

**To: Hubbardston Board of Selectmen**

**From: Raeanne Siegel, Town Administrator**

**Date: October 17, 2016**

**Re: Town Administrator's Report**

**November BOS Meetings:** November 14<sup>th</sup> will be a special BOS meeting, with the only agenda item being the 5 year financial forecast. The other meeting on the 28<sup>th</sup> will be a regular scheduled meeting. At this time, there are no pressing issues to have a meeting on November 7<sup>th</sup>, however we will keep it posted in the event it is needed.

**Regionalization:** Chief Perron and I met with the Templeton Interim Town Administrator and Police Chief, to discuss moving to a regional dispatch with Templeton and Phillipston. We are looking into other areas as well, and may submit a Community Compact grant application for regionalization, to see what areas would work best for both communities.

**IT Grant:** In addition to the regionalization grant, Joyce Green, our Town Clerk, and I will be applying for a Community Compact grant for IT. This grant will allow for the Town Clerk to better organize and keep track of Boards and Committees, as well as a voter check-in database. The first round of the grant process ends on November 15<sup>th</sup>.

**Ragged Hill lots and cell towers:** Town Counsel is in the final stages of reviewing the RFB's for the sale of the Ragged Hill lots, as well as the RFP's for the cell tower lease on town owned land. We should be able to have these out in the next couple of weeks.

**MART Contract:** Attached is the MART contract for the Council on Aging vans. Most items in the contract are the same as the arrangement for the past couple of years. There are some paperwork and reports that have changed, otherwise the only major change is the insurance for the van. Prior to the contract, MART carried the insurance for the van, and would pay any deductible for accidents. Now, MART will reimburse the Town the cost of the premium, however, the Town will not be responsible for any deductibles due to accidents. The contract will need to be voted and signed this evening.

**Halloween:** Trick or Treating will be on Monday October 31<sup>st</sup>, from 5-7pm. The police will be having a hoedown in the town office parking lot, with music, giveaways and food. The Lions Club will also be handing out coffee, cider and donuts as well. There will be no BOS meeting that evening.