

Coordinator Report August 1, 2019

Doc's three-point letter to DESE Commissioner has been previously distributed. We can edit if needed, approve and get this on its way. I sent a letter to the Superintendent advising of the intent to give constructive approval by not having a special town meeting.

Northfield Selectboard requests our support for their getting funds to fix what we in Warwick know as Northfield Rd in Northfield. If the board will authorize it we can send this support letter to Northfield for this project with great impact on Warwick – the other side of Northfield Rd.

At request of Cemetery Commissioner Toth the board is requested to appoint Clyde Perkins Jr. as Burial Agent, declared the position "special municipal employee" and grant Clyde Perkins Jr. a chapter 268 section 20d exemption from the one person one job law to allow him to hold more than one position in town (he is also clock winder).

I am working on remote key entry and some video on front door. I've learned we are functioning with some iteration of the school's original keys. At this point WCS has too few master keys and far too many keys in circulation. I advise the board of my plan to get new entry keys and locksets, and new unique masters keys at WCS. About five years ago we changed the front side and back keysets but the doors exiting outside from every classroom has legacy locks. I am in touch with the building locksmith. This will cost at least \$1000 dollars.

I made the administrative decision that the Town would pay for / provide replacement veteran's grave markers at cost of \$8 each supplied by Veterans Service District. We will pay from them from Celebrations.

Highway Advisory Commission and Highway Supervisor request the board approve and execute the previously discussed engineering contract in amount of \$2490 which is funded by highway expense to write the MassWorks grant application. The firm is written in on project management / engineering, contingent on award of funding.

Assessor Chair Ross contacted me regarding tax lookback of Wendy Warner's Chapter 61 right of first refusal grant of release. We will claw back the forgiven tax with interest and will get the town \$401.

I will be away Aug 21 – 24. Aug 24 and 25 are Old Home Day. I hope somebody from the Selectboard shows up and hangs around, generally showing the flag on Saturday. I'll be returning from a few days off and plan to be back for the Sunday Aug 25 Witherell dedication, Satellite toss, and Corrigatta.