



Town of Wenham

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Selectmen / Town Administrator
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MEMORANDUM

TO: Selectmen
FROM: Peter Lombardi, Town Administrator
RE: Town Administrator's Report
DATE: March 15, 2016

Personnel

I have hired Nicole (Nicci) Roebuck as my Executive Assistant. Nicci has extensive private sector experience and is a Wenham resident. She is set to begin work on March 21. My most sincere appreciation to Catherine Tinsley for her excellent work helping in the office over the past several months.

The Planning Coordinator position has been posted on the Town website and MMA job board, with applications due on April 4. I have hired Tony Fields as the Interim Planning Coordinator while we go through the hiring process. Tony was Planning Director in Burlington for 18 years and Billerica for the past 3 years. He is currently doing similar planning consulting work for a number of other area towns. Tony will be in the office during Town Hall hours on Mondays and Thursdays, and will staff all land use board meetings. We hope to have a permanent replacement hired sometime in May or June.

Congratulations are in order to Anthony Dellacroce who has successfully completed the Massachusetts Fire Academy Call Volunteer class. Anthony graduated on March 3rd and will continue to serve as a provisional firefighter until his official appointment by the Selectmen on July 1, his one-year anniversary.

One of our full-time Police Officers, Steve Farinato, has tendered his resignation from the Department effective April 3rd. We would like to thank Officer Farinato for his four years of service to the community and wish him well as he heads back to work for the Danvers Water Department. Chief Perkins plans to post the position in the next few days and hopes to fill the position as soon as possible.

Town Reports

The Warrant book for our April 2 Town Meeting as well as the 2015 Annual Town Report are now both available on the Town's website by clicking on the Town Meeting Documents tab on the left-hand side of the homepage. Past years' warrants and annual reports will be posted there soon as well. Hard copies of this year's warrant book and annual report will be

delivered by the Boy Scouts to all residents over this coming weekend. Thanks to Jackie Bresnahan for her tremendous work putting these documents together this year. There have been a number of improvements in the formatting and presentation of these important documents, which we hope will enable residents to more readily access information about their local government.

Historic Resources Survey Grant Award

The Wenham Historical Commission has been awarded \$10,000 in grant funding from the Massachusetts Historical Commission to conduct an extensive survey of the historic resources in the areas of town that fall outside the Historic District. This grant award, when paired with \$10,000 in FY16 CPC funds, will be used to hire a consultant to research and inventory the approximately 100 homes in town that were built before 1900 and are located outside of the Historic District (about 2/3 of the town). Once completed, copies of the report will be available at Town Hall, at the Hamilton-Wenham Regional Library, and on the Town website.

Green Communities Projects

The feasibility study conducted by Guardian Energy under the DOER grant that we received earlier this year showed that the potential heating system upgrades to the Iron Rail facility would not produce enough energy savings to merit financial support from the state through Green Communities grant funding to cover the initial capital expenditures. Accordingly, we do not plan to apply for any town projects this year.

However, the School District has a proposed project to replace the Building Energy Management System at the Middle/High School, which projects to yield significant energy use savings. Their existing system is inefficient and outdated, having been installed 20 years ago. Their Director of Maintenance and Facilities, Jason Waldron, has been working with our shared Energy Manager, Vicky Masone, to develop a scope of work over the past few months and now plans to apply for up to the maximum award of \$500k. Since the towns are technically designated as Green Communities, the joint application will be submitted by us on their behalf. No local match is required or expected from the towns or the district as part of this grant program.

Rain Barrel Program

Once again, we are partnering with Hamilton to offer rain barrels at reduced prices (about \$70 each) to Wenham residents interested in utilizing this water conservation measure. Last year about 10 Wenham residents participated, with higher numbers in previous years. We will have display units available at Town Hall, the Council on Aging, and the Hamilton-Wenham Regional Library. Distribution will likely take place at the Hamilton DPW yard on Saturday April 23rd – more details to follow soon.

Lakeview Development Update

Atlantic Tambone met with the Planning Board for the first time last week and expects to have another preliminary conversation with the Planning Board next month before the formal public hearing process commences. As a reminder, Atlantic Tambone intends to develop 20+ units of age-restricted housing on the Lakeview property. According to the

terms of the Host Community Agreement negotiated with the Town, this proposed project will be built under the Town's flexible development bylaw, which requires a minimum of 40% contiguous open space and at least 10% affordable housing. The development will be set back from Main Street a minimum of 500 feet as well. The Planning Board is one of several local regulatory bodies that this project is required to receive approval from in the months ahead; others include the Historic District Commission, Conservative Commission, Board of Health, and Water Commission. The Tambones are also meeting with the Affordable Housing Trust later this week.

ICMA Conference

The International City/County Management Association, the national professional association for municipal managers, is holding its annual Northeast Regional Summit in Annapolis, MD on April 21-22. Workshops are scheduled to focus on developing resilient leadership, team building, and organizational health. I look forward to attending and bringing back some recognized best practices in these areas to Wenham.