

The Beacon

Vol. XLVII, No. 8

A Publication of the Massachusetts Municipal Association | www.mma.org

September 2020

Child care order impacts municipalities

Gov. Charlie Baker [issued an executive order Aug. 28](#) to increase child care options for families with students in hybrid or remote learning when schools reopen in September, a growing issue of concern across the state.



Gov. Charlie Baker

The [executive order](#) adds a new municipal responsibility to inspect and approve “remote learning enrichment programs.”

The governor’s order [provides three new options to increase child care settings for school-aged children](#).

First, the order authorizes the Department of Early Education and Care to expand the services that can be offered by currently licensed school-aged child care programs, allowing these entities (such as YMCAs, Boys & Girls Clubs and other entities) to serve students during the normal school day, in addition to

their existing extended-day or after-school programs.

Second, the order authorizes “Remote Learning Parent Cooperatives,” allowing up to five families to coordinate the supervision of their school-aged children during the school day, as long as a parent is present at all times. Parent cooperatives must follow the state’s [restrictions on](#)

[gatherings](#), cannot employ a teacher or professional without a parent present, and are “strongly encouraged” to follow the Department of Early Education and Care and Department of Elementary and Secondary Education health and safety guidelines to the extent feasible.

Third, the order allows the Department of Early Education and Care to waive state licensure requirements for “Remote Learning Enrichment Programs” offered by private entities, as

long as these programs receive approval from the municipality in which they are located, and follow state guidelines jointly set by the Department of Early Education and Care and Department of Elementary and Secondary Education.

It is the third aspect of the executive order that will impact cities and towns, as it places a new responsibility on municipalities to review, inspect and approve the Remote Learning Enrichment Programs before they can be authorized to open by the Department of Early Education and Care.

The Department of Early Education and Care and the Department of Elementary and Secondary Education have published guidance for obtaining a Remote Learning Enrichment Program license exemption, available on the [state’s website at this link](#). Preliminary indications are that cities and towns will be responsible for:

■ **CHILD CARE** *continued on 17*

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State and local leaders assess COVID progress, look toward fall

By John Ouellette

As the state nears the six-month mark for the ongoing COVID-19 public health emergency, state officials and 200 local leaders from across the state discussed recent progress and a number of continuing challenges during the 19th regularly scheduled conference call convened by the MMA on Aug. 25.

With statewide COVID measures remaining stable, Lt. Gov. Karyn Polito thanked local officials for their partnership in mitigating the spread and urged them to keep up the messaging “reminding people about their choices and their behaviors and that we



Lt. Gov. Karyn Polito

can’t let up.”

“We’re really at the lowest point of the presence of the virus, which is terrific,” Polito said. “It didn’t just happen. It took a lot of effort to get here. Right now we have to stay focused on enforcement and intervention.”

Referencing the most recent [COVID-19 Weekly Public Health Report](#), she said all but 38 Massachusetts communities are designated as either white or green, meaning their average daily case rate per 100,000 people over the previous two weeks is less than four. Ten communities are designated red, with case

■ **CEO BRIEFING** *continued on 20*

2020 MMA Board of Directors

The MMA Board of Directors holds regular meetings in Boston, followed by a meeting of the Local Government Advisory Commission with the administration. For information on the board's activities, call the office of MMA Executive Director Geoff Beckwith at 617-426-7272.

Executive Committee

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Town Manager, Arlington

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Executive Director's Report

Local leaders face an autumn with intense COVID-19 challenges

As the summer nears its end, municipal leaders need to brace for heightened intensity in managing the COVID-19 pandemic, a natural next stage in the long battle to protect the public from an unrelenting virus that has pounded Massachusetts and the nation for the past six months. That's because, after a somewhat calm summer, the fall will bring colder weather with more indoor gatherings, school reopenings with no easy choices, an always-dangerous flu season, and a general public growing weary of COVID constraints.

Local officials have been on the front lines of this crisis since March, mobilizing extraordinary measures and resources to protect those most vulnerable; managing and enforcing a shutdown and reopening process; remaking the delivery of essential services to keep our communities moving forward; and keeping our democratic institutions and governance systems operating through innovation and ramped-up technology.

Since April, when Massachusetts was averaging more than 2,000 new cases a day and a positive test rate well over 20%, the collective efforts of our local and state governments and health providers have yielded dramatic results. May and June were the "flatten the curve" months, and July and August brought



By **Geoffrey Beckwith**

stability and order-of-magnitude improvements. For the past two months, new daily cases have hovered around 250, and the positive test rate has been between 1% and 2%.

Given these (relatively) positive outcomes, it is natural to be lulled into a sense of complacency, believing that these

trends will continue until the virus can be greatly diminished with a vaccine. Yet this is no time to relax our guard or convince ourselves that the threat is greatly diminished. The virus is unchanged, and so is the threat.

Autumn will bring cooler weather, school reopenings, and flu season – all of which pose serious challenges and high anxiety for everyone. Further, dealing with these issues will be more difficult because, understandably, people are exhausted by the ongoing pressures and restrictions on daily life that the virus has imposed.

Studies have shown that COVID-19 is transmitted up to 20 times more effectively indoors, compared to outdoor settings. That's why outdoor restaurant dining and family visits are vastly preferable to indoor seating. And that's why most offices are deciding to continue remote work, rather than returning to congested in-office settings.

■ DIRECTOR'S REPORT *continued on 16*



September 2020 | Volume XLVII, Number 8
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Printed on Recycled Paper

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Periodicals Postage Paid at Boston, MA, and additional mailing offices.

The Beacon (ISSN 0199-235X) is published monthly, except for a combined July-August issue, by the Massachusetts Municipal Association, One Winthrop Square, Boston, MA 02110. The MMA is composed of the Massachusetts Selectmen's Association, the Massachusetts Mayors' Association, the Massachusetts Municipal Management Association, the Massachusetts Municipal Councillors' Association, and the Association of Town Finance Committees. Subscription rate for **The Beacon** is \$36 per year. An \$18 subscription fee is included in dues payments for members. POSTMASTER: Send address changes to **The Beacon**, One Winthrop Square, Boston, MA 02110.

We encourage readers to send comments, story ideas, news items, and events notices to editor@mma.org.

Economic bills go to conference committee

By **Brittney Franklin**

The Senate on July 29 unanimously passed its version of a multiyear economic development bill, just days after the House passed its version.

The House bill (H. 4887) contains the governor's Act to Promote Housing Choices, as redrafted by the Joint Committee on Housing. The proposal, intended to promote housing production, would change state law to reduce the vote threshold needed to adopt certain zoning changes, from two-thirds to a simple majority. The legislation would not, however, require a community to bring forward any of the specified types of zoning changes.

The Housing Choices Act has been

strongly supported by the MMA and a broad coalition of stakeholders including the Greater Boston Real Estate Board, the Home Builders and Remodelers Association of Massachusetts, the Massachusetts Association of Realtors, the Greater Boston Chamber of Commerce, and NAIOP – The Commercial Real Estate Development Association.

[In a statement to House and Senate leaders on July 30, the coalition urged legislators to pass the Housing Choices language in the House bill.](#)

The Senate bill (S. 2874) includes an amendment that would mandate zoning changes in the 175 communities listed in the MBTA statute, requiring a zoning ordinance or bylaw that provides for at

least one district in which multi-family housing is permitted as of right. Any community that fails to comply with the mandate would be penalized by becoming ineligible for funds from the MassWorks program, the Housing Choice Initiative and the state's Local Capital Projects Fund. The MMA strongly opposes this preemption of local authority.

On July 30, representatives and senators were assigned to a House-Senate conference committee to resolve the many differences between the House and Senate bills. Because the session has been extended beyond the usual end date of July 31, it is unclear when the differences may be resolved. ●

MMA's 42nd Annual Meeting & Trade Show will be Jan. 21-22

By **John Ouellette and Katie McCue**

Not even a pandemic can stop the MMA Annual Meeting & Trade Show, which will be held in January as it is every year.

Like our members having been doing for months now, we will be switching gears to host a dynamic, timely and engaging conference "virtually" on Jan. 21 and 22, 2021.

Using a new, highly interactive online platform, the Annual Meeting will retain its many popular features:

- A range of informative and timely workshops
- Compelling and inspiring speakers
- A general business meeting and important policy discussions
- A robust Trade Show featuring the latest services and solutions for cities and towns

There will also be creative networking opportunities – and fun!

For this year's event, attendees will

participate from their homes and offices, eliminating the need for travel and accommodations. And the two-day meeting will be held on a Thursday and Friday, rather than the typical Friday and Saturday.

The MMA is working hard to plan a high-energy and can't-miss event. As always, program information about the 2021 MMA Annual Meeting & Trade Show will be posted on the MMA website as soon as it becomes available.

The 2021 event theme is "Leading Through Challenge and Change."

The MMA Annual Meeting will continue to provide a forum for learning, networking, product and services information, and a celebration of the efforts and innovations in community governance.

Online registration will be available in October at www.mma.org/am-registration. Reservations will also be accepted for the Women Elected Municipal Officials Leadership Session, which will be held on Thursday, Jan. 21. The regis-

tration rate is \$85 per person, and the WEMO event costs \$15.

Only online registrations will be accepted this year. MMA staff are happy to help anyone who needs assistance. Attendees may use their unique username and password to register. Those who don't have a username and password, or who have forgotten them, may email amregistrations@mma.org.

MMA Partnership Program members qualify for member rates. All Partnership Program members must renew membership with payment by Jan. 1 in order to register for and attend the MMA Annual Meeting & Trade Show. Partnership Program renewals or applications will not be accepted during the Annual Meeting.

For more information on the Annual Meeting, contact Timmy Kuck at 617-426-7272, ext. 106. For Trade Show and Partnership Program information, contact Karen LaPointe at 617-426-7272, ext. 154. ●

Annual town report contest cancelled

Due to the ongoing COVID-19 emergency and the closure of the MMA office, the MMA's annual Town Report Contest will be cancelled this year.

The Innovation Awards and Municipal Website Contest are still seeking entries for the 2021 MMA Annual Meeting.

For more information about the Annual

Meeting contests, visit www.mma.org or contact Alandra Champion at achampion@mma.org. ●

Elections Division issues advisory for secured ballots

By John Ouellette

Secretary of the Commonwealth William Galvin on Aug. 17 issued an [advisory regarding the return of ballots via secured drop box](#) for the Sept. 1 primary election and Nov. 3 general election.

The secretary's office noted that voters are eager to be able to return their ballots this fall through methods other than the U.S. Postal Service. Under Chapter 115 of the Acts of 2020, absentee and early ballots mailed to voters may be returned to the appropriate local election office via secured municipal drop box, where provided.

The advisory identified best practices with respect to providing, locating, securing and emptying such drop boxes. Providing a drop box for ballot return is at the discretion of each city and town, according to the secretary's office.

The following are some key points of the advisory:

- All local election offices must have a way to accept in-person delivery of mail-in ballots.
- All early voting sites must accept in-person delivery of mail-in ballots during early voting hours. The Elections Division recommends providing a drop box in these

locations, near the entrance, for voters to return their ballots without coming into close contact with others.

- Early voting site drop boxes must be monitored by an election worker.
- Outdoor drop boxes must be secured and emptied regularly. They also must be staffed at the close of polls on election day.
- Ballots cannot be delivered by voters to polling places on election day.
- Local elections officials must inform the Elections Division of the location of any drop boxes.

