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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: 5/2/2023

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

1. Parking Lots bid opening-took place on Thursday, April 27 at 11 AM. Nine companies pulled bids and seven submitted final proposals. Town meeting appropriated \$300,000 to do this work and two bids are under \$300,000. We will be contacting references and if everything works out award a contract for the work to be done in the summer months.
2. The Elementary School Chiller-town meeting voted two capital items for a total of \$230,000 to install a chiller in the Elementary School. Enterprise Equipment out of Boston delivered the Elementary School chiller on Friday, April 21, 2023. They are in the process of connecting the internal mechanicals to the chiller as well as upgrading the electrical from the chiller to the building. Work should be complete on this project in the next two weeks. The School facilities Manager Matt Murphy is overseeing this project.
3. Town Meeting postcards-our communications department is sending out postcards reminding residents of the spring town meeting and warrant articles. The cost of the postcard was \$733 in the mailing cost was \$690, for a total cost of approximately \$1423. I would like to thank Pam Nichols and Christine Hicks for all their work in putting this together.

4. New Cemetery signs-with the town's permission, Dave Pizzi recently completed installation of new Cemetery signs at Old Howard Cemetery and New Howard Cemetery. Our Cemetery commissioners Jim Johnson and Jim Renard dug the holes for the sign. Another successful Cemetery project completed by volunteers. Thank you.
5. Planning Board and Sutton Tree Warden public hearing for tree removal-a public hearing will be held on Monday, May 15, 2023 at 7:15 PM in the Wally Johnson meeting room to discuss removing three Sycamore trees along Boston Road. The town hired a tree consultant and their recommendation was to remove these trees as an imminent danger.

This hearing is being held to satisfy Mass General Laws Chapter 40 Section 15C and Chapter 87.