

**Town Administrator's Report**  
**December 12, 2023 Select Board Meeting**

- I would like to remind everyone that the Recreation Department's Winter Dance is tomorrow, December 13<sup>th</sup> and advanced registration is required. Details can be found on the Rec Department's website.
- I'd like to congratulate Liz Hartsgrove on her 1<sup>st</sup> anniversary with the Town of Bourne. I am so happy she is here and am so grateful for all her hard work and help.
- Earlier today we received notice from the Department of Revenue that the FY2024 Tax Rate has been certified by the state. I'd like to thank Rui, the Board of Assessors and the Finance team for their quick work in getting the rate set and approved.
- Liz and I are working with Town Counsel for the next installment of legal services training for Boards, Committees and staff. We are anticipating a spring training and would like to suggest that we focus on how to hold public hearings for licenses, regulatory permits, variances, or other legal rights. The process and frameworks for public hearings are significantly different than public meetings regarding policy-making or legislative matters, and some discussion of Board Member's responsibilities may be useful. Please let me know if this is of interest to you, and if you think it will be valuable?
- I have reached out to MassDOT regarding the Bourne Rotary Improvement Project in early October, and have followed up again earlier this month to request that they attend an upcoming Select Board meeting to discuss the project. The project was discussed at the November MPO meeting, and MassDOT was asked about the construction schedule and timing. They were not prepared to discuss the schedule and timing at that meeting, but noted that they would look into it. The next MPO meeting is scheduled for December 18<sup>th</sup> and I will let you know if any further information is provided at that meeting.
- This Thursday, December 14<sup>th</sup> is going to be a busy day at the Community Building parking lot. Our LSP will be here to conduct the next round of groundwater sampling in conjunction with the soil cleanup project.

Trane and their subcontractors will also be here to lift a number of the new rooftop units. The parking lot to the east of the gym, and the parking lot at the rear of the building will be closed for the day due to the crane and necessary laydown area. The lot will only be closed for the single day, and a second lift will be scheduled later in January to complete the new equipment installation.

The Community Building gym will be temporary closed on Thursday and Friday, December 13 and 14<sup>th</sup> so Trane can make the new connections and switch the heat over. Provided all goes well, we do intend on having the gym open and available for Friday evening and Saturday morning reservations.

- The asbestos abatement was done at the Library today as part of the front wall stabilization project, which is why the front door was temporary closed for today only.