The Elections Division asked cities and towns to [complete an online survey](#)



Ballot drop boxes in (clockwise from top left) Boxford, Dennis, Easton, Mansfield, Orange and Winthrop. (Photos courtesy Andy Dowd/Massachusetts Town Clerks Association)

about drop box availability. Any changes made to drop box locations after completion of the survey should be emailed to elections@sec.state.ma.us. The results are posted on the [secretary's website](#). ●

After public input, CCC plans to vote on marijuana regulations

By Brittney Franklin

On July 24, the Cannabis Control Commission released drafts of revised Adult-Use, Medical-Use, and Colocated Adult-Use and Medical-Use Marijuana Operations Regulations (935 CMR 500.000, 935 CMR 501.00, and 935 CMR 502.000, respectively).

A virtual public hearing was held on Aug. 3, and public comments and testimony were due by Aug. 15.

[The MMA submitted comments on Aug. 13 expressing concerns about some of the proposed changes.](#)

The revisions would change the way buffer zones are measured in the Adult-Use regulations (935 CMR 500.110(3)). Currently, the 500-foot buffer zone is drawn in a straight line from the nearest point of the property line of a preexisting public or private school (educating chil-

dren in any grades from kindergarten through 12) to the nearest point of the property line of the marijuana establishment. In the revised version, the CCC is proposing to measure the 500-foot buffer zone from the nearest entrance of any preexisting public or private school to the nearest point of the proprietary line of the marijuana establishment. In some cases, this could lead to significant discrepancies.

"Many communities have incorporated buffer zone language into local bylaws or ordinances, which would require a 2/3rds vote of the town or city's legislative body to change," the MMA stated in its letter to the CCC. "Municipalities which have welcomed recreational marijuana by changing their bylaws and ordinances to incorporate marijuana establishments into their existing zoning framework would be faced with an additional hurdle if they need to amend their

existing language, potentially causing delays in siting new marijuana establishments. (Town Meetings convene just once or twice a year, for example.)"

The MMA also expressed concerns about the proposed expansion of the hardship cultivation registration in the draft medical-use regulations (935 CMR 501.020(7)) to allow for up to 500 square feet of grow space.

"In particular, we are concerned about the lack of local touch points in the form of building code checks associated with this large of a grow area, especially regarding compliance with fire and safety codes," the MMA wrote.

A final vote on the pending revised regulations is anticipated on Sept. 24. ●

Governor signs \$1.8B capital bill with IT funding

By John Robertson

On Aug. 7, Gov. Charlie Baker signed a \$1.8 billion capital bond bill that will provide funding for information technology purchases and a variety of other state and local capital programs.

The bond act includes \$660 million for information technology programs for a range of state and local projects and programs administered by the Executive Office of Technology Services and Security.

One of the four new capital accounts requires the office, in consultation with the rural policy advisory commission and others, to study the state of cell phone service coverage in rural counties (population density of less than 500 persons per square mile) and use \$10 million to improve service.

The bond act also provides \$20 million for a competitive, matching grant program administered by the Executive Office for Administration and Finance to help cities and towns pay for the construction of fiber broadband infrastructure and related projects and expenditures, with priority for grants to completely unserved premises located in a municipality.

The Board of Library Commissioners'

public library construction grant program was increased by \$115 million to cover projects on the current wait list. The governor's capital plan from June includes \$20 million for library construction grants in fiscal 2021. Future plans will draw from the new authorization.

In order to be spent, the authorizations in the bond act (Chapter 151 of the Acts of 2020) will have to be included in multiyear state capital spending plans that are prepared annually by the governor. The most recent plan, starting in the current fiscal year, was released in June and is based mainly on prior bond authorizations.

The bond act adds \$5 million for the Community Compact information technology grant program administered by the Division of Local Services. The program typically provides grants of up to \$200,000 to support implementation of local IT projects by helping to pay for one-time capital needs such as technology infrastructure, purchases of equipment or software. Some costs related to the grants, such as implementation and training, are eligible.

The bond act includes \$100 million for grants to cities, towns and certain regional organizations to fund capital

projects associated with improving the accessibility of municipal facilities. A separate account administered by the Massachusetts Office on Disability will provide \$10 million in grants to cities and towns for modifications to governmental infrastructure to enhance accessibility.

Included in the several Executive Office of Public Safety and Security bond act items is \$25 million for a competitive grant program for fire departments to purchase firefighter safety equipment, including washer and dryer cleaning equipment for firefighter gear and safety equipment. Firefighting vehicles are not included.

The bond act includes \$20 million for competitive grants to help cities and towns purchase body-worn cameras for police departments as well as for capital costs necessary to use body-worn cameras, such as storage of camera footage.

State agencies that administer the various grant programs will provide information on availability of grants and how to apply. ●

MMA office remains closed, but member services continue

With continued uncertainty about the trajectory of COVID-19 in Massachusetts, the MMA office will remain closed for the remainder of 2020.

MMA and MIIA staff will continue to work remotely and provide member programs, training, advocacy and renewals virtually.

"The health and safety of our employees is our number one priority," said Katie McCue, the MMA's director of administration and finance. "With so many questions still unanswered about the curve of COVID-19 in Greater Boston, as well as the lack of reliable and consistent child care and public transportation, we have extended our office closure through the end of the calendar year."

All MMA and MIIA staff have been

provided the technology and support they need to continue to work from home, and vital administrative staff will continue to be in the office sparingly throughout the fall to ensure a smooth continuation of operations. All staff entering the MMA office have been trained on the highest safety standards and are committed to following the safety protocols.

As always, members may reach any



member of the MMA staff at their email address (first initial, last name @mma.org) or by calling 617-426-7272 and using the person's extension number, which is listed on the [MMA website](#). ●

House, Senate climate bills now before conference

By Ariela Lovett

On July 31, the House passed a climate change mitigation bill that now needs to be reconciled with a version passed by the Senate in January.

The House bill (H. 4912) would direct the state to develop a roadmap for reducing greenhouse gas emissions throughout the Commonwealth by 2050, with specified interim reduction targets. The plan must include one or more technologically and economically feasible pathways to reducing emissions and incorporate all sources or categories of emissions sources.

The bill would also invest in workforce development for the clean energy and energy efficiency sectors; establish a commission to study and make recommendations regarding utility grid modernization; and update statutes on solar energy net metering.

[The MMA submitted comment to House members in support of the bill](#), including an amendment to allow municipalities to continue taxing renewable energy property, an important revenue source

for cities and towns, and an amendment that would protect solar projects with interconnection agreements executed before Jan. 1, 2021, including municipal projects, from being subject to higher utility cost rates.

The House passed these two amendments as well as others, including one known as the Environmental Justice Act, which would require environmental impact reports for any project that is likely to cause damage to the environment and is located within one mile of a defined environmental justice population (or within 5 miles if the impact is airborne).

The Senate's climate package (S. 2500) would reduce carbon emissions across the Commonwealth to "net zero" by 2050, with specified interim targets. It would also authorize the state to establish a carbon pricing mechanism for the transportation sector and for commercial and residential buildings, with the details left up to the executive branch.

A transportation-focused companion bill would require the MBTA to purchase

or lease only zero-emission vehicles by 2030 and operate a fully zero-emissions fleet by 2040. The Senate bill would not impose mandates on municipal fleets, but does direct the state to develop resources to help municipalities transition to cleaner vehicle technologies.

A third bill in the Senate package would update energy efficiency standards for a variety of household and commercial appliances and limit the sale of products that do not comply.

With the legislative session now extended through the end of the year, a conference committee was named on Aug. 6 to reconcile the differences between the House and Senate climate bills. The committee members are Sens. Michael Barrett, Cynthia Creem and Patrick O'Connor, and Reps. Thomas Golden, Patricia Haddad and Brad Jones.

The MMA plans to submit comments to the conference committee outlining municipal priorities and concerns with regards to both the House and Senate climate bills. ●

Select board webinar covers municipal finance

On Aug. 19, the [fourth and final webinar in the Massachusetts Select Board Association's annual Leadership Conference series](#) presented an overview of municipal finance.

The discussion, led by Arlington Deputy Town Manager Sandy Pooler and geared toward newly elected select board members, covered "the ins and outs" of municipal finance, including budgeting basics and the importance of town finance committees.

Pooler also fielded questions on a number of topics, including how COVID-19 has affected the typical municipal budget calendar and the roles of the select board and the town manager in the budgeting process.

Municipal finance is one of the most critical aspects of the job for select boards in Massachusetts. More than 130 newly elected and experienced select board members from across the state

participated in the webinar.

The [MMA website posting about the webinar](#) includes Pooler's presentation and the video of the meeting.

Contact: MMA Member Services Coordinator Isabelle Nichols at inichols@mma.org

Town Budget Cycle



Newly elected select board members learned about the intricacies of municipal finance during the MSA's Aug. 19 webinar.

Management Association discusses COVID work

By Denise Baker

The [Massachusetts Municipal Management Association held a virtual meeting on Aug. 27](#) focusing on the state of the COVID-19 pandemic and how local leaders are managing during the ongoing public health crisis.

Salem Mayor Kim Driscoll and Somerville Mayor Joseph Curtatone were joined by Dr. Paul Biddinger, chief of emergency preparedness at Mass General Brigham.

Driscoll discussed the ways her city is keeping residents informed and how they are working to engage with their most vulnerable populations, including Salem's students.

Curtatone expressed similar concerns for his city's residents and highlighted the need for all local government managers to show leadership.

Both mayors stressed the importance of local leaders working together and speaking with one voice at the state and federal level.

Biddinger addressed some recent claims about COVID-19 therapies, cautioning that there is still no FDA-approved treatment for the virus. He encouraged



Salem Mayor Kim Driscoll discusses the city's efforts to engage with the public during the MMA's Aug. 27 virtual meeting about the COVID-19 public health emergency.

attendees to establish flu vaccine protocols in their cities and towns this fall, as these protocols can serve as a template for when there is a COVID vaccine.

All three speakers discussed the need to look at and respond to the pandemic on a regional basis. Viewing each communi-

ty's individual numbers doesn't present an accurate picture, they said.

More than 65 town managers and assistants participated in the meeting, facilitated by Arlington Town Manager Adam Chapdelaine. ●

MMA seeks input for Annual Meeting workshops

A key component of the MMA Annual Meeting & Trade Show each January is the selection of timely, informative and interactive workshops.

The MMA is currently seeking input from members about topics they'd like

to see covered during the 2021 Annual Meeting, to be held Jan. 21 and 22. We're looking for topics that would help you in the work you do in your city or town.

To submit ideas, please use our online

form at www.mma.org/workshoptopics.

The MMA welcomes this input as we engage in our planning process. ●

Nominations sought for Select Board Association's leadership

The Massachusetts Select Board Association, a member group of the MMA, is seeking members for its 2021 Board of Directors.

Any select board member in Massachusetts may complete [the online nomination form](#) and submit his or her name for consideration. The form must be completed by Oct. 16.

Nominations are being sought for four officer positions: president, first vice president, second vice president and secretary. MSA officers serve a one-year term.

The five district representatives are also up for election this year, for two-year terms.

With the exception of the secretary, MSA Board members also serve on the MMA Board of Directors.

MSA Board responsibilities include attendance at MSA and MMA Board meetings. The MSA Board meets four to six times a year, and the MMA Board meets on the second Tuesday of most months, typically in Boston from 10 a.m. to 2 p.m. (Due to the COVID pandemic, the board is currently meeting virtually from 10 to 11 a.m. on the second Tues-

day of most months.) Board responsibilities also include participation at regional and statewide meetings for select board members.

After interviewing all nominees, the MSA Nominating Committee will prepare a slate of nominations for election during the MSA's Annual Business Meeting, to be held virtually in January 2021.

Contact: MMA Senior Member Services Coordinator Isabelle Nichols at inichols@mma.org

Administration tightens some COVID-19 restrictions

On Aug. 7, the administration [announced a series of revisions to the state's COVID-19 orders](#) in response to an increase in COVID-19 cases.

