



Hubbardston
Massachusetts

TOWN ADMINISTRATOR'S REPORT

MARCH 18, 2024

March is a month of transition, and our community has been buzzing with activity. We had the privilege of participating in Read Across America Week at Hubbardston Center School, where our town's leaders engaged with students, promoting literacy and community involvement. Thank you to Principal Erin Cook and the HCS staff for organizing this impactful event.

I recently submitted my proposal for the FY25 Budget and want to thank our department heads for their hard work in preparing their submissions. I have also been assisting the town clerk's office when needed, contributing to the smooth operation of our local government.

The 2024 Hubbardston Annual Town Election is set for Tuesday, June 11, 2024. Nomination papers for interested candidates will be available at the Town Clerk's Office starting Monday, March 25, 2024. Candidates must collect a minimum of 24 signatures from registered voters. For more information, contact the Town Clerk's office at 978-928-1400 ext. 202 or tclerk@hubbardstonma.us. Remember to register to vote by the deadlines to participate in the Annual Town Meeting and Election.

I'd like to recognize Sgt. Donald Blood of the Hubbardston Police Department for his outstanding presentation at the third session of our inaugural Hubbardston Citizens Academy. His insights into the diverse roles and responsibilities of our Police Department were invaluable. Next week's session will feature moderator Rene Lafayette, and I'm thrilled to see so many people taking advantage of this opportunity.



Don't forget about the upcoming technology assistance event on Wednesday, March 20th, at [the Senior Center from 10:00 am to 1:00 pm. Knowledgeable volunteers will provide one-on-one guidance for those struggling with laptops, smartphones, or tablets.

As we move forward into spring, let us continue to work collaboratively, fostering a strong sense of community and shared purpose. Together, we can build a brighter future for Hubbardston.



Meetings

The past month has been filled with various meetings and training sessions aimed at better serving the community of Hubbardston.

At the first meeting of the MMA Policy Subcommittee on Municipal and Regional Administration, important issues affecting towns and cities across the state were discussed. Over the next year, Hubbardston's priorities will be presented alongside those of other communities to advocate for the needs of our town. The training on "Perfecting Your Procurement Process: Best Practices and Lessons Learned" provided valuable insights into optimizing procurement procedures, ensuring that resources are used effectively and efficiently.

The Emergency Management Committee convened to discuss preparedness plans and ensure the safety of Hubbardston residents. Existing protocols were reviewed, and areas for improvement were identified to strengthen the town's ability to respond to emergencies and protect the community.

A check-in with the Collins Center Project Team revealed that staff interviews have been completed, and board and public sessions will be held in April. This efficiency project has tremendous potential to create bandwidth and save budgetary investment, allowing the town to better serve residents while being fiscally responsible.

Collaboration with neighboring communities is essential, and a meeting with the other QRSD Town Administrators focused on discussing the budget and other matters of common interest. All parties agreed that communication and working together on a community level needs to be increased, and there is a commitment to fostering stronger partnerships that benefit all towns involved.

The Barre Gazette met with town officials to discuss recent developments and upcoming events in Hubbardston, ensuring that the community stays informed about the progress being made and the opportunities available to them. Looking ahead, an informative presentation from the Structural Deficit Working Group is anticipated at the April 1, 2024 meeting. This presentation will provide valuable insights into the town's financial challenges and potential solutions, helping to make informed decisions that will secure a stable and prosperous future for Hubbardston.

These meetings and training sessions are crucial in ensuring that the town continues to provide the best possible service to the community and stays informed about the latest developments and best practices in municipal governance. By actively engaging with colleagues, neighboring communities, and local organizations, Hubbardston can work together to address challenges and seize opportunities that lie ahead.

We are excited to announce the launch of the Hubbardston Citizen of the Year Award, an annual recognition celebrating individuals, groups, or organizations that have significantly contributed to enhancing the quality of life in our town. Nominate an unsung hero by completing the online Google Form or picking up a paper form at the Select Board's Office. Provide detailed information about your nominee's contributions and impact. Nominations are due by April 25, 2024, and the winner will be recognized at the Annual Town Meeting, with their name added to a plaque at Town Hall. Help us celebrate the outstanding citizens who make Hubbardston a wonderful place to live by submitting your nomination today. For questions or more information, contact the Select Board's Office or email admin@hubbardstonma.us.



