

To: Hubbardston Board of Selectmen

From: Raeanne Siegel, Interim Town Administrator

Date: July 25, 2016

Re: Town Administrator's Report

1. **Kataisto Interest Payment:** The interest payment to the Kataisto Living Trust has been completed, and hand delivered to Mark Kataisto. The interest going forward will be paid out annually to the Living Trust, and Mark is agreeable to this arrangement.
2. **Net Metering:** On Thursday the 21st, I had a discussion with Matt Noehre with Urban Green Technologies, to discuss net metering opportunities for the Town of Hubbardston. The project that they would be offering credits from would be operational in 2017. Urban Green would offer 25% of the credit of the monthly output, which would go against our electric bill with National Grid. As with any contract, there are always risks, such as a floor price – a minimum price you must pay even if this means you get less than the credit. I will be looking into it further, to see if the arrangement would be a benefit to the Town, and will present it to you at a future meeting.
3. **Tax Title:** On Thursday the 21st, Tax Collector/Treasurer Kristen Noel and I discussed the Tax Title process, and the steps needed to go forward. Kristen has been in touch with the law firm, D'Ambrosio & Brown, who will conduct the appropriate searches, approach the owners who are in tax title, and work on collecting the funds. Only after all is complete, and the property is foreclosed, will they then total charges involved, which is the responsibility of the homeowner, not the town. We plan on meeting the first week of September. In the meantime, Kristen will be supplying them with all the accounts in tax title, which they will begin researching to see which properties would be best to start. I will bring an update to the board once we have more information from this September meeting.
4. **Town Administrator Search Committee:** The Town Administrator Search Committee held their first meeting on July 18th. They have revised the wording of the original advertisement for the position, and it has been posted, as of Thursday afternoon. The committee has chosen that resumes will be directed to Joyce Green, our Town Clerk, who will forward them to the committee for review. The deadline for resumes to be received is August 8th at 5:00pm. The next meeting for the committee is set for August 1st.
5. **Update on Comet Pond:** On days when the gate is closed, Chief Perron has set up no parking cones and signs along the southern portion of Route 68 to prevent numerous cars being on both sides. The gate was open the entire week of the 18th, so there is progress. I will continue to contact DCR weekly regarding the closures, as well as update the town Facebook page, so that residents are aware.
6. **Open Board Positions:** There are several open board positions, due to a failure to elect on the Annual Town Election ballot on June 14th. There are two positions on the Finance Committee, as well as two on the Housing Authority. The vacancies will be advertised on the Town website to anyone seeking to be appointed to these positions until the next election.