

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

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:** 11/16/2021

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

- 1) Wilkinsonville Sewer upgrade-the town has retained Tighe and Bond to design the sewer upgrade in the Wilkinsonville neighborhood. We have a \$50,000 appropriation from the capital plan and we are using \$100,000 in ARPA funds for the remainder of the design. The design should be completed in April 2022 and our plan is to apply for the state One-Stop grant in the spring. The grant awards are generally in the fall of 2022.
- 2) TIF Agreement for Unified-we originally had this on the agenda for tonight but were unable to get some of the details worked out for final Board signature. Unified is working with Mass Office of Business Development (MOBD) for the December 7 presentation to the Economic Assistance Coordinating Council (EACC). In addition, we are working on a community agreement to have some of the off-site improvements agreed upon. We may need a special Select Board meeting prior to December 7.
- 3) Holiday Hours Town Hall-town hall will be closed on Christmas Eve and reopen Tuesday, December 28. Town Hall will be closed on New Year's Eve and reopen Tuesday, January 4.

- 4) Town Hall Christmas party-we are planning on having an in person luncheon on December 21 from 11:30am to 1 PM. We would like to close town hall from noon to 1 PM. We are still working on the menu.
- 5) Chain of lights-will take place on Saturday, December 4. There will be free trolley rides to all the participating locations.