The following are the main points:

- Step 2 of Phase 3 of the reopening process was postponed indefinitely.
- A new interagency enforcement and intervention team will be targeted to work in communities with higher COVID case rates.
- Restaurant customers must order food with their first order of alcohol, and the food must be prepared on site by the restaurant, a change intended to stop bars masquerading as restaurants.
- [A revised gatherings order](#) reduced the maximum outdoor gathering size from 100 to 50 people on both public and private property.
- The fine for violating the outdoor gathering limit was increased to \$500. In addition to state and local public health authorities, all state and local police officers are empowered to enforce the order and issue fines.
- The outdoor gathering limit applies to organized or permitted events at parks and public lands.
- Face coverings are required for gatherings of more than 10 people, even if social distancing is maintained. ●

MMA engaging in #MaskUpMA campaign

The MMA is engaging in a social media campaign promoting the use of face coverings in the fight against the COVID-19 pandemic. The campaign involves MMA and MIIA staff and members sharing images of themselves with masks on and

using the hashtags #MaskUpMA and #WearAMask. The MMA will be retweeting content from members, who can also share any images directly with Digital Communications Coordinator Meredith Gabriliska at mgabriliska@mma.org. ●



MMA staff share mask selfies as a part of the #MaskUpMA campaign. (Clockwise from top left: Digital Communications Coordinator Meredith Gabriliska, Executive Director & CEO Geoff Beckwith, Bookkeeper & Project Assistant Kate Evarts with her son Conor, and Director of Administration and Finance Katie McCue.

Send us your address changes

In order to maintain accurate records, and to assure that our members receive MMA publications, we need to know when you change your address or role in your community.

Please send us any changes, and include your title, municipality or organization, address, and phone and fax numbers.

Changes should be sent to the MMA database administrator at 1 Winthrop Square, Boston, MA 02110 or database@mma.org.

Call 800-882-1498 if you have any questions. ●

MMA to publish Massachusetts Municipal Directory

The MMA's 2020-2021 Massachusetts Municipal Directory, a comprehensive resource for municipal data and for connecting with colleagues, is scheduled to be published this fall as an online PDF.

The MMA has adopted the new electronic format for the first time this year due to the COVID-19 emergency. The directory is being published later than usual in order to provide the most up-to-date information from the many postponed municipal elections this year.

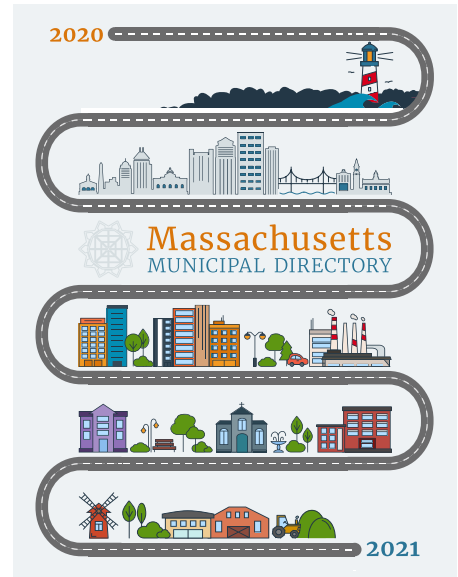
This year's directory will include all of the customary information, including contact information for local officials and demographic and financial data for each of the state's cities and towns. There are also sections devoted to regional school districts, state and federal government agencies, and relevant professional organizations, as well as a guide to products and services for municipalities.

The MMA greatly appreciates the help of local officials across the state who have used the MMA's online tool to update the information for their communities over the past couple of months. Officials who haven't updated their communities' profiles may do so until Sept. 9, or can email directory@mma.org for help.

When published, the directory will be made available online as a password-protected PDF to members and others who receive the publication. The MMA will send emails with login information and instructions for accessing the document.

The directory is included in the subscription to the Municipal Advocate and is automatically made available to Advocate and Beacon recipients. For members, MMA dues cover the cost of that subscription.

Others interested in the Massachusetts Municipal Directory may visit www.mma.org/municipal-directory to



purchase online access.

- Jennifer Kavanaugh

State issues HR policy regarding employees traveling out of state

The Human Resources Division on Aug. 4 issued a policy regarding state employees who travel to non-low-risk states under the [COVID-19 travel order](#).

[The policy is explained in a memo to state agency heads and managers.](#)

State employees who travel out of state and are subject to a mandatory 14-day quarantine may be eligible for COVID-19 emergency paid leave under the [federal Families First Coronavirus Relief Act](#), which requires employers to provide up to 10 days of additional paid

sick leave if an employee must quarantine as a result of a federal, state or local government order.

The policy requires managers to inquire as to whether employees intend to travel to restricted states before granting vacation leave, and requires employees to provide notice if they intend to travel to non-low-risk states.

The policy states that vacation leave can be denied if an extended absence from the workplace is not consistent with the agency's operational needs, or the va-

cation leave may be granted contingent on having the employee pre-schedule an appropriate COVID-19 test to take place within 72 hours of the employee's scheduled return to the workplace.

The MMA is advising municipal officials to confer with labor counsel regarding this issue.

[The U.S. Department of Labor has issued guidance on paid leave under the FFCRA.](#) ●

Entries sought for municipal website contest

The MMA is looking for the best municipal websites for its ninth annual awards, which will be presented during the 2021 MMA Annual Meeting.

The awards recognize excellence in customer service, functionality, convenience and government transparency delivered by a municipal website.

To enter the contest, chief municipal officials may simply fill out a [short nomination form](#) at www.mma.org. The entry deadline is Oct. 30.

The awards recognize the best municipal websites in four population categories:

under 5,000; 5,000-15,000; 15,000-50,000; and 50,000-plus. One winner is selected for each category.

Judges evaluate municipal websites based on the following criteria:

- Clear branding as the official municipal government site
- Intuitive navigation tools and organization of material
- Robust search function
- Current and timely information
- Availability of public records
- Mobile-responsive design
- Resources for residents, such as

the ability to apply for licenses and permits, pay bills, order documents, and make suggestions

- Tools to promote economic development (e.g., ability to obtain licenses and permits or view list of developable land and vacant sites)
- Details about municipal departments
- Use of social media and tools for online community engagement
- Visual appeal and overall experience

For more information, contact Alandra Champion at achampion@mma.org. ●

FEMA announces mitigation grant opportunities

On Aug. 4, the Federal Emergency Management Agency announced the [Notice of Funding Opportunities](#) for the Flood Mitigation Assistance grant program and the new [Building Resilient Infrastructure and Communities](#) pre-disaster mitigation grant program.

There is \$160 million available nationwide for Flood Mitigation Assistance grant, and \$500 million in pre-disaster mitigation funding available through the new BRIC program.

To prepare stakeholders for the opening of the FMA and BRIC application period on Sept. 30, the Massachusetts Emergency Management Agency will offer a series of webinars and technical assistance in the early fall.

Applications will be submitted to MEMA. The deadline is to-be-determined.

The guiding principles of the BRIC program are:

- Supporting communities through capability- and capacity-building
- Encouraging and enabling innovation
- Promoting partnerships
- Enabling large projects
- Maintaining flexibility
- Providing consistency

The BRIC priorities are to incentivize the following:

- Public infrastructure projects

- Projects that mitigate risk to one or more lifelines
- Projects that incorporate nature-based solutions
- The adoption and enforcement of modern building codes

The [MEMA website](#) has program information including video recordings, copies of FEMA's five-part BRIC Summer Engagement Series, upcoming training/outreach events, and application information.

Specific questions on these two grant opportunities may be sent to mitigation@mass.gov. ●

MassDOT awards \$1 million in Shared Streets & Spaces grants

By Ariela Lovett

The Department of Transportation in mid-July announced the first round of awards for the new Shared Streets & Spaces grant program.

The program, launched on June 10, provides funding and technical assistance to help cities and towns conceive, design and implement tactical changes to curbs, streets, on-street parking spaces and off-street parking lots in support of public health, safe mobility and renewed commerce in their communities.

[MassDOT awarded grants totalling \\$1 million to 12 municipalities](#), with 75% of the funds provided to Environmental Justice communities, many of which experienced disproportionate impacts of COVID-19. Recipients of first-round grants are Buckland, Chelsea, Lexington, Lowell, Medford, Nantucket, Natick, Northampton, Provincetown, Somerville, Wareham and Webster.

The winning projects include the construction of ADA-compliant walkways to

allow for expanded use of sidewalks for outdoor dining in Buckland; the creation of safe crossing locations due to the anticipated increase in students walking to local schools in Chelsea; and the development of a two-way cycle track linking UMass Lowell with downtown Lowell.

[In a statement](#), Transportation Secretary Stephanie Pollack said Shared Streets & Spaces “gives municipalities a helping hand with funding that can be used to immediately set up streetscape elements to keep people a safe distance apart whether bicycling, walking, waiting for public transportation, waiting in line to get in a store, or having a meal outside.”

Shared Streets & Spaces grants will continue to be awarded on a rolling basis for projects that can be implemented this summer and fall, up to the \$5 million allocated for the program. Applications will be accepted through Sept. 29, and projects must be mostly or completely implemented by Oct. 9. Grants will



Northampton, which received one of the state's Shared Streets & Spaces grants, expanded outdoor dining onto Main Street.

be made in the range of \$5,000 to \$300,000. ([See application criteria and other details.](#)) ●

MMCA to discuss managing the media

The Massachusetts Municipal Councillors' Association will host a webinar on Sept. 17 focusing on managing the media.

Working with the press, maintaining a social media presence, and crafting a

positive message are all necessary skills for town and city councillors. Derek Beckwith, president of Beckwith PR Group, will cover these topics and more during a 90-minute session, which will begin at 5:15 p.m.

All councillors have received an invitation to this virtual meeting.

Contact: MMA Senior Member Services Coordinator Denise Baker at dbaker@mma.org

MMCA seeks councillors for board

The Massachusetts Municipal Councilors' Association, a member group of the MMA, is seeking councillors for its Board of Directors.

Any councillor in Massachusetts may complete [the online nomination form](#) and submit his or her name for consideration. The form must be completed by Oct. 9.

Nominations are being sought for three officer positions on the MMCA Board of Directors – MMCA president, first vice president and second vice president – and five district representatives.

The districts are as follows:

District 1: Agawam, Amherst, Chicopee, Easthampton, Greenfield, Holyoke, North Adams, Northampton, Palmer, Pittsfield, Springfield, West Springfield, Westfield

District 2: Fitchburg, Framingham, Gardner, Leominster, Marlborough, Southbridge, Worcester

District 3: Amesbury, Beverly, Gloucester,

Haverhill, Lawrence, Lowell, Lynn, Methuen, Newburyport, Peabody, Salem, Woburn

District 4: Attleboro, Barnstable, Braintree, Brockton, Fall River, Franklin, New Bedford, Quincy, Randolph, Taunton, Weymouth

District 5: Boston, Cambridge, Chelsea, Everett, Malden, Medford, Melrose, Newton, Revere, Somerville, Waltham, Watertown, Winthrop

MMCA officers serve a one-year term (2021), and district representatives serve two-year terms (2021-2022). MMCA Board members also serve on the MMA Board of Directors.

Board responsibilities include attendance at MMCA and MMA Board meetings. The MMA Board meets on the second Tuesday of most months, typically in Boston from 10 a.m. to 2 p.m. (Due to the COVID pandemic, the board is currently meeting virtually from 10 to 11 a.m. on the second Tuesday of most

months.) MMCA Board responsibilities also include participation at regional and statewide meetings for councillors.

After interviewing all nominees, the MMCA Nominating Committee will prepare a single slate of nominations for election during the MMCA's Annual Business Meeting, to be held virtually in January 2021.

In performing its responsibilities for identifying, recruiting and recommending candidates to the MMCA Board, the Nominating Committee is committed to including qualified candidates who reflect diverse backgrounds.