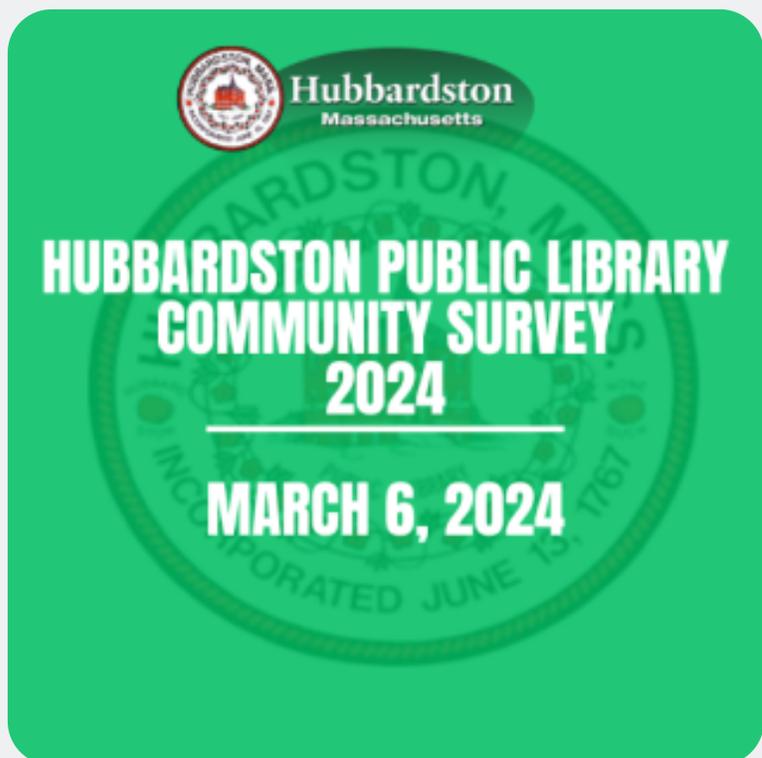
Upcoming and Ongoing Projects and Initiatives:

The town has been actively pursuing various grants and projects to improve services and infrastructure. Workshops and discussions on Community One Stop Grants have been attended to explore new funding opportunities. A fiber feasibility study has been submitted to assess the potential for expanding high-speed internet access in Hubbardston, and DLTA Planning Grants have been applied for to streamline the special permit process and update telecommunications regulations.

The Green Communities Grant has been approved, and planning is underway, with some paperwork needing completion due to the historical nature of the building involved. In the coming weeks, work will also begin on procurement for a foundation and pointing project at the library. The Senior Center Deck is moving forward, with a pre-construction meeting scheduled this week.

With the budget finalized, focus will now shift to kicking up work on the 5-year communication plan and updating the fee schedule. Personnel reviews and goal-setting sessions are being conducted to ensure that town employees are meeting expectations and working towards the community's objectives. The search for a DPW Driver Laborer continues, with promising applications received and resume reviews and initial interviews underway. Interviews are also being conducted for the Town Clerk and Assessors Clerk positions.

To improve efficiency and reduce administrative burdens, the town is exploring ways to streamline time and attendance tracking and onboarding processes, with a proposal expected to be brought to a meeting soon. Additionally, the town is working with the Board of Health and the Accountant to clean up their revolving accounts after years of confusion, ensuring that funds are being properly allocated and accounted for.



The Hubbardston Public Library is conducting a community survey to evaluate the library's programs, facilities and services to inform our strategic plan for the next 5 years.

Whether you use the Hubbardston Library or not, your participation in this survey will help create a plan that meets the needs of our community. The survey will take approximately 10 minutes to complete.

To complete the survey, please visit <http://tiny.cc/HubbardstonLibrarySurvey>

Have Feedback?

Please contact the Town of Hubbardston via phone at 978-928-1400 or email us at admin@hubbardstonma.us with questions, comments or suggestions regarding the information in this report. Additionally, you may review the Town's other Reports on the Town website.

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