**Town Manager Update**

*January 10, 2022*

**Committees and Boards**

I send a background piece on sandwich boards to the Planning Board and copied the ZBA, as the Planning Board has jurisdiction over zooming by-law revisions.

I will be meeting with Solid Waste Committee for the foreseeable future to work on the waste contract and perhaps transition to in-house staff, if that plan is acceptable to the Board.

The Waste Management and Recycling Committee voted to proceed with our consultant drafting a request for proposals for waste hauling (both solid waste and recycling) with the assumption that the Town will run the transfer station. We should also consider buying the existing equipment, which will be inexpensive, but only because it will probably need to be replaced in the next year or two.

**Departments**

I’ve ordered two more laptops, one for the Assessors’ office, and one for the Town Clerk’s office, in case someone form one of those offices needs to work from home.

I’d like to give a special commendation for both Chief Strout and Communications Director Gabrielle Taglieri for their quick and effective work during the recent COVID wave that hit Town Hall. Five out of thirteen Police were ill, and three out of five Dispatchers. Thanks to their highly competent organizational skills, the Dispatchers’ office was professionally cleaned immediately, and neither function suffered a loss, with State Police covering Dalton shifts and 911 calls routed, for a short time, through Pittsfield.

We now have Jessica Suleski on board as Administrative Assistant for the Highway Department, with Heather Hunt in place as the new Town Clerk. I’m pleased to say that Ms. Hunt has had her January 3 grand jury duty postponed, but unfortunately it is only until April, which is as you know right before the Town Election. I believe we will have to write additional letters at that time asking for a delay until after the Town election and the 30-day state reporting period for Town Meeting.

FY23 budget meetings are starting in two weeks. I am planning to invite the Finance Committee to participate in order for all to be able to hear the same information and ask questions.

**Projects and general news**

We have leased the bank building. Setting up time for staff to tour and consider proposed space assignments. I anticipate spending January preparing the building in terms of IT and temporary furniture, and starting to move in February.

I have decided not to the MMA annual conference Jan. 20-21 due to the increase in Covid cases.