

*Wendy M. Mead, Chair  
Jesse Limanek, Vice-Chair  
Jonathan Anderson, Clerk  
Jeffrey Bannon  
David Hall*

James Smith, Town Manager  
Debra Jacques, Executive Assistant



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

## TOWN OF SUTTON OFFICE OF THE TOWN MANAGER

---

### MEMORANDUM

---

**TO:** SELECT BOARD  
**FROM:** JAMES SMITH  
**SUBJECT:** TOWN MANAGER'S UPDATE  
**DATE:** 12/15/2020

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

- 1) Insurance claim for Police Department -as you may recall on November 11 one of the air handling units began leaking and water began spraying in the communications area of the Police Department. We filed a claim with our insurance provider MIIA and have replaced a backup server at this location. The adjuster for MIIA let us know that we will be receiving a check for \$90,000 to replace equipment in the communications room.
- 2) CARES Act Money-with the payment of the online permitting-OpenGov software as well as the handicap accessible doors we will have spent the entire \$842,000 of Cares Act money that was allocated to the town of Sutton in the spring
- 3) Handicap Doors-we are currently out to bid for the replacement of the front door to town hall and the library door with handicap accessible doors. The current doors are in disrepair and it is time for replacement. The bid opening is Thursday December 17. Our plan is to use FEMA funds and Cares Act money.
- 4) Health Department IMA's-the town of Sutton was notified that the town of Rutland exercised the 30 day termination notice and they are no longer interested in our nursing services. As soon as the pandemic is over we will be re-examining some of the nursing IMA's with various towns.

- 5) Town hall schedule for the holidays-with Christmas falling on a Friday I would like to give the employees Christmas Eve off. New Year's Eve will be a half day on December 31. Happy Holidays.