For more information about the MMCA, including the list of communities in each district, visit www.mma.org/members/councillors.

Contact: MMA Senior Member Services Coordinator Denise Baker at dbaker@mma.org

Management Association 'boot camp' set for Oct. 2

The Massachusetts Municipal Management Association will hold its 13th annual "boot camp" on Oct. 2, via Zoom.

The boot camp is designed as a practical guide for administrators and assistants who are new to the profession, and for department heads and professional staff who are planning to move into a town manager or administrator role.

During a Management 101 session, a

panel of six managers at varying stages of their career will share their experiences and insights on everything from working with elected officials to ethics.

Additional topics will include municipal finance and human resources issues.

Because it's being held remotely, the program will run from 9:30 a.m. until noon, instead of the usual day-long event.

Please note that the boot camp is not a training session for frontline staff.

More information will be available in early September. The event is free, but [registration is required](#).

Contact: MMA Senior Member Services Coordinator Denise Baker at dbaker@mma.org

Select boards to discuss school reopening, police reform on Sept. 15

The Massachusetts Select Board Association will discuss school reopening and police reform legislation in a free, two-part webinar taking place on Sept. 15 from 9 to 10:30 a.m.

In the first half of the webinar, Elementary and Secondary Education Commissioner



Jeff Riley

Jeff Riley will give an update on where things stand with reopening schools across the state.

Following a brief break, the webinar will resume with a discussion about police reform legislation in Massachusetts. MMA Executive Director Geoff Beckwith will give an

update on the bills currently under discussion in the Legislature, as well as the MMA's position on this issue.

The webinar is free to attend, but advance registration is required.

Contact: MMA Member Services Coordinator Isabelle Nichols at inichols@mma.org

MMHR Fall Conference will be series of 3 webinars

The Massachusetts Municipal Human Resources association's annual Fall Conference will be a three-session webinar series taking place weekly on Thursdays at 11 a.m., with the first session on Oct. 8.

The conference will kick off with a training on "cultural humility and dexterity" by Lakisha Coppedge, founder and principal of Coppedge Consulting. She will examine the connections between historic and current racism and discuss strategies for building stronger communities and strengthening relationships, as well as best practices for working and living in inclusive spaces.

By learning how to incorporate cultural



Lakisha Coppedge

humility into the workplace, Coppedge says, participants will be empowered to recognize and redress power imbalances that exist within social and organizational structures and become effective advocates.

Following the training, Coppedge will be joined by Springfield Chief Diversity and Inclusion Officer Talia

Gee and attorney Meghan Sullivan, managing partner of Sullivan, Hayes & Quinn, LLC, for a panel discussion about diversity, equity and inclusion in the workplace.

The Fall Conference will also feature sessions on the Americans with Disabilities

Act and the Family and Medical Leave Act with attorney Jackie Kugell, partner at Morgan, Brown & Joy, and pay equity with attorney Cheryl Pinarchick, a partner at Fisher Phillips.

The registration fee for the series is \$50, which includes access to the webinar recordings and any followup materials. The webinars must be purchased as a series, and recordings will be available only to those who have paid for the series.

Registration must be completed by Oct. 7 at noon in order to attend any of the webinars in the series. Registration will be available approximately one month prior to the start of the series at mma.org.

Contact: MMA Member Services Coordinator Isabelle Nichols at inichols@mma.org

MMHR to hold 7th annual boot camp as virtual webinar series

The Massachusetts Municipal Human Resources association will hold its seventh annual HR101 Bootcamp as a five-session webinar series held weekly on Thursdays at 11 a.m., kicking off on Sept. 3.

The webinar series is geared toward newer municipal human resources professionals, but veterans in the field are welcome to attend for a refresher course. Each session will be 90 minutes long.

The series will cover core functions of the municipal HR office, including the hiring and termination processes, benefits administration, performance evaluation best practices, and current trends in municipal and labor law.

Featured speakers will include Joellen Cademartori, CEO of GovHR USA,



Joellen Cademartori



Jaime Kenny

discussing best practices in employee evaluations, and attorney Jaime Kenny, partner at Clifford & Kenny, LLP, providing a municipal and labor law update. Additional sessions will be led by MMHR Board members.

In the final webinar, an "ask the experts" roundtable session will give participants the opportunity to ask four HR veterans about any aspect of municipal human resources.

The registration fee for the series is \$50, which includes access to the webinar recordings and any followup materials. The webinars must be purchased as a series, and recordings will be available only to those who have paid for the series.

The registration deadline is Sept. 2 at noon in order to be able to attend any of the webinars in the series. To register and view a detailed schedule, visit mma.org.

Contact: MMA Member Services Coordinator Isabelle Nichols at inichols@mma.org

MMHR to discuss unconscious bias during Labor Relations Seminar

The Massachusetts Municipal Human Resources association's annual Labor Relations Seminar will be held as a Zoom webinar on Oct. 29.

The seminar will feature a keynote by Risha Grant, an award-winning expert on diversity, inclusion and bias. Her interactive session, "Get Rid of the BS (Bias Synapse)," will teach participants how to



Risha Grant

recognize and acknowledge their biases, while giving them easily applicable tools to move past those biases. Grant will facilitate an honest conversation about unconscious bias, inclusive cultures and micro-aggressions.

The seminar, to be held 9:30 a.m.-12:30 p.m., will also feature a legislative update from MMA Legislative Director John

Robertson and a labor law update covering major legal cases in the labor area.

The registration fee for the seminar is \$50, which includes access to the webinar recording and any followup materials. Registration must be completed by Oct. 28 at noon in order to attend the webinar. Registration will be available approximately one month prior to the webinar at mma.org.

Contact: MMA Member Services Coordinator Isabelle Nichols at inichols@mma.org

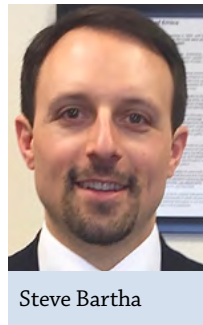
Select boards to discuss town manager hiring

On Oct. 27, the Massachusetts Select Board Association will host a free virtual training covering best practices in hiring a town manager, one of the most important jobs for select boards across the state.

The session, to be held from 9 to 10 a.m., will equip select board members with the knowledge and tools needed to develop a successful and professional process for hiring the right town manager or administrator for their communities.

Speakers will include:

- Danvers Town Manager Steve Bartha, second vice president of the Massachusetts Municipal Management Association



Steve Bartha



Julie Jacobson



Ellen Allen



John Clifford

- Auburn Town Manager Julie Jacobson, president of the Management Association
- Norwell Selectman Ellen Allen, second vice president of the MSA and immediate past president of the MMA

- Attorney John Clifford, a partner at Clifford & Kenny, LLP

The webinar is free, but advance registration is required.

Contact: MMA Member Services Coordinator Isabelle Nichols at inichols@mma.org

WEMO to hold 2nd annual leadership conference virtually on Oct. 16

Women Elected Municipal Officials will hold its second annual leadership conference – Rising to the Challenge Together – virtually on Friday, Oct. 16, from 10 a.m. to noon.

The free event will feature a keynote speaker followed by a series of group

discussions facilitated by the WEMO Committee using Zoom’s breakout rooms feature. Breakout discussion topics will include using technology to govern and build community, and promoting race, equity and inclusion in your community.

Additional information, including an announcement of the keynote speaker and registration instructions, will be available in mid-September.

Contact: MMA Member Services Coordinator Isabelle Nichols at inichols@mma.org

ATFC to hold Annual Meeting on 3 dates this fall

The Association of Town Finance Committees will hold its Annual Meeting virtually this fall, beginning on Oct. 22 and continuing on Oct. 29 and Nov. 12, all on Zoom.

The kick-off meeting, scheduled from 7 to 8:30 p.m., will include an ATFC business meeting, a legislative update from MMA Legislative Director John Robertson, and an hourlong session titled Budgeting 101, presented by Northborough Town Administrator John Coderre.

On Oct. 29, Division of Local Services bureau chiefs and Senior Deputy Commissioner Sean Cronin will give an overview of the division’s functions and



John Coderre



Sean Cronin

offer best practices for finance committee members.

The Nov. 12 session will focus on schools and education.

The second and third sessions will run from 7 to 8:15 p.m.

The cost is \$25 for the three-webinar series. For those who can’t watch a session live, viewing access will be provided following the presentation.

An email with details and a registration link was sent to all finance committee chairs. Any interested local official is also welcome to participate.

Visit www.mma.org for more information and to register online.

Contact: MMA Senior Member Services Coordinator Denise Baker at dbaker@mma.org

OMNIA seeks to help cities, towns with COVID-19 purchasing needs

OMNIA Partners, a cooperative purchasing organization for governmental entities formerly known as U.S. Communities, has assembled a task force to help cities and towns manage purchasing needs related to COVID-19.

The task force is working with leadership from a variety of vendors to assist in the deployment of key products.

Products available to Massachusetts cities and towns through OMNIA Partners include personal protective equipment,

cleaning and disinfecting products and technology equipment.

The MMA is a state sponsor of the OMNIA program in Massachusetts.

For more information, visit public.omniapartners.com.

Healthy habits and diet help to boost the immune system

By **Sandy Sarni**

As the quest continues for a COVID-19 vaccine and the cold and flu season approaches, there are steps we can take to help boost our immune systems, ward off illness and stay healthy.

The human immune system is made up of various organs, cells and proteins that protect the body from harmful substances, germs and cell changes that could make us ill. When it's working properly, we usually don't think about our immune system because we feel good. If it's weak or can't fight particularly aggressive germs, however, we'll notice it because we feel sluggish, gain weight, sleep poorly, or get sick.

Despite all the items that can be found online or on a pharmacy shelf, there is no magic pill that can give us a healthy immune system, but there are steps that we can take to improve our chances of staying healthy.

Harvard Medical School says following general good-health guidelines is the single best step we can take to keeping our immune system strong and healthy.

These healthy-living strategies include the following:

- Don't smoke or vape – but if you do, cut back.
- Eat a diet high in fruits and vegetables, preferably fresh. Frozen vegetables without sauces are also a good option.
- Exercise regularly, aim for 30 minutes of moderate activity a day.
- Maintain a healthy weight. (Popular weight-loss diets are not recommended.)
- Drink alcohol only in moderation. The recommendation is one serving per day for women and two per day for men. A serving equals 5 ounces of wine, 12 ounces of beer, or 1.5 ounces of hard liquor.
- Get adequate sleep. The National Sleep Foundation recommends seven to nine hours of sleep for adults.
- Take steps to avoid infection, such as washing hands frequently and cooking meats thoroughly.
- Use positive ways to manage stress (such as exercise, meditation, talking to others, reprioritizing, practicing gratitude, practicing yoga, reading, listening to music).
- Eggs
- Fatty fishes such as salmon, mackerel and herring
- Leafy greens such as kale, spinach, collard greens and swiss chard
- Nuts and seeds
- Lean meats and poultry
- Oats
- Greek yogurt
- Kombucha (unpasteurized to ensure the presence of “live and active” cultures)

The more diverse our intake is from fruits, vegetables, lean protein sources, nuts, seeds, legumes, dairy and whole grains, the stronger our bodies will be to protect us.

Helping employees understand the benefits of eating immune-boosting foods and adopting a healthy lifestyle are important to creating a productive and happy workforce.

Municipal leaders may want to encourage their wellness committee to share these tips as part of their efforts. Your health insurance provider, through its wellness programs, may also offer online classes on meal preparation, exercise and stress-reducing techniques that can help employees boost their immune systems and overall health.

A strong immune system is always important, but it's even more critical during the COVID pandemic.

