

Memo

To: Board of Selectmen

From: James J. Ferrera, Town Administrator

cc: Karen Dusty, Administrative Assistant

Date: June 5, 2025

Re: Monthly Departmental Report (May 2025)

Administrator

- Met with Worcester Regional Chamber of Commerce President Tim Murray to discuss ways in which the Chamber can assist the Town in creating more economic development opportunities.
- Finalized the Special Town Meeting warrant, which was posted on 5/23/2025.
- Completed the Senior Center Roof project with building permits being closed out.
- Air Barrier Solutions finalized the insulation project at the Senior Center with building permits being closed out.
- B.E.C. plumbing and heating installed a new hot water heater at the Senior Center.
- Conducted a department head / board chair meeting on May 21st topics discussed were the upcoming STM & ATM warrants, FY25 year-end budget close out, upcoming staff training, and employee evaluations.
- Pride cleaning contractors were retained by the Town to do a deep cleaning of the rugs and to wax the tile floors at the Police Station.
- Lined up two companies to make presentations to the Board of Selectmen on updating the Town's website, CivicPlus and Revise.
- Participated in the Annual Memorial Day parade.
- Final draft of the Wright's Mill Master Recovery Plan was presented to the Board of Selectmen on 5/22/2025.
- Worked with the Finance Committee, Board of Selectmen and various departments on year-end line-item transfer requests.

Financial Departments

Total Monthly Tax Collections as of 5/30/2025 are \$434,550.88

- a) Real Estate \$316,536.50
- b) Personal Property \$12,921.11
- c) Motor Vehicle Excise \$86,968.88
- d) Interest and fees \$12,729.64
- e) Sewer liens \$2,358.75
- f) Registry clears \$1,160.00
- g) Mobile Home Parks \$1,476.00
- h) MLC fees \$400.00