



## MEMORANDUM

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**TO:** Board of Selectmen

**FROM:** John C. Curran, Town Manager

**CC:** Susan Aker, Cathy O'Dea

**SUBJECT:** Town Manager's Report, July 15, 2019

**DATE:** July 12, 2019

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### **Ditson School**

A walk through was conducted through the Ditson School by Ken Anderson, a structural engineer for Woodard and Curran. He has been instructed to give the town a price for an assessment of the building. Specifically, it will include an assessment of building code issues including seismic reinforcements triggered by repurposing the building. Access issues will also be assessed and the level of renovation that would need to take place and ongoing energy costs. If the space is used as a community space (coa/recreation) or a residential space what are the cost implications. It will also consider renovation versus new construction from a cost perspective.

### **Veteran Services Director**

The new Veteran's Services Director started on June 13<sup>th</sup>. Joe Ruggiero of North Andover is coming to us from Veteran's Northeast Outreach Center of Haverhill. He served in the U.S. Army from 2005 through 2012. He earned his Bachelor's Degree from Southern New Hampshire University and is pursuing his Masters in Public Affairs from Merrimack College. He served in Afghanistan in the U.S. Army Airborne. In his first few weeks Joe has spent time meeting with department heads, veterans groups and community members. He is also implementing the state software program to process veteran's requests.

### **Permit Alley**

The clerical staff is scheduled to move into the new space in late August. The filing project is ahead of schedule and is moving along very well. After the clerks move into this space Bob Salesse will begin to work on the staff space. All staff associated with this project have been meeting or will be meeting before the clerical move.

### **Adult Use Marijuana Procurement Process**

The Town is meeting with the parties that made proposals - these meetings are ongoing. I do not want to discuss details at this time to preserve the negotiating process. It is expected that recommendations to the BOS will be made in the August meeting.

### **Personnel Changes**

The Town has hired one part time custodian, Rick Thorne, he comes to us from Lowell Catholic High School. He will be working from 3:00 to 9:00 Monday through Thursday. He started

## **Water Calls**

The brown water issue is not related to the water treatment plant but rather the distribution system. The water leaving the plant meets the standards. The fluctuation of water pressure due to high demand can cause disruption in the system and agitate sediment in the system.

In the past 3 days brown water was distributed over the west and north of Town due to a break opposite 140 Boston Rd. The 6" cast iron pipe installed in 1921 had a ten foot long split and the water was flowing into the swamp. The break was not visible from the street, we knew there is a break somewhere and we had a hard time finding the location because it was not visible, we had water staff driving around trying to find it. The crew was able to locate it yesterday and fix it.

We had pumped at rate of 12 MGD for period of times in the last few days and some of it was during the night hours (irrigation use) with an average daily use of about 9.5MGD. we average about 3.2 MGD in the off season, I think that can give you an idea on the increase in use and the movement in the distribution system. Today the brown water calls are minimal, after yesterday's break repair the phone seems to have settled down.

## **New Web Page**

Clancy is working with Civic Plus to finalize the new design of the Town Web Page. It is expected to be more user friendly. The layout and choices are geared to the most commonly searched for items on the Town website.