As we slowly return to being with groups of people, our immune systems will have to work harder to keep us well. Adopting good habits, including quality sleep, regular exercise, proper hand washing, social distancing, and eating a wide variety of whole, plant-based foods, all contribute to a strong immune system that will keep us in good health.

Sandy Sarni is MIIA's Integrative Nutrition Coordinator.

Immune-boosting diet

According to the Physicians Committee for Responsible Medicine, there is evidence that nutrition and other lifestyle measures influence immune strength as well as susceptibility to infectious diseases. The committee notes that a low-fat, plant-based diet may help give the immune system a boost.

Studies have shown that limiting dietary fat helps strengthen immune defenses.

The following are some excellent food choices believed to boost the immune system:

- Beans, including black beans, kidney beans, garbanzo beans, lentils
- Blueberries, strawberries and raspberries
- Broccoli

MIIA welcomes new Property and Liability members

MIIA welcomes the towns of Brookfield and Princeton and the Northern Middlesex Regional Emergency Communications Center to its Property and Liability practice, which currently has more than 380 members.

MIIA looks forward to using its proprietary analytic tools, extensive member data, and municipal insurance expertise to create data-driven, customized risk management plans for the new members.

Around the Commonwealth

Salem

City shares hundreds of years of records online

Salem has launched an [online portal](#) that allows free public access to more than a million pages of current and historic city records, from public body meeting minutes to property records.

The portal, which holds records dating back 386 years, is the result of a partnership between the city's Information Technology Department and the document management firm Laserfiche. Salem Chief Information Officer Matthew Killen started the project three years ago, with financial support from the city of Salem and a state Community Compact IT grant.

"Mayor [Kim] Driscoll was immediately on board," Killen said. "We were very lucky to have had the financial support and the administrative support to make this happen."

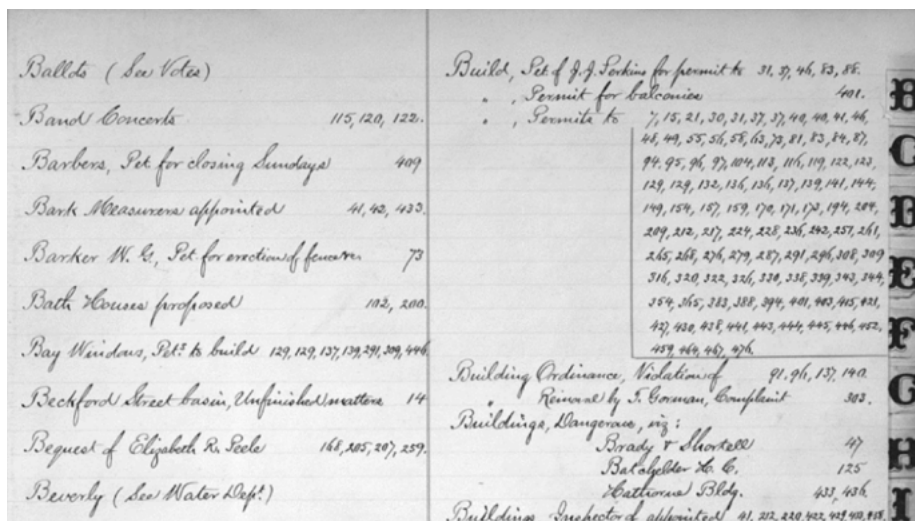
The digitization project allows city officials to both upload and search for documents in the database, eliminating the need for physical file storage.

"Certainly some documents need to be retained in their physical form," Killen said, "but because they have been scanned and are easily shareable to anyone in the various departments, we could put all that in long-term storage in another location, without taking up important floorspace in department offices."

The project has done much more than declutter office space, however.

"It also allows the public to do research on their own, to reduce the pressure on the department staff," said Salem Application Analyst Robert Banks, who worked closely on the project. "You can go and research your own house and see when it was built, when it was transferred, and what building permits were taken out on it. And you don't have to go to the Building Department to do it."

In just the first two weeks after its launch, the portal had already seen 1,900 unique visitors, who had accessed more than 32,000 documents.



A scanned 1881 document from Salem's Town Council records (before it had a city council).

"There is an immense segment of the population who is very interested in all of those things that happened that turned Salem from a port where a few people stepped off of a ship 400 years ago into the thriving community that it is today."

– Matthew Killen, Salem Chief Information Officer

"There is a strong thirst for this kind of information in the public," Killen said. "There is an immense segment of the population who is very interested in these kinds of records: genealogical records, historical land transfers, and all of those things that happened that turned Salem from a port where a few people stepped off of a ship 400 years ago into the thriving community that it is today."

He added that the process wasn't easy. Making the database searchable required use of Optical Character Recognition – specialized software that allows a com-

puter to read documents.

"OCR works great for things that are typewritten, but any large scale drawings or handwritten records will not work," Banks said.

Many older, handwritten records are much harder to work with.

The project also required the development of organization systems and search terms unique to each department.

"In order to make a project like this successful, it is important to work very closely with your internal departments," Killen said. "You have to make sure that everyone understands essential components like document types, how they are indexed or searched, and how best to access them."

The project is still expanding, and anticipates working with departments for years into the future.

"We're still emptying file cabinets, and working with new departments," said Banks. "We want to help preserve and build the story of Salem."

– Elisa Sturkie

This monthly column features regional and local news briefs related to local government in Massachusetts. To suggest a news item for this column, email editor@mma.org.

WalkBoston offers Age-Friendly Walking framework

WalkBoston has published an Age-Friendly Walking framework for planning and building communities that are walkable for people of all ages.

Walkability is key to ensuring that seniors can age in place; maintain good physical, cognitive and mental health; access important goods and services; remain socially and civically active; and maintain physical and economic

mobility.

The framework includes policy actions and infrastructure improvements that will help to make communities more walkable. The guidance documents can help residents and municipal staff take actions that will create accessible sidewalks and streets that are safe and welcoming for people of all ages.

The documents include [“8 Infrastructure](#)

[Improvements to Help Older Adults Age in Community”](#) and [“8 Municipal Policies to Help Older Adults Age in Community.”](#)

WalkBoston is a statewide organization that aims to make walking safer and easier throughout Massachusetts. For more information, visit www.walkboston.org. ●

DIRECTOR'S REPORT

Continued from page 2

As the weather cools in September and October, localities will be faced with the reality that restaurant dining and social events will become more difficult. Gradually, outdoor hikes and patio visits will become rarer, and people will be forced indoors. The choices will be limited to greater isolation or closer interaction, contact and exposure. This will be a huge challenge for everyone. There is no question that the virus will infect more people, which means that communities will be dealing with a greater threat in the coming months.

In terms of school reopenings, there are no easy or good decisions. Most districts are opting for a hybrid model, and others are choosing fully remote teaching. The challenge is that no matter what decisions are made, student experiences will be diminished, and teacher, student and family exposures will be higher. The virus is not predictable. Some districts will escape unscathed. Others will have students and teachers who test positive. Plans and contingency plans will be enacted, but the virus will follow no set course. The bottom line is that many communities will likely face outbreaks as schools reopen, and the result will be greater fear and restrictions in communities.

Flu season is perhaps the greatest challenge. With COVID-19 creating an unprecedentedly lethal threat for our residents, it is understandable that some will discount the traditional flu as a lesser danger. Yet, unless we can reduce the number of infected people, the flu could add a devastating burden on our health care system. COVID-19 and flu symptoms are quite similar,

and our coronavirus testing system will be overwhelmed if we need to test for COVID-19 and seasonal flu at the same time. Further, each year the standard flu sends thousands of people to the hospital. We cannot afford to overflow our system with flu-related illnesses when a more deadly disease is circulating in our communities. Further, health care experts are also deeply concerned that COVID-19 could be even more debilitating or fatal to those unfortunate enough to be infected by both viruses.

This is why it is imperative that local officials take the lead in ensuring that as many residents as possible receive flu vaccinations – not just seniors, youth and those with compromised immune systems. Cities and towns should take this opportunity to create vaccine distribution systems now that can be replicated and enhanced when a COVID-19 vaccine becomes available next year.

In normal years, only about 54% of Massachusetts adults get flu shots. We must do much better in 2020. This will not be easy, especially since a cynical anti-vax movement is exerting itself more prominently, questioning science and government legitimacy, even though the science and facts are so strong. Gov. Baker's executive order mandating flu vaccines for students of all ages is important and instructive, yet has encountered a strong backlash, which points to the resistance that municipal leaders will likely face when mounting local efforts to drive up flu vaccination rates.

On top of all of this – more indoor exposures, school reopening challenges, and the seasonal flu – local officials will be facing headwinds from rising public weariness and frustration with the deeply unpleasant, uncomfortable and difficult hardships that COVID-19 has imposed

on our lives. Community leaders will need to draw on reserves of patience and understanding to deal with the public's growing exhaustion.

At the beginning of this crisis (just six months ago, but it seems like six years), you stepped into the pandemic firestorm without complaint, without regard to your sacrifice, and without interest in political gain. Leadership in its most basic form is doing what needs to be done when it needs to be done, no matter how difficult.

Unfortunately, the “new normal” we are living in these days calls on local officials to prepare for the worse-before-better realities that autumn will bring. As you help a weary public understand these coming challenges, you will continue to make hard decisions under the most stressful and anxiety-ridden conditions imaginable.

Because of your leadership and selfless service, countless lives have been and will be saved, our communities have remained connected, and our towns and cities will continue to be the essential source of resilience for society and our economy.

We know that the pandemic will end at some point. We know that Massachusetts will get through this. While we know that the fall months will be arduous, we also know that our communities will be healthier and more secure due to your leadership.

With appreciation and admiration, we thank you for your service. The MMA is honored to be your partner in navigating the challenges during the coming months and beyond. ●

CHILD CARE

Continued from page 1

- Confirming that the entity will maintain a 1:13 ratio of staff members to children, and maintain a maximum group size of 26, following the state's physical distance requirement
- Completing a CORI, SORI and DCF child welfare check for all staff members, volunteers and adults who will be around children
- Confirming that the facility has received an up-to-date fire, lead paint, and any other applicable building inspection
- Confirming that the children attending are enrolled in public or private school, in kindergarten or above
- Receiving a self-attestation from the entity that it will follow all Department of Early Education and Care and Department of Elementary and Secondary Education health and safety guidance requirements

The MMA expects that cities and towns will be identifying a number of issues, questions and concerns regarding this new mandate. The Department of Elementary and Secondary Education will be sending an FAQ document to school districts this week.

Entities will only be allowed to apply for a state license exemption after they have first received a local approval.

While the Department of Early Education and Care and Department of Elementary and Secondary Education

guidance will allow cities and towns to determine their own process for approving local Remote Learning Enrichment Program entities, the state will also require cities and towns to monitor these programs on an ongoing basis.

The MMA expects that cities and towns will be identifying a number of issues, questions and concerns regarding this new mandate. The Department of Elementary and Secondary Education will be sending an FAQ document to school districts this week, and the MMA will be monitoring this matter closely to identify answers and advocate for adequate resources for communities. ●

Send us your Municipal Innovation Award entries!

- Has your community been working on a new and unique project?
- Do you have a solution to an issue faced by many municipalities?
- Has your community found a way to improve efficiency in providing municipal services?

If so, your community should enter the MMA's Innovation Award contest!

The Kenneth E. Pickard Municipal Innovation Award is sponsored each year by the MMA to recognize municipalities that have developed unique and creative projects or programs to increase the effectiveness of local government. It is named in honor of Kenneth E. Pickard, executive secretary of the Massachusetts League of Cities and Towns from 1969 to 1973. Any city or town that is a member of the MMA is eligible to apply. The awards will be presented at the MMA's Annual Meeting & Trade Show in January 2021.

Entries are due by Friday, Oct. 2.

