

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

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:** 6/16/2020

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

- 1) Primetals progress-the preliminary inspection of Primetals took place on Tuesday, June 9, 2020. The inspection team consisted of John Couture, Matt Belsito and Larry Morris. At the next Select Board meeting on July 7 Primetals and Scannell properties will be before the Board for a public hearing for fuel storage up to 185,000 ft.<sup>3</sup> of compressed natural gas. The Fire Chief will be available at that meeting.
- 2) Cupola Repair project-will be going out to bid Wednesday, June 17, 2020 with bids due July 16 at 11 AM. This is a small project but a tricky one. It will involve lifts to gain access to the Cupola on top of Town hall. We have \$25,000 from the capital plan to complete this project.
- 3) Town hall reopening-town hall was opened on June 8 to residents by appointment only. The majority of appointments that were requested were held outside on the stairs of town hall. When someone needed to come into town hall their temperature was taken and recorded. The transfer station stickers went on sale Monday, June 8 and as of Wednesday we have sold 120 stickers. It appears to be a much simpler way of selling stickers.
- 4) Annual Goals Meeting-the Board typically has a goals meeting in late July or early August. We used to meet at the Blackstone National golf course. I will need a little direction on this.

**Reminders:** 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.

Town Meeting/Election-Town Meeting will take place Monday June 22<sup>nd</sup> in the Middle School auditorium at 7pm. The election will take place June 23 from 12noon-4pm. Precinct 2 will remain the same at Manchaug Fire station. Precinct's 1 and 3 will be in the Middle School gymnasium and the Ramasco Gym respectively.