

# Memo

**To:** Board of Selectmen

**From:** James J. Ferrera, Town Administrator

**cc:** Griffin Harrington, Administrative Assistant

**Date:** August 4, 2025

**Re:** Monthly Departmental Report (July 2025)

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## Administrator

- On July 8<sup>th</sup> I continued to participate in Teacher contract negotiations at Quaboag, next date for negotiations will be in September.
- Completely onboarded our new Administrative Assistant to the TA and Selectmen.
- Participated in two Police Officer interviews, after the interviews concluded, it was determined to reopen the search.
- Completed our final inspection with State officials and closed out our FY25 Green Communities Grant.
- Worked with Town departments and legal counsel to finalize the eviction of 38 Elm Street, date set for 8/7/2025.
- Attended the Warren Clam Bake at the Senior Center.
- Started drafting ideas for the Town's next Green Communities grant application.
- Drafted fiscal year end reports and sought reimbursement for several State and Federal Grants.
- Met with a sheet metal company to discuss duct and vent problems at the Senior Center.
- Set up the next department head meeting and agenda for 8/6/2025 at 9:00am.

Financial Departments

**Total Monthly Tax Collections as of 7/31/2025 are \$1,900,215.11**

- a) Real Estate \$1,659,734.61
- b) Personal Property \$217,605.75
- c) Motor Vehicle Excise \$14,553.30
- d) Interest and fees \$5,023.00
- e) Sewer liens \$893.45
- f) Registry clears \$630.00
- g) Mobile Home Parks \$1,500.00
- h) MLC fees \$275.00