HOW TO ENTER

- Fill out the summary sheet found on the MMA website (at www.mma.org/mma-annual-meeting/awards), including a description of the project, the groups and individuals involved, goals, strategy, results and funding structure.
- Have your community's chief municipal official sign the nomination form (found at www.mma.org/mma-annual-meeting/awards).
- Include any additional materials that would assist the judges in understanding the project or program. Feel free to send photos, brochures, maps, newspaper articles, videos, etc.

Entries MUST include a summary sheet and signed nomination form and must be submitted by email.

JUDGING

Entries are judged by the following criteria:

- Project originality or novelty
- Adaptability to other communities
- Cost-effectiveness
- Efficiency or productivity
- Improvement of a municipal service / administration / performance
- Consumer / community satisfaction

Please send one electronic copy to achampion@mma.org.

For more information, please contact Alandra Champion at the MMA: 617-426-7272, ext. 121, or achampion@mma.org.

People



Carolyn Brennan

Carolyn Brennan will become the new town administrator in Hadley on Sept. 15, as longtime administrator **David Nixon** plans to retire at the end of this year.

Since 2007, Brennan has been executive director of the East Longmeadow Council on Aging. Before that, she was executive director of Hampden's Council on Aging and was co-director of the Jean Elder House in Amherst.

Brennan served five years on the Wilbraham Finance Committee, including time as chair, and was elected to the Wilbraham Board of Selectmen in June. She has also been active in the MMA, and is currently the first vice president of the Association of Town Finance Committees.

Brennan has a bachelor's degree in human development from UMass Amherst and a master's in business administration from American International College. She also earned a Certificate in Local Government Leadership and Management from the MMA-Suffolk University program in 2018.

In Hadley, Brennan will have the opportunity to work with Nixon until his Dec. 31 retirement date. Nixon has been the administrator there since 2005, and was the town administrator in Deerfield for nearly a decade before that. He has been an active member of the MMA, including several years of service on the board of the Massachusetts Municipal Management Association.

Maria Broadbent became the new town administrator in Wellfleet on Aug. 3, succeeding **Daniel Hoort**, who retired on July 31.

For the past 15 years, Broadbent had held several municipal positions in Maryland, including two years as town manager in Berwyn Heights and a decade working for the city of Annapolis, as environmental



Daniel Hoort

resources coordinator.

Her experience in New England includes coordinator of the Clean City Program in Newport, Rhode Island; director of Central Penobscot Solid Waste in East Corinth, Maine; coordinator of student development programs at Unity College in Maine; and director of Unity Area Regional Recycling in Thorndike, Maine.

Broadbent has a bachelor's degree in environmental science from Unity College, and a master's degree in public administration from the University of Rhode Island.

Hoort had served as Wellfleet's administrator since 2016, and served as Provincetown's director of municipal finance for six years before that. Earlier in his career, he spent a decade as director of finance and administration for the American Massage Therapy Association in Illinois.



Michael Canales

administrative officer in North Adams. Previously, he served for almost a decade as town administrator in Clarksburg and a year as parks and recreation director in Lenox. He worked for seven years at the Williamstown Youth Center, first as assistant director and then as executive director. He has a bachelor's degree in history from Western New England College.

program coordinator, director of neighborhood and environmental programs, and director of the Office of Environmental Policy. From 2005 to 2008, she served as the city of Rockville's neighborhood

Canales will replace **Danielle Fillio**, who left last year to become the town administrator in Richmond. **Mark Webber** has been serving as the interim administrator.



Michael McCall

Michael McCall will become the new town manager in Southbridge on Sept. 8, following the end of **Ron San Angelo's** tenure in August.

Since 2017, McCall has been the assistant town manager in Chelmsford. He previously served as Pelham's town attorney (2015 to 2017) and Milford's town attorney for a decade.

From 2004 to 2006, McCall was an attorney at Qua, Hall, Harvey & Walsh, and previously spent eight years at Cisco Systems, as a software project manager and later as in-house counsel. He also worked as a software engineer, project leader and technical manager for several other technology companies.

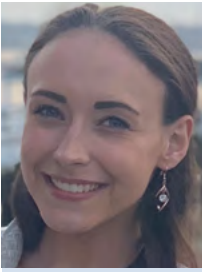
In Chelmsford, McCall served on the Finance Committee for three years and on the Board of Selectmen from 1998 to 2007. He's currently a management alternate on the Joint Labor-Management Committee.

He has a bachelor's degree in computer science from Merrimack College, a master's degree in computer science from Boston University, a law degree from Suffolk University. He expects to earn his master's degree in public administration from Suffolk by next year. McCall earned a Certificate in Local Government Leadership and Management from the MMA-Suffolk University program in 2019.

Jessica Sizer became town administrator in Barre on Aug. 3 after serving briefly as interim administrator.

Sizer is also a town councillor in Palmer, elected in June 2019. Sizer worked for nine months at UMass Amherst as a graduate program assistant, and was a student ambassador and graduate teaching assistant. She has also worked as an intern

People



Jessica Sizer

for the Economic Development Council of Western Massachusetts, for the office of U.S. Rep. Richard Neal, and for the town of Palmer, among other roles.

Sizer has a master's degree in public policy and a bachelor's

degree in political science, both from UMass Amherst.

Sizer replaces **Heather (Budrewicz) Munroe**, who had been serving as the interim administrator before leaving to become the director of senior services for the Wellesley Council on Aging. The town's last permanent administrator, **Andrew Golas**, left the position at the beginning of the year to become the town administrator in Charlton.



John McAuliffe

Longtime town administrator **John McAuliffe**, who spent 27 years serving communities around the state, died on Aug. 12 at the age of 58.

McAuliffe had served as Swansea's town administrator since 2015 before he took a

leave of absence for medical reasons earlier this year and officially retired on July 14.

Previously, McAuliffe served six years as town administrator in Webster. He also worked as the Wareham town administrator, spent a decade as Somerset's town administrator and served as Boylston's administrator. He earned a master's degree in public administration from Clark University.

McAuliffe devoted time to collaborating with his municipal peers. He was a founder of the Southeastern Administrators Group, and served on the board of the Association of Town Finance Committees two decades ago.

Cape & Plymouth Business Media has named Dennis Town Administrator **Elizabeth Sullivan** as one of its "40



Elizabeth Sullivan

under 40" honorees for her leadership and professional accomplishments.

The group recognizes "rising stars" in the Cape Cod and Plymouth area. This year's list includes a mix of business, nonprofit and public-

sector leaders. Cape & Plymouth Business Media included a profile of Sullivan in the July issue of its publication.

Sullivan has extensive experience working in Plymouth and on the Cape. She has been working for the town of Dennis since 2015, as assistant town manager and interim administrator before becoming town administrator. Previously, Sullivan spent almost a decade in Plymouth, as the conservation planner and then as special assistant to the town manager. She also worked as the natural resource officer for the town of Falmouth.

Sullivan has a bachelor's degree in marine safety and environmental protection from the Massachusetts Maritime Academy, and a master's degree in public administration from Suffolk University.

She has municipal company on the "40 under 40" list. Also recognized was **John Gleason**, Barnstable's assistant recreation director.



Joseph Santeusanio

Joseph Santeusanio was hired as a MIIA enrollment representative on Aug. 3, after having joined the organization as a temporary employee in February.

Santeusanio has a decade of experience in sales and customer

support in the automotive and home security industries, as well as nonprofit experience in clerical and administrative support, working for organizations including North Shore Elder Services. He has a bachelor's degree in philosophy and English from Merrimack College.



Gerald Doyle

Gerald Doyle, a Pittsfield native who served two terms as the city's mayor, died on Aug. 9 at age 62.

Doyle served two two-year terms as mayor, from 1998 to 2002. He was perhaps best known for his efforts to secure an

agreement with General Electric Co. to clean up PCB contamination in the city.

Before becoming mayor, Doyle served for more than a decade on the City Council, first as the Ward 3 councillor, and then five two-year terms as a councillor at large. He was elected three times as council president.

At the time of his death, Doyle was serving on the Pittsfield Housing Authority and was a board member for the Pittsfield Retirement System and the Berkshire County Retirement System. He also served

■ PEOPLE *continued on 20*

New select board members elected

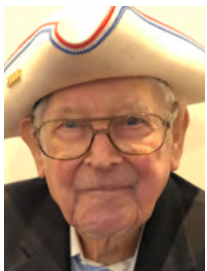
The following are new select board members elected in annual town elections through Aug. 21. This listing is meant to highlight first-time select board members, but it's possible that some listed here are returning to their board after an absence. If we are missing a new member, let us know by emailing newselectmen@mma.org.

Arlington: Lenard Diggins
Chesterfield: Donald Willard III
Georgetown: Peter Kershaw
Northfield: Barbara Jacque
Sharon: Hanna Switlekowski
Sheffield: Robert Kilmer
Southborough: Chelsea Malinowski

PEOPLE

Continued from page 19

as Western Massachusetts liaison for Secretary of State William Galvin, a role to which he was first appointed in 2005.



Dan Fenn Jr.
(Photo courtesy
Douglas Lucente)

Dan Fenn Jr., who made his name as a longtime Lexington official, an advisor to President John F. Kennedy and preserver of his legacy, a Harvard educator, and a Lexington Minuteman, died on Aug. 14 at age 97.

Fenn served as a selectman from 1993 to 1999, was a two-term School Committee member, and had served nearly six decades as a member of Lexington's representative Town Meeting. In June, he

participated in Lexington's virtual Town Meeting, a first for the town and the state.

Fenn's public service began when his undergraduate studies at Harvard University were interrupted by World War II and he served as a U.S. Army Air Force warrant officer in Italy.

In 1949, Fenn's work with Eleanor Roosevelt helped lead to the creation of the World Affairs Council, which focused on public education and international affairs. He had also served as special assistant to Sen. Benjamin Smith of Massachusetts.

Fenn became a part of presidential history by joining President Kennedy's administration as a staff assistant in 1961, where he established what is now known as the Presidential Personnel Office. In 1963, Kennedy appointed him to the U.S. Tariff Commission, and President Lyndon Johnson made him the commission's chair a year later. Later, he helped preserve the history of the Kennedy administration as

founding director of the John F. Kennedy Presidential Library in Boston, a role he held for 15 years.

Fenn spent much of his life in academia, having taught for more than half a century at Harvard University. He worked for a number of academic institutions, including Tufts University, Boston University, UMass Boston and Brandeis University.

Fenn was also part of the Lexington Minutemen for three decades. When Fenn died, the flags were lowered to half staff on the Lexington Battle Green in his honor.

This monthly column highlights transitions, accomplishments and awards, and life events of municipal officials. To submit information for People, contact MMA Associate Editor Jennifer Kavanaugh at 800-882-1498 or jkavanaugh@mma.org.

CEO BRIEFING

Continued from page 1

rates above eight, and 28 are designated yellow, with case rates between four and eight. (These numbers were updated late on Aug. 26, with minor changes.) The red and yellow communities are receiving more concerted state and local efforts, including, in many cases, free testing sites through the [Stop the Spread program](#).

The [Department of Elementary and Secondary Education](#) recommends that white and green communities offer in-person or hybrid learning models when schools reopen this fall, with hybrid or remote learning for yellow communities and remote learning for red.

When schools see COVID cases, the state would, under certain protocols, deploy a rapid response testing program so the district can quickly assess conditions and determine appropriate actions, Polito said. The program would resemble what has been used for long-term care facilities.

As an added precaution, the [administration announced on Aug. 19 that the flu vaccine will be required](#) for all children attending Massachusetts child care, pre-school, K-12, and college and university

programs. Polito said the requirement will reduce flu-related illnesses and their impact on the health care system during the COVID pandemic. In a typical year, about 80% of students get the flu shot, but, she said, "We'd like to focus on getting that number up a little higher this year."

