



Town of Wenham

Board of Selectmen and Town Administrator Memorandum

TO: Board of Selectmen
FROM: Anthony M. Ansaldi, Jr., Town Administrator
DATE: September 17, 2019
RE: Town Administrator Report

I am pleased to present my first written Town Administrator Report to the Board of Selectmen. I continue to meet with both internal and external stakeholders including residents, appointed and elected officials in both Wenham and Hamilton. The following items represent how much of my time was spent since our last meeting on September 3, 2019.

Hamilton-Wenham Public Library

On September 4, 2019, I had the pleasure of touring the Library accompanied by Kim Butler, Library Director. During the tour, we had an opportunity to discuss operating and capital budget challenges that she may be experiencing. She informed me of the computer upgrades that were made possible by the Friends of Hamilton-Wenham Public Library as well as upgrading the phone system through other funding.

Planning Department

On September 9, 2019 we met with our consultants from Weston & Sampson to address grant opportunities that will be available now that Wenham is designated as a Municipal Vulnerability Preparedness (MVP) Community for its completion of the Community Building Resiliency planning process. We have also completed our Hazard Mitigation Plan which has been accepted by the State. We anticipate that the next round of MVP Grant funding will be opening at the end of September. Weston and Sampson will be assisting the Town with the grant application process. Our intention is to select projects that are identified as action items that will give us the best opportunity to be awarded grant funding through the State's MVP Grant program and various other sources.

Personnel

On Friday, September 13th we thanked Christine Doane, Finance Assistant and Payroll Coordinator, for her service to the Town as she has accepted a position in the private sector. With that, we are looking at upgrading a replacement position by increasing the amount of hours and expanding the job description. A proposal will be available for review at the October 1st Board of Selectmen meeting.

I would also like to thank our Interim Building Inspector Peter Blanchette for his service to our community as well as the Town of Hamilton. A recommendation, from the interview committee, to appoint Angelo Salamone as the permanent Building Inspector is on the BOS agenda for this evening.

Emergency Preparedness/Public Safety

On September 10, 2019, the Towns of Wenham and Hamilton participated in a Wenham Mass Casualty Table Top Exercise. There were five objectives:

1. Law Enforcement will identify a secure inner and outer perimeter and develop an evacuation and traffic coordination plan.
2. Identify stakeholders that (both internal and external) that will participate in the Unified Command and illustrate their roles in the Command and General Staff positions.
3. Unified Command will identify critical objectives, required personnel, and resources for a mass casualty incident.
4. Emergency medical responders will establish triage, treatment and transport areas according to the Massachusetts Emergency Medical Services Mass Casualty Incident Plan.
5. Public Information personnel will monitor broadcast outlets, social medial platforms, provide incident updates, and dispel rumors utilizing applicable public and private sector public information resources.

A special thank you to our Emergency Management Coordinator Bob Breaker for securing a grant to make this possible. We look forward to the final report that will be prepared from the training consultant Ascentra.

I would also like to thank the Wenham Fire & Police Department for their annual ceremony remembering those first responders that lost their lives from the terror attacks on September 11, 2001. In total, 2,977 people lost their lives at the World Trade Center in New York, The Pentagon, and Shanksville, Pennsylvania.