

Bridgewater Town Manager
Daily Activities Log

Monday, January 23, 2012

- Meeting with Conservation Agent on Transfer Station & Ethics Commission findings
- Meeting with Fred Clark, Executive VP at BSU, and Chair of Partnership Committee – discussion of various items – will schedule partnership committee meeting to build on solid foundation
- Receipt of DOR letter on Calthrop – asked Town Attorney for further clarification
- Town Planner interviews with screening committee
- Prep for health insurance working group
- Provided follow up to Chair of Partnership Committee on today meeting – will set up next meeting with full committee
- Finalized golf RFP for management and/or food & beverage – will seek bids for both, then evaluate results and provide full briefing from Golf Commission for Council
- Attended Municipal Building Committee
- Attended Health Insurance Working Group

Tuesday, January 24

- Meeting with T/C Wood & Town Attorney on bylaw review – discussion of next steps – will have draft Administrative Code complete by April 1
- AFSCME negotiations
- Meeting with Assessor on S. Shore church taxation and signed abatement forms for Keith Homestead
- Meeting with Recreation Director to review and make amendments to golf RFP
- Fire negotiations
- Reviewed letter to lodging house applicant – arranged for service from PD
- Receipt of letter from Attorney Fletcher on Calthrop purchase – shared with T/C Colombotos
- Taped special edition of “Ask the Town Manager” on High/Broad light

Wednesday, January 25

- Update with Town Accountant – Auditors on site conducting fieldwork – will discuss audit next steps with Budget & Finance/Audit Committee next week
- Pre-bid meeting on Academy Building space needs study
- Budget review – Library
- Provided additional ethics commission letter
- Meeting with citizen with concerns on taxes on land and desire to serve on SAVE
- Budget review – veterans

Thursday, January 26, 2012

- IT update – discussion of IT infrastructure on High Street and next steps – will submit transfer request for next T/C meeting
- Department Head Meeting – formation of working groups to discuss licensure for second hand dealers, street acceptance and fee ordinance
- Meeting with Kitty Doherty – planning for Nunckatasset Greenway forum in April
- Discussion with Town Clerk on census and golf RFP
- Staff meeting with BSU counterparts – discussion of master plan, traffic management
- Inquiry from T/C Wood on CAC page on website
- Discussion with Traffic Study Chair on OCPC report proposed truck exclusion on Elm Street
- Receipt of FY13 local aid numbers from Rep. D’Emilia – forwarded to T/C
- Discussion with T/C Colombotos on special meeting
- Review of Pleasant Street redevelopment project

Friday, January 27, 2012

- Opened fire apparatus and ambulance bids – within budgeted amounts
- Budget discussion with Council on Aging
- Health Department budget review
- Health Department weekly update – discussion of status of transfer station budget, BOH lack of meetings, and ethics investigation conclusion
- Building Department update – discussion of Pleasant Street redevelopment and inspection protocols
- Worked with IT director on changes/upgrade to CAC webpage – will continue improvements next week
- Review of golf management/food & beverage RFP with Charlie Simonds & Ron Adams – will conduct final review and release next week

UPCOMING EVENTS/ISSUES NEXT WEEK

- Town Planner interviews continued
- Department of Revenue visit with Field Representative
- AFSCME negotiations
- Departmental budget discussions
- Non-criminal citation appeals
- Review of plans for Pleasant Street redevelopment