Students must get the vaccine by Dec. 31 unless they provide a medical or religious exemption. Also exempted are students who are homeschooled and off-campus college students engaged in remote learning only. Teachers and staff are not required to get the vaccine.

Polito reviewed [updated state rules governing gatherings](#), effective Aug. 11. State and local police are now empowered to help local health departments enforce the revised outdoor gathering limit of 50 people for a single event on either public or private property (reduced from 100). She added that state and environmental police are redoubling efforts to enforce park curfews and to monitor waterways, which have seen numerous violations of the gatherings and face coverings orders as well as guidance regarding distancing.

She noted that the administration was announcing the [allocation of nearly \\$10 million in federal emergency grants to](#)

[100 local and state public safety agencies](#) for preventing, preparing for and responding to the COVID pandemic, including the procurement of personal protective gear, deep cleaning sanitation equipment, video technology, and materials to reconfigure office space to enhance social distancing.

Polito also highlighted the administration's attention to the economic health of the Commonwealth, with the annual sales tax holiday weekend scheduled for Aug. 29 and 30 along with the [launch on Aug. 28 of a \\$2 million advertising campaign](#) called [My Local MA](#) intended to provide a boost to locally owned retailers, restaurants and attractions.

"The idea actually came from you," Polito said of the campaign, which is funded by the federal Coronavirus Relief Fund and the Massachusetts Office of Travel and Tourism. "Please get the word out. We need your help with that."

Child care

With the school year about to begin and parents scrambling for child care assistance, Early Education and Care Commissioner Samantha Aigner-Treworgy discussed updated [guidance released on Aug. 21 for child care centers this fall](#). She said the new health and safety

Continued on next page

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requirements are similar to those that proved successful over the summer, and are meant to align with school standards issued by the Department of Elementary and Secondary Education, so families can learn and abide by the same rules in either setting.

Face coverings are required for adults at all times, as well as for children over age 2 whenever 6 feet of distance cannot be maintained. Only essential adults are allowed in the buildings.

Aigner-Treworgy announced that there is now “an expedited process” to license child care centers to provide services during the school day for school-aged children who are learning remotely and can’t be with an adult at home.

“We have started relicensing our programs, helping them adjust their capacity or license new spaces to be able to accommodate those children who may be in virtual learning settings ... [and] need non-parental supervision,” she said.

Asked about municipal recreation departments that are looking to offer child supervision during the school day in order to support working parents, but are limited to 20 hours per week unless they are a licensed facility, Aigner-Treworgy recommends that they connect with a licensed provider to operate a program within their facility. She said her department is working quickly to license providers to address these needs.

Other matters

With schools preparing to reopen, Polito and Dr. Larry Madoff, medical director

Local photos sought

What’s the signature photo of your community? Whether it’s a historical site or natural resource, the MMA would like a

MMA.org has latest news

The latest developments on issues affecting Massachusetts cities and towns can always be found on the MMA website (www.mma.org).

at the Bureau of Infectious Disease and Laboratory Sciences at the Department of Public Health, were asked whether the state intends to provide rapid testing at schools on a proactive basis. They said testing resources will be deployed only when there is evidence that COVID transmission has been happening within a school.

“We have started relicensing our programs, helping them adjust their capacity or license new spaces to be able to accommodate those children who may be in virtual learning settings ... [and] need non-parental supervision.”

– Samantha Aigner-Treworgy, Early Education and Care Commissioner

State officials were asked for clarification about the [state travel order](#) requiring quarantine or a negative test result for out-of-state visitors and residents returning from travel to states with higher COVID case rates. Jana Ferguson, assistant commissioner at the Department of Public Health, said all information gathered from the [Massachusetts Travel Form](#) is entered daily in a database that

copy for possible use in future editions of The Beacon or the Municipal Advocate or on the MMA website. Municipal

The website is a valuable resource for news updates in between issues of The Beacon.

is available to local boards of health, so they can see who has travelled and is in their community.

Sean Cronin, senior deputy commissioner at the Division of Local Services, said the Round 2 application date is not set yet for COVID-related reimbursements under the [federal CARES Act](#), but the expectation is sometime in October. In their applications, he said, communities will need to project their expenditures through Dec. 30, the end date of the program established in federal law, but cannot include costs anticipated in 2021.

He said Congress has not yet approved a bill that would allow for federal aid to offset local revenue losses due to the pandemic.

Cronin was asked if or when grant funding might be available to help communities study development of a regional health district to be better prepared in all areas of public health, or whether such a proposal might be eligible under the [Community Compact](#) program. He said the Department of Public Health may have funding available for such endeavors. Such a proposal “would be a perfect fit” for a Community Compact grant, he said, but that funding is subject to a final state budget for fiscal 2021, which is not yet approved.

Asked about live music performances at a drive-in theater, Elizabeth Denniston, deputy legal counsel in the governor’s office, said they must comply with the gatherings order, not the business-specific [guidance for drive-in movie theaters](#). ●

officials may email photos (.jpeg format and high resolution if possible) to editor@mma.org. ●

The website also features the latest details about MMA meetings, a Resource Library for key documents, MMA advocacy updates, and much more. ●

Classified Advertisements

EMPLOYMENT OPPORTUNITIES

Waterworks Superintendent

Oak Bluffs Water District

Oak Bluffs Water District Superintendent is retiring in December. Job description available on website <https://www.oakbluffswaterdistrict.com/> and by request to obwater@comcast.net. Salary \$85,000-115,000. Submit a letter of interest and resume to Board of Water Commissioners, 96 Vineyard Ave., P.O. Box 1297, Oak Bluffs, MA 02557. Or email to obwater@comcast.net.

Economic Development/ Tourism Coordinator

Town of Sturbridge

The town of Sturbridge is seeking applicants for the Economic Development/Tourism Coordinator position. Ideal candidates have proven economic development experience and will promote tourism in a premiere tourist town. Experience in economic development, tourism promotion, event planning and execution, and strong social media skills are a must. Sturbridge offers an excellent benefits package and a salary range for the position is between \$47,015 and \$50,135/year. For a full description, go to www.town.sturbridge.ma.us. Submit resumes to: The town Administrator's Office: 308 Main St., Sturbridge, MA 01566. Or email: amensen@sturbridge.gov. Position open until filled, first review Sept. 15. The town of Sturbridge is an EOE.

Town Manager

Town of Thetford, Vermont

The town of Thetford, Vermont (pop. 2,561), seeks a collaborative and energetic Town Manager to serve as its chief administrative officer. Thetford is a small community of five distinct villages bordering the Connecticut River in the dynamic and progressive Upper Valley Region. It is home to excellent schools, historic summer camps and a live theater. Thetford is within easy driving distance of Dartmouth College and population centers in Vermont, New Hampshire, and Massachusetts along the I-89 and I-91 corridors. The Town Manager reports to a five-member Selectboard. Responsibilities include managing the day-to-day operations of the town, supervising up to 13 full-time and up to 16 part-time and seasonal employees, administering a \$2.91 million operating budget, and overseeing all finances, general fund functions, and public works. A bachelor's degree and prior management experience is required. Prior municipal government experience is highly desirable. An exception to the education requirement may be considered if the candidate has extensive managerial and/or municipal experience. The salary for this position is commensurate with experience and qualifications. The town of Thetford offers a competitive benefits package. Please apply in confidence with a cover letter, resume, and contact information for three references via email to Guy Scaife, the current Town Manager, who is assisting the Selectboard with the search and will remain available for consulting with his successor. His email address is gscaife@thetfordvt.gov. The candidate search will be continuous until the position is filled. Resume review and interviews will commence immediately, so please do not delay in submitting your communications. The town of Thetford is an equal opportunity provider and employer.

Public Health Nurse

Town of Saugus

Applications are being accepted for a Public Health Nurse (part- and/or full-time) in the Health Department. Position provides public health nursing functions to the public. Work includes developing, implementing and conducting programs based on policies and guidelines established by the Saugus Board of Health, the Massachusetts Department of Public Health, and the Center for Disease Control, serving as a resources and referral source for the public, providing information and education to the public. Employee works under the direction of the Health Director. Educational Requirements: Bachelor's degree in nursing. Position Requirements: License as a Registered Nurse in the Commonwealth of Massachusetts, Valid Massachusetts Driver's License. Working knowledge of MAVEN, MIIS, WEBEOC, and the HHAN programs preferred. Please email all cover letters/resumes to Human Resources Manager, Gabriela Lagattolla at glagattolla@saugus-ma.gov. Applications will be kept on file for a period of one year. The town of Saugus is an equal opportunity employer. Federal Law forbids discrimination based on race, religion, sexual orientation, national origin, age, marital status, or disability.

Town Administrator

Town of Freetown

(Population approximately 10,000) Town Administrator salary, depending on qualifications. Financially sound town, located on the Massachusetts South Coast. The town abuts New Bedford and Fall River, 40 miles south of Boston and 20 miles northeast of Providence, Rhode Island. Town Administrator serves as chief administrative officer, appointed by a three-member Board of Selectmen. Ability to plan and execute a \$26 million budget. Strong communication, interpersonal, financial planning, and negotiation skills required. Demonstrated leadership ability, commitment to community involvement, extensive knowledge of administration and finance, human resources, collective bargaining, public works,

public safety, planning and infrastructure project management essential. Experience working with elected officials and the general public. Qualifications: To see full requirements please refer to www.freetownma.gov and review our bylaws. Submission requirements: cover letter and resume to aligolz@freetownma.gov, or mail to Board of Selectmen, Town of Freetown, 3 North Main St., Assonet, MA 02702. Applications must be received no later than Sept. 25.

Council on Aging Director

Town of Newbury

The town of Newbury seeks qualified candidates for the full-time position of COA Director (30 hrs/wk). The position is responsible for determining the needs and developing and administering the delivery of programs and services for the elderly and their families in the town of Newbury. Applicants should possess an associate's degree in a related field. Salary negotiable. Accepting resumes until the position is filled. Town of Newbury, Town Administrator, 12 Kent Way, Byfield, MA 01922. AA/EOE

Director, Community Development & Planning

Town of Lancaster

The town of Lancaster seeks qualified and experienced candidates for the full-time position for Director, Community Development & Planning. The position will coordinate all economic, land use, and community development planning in the town, reporting to the Town Administrator and working to accomplish the community and economic goals as envisioned by the Board of Selectmen and Planning Board. The Director performs professional, technical, marketing and administrative work in planning, zoning, economic development and grant writing/administration and advises various boards/committees. Qualified applicants will have a bachelor's degree in planning, or public policy, and five or more years of progressively responsible experience in municipal planning or land use; or any equivalent combination of education experience. AICP credential and master's

Classified advertising rates and information

The Beacon publishes classified ads from units of government, public agencies, and companies.

Classified advertising categories are: Employment Opportunities, Requests for Proposals, and Services. Only one job opening or RFP can be listed per ad. The MMA cannot assume responsibility for information or claims made in any advertisement.

Classified advertising rates

Classified ad rates include publication in The Beacon and on www.mma.org, though a discount is available for those who request placement of an ad only in The Beacon or on the website.

Member rates

- \$100 for first 100 words; \$100 for each additional block of up to 100 words
- Rate for one format only (print or website): \$75 for first 100 words, \$75 for each additional block of up to 100 words

Nonmember rates

- \$150 for first 100 words; \$150 for each additional block of up to 100 words
- Rate for one format only (print or website): \$125 for first 100 words, \$125 for each additional block of up to 100 words

Beacon deadlines and publication dates

The Beacon is published on the first business day of each month, except in the summer, when a combined July-August issue is printed in mid-July.

October Beacon

Deadline: September 21
Publication: October 1

November Beacon

Deadline: October 20
Publication: November 1

Placing an ad

You may use our convenient online form at www.mma.org.

