



TOWN ADMINISTRATOR'S REPORT

NATHAN R. BOUDREAU

May 1, 2023

Over the last few weeks, the town administrator's office has been focused on settling in new staff members and getting them acclimated to their roles. With the new hires, the office has been able to increase its efficiency and productivity, which has been a great relief for everyone involved. The team has been working well together, and they are excited about the potential to make a real difference in the community.

One of the recent highlights for the office was a meeting with the ad-hoc open space plan committee. The meeting was an opportunity to review the community's short and long-term needs regarding open space. It was a fantastic exercise, and everyone left feeling positive about the outcomes. Additionally, I attended the board of health meeting, where we discussed ways to collaborate and work together to improve communications and working together. The EDC also held a meeting, and I am pleased to see so many new members serving in that capacity.

Overall, it has been a productive few weeks in the town administrator's office, and they are looking forward to continuing towards Annual Town Meeting and Fiscal Year 2024.

Budget / Finance

Thank you to the residents in attendance for the Thursday evening public hearing recording the FY24 Operations and Capital Budget. While the discussion evolved beyond what was anticipated, your input and feedback are invaluable to us as we work towards creating a budget that meets the needs of our community. We will carefully review all the comments and suggestions made during the public hearing and take them into consideration while finalizing the budget. We appreciate your participation and engagement in this important process. The recording is available [here](#)

The Town of Hubbardston Quarter 3 Revenue and Expenditures report was released in late April. By staying on track with town metrics, we are ensuring that the town is able to continue providing high-quality services and meeting the needs of its residents. With May 1, 2023 being tax day, we will know more in the coming weeks regarding our revenue projections as FY23 comes to a close. The report is available [here](#)

Last week, the Massachusetts House of Representative has passed their FY24 budget and it is now heading to the State Senate.

Town Meeting

We are pleased to announce that the first version of the Hubbardston Annual Town Meeting Warrant is now available for review! This important document outlines the articles that will be discussed and voted on during the upcoming Annual Town Meeting. Residents of Hubbardston can find the draft Warrant on the [Annual Town Meeting website](#) or at the Town Administrator's office. It's important to note that this is only the first draft and the Warrant will be subject to changes before it is finalized.

The document will be reviewed for the first time this evening during a meeting of the Select Board and Finance Committee. Members of the public are welcome to attend and observe the review process. This is a great opportunity to gain insight into the issues that will be discussed during the Annual Town Meeting and to see how the Warrant is developed. We encourage residents to participate in the democratic process by attending the meeting and staying informed about the issues that affect our community.

An Annual Town Meeting review video and document will be released in mid to late May.

As we advance towards our June 6, 2023 Annual Town Meeting, residents will be able to find information and other pertinent documents on the [Town of Hubbardston Annual Town Meeting webpage](#). Anyone with questions or concerns can contact the Office of the Town Administrator at 978-928-1400 x200 or by emailing admin@hubbardstonma.us

Communications

The Town has recently ramped up our communication efforts to better connect with residents. We have been working hard to expand our reach through a variety of channels, including electronic news, a local access show called Hubbardston Headlines, and an increased social media presence. I believe that these initiatives will help keep residents informed about town news, events, and other important information.

Our efforts have been well received by the community, and we have seen an increase in engagement and participation across all channels. Our increased social media presence has also been effective in reaching a wider audience and promoting town events and news. On May 4, 2023 we will be recording the 4th episode of Hubbardston Headlines with Treasurer Collector Mary Markowski.

We are excited to continue building on these successes and exploring new ways to connect with residents in the future.

Human Resources / Volunteer Recruitment

On Monday, April 24, 2023 we held a small gathering to welcome new Town Clerk Candace Livingston and say thank you to previous Town Clerk Kristin Foster. So far, the transition has gone smoothly, and I would like to thank Ms. Foster for ensuring it went that way.

A Reminder to all citizens that want to serve their community on boards and commissions. Please click [here](#) to view a list of current availabilities. To be considered, please fill out either the [Appointment Request Webform](#) or the [hardcopy paper form](#) and return it to the Office of the Select Board. Don't hesitate to contact the [Select Board](#), Chair of the entity you wish to serve, or [Town Administrator Nathan Boudreau](#) with questions.

Procurement

- We have reposted the RFP for the DPW Garage roof with the hopes this project could be completed in summer 2024. The repost happened due to an insurance issue.
- The procurement for the Slade Building Senior Deck will begin in the coming weeks.

Personnel Recognition

It is with a very heavy heart that I inform you of the unexpected passing of our colleague, Dennis O'Donnell. Dennis did a tremendous amount for the town over several decades and will be missed. Dennis served as Emergency Management Director, DPW Clerk, Constable, Moderator, and Select Board member over a number of decades.

Upcoming Dates:

- Planning Board / Board of Health Public Meeting on Marijuana Odor – May 3, 2023
- Select Board Regular Meeting – May 15, 2023
 - Annual Town Meeting Warrant
 - Annual Town Election Warrant
 - Town Administrator Entry and Department Goals Presentation
- Annual Town Meeting – June 6, 2023
- Annual Town Election – June 12, 2023

THANK YOU