- f. Zoning Board of Appeal decision was appealed to Superior Court regarding campground on Douglas Road. Insurance counsel has been assigned.
- g. Engine 5 will be delivered this week.
- h. Recreation
  - i. October events: Police "Cruise in"; Trunk-or-Treat; Downtown Trick-or-Treat; rainy day Halloween Party.
  - ii. Upcoming events:
    1. Veterans Day
    2. Holiday Bazaar Dec 7<sup>th</sup> (vendors still wanted)
    3. Tree lighting Dec 7<sup>th</sup> 6:00 PM
    4. Winter Wonderland Dec 14<sup>th</sup> 5:00 pm to 8:00 pm

### 2. Financially Responsible

- a. Saved \$50,000 annually through retiree health insurance change from BCBS to Aetna.
  - b. Meeting with State Municipal Finance Oversight Board for refunding current bonds on Nov 20<sup>th</sup>. Will save approximately \$250,000 over the remaining life of the bonds.
  - c. Foreclosed on several properties over the past couple of months. Waiting on one more property and will auction them off in the early spring.
  - d. High School Building Committee—will need town meeting vote before March for an appropriation for design of school renovations.
  - e. Meeting with local Town Administrators/Managers next week to discuss regionalization options.
  - f. Surplus properties
    - i. Park Street (water); Highway yard.
3. Economic Development
- a. Awarded contract for consultant to assist the town with market analysis and in finding developers/retailers.
  - b. 41 Main Street contractor has been delayed due to NGrid; made some phone calls and should be moving forward. We have filed a lawsuit.
  - c. Working with property owners of where the tornado hit to plant grass and have green space during interim while we search for business interests.
  - d. Doctor's office interested in location at 118 Main Street old pharmacy next to Dunkin Donuts.
  - e. Shop local for the Holidays program launch coordinating with Chamber and Business Alliance.
4. Maintain Infrastructure
- a. Water filtration plant—complete except remaining defected piece of equipment. Memorial Beach Drive repaved.
  - b. Lake Parkway/Klebart Ave project moving forward. Next meeting will approve takings and approve compensation.
  - c. Phase 3a of the Riverwalk project nearing completion—paved last week.
  - d. Engineering for sidewalks on East Main in process. Applied for ADA and complete streets grants to assist with construction costs.
  - e. Green communities LED retrofit. Lights have been ordered will be installed in December.
  - f. Awarded architect contract for Town Hall improvements.
  - g. RFP for landscape architect/engineer for renovations to Memorial Beach going out soon.
  - h. Salt shed roofing contract awarded and moving forward.

5. Effective Delivery of Services/Operations

- a. Personnel Advisory Board developing a handbook for volunteers serving on boards and committees. Cleaning up committee membership information.
- b. Setting up meeting with Conservation Commission, Planning, Zoning Board of Appeals and Selectmen to discuss 25' wetland setback policy Nov 18<sup>th</sup> at 5:30.
- c. Information Technology audit complete. Greg has followed up on several findings and resolved them.
- d. Lane stripping to be completed this week (Tuesday).
- e. Compost facility closing 11/16. Additional hours the last week.
  - i. Mon, 11/11/19      CLOSED      VETERAN DAY
  - ii. Tues, 11/12/19    OPEN        12:00 PM – 4:00 PM
  - iii. Wed, 11/13/19    OPEN        12:00 PM– 4:00 PM
  - iv. Thurs, 11/14/19   OPEN        12:00 PM– 4:00 PM
  - v. Fri, 11/15/19      OPEN        12:00 PM– 4:00 PM
  - vi. Sat, 11/16/19     OPEN        8:00 AM - 12:00 PM
- f. Nuisance property
  - i. Building Blocks
  - ii. 124 High Street

6. Transparent, Open and Friendly government

- a. Selectmen office hours on Nov 24<sup>th</sup>?
- b. Set schedule for meetings for CY2020. Selectmen will meet on 2<sup>nd</sup> Monday of the month.

7. Committee Openings

- a. Conservation: 2 Full member
- b. ZBA: 1 Full; 1 Associate
- c. Finance: 2 Selectmen appointments
- d. By-law Review: 2 Moderator appointments
- e. Water & Sewer Commission: 1 Selectmen appointment