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TOWN OF SUTTON OFFICE OF THE TOWN MANAGER

MEMORANDUM

TO: SELECT BOARD
FROM: JAMES SMITH
SUBJECT: TOWN MANAGER'S UPDATE
DATE: 12/1/2020

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

- 1) Lieutenant hire-the interview committee unanimously recommended Lisa Sullivan as the next Sutton Lieutenant. Two out of four interviewers did not know any of the candidates. I would like to have Lisa before the Board on December 15 for ratification. In the meantime, I will be working with Lieut. Sullivan on a contract. Once again, I would like to thank Dudley Police Chief Wojnar, businessman Art Mahassel for sitting in on the interviews and Josh Nunnemacher and Joe Fortunato for participating in this process.
- 2) Library back to curbside-the Library Trustees voted return to curbside effective November 27. This is being done in the abundance of caution after the Thanksgiving Holiday.
- 3) DocuSign process-a virtual demo for DocuSign took place on Tuesday, November 24 with administrators for Conservation Commission, Planning Board, Zoning Board, and Select Board. I would like to credit Conservation Commission for generating this idea. Town Counsel is currently in the process of reviewing this approach.