

*Jesse Limanek, Chairman
John L. Hebert, Vice-Chairman
David Hall, Clerk
Michael Kenney
Wendy M. Mead*



Sutton Town Hall
4 Uxbridge Road
Sutton, Massachusetts 01590
(508) 865-8727
Fax: (508) 865-8721

James Smith, Town Administrator
Debra Jacques, Executive Assistant

TOWN OF SUTTON OFFICE OF THE TOWN ADMINISTRATOR

MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: JAMES SMITH
SUBJECT: TOWN ADMINISTRATOR UPDATE
DATE: 6/5/2018

The following is an update of projects and activities for your information

- 1) Goddard Lodge Rehab-we had our pre-construction meeting with Colletta Construction on Monday May 21 to discuss the Goddard Lodge plans and schedule. The work will begin within the next 10 days as they start to mobilize. The site will be fenced off for construction. The Police Department will patrol this area in the evening.
- 2) The Town Facebook Page-Pam Nichols the Town's communications director has requested that we redesign Sutton Community Television Facebook page and make it the town's Facebook page. This was a goal made at the annual goals meeting. We will advertise meetings, post footage from meetings, and keep the public up-to-date with what the town is doing.
- 3) Marion's Camp Beach-will open on Father's Day weekend from noon to 6 PM from June 16 to August 19 and the weekends of August 25 and September 1. The lifeguards will lock the gate at the end of the evening shift. Swim lessons will start on July 2 and runs Monday through Thursday from 9 AM to 11:30 AM. The last lesson will be August 9.
- 4) Reconstruction of Dudley Road-We will be going out to bid for roadwork on Dudley Road, Harback Road, and Marble Road on May 30. This project will include full depth pavement reclamation and repaving. Full depth reconstruction will be required on some portions of Marble and Dudley Roads. We are using chapter 90 funds for this work. The bids are due Thursday, June 28 at 11 AM.
- 5) Depot Street reconstruction-our CMRPC Southeast sub-region representative informed me that the state has placed the Depot Street Bridge on the TIP plan for FY 2020. The total project cost is \$3,765,000. Again we would like to thank CMRPC and Mass DOT for this work on a town owned bridge.

- 6) Memorial Day Parade-was held on Memorial Day May 28. The parade was well-organized and well run thanks to Deb Jacques and a number of other people who helped out. I would like to give special recognition to band conductor Justin Falvo and all the student musicians who played the Armed Services Medley, a request from former Selectmen Mike Chizy.

Reminder: Early Learning Center sidewalks-we are going out to bid on May 23 for the reconstruction of the early learning center sidewalks. Our plan is to replace the asphalt sidewalks and make it handicap accessible. The work will be done from the end of June to the middle of August. I have been in touch with the Superintendent regarding this plan.

Reminder: New Town Hall hours-as a result of discussions with the clerk's at town hall we have decided to change the Town Hall hours on Tuesday evenings. Currently employees work from 8 AM to 4 PM and 6:30 PM to 8:30 PM. The new hours would be 8 AM to 6 PM. That would still leave some time for residents to come in after work.