

*Wendy M. Mead, Chair  
Jesse Limanek, Vice-Chair  
Jonathan Anderson, Clerk  
Jeffrey Bannon  
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## **TOWN OF SUTTON OFFICE OF THE TOWN MANAGER**

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### **MEMORANDUM**

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**TO:** SELECT BOARD  
**FROM:** JAMES SMITH  
**SUBJECT:** TOWN MANAGER'S UPDATE  
**DATE:** 10/06/2020

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

- 1) May Town Meeting Options-we are in the process of reviewing our options for May Town Meeting. We are currently looking at a Saturday at 10 AM on May 8 with the rain date of Saturday, May 15 and Sunday, May 16. Town meeting was originally scheduled for Monday, May 10. We need to select the date to arrange for a sound system to handle this meeting. Any thoughts would be appreciated.
- 2) Highway roof IFB-we are currently out to bid for replacement of the highway roof. Bids are due back on Thursday, October 22.
- 3) Section 179D allocation to Tecton-I have signed a 179D allocation form to Tecton Architects. E1 70 9D process allocates deductions to the architect for a specific project. Tecton was the architect for the police station. We went through a similar process with the Middle school/High school and Flansburgh architects.
- 4) Cupola project-we will issue a notice of award to MDM Engineering who submitted the second lowest bid for this project. The low bidder did not check out with references.
- 5) Solar for Carport- we received no bids for solar on the carport of the new Police Station. After speaking with a couple of potential bidders, we are going back out to bid. The bids are due back on October 15.

- 6) Brush chipping day-will take place at the transfer station on October 17.