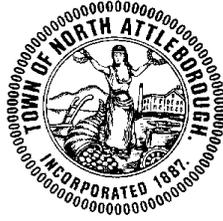


Michael D. Borg
Town Manager



TOWN OF NORTH ATTLEBOROUGH
43 South Washington Street
North Attleborough MA 02760
508-699-0100

INTEROFFICE MEMORANDUM

DATE: Monday, December 11, 2023
TO: Town Council
FROM: Michael D. Borg, Town Manager
RE: Town Manager Report

Below are key activities, that I think would be of interest:

EMERGENCY MANAGEMENT:

- Continuing to work with FEMA, MEMA, and our local representatives to provide relief from the recent flooding in Town.
- **Snow Tabletop Exercise** was held with all Department Heads on November 30, 2023.

COMMUNICATIONS:

- Notification of change in speed to the Town Council in accordance with North Attleborough Bylaws along South and North Washington Street.
- Providence Business News- Interview on December 5, 2023 about Emerald Square Mall.

OPERATIONAL UPDATES:

- Board of Election Commissioners **Calendar for the Annual Town Election** to be held on April 2, 2024. (see attached)
- **Communal Living By-law Meeting** was held on December 8, 2023.
- **Building at 451 Elm Street** – We have closed and are now in possession of the building. We have had a preliminary meeting with the owners of Scribble Time and the Town Attorney is drafting a rental agreement.
- Zoning confirmed that the **Application for the 40B** has been submitted for the **December 12, 2023 ZBA Meeting**. An information meeting was held with the builder and the Planning Board on 07 DEC 23.
- Town Hall Lower-Level air quality will be tested on Tuesday, December 12, 2023, and if it passes the Board of Health will be able to move back into the Lower-Level. Work in progress but moving in the right direction. We are working to be able to reconvene in the Town Council Chambers in the month of January 2024.

FINANCIAL MATTERS:

- Authorization of modified funding from Verizon Retained Earnings (Measure 2023-073) for the North Attleborough High School Press Box in the amount of \$8,143.50. (see attached)

- **\$30,000.00 Community Transit Grant that has been received.** These funds will be used for the Big Red Bus driver transportation fees.

PERSONNEL:

- Taylor O'Neill has been hired as the Town's Communication and Information Officer. She started last Wednesday, December 6, 2023.

EMPLOYMENT OPPORTUNITIES:

- **Director of Public Facilities- Full Time-** Town and Schools- Open until 12/18/2023
- **Water Quality Supervisor-Full Time-** DPW-Open until filled.
- **Office Assistant- GR.1- Full Time-DPW-** Water Department- Closes 12/21/2023
- **Laborer Truck Driver- Full Time- DPW-** Water Department- Closes 12/21/2023
- **Many School Department Opportunities:** Please visit the website for more information: <https://www.nattleboro.com/Jobs.aspx>

Quote from 5/4/23

2 Sony 100M optical cables	\$ 1,375.00	\$ 2,750.00	
1 325' SDI cable (1), Audio cable (2), CAT6 (1)	\$ 1,250.00	\$ 1,250.00	
1 Install	\$ 2,500.00	\$ 2,500.00	
1 Incoming freight	\$ 100.00	\$ 100.00	
<hr/>			
APPROVED BY TOWN COUNCIL		\$ 6,600.00	

Quote from 6/14/23

2 Sony 100M optical cables	\$ 1,375.00	\$ 2,750.00	
1 325' SDI cable (3), Audio cable (2), CAT6 (1), Addl runs	\$ 1,750.00	\$ 1,750.00	Extra \$500 is for the scoreboard
1 Install	\$ 3,000.00	\$ 3,000.00	Extra \$500 is for the scoreboard
1 Install conduit from top of press box to inside	\$ 2,900.00	\$ 2,900.00	Added so cables are permanently installed
1 Incoming freight	\$ 125.00	\$ 125.00	Extra \$25 is for the scoreboard
<hr/>			
TOTAL		\$ 10,525.00	
ADDITIONAL AMOUNT THAT NEEDS TO BE APPROVED		\$ 3,925.00	

Quote from 11/17/23

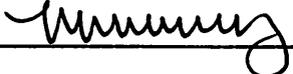
1 31.5" 4K HDMI Monitor (1)	\$ 1,348.75	\$ 1,348.75	Was missing from original request
1 28" 4K HDMI Monitor (1)	\$ 998.75	\$ 998.75	Was missing from original request
2 Wall mounts for monitors (2)	\$ 385.50	\$ 771.00	Was missing from original request
1 Cables, connectors & parts	\$ 100.00	\$ 100.00	Was missing from original request
1 Install	\$ 1,000.00	\$ 1,000.00	Was missing from original request
<hr/>			
ADDITIONAL AMOUNT THAT NEEDS TO BE APPROVED		\$ 4,218.50	
TOTAL AMOUNT THAT NEEDS TO BE APPROVED		\$ 8,143.50	

TOWN COUNCIL MEASURE SUBMITTAL

Date: 04/10/2023	Submitted by: Town Manager	Telephone # 508-699-0100
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MEASURE DESCRIPTION:

Utilization of FY23 Retained Earnings for Comcast PEG Access for North TV

Signed:  07 APR 23

PURPOSE AND JUSTIFICATION:

Each year the Town receives funds from Comcast for the funding of North T.V. Capital Improvement Projects to enhance PEG access.

Therefore, I respectfully request the Town Council vote to approve expenditure of \$6,600.00 from the Comcast PEG Access FY23 Retained Earnings Account for the following capital purchases:

Sony 100M Hybrid Optical Cable	\$2,750.00
325' SDI Cable (2), Audio (), CAT5 (1)	\$1,250.00
Snake Sony camera cables, audio, video and CAT cable between press box and van location. Terminated cables	\$2,500.00
Incoming Freight	\$100.00
Total :	\$6,600.00

SPECIAL REQUIREMENTS:

ATTACHMENTS:

List of capital projects for PEG access

REFER TO SUB-COMMITTEE:

Finance

