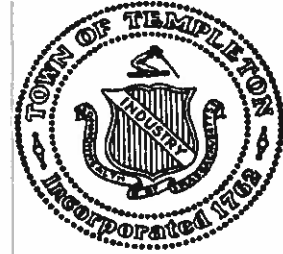


## MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR



**TO:** Board of Selectmen  
**FROM:** Carter Terenzini, Town Administrator  
**RE:** FY 19 First Quarter Development Services  
**DATE:** October 24, 2018  
**CC:** L Wiita

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### DIRECTOR:

The first quarter of FY 19 has been devoted to working on several projects with different boards and committees.

The **Baldwinville Elementary School Re-use Committee** is well on its way. It is issuing a Request for Information (RFI) for local commercial entities to get a feel for uses for the building. A title search has been completed and the Request for Proposal (RFP) is in process. The Assessor's Office assisted greatly in the process of gathering deed and title information for the meeting held on September 20, 2018; the Veteran's Services Officer was invited to the meeting to discuss whether the Veteran's Administration has any interest in the building for housing and/or services.

The **Green Communities Grant** is moving along with the October 1, 2018 presentation for the proposed warrant article for the fall town meeting with regard to the "stretch energy code"; the Building Commissioner was in attendance to help answer questions with Jim Barry, Regional Coordinator for the MA Dept. of Energy Resources.

The **Building Commissioner and Administrative Assistant** have been extremely busy with permitting; 3 permits for new residential construction, 59 permits for residential remodeling, 3 commercial renovations, and 5 swimming pool permits have been issued.

The **School Project** is moving along accordingly with inspections all being up to date; great cooperation and flexibility on the part of Richard Hanks, Darrell Sweeney and Rick Geyster have kept things moving. The Wiring Inspector has completed 52 inspections and the Gas/Plumbing Inspector has completed 20 inspections.

The **Police Station** renovation appears to be ahead of schedule and is up to date with all necessary inspections as they've been requested; this again is in part to the flexibility and cooperation of the part-time inspectors.

The **Agricultural Commission** has been busy with referrals from the department for animal issues arising from neighbor conflicts; representatives take a soft approach and provide education

Becoming a “Green Community” is still in process. It is my hope that we will continue to move forward with a passing vote for the warrant article pertaining to the “Stretch Energy Code” on October 18, 2018.