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## **TOWN OF SUTTON OFFICE OF THE TOWN MANAGER**

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### **MEMORANDUM**

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**TO:** BOARD OF SELECTMEN  
**FROM:** JAMES SMITH  
**SUBJECT:** TOWN MANAGER'S UPDATE  
**DATE:** 8/20/2019

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

- 1) Mattero Construction -has completed the sidewalks at the Early Learning Center. They did install drainage to take care of the water that had been responsible for the heaving of the sidewalks. The town was able to cover some of that and the school committee will vote at their next meeting to cover the additional amount. Mattero now will focus on the library sidewalks.
- 2) New Treasurer/Collector-Lisa Lynch is the new Treas. /Collector for the town of Sutton. She has 17 years' experience as the assistant collector and four years as the assistant treasurer in the town of Sherborn. She has a bachelor's degree in management from Bentley College. Her start date is Wednesday September 4. I would like to thank the interview committee of Tim Harrison and Donna Wood.
- 3) New Sewer/Accounting Clerk-Darlene Thebearge is our new sewer/accounting clerk. Darlene is a Sutton resident and lives on Sibley Road. She was previously employed as a bookkeeper/purchaser. Her start date is August 26, 2019. Once again thank you to Tim Harrison and Donna Wood.
- 4) Fresenius Kidney care dialysis center-is having an open house on September 10, 2019 from 5:30 PM to 7:30 PM. This is the new building at Galaxy development. The Board is invited to attend this event.
- 5) Affordable Housing plan presentation-will be held Thursday, August 29 at 6:30 PM in the Wally Johnson meeting room. I have scheduled Jen Hager to attend the Board of Selectmen's meeting on September 3.

- 6) Eastern Equine Encephalitis in Grafton-we received a press release on Friday from the state Department of Public Health announcing second human case with EEE confirmed. We are working to make this information public to the residents in the town of Sutton. This includes a banner on the website, a press release and a code red call to the public. As of this writing we are at the high level Grafton is one step higher at the critical level. With mosquitoes carrying the triple E virus in Grafton they may be in Sutton. We will continue to monitor this and provide all the information to the public.

Reminder: Fall Town Meeting schedule-you'll find enclosed a copy of the fall town meeting schedule. The last day to submit articles is Thursday, August 22. I will present the draft warrant to the Board of Selectmen on Tuesday, September 17, 2019 and the Board will sign the warrant on Tuesday, October 1, 2019.

Reminder: Chapter 90 road work-Highway Superintendent has submitted his list of roads he intends to complete during this construction season. They include:

- a. Hutchinson Road 4500 feet
- b. McGuire Road 2200 feet
- c. Hartness Road 1000 feet
- d. Providence Road 800 feet
- e. Lackey Dam Road 4300 feet

If we have any remaining money we will try to do a portion of Manchaug Road. A significant number of potholes were filled on these roads throughout the winter.