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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: 7/21/2020

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

- 1) Police Station Project finalized-we made the final payments to our general contractor NELCO and our owner's project manager CMS. We have \$105,000 remaining. We have ordered a filing system for the new station with approximate cost of \$20,000. We are preparing an RFP for roof-mounted solar at the carport location. Thank you to the Police Chief as well as the police station building committee for finalizing this project.
- 2) School Department Grant-the Department of Elementary and Secondary Education (DESE) is offering a one-time grant in the amount of \$225 per student or approximately \$300,000 to the Sutton School Department. We still don't know the details of this grant and how we can use these funds. These funds will be helpful with whatever plan the School Department moves forward on.
- 3) Marion's Camp gate closed for testing-on Monday, July 27 the gate to Marion's camp will be closed for chemical treatment of Lake Singletary. No boats or swimmers will be allowed on the lake.
- 4) Early Voting-will be available on Saturday, August 22 and Sunday, August 23 from 10 AM to 4 PM for the September primary. Early voting for the general election will be available at some point in late October. This is a mandate by the State.

- 5) Cupola repair-the bid opening for the Cupola was Thursday, July 16 at 11 AM. The town appropriated \$25,000 in the FY 18 Capital plan for this work. There was one bidder for \$62,500. We are going back to the drawing board on this one.
- 6) Unity Park-the bid opening for construction of the parking spaces at Unity Park was Thursday, July 16 at 10 AM. We had eight companies submit bids for Unity Park. Graves Engineering designed the work for an estimated cost of \$40,000. The apparent winning bidder was Mattero Construction for \$46,500.
- 7) Cyberattack during School Committee meeting-this was an unfortunate event that took place at the School Committee meeting. The communications department has had 30+ meetings with no issues. IT director Dan Durgin and the police are investigating this event. Going forward we are working on a policy for all boards and commissions to follow to lessen the chance of this happening again. We are still participating in the cyber security process through the State.
- 8) Library update-as of July 1 the library is now offering curbside pickup six days a week Monday through Saturday and home deliveries on Tuesdays and Thursdays. Delivery between libraries is active and we are sending and receiving materials to other libraries. They are awaiting guidance from the Board of Library Commissioners about how to safely reopen to the public. They are looking to reopen for a limited amount of hours starting late July or early August.
- 9) Fire Chief Sandwich Rescue-Fire Chief Matt Belsito went down to the Cape last week for some rest and relaxation but found himself rescuing two individuals from the ocean off of Sandwich. The Chief heard the call on his radio and responded with his older brother Dan. A boy on an inner tube got caught in the current and his father jumped in and grabbed on the tube and they both carried out on the current of Scorton Creek to the ocean. They were both taken on board the Belsito boat and safely brought to the beach. Well done.

Reminders: Annual Goals Meeting-is scheduled for Tuesday, July 28 at 5:30 PM at Goddard Lodge at Marion's Camp. Debbie will forward goals from the previous two goals meetings.

Transfer Station stickers-Donna Wood has been meeting the effort to sell transfer station stickers online. We have agreed to sell them through City Hall Systems our current online vendor. Anyone interested in the transfer station sticker would fill out the paperwork online and submit payment for \$50. In the office, Donna will fill out the registration information on the sticker and then mail the sticker to the applicant.