For more information, call Meredith Gabriliska at the MMA at 617-426-7272.

Missed the Beacon deadline for an employment ad? You can still get the word out – right away.

See www.mma.org for details.

Classified Advertisements

degree preferred. Anticipated hiring range up to \$75,000. Complete job description available at www.ci.lancaster.ma.us. Send cover letter and resume to Orlando Pacheco, Town Administrator, at opacheco@lancasterma.net. Position open until filled. EOE/AA.

Director of Assessing Town of Wayland

Department: Assessor's Office. Full-time: 35 hours/week. Union/Grade: AFSCME/G-9. Starting Salary: \$76,640-\$81,281. Salary Range: \$76,640 - \$101,865. Description of position: Professional, administrative, supervisory, and technical work relating to the enforcement and interpretations of Department of Revenue (DOR) regulations as they pertain to the operations of the Assessing Department in accordance with state and local statutes and regulations pertaining to municipal assessments and the policies of the Board of Assessors; all other related work as required. Recommended Minimum Qualifications: Education: Bachelor's degree in business administration, finance or a related field of endeavor. Experience: Three years of experience in property tax administration. Substitutions: An additional four years of related experience may be substituted for the degree requirement. Licenses/Certificate: Bi-annual Certificate of Completion of Uniform Standards of Professional Appraisal Practice (USPAP) as required by the Massachusetts Association of Assessing Officers (MAAO) and MA Department of Revenue. Must possess a valid driver's license to operate a motor vehicle. Closing date: Open until filled. To apply: Please submit a resume and cover letter to the Human Resources Manager, Town of Wayland, 41 Cochituate Road, Wayland, MA 01778 or hr@wayland.ma.us. The town of Wayland is an Equal Opportunity Employer.

Conservation Agent Town of Uxbridge

Administrative, technical, professional work administering Wetlands Protection Act and other aspects of the town's conservation matters supporting the Commission, liaison between the town, developers, and public in conservation and wetlands protection matters, participates in the development/implementation/maintenance of local wetland bylaws, open space plans, land use plans, recreation plans and/or master plans, carries out Commission policies and Town Charter and bylaws. Massachusetts Wetlands Protection Act and statutes and regulations is strongly preferred. Bachelor's in Natural Resources/Environmental Science/related field, minimum of 3 years' related experience in wetlands protection, land conservation, environmental management/related field/or any equivalent combination of education and experience. 37.5 hours/\$50,000 DOE. Visit www.uxbridge-ma.gov, Careers to apply. AA/EOE

Executive Director City of Brockton

Location: Parking Authority. Responsible for developing and implementing parking policies and programs related to rates, times, designated parking areas, handicap parking locations and use of premises and ordinance subject to approval of the parking authority commission and other city boards as required. Full-time/Benefited/Non-Union. Salary: \$76,643 - \$92,609 (7-step position, step increase received annually) City of Brockton residency required or shall, within one year of employment establish residency within the city. For a complete description of duties, requirements and to apply for the position, visit brockton.ma.us/city-departments/human-resources/

job-postings. City of Brockton is an Affirmative Action/Equal Opportunity Employer

Custodian Lincoln Public Schools

Duties Include: Cleaning and preventative maintenance of all school properties interior and exterior. Snow removal duties as necessary. Report major repair or building operation systems problems to Facilities Manager. Position reports directly to Facilities Manager and Head Custodian. Perform all work in accordance with safety standards. Qualifications: Completion of high school education or equivalent education and/or experience. Minimum one year experience. Ability to lift 50 lbs. and perform moderate heavy manual labor. General knowledge of cleaning materials and methods. Hours expected to be 2nd shift 3 p.m. -11:30 p.m. Start Date: Sept. 21. Hourly Rate: \$22.26 - Union Position. Please see full job offering and description at lincnet.tedk12.com/hire/ViewJob.aspx?JobID=287.

Local Inspector City of Holyoke

The city of Holyoke is looking for an experienced Local Inspector. This position is grant funded and performs inspection and technical work related to health and safety issues throughout city buildings. Education, experience, certification, licensure required: Bachelor's degree in a related field to building construction and/or design or five years of experience in building construction or design. Must be certified as a Local Inspector by the Board of Building Regulations and Standards (BBRS) in accordance with M.G.L. Ch. 143, Sec. 3 and the regulations of the BBRS. Pay Rate: \$27.24-\$29.13/hour. Union position. To view the full job posting, visit www.holyoke.org/personnel-employment-opportunities.

Principal Assessor Town of Newbury

The town of Newbury seeks qualified candidates for the full-time position of Principal Assessor (35 hrs/wk). The position is responsible for the administrative, technical and supervisory work related to the valuation of all residential, industrial and commercial real estate and personal property within the town and in accordance with the Department of Revenue regulations. Responsible for providing related financial information, analysis and consultation with other financial offices within the town, management of activities of the Assessor's Office, including inspections, staff, records, systems, budget, etc. Applicants should possess a bachelor's degree in a related field, and/or five to seven years of progressively responsible experience. Must possess a minimum of a state certification of Massachusetts Accredited Assessor (MAA). Salary negotiable. Accepting resumes until the position is filled. Town of Newbury, Town Administrator, 12 Kent Way, Byfield, MA 01922. AA/EOE

Planner I City of Brockton

Assisting the Director Economic Development & Planning by reviewing applications to Planning Board, Zoning Board of Appeals, Conversation Commission, Historic Commission and other relevant regulatory bodies plans for conformity with appropriate provisions of the state laws and the ordinances of the city of Brockton; assist in preparing staff reports; assist in preparing Board/Commission decisions. Full-time/Benefited/Union. Salary: \$55,000-\$63,000

(5-step position.) For a complete description and/or to apply for the position, visit brockton.ma.us/city-departments/human-resources/job-postings. City of Brockton residency required or shall, within one year of employment establish residency within the city. City of Brockton is an Affirmative Action/Equal Opportunity Employer.

Town Manager Town of Dalton

Dalton (6,358 pop.) is seeking a Town Manager who is an experienced, energetic, and collaborative leader with strong financial, communications, labor relations, economic development, grant writing and grant management skills. Candidates must have a bachelor's degree, preferably in public administration, and at least five years of full-time compensated executive service in public or business administration. Salary is negotiable depending on qualifications and experience. Send resume, with references and a letter of interest to the Select Board, 462 Main St., Dalton, MA 01226, or jwagner@dalton-ma.gov; position is open until filled. AA/EOE.

Grant Procurement Specialist Berkshire Regional Planning Commission

Berkshire Regional Planning Commission has a full-time benefited Grant and Procurement Specialist position. View advertisement and job description at berkshireplanning.org/about/employment-and-internship-opportunities. Position open until filled. AA/EOE employer.

Laborer/Solid Waste Attendant Town of Raynham

Seeking entry level laboring position with duties that include tasks associated with maintenance of public ways, operations of a solid waste facility, and parks and grounds as assigned. Applicants must have good communication and analytical skills to work with town residents for the disposal of solid waste and recyclables as required. 40 hours per week as scheduled between Tuesday through Saturday. Valid MA Class D license and current DOT physical card required. CDL Class A or B license with air brake endorsement is preferred. Snow plowing experience preferred. Must reside and report to work within 30-minute commute time of Highway office. A complete job description is available on request. Highway Dept. specific employment application is available at www.town.raynham.ma.us on the Highway Dept. page. Applications and resume will be accepted by mail or by appointment only at the Highway Dept. until position is filled. Rate of pay will range from \$19 - \$23.50 per hour based on experience and qualifications. Raynham is an EOE. Deadline Sept. 30.

Truck Driver-Laborer Town of Raynham

Seeking to fill two vacancies with combined duties as a CDL Truck Driver/Laborer that include all tasks associated w/maintenance of public ways, solid waste and parks and grounds as assigned. Applicants must have necessary skills and abilities to work well within a group environment, demonstrate sound CDL driving skills and construction experience. Communicate well with residents and others in a professional manner. 40 hours per week as scheduled between Monday through Friday. Valid MA CDL Class A or B license and current DOT physical card required. Snow plowing experience preferred. Must reside and report to work within 30-minute commute time of Highway office.

■ CLASSIFIEDS continued on 24

Classified Advertisements

CLASSIFIEDS

Continued from page 23

A complete job description is available on request. Highway Dept. specific employment application is available at www.town.raynham.ma.us on the Highway Dept. page. Applications and resume will be accepted by mail or by appointment only at the Highway Dept. until position is filled. Rate of pay is \$23.50 per hour. Raynham is an EOE. Deadline Sept. 30.

Police Chief

Town of Dalton

The town of Dalton (pop. 6,358) is seeking qualified applicants for the position of Police Chief. Applicants must possess the advanced knowledge, skills, ability and progressive experience necessary to serve as the town's chief law enforcement officer and administrator of the police department. Ideal candidate should be energetic, have excellent communication, management and labor relations skills, and community policing orientation. Requirements include a bachelor's degree in criminal justice or a related discipline and seven years of progressively responsible experience or preferably a master's degree in public administration, criminal justice or related field; and five years of progressively responsible experience; or any equivalent combination of education and experience. Command experience at the level of sergeant or above within Massachusetts, and Massachusetts Police Academy training is preferred. Salary, negotiable depending on qualifications and experience. Send resume, with references and a letter of interest to Robert W. Bishop, Jr. Select Board Chair, 462 Main St., Dalton, MA 01226, or jwagner@dalton-ma.gov, position is open until filled, AA/EOE.

Assistant City Solicitor

City of Brockton

This position is appointed by the Mayor and reports to the City Solicitor. The Assistant City Solicitor assists in representing the city in all legal proceedings and serving as corporate counsel to the Mayor, department heads, and other city officials. Salary: \$53,472 - \$60,489 (6-step position, step increase received annually). Part-time/Benefited/Non-Union. Two positions available. City of Brockton residency preferred. For a complete description of duties, requirements and to apply for the position, visit brockton.ma.us/city-departments/human-resources/job-postings. City of Brockton is an Affirmative Action/Equal Opportunity Employer.

City Solicitor

City of Brockton

The City Solicitor is the chief administrator of the city's law department and is charged with the responsibility of overseeing the provision of legal services to the Mayor, City Council, all city departments, boards and commissions. Full-time/Benefited/Non-Union. Salary: \$131,733 - \$145,565 (5-step position, step increase received annually.) City of Brockton residency required or shall, within one year of employment establish residency within the city. For a complete description of duties, requirements and to apply for the position, visit brockton.ma.us/city-departments/human-resources/job-postings.

Assessor

City of Chelsea

Pay Class/Grade: MM9. Salary Range: \$87,507.76/year - \$109,285.20/year. Position Summary: The Chief Assessor serves as Chairman of the Board of

Assessors and is responsible for establishing and maintaining assessments of real estate and personal property within the city of Chelsea. Assists the Board of Assessors in calculating the fiscal year tax rate and completion of the state's recap forms to generate city revenues in accordance with guidelines from the State Department of Revenue. The Assessor is required to perform all similar or related duties. Education and Experience: Bachelor's degree and five years of experience; or any equivalent combination of education, training and experience that provides the required knowledge, skills and abilities to perform the essential functions of the job. Licensure by the MA State Board of Real Estate Appraisers, IAAO or MAA designation is required. Appraisal experience preferred. Previous experience managing staff. Skills, Knowledge & Abilities: Required experience and knowledge of property valuation techniques according to Massachusetts Assessing Association. Excellent written and verbal communication skills. Ability to convey and enforce procedures in a professional, impartial and diplomatic manner. Confidentiality is crucial due to access to sensitive information. Must have good math and computer skills and the ability to analyze data. Good knowledge of Microsoft Excel and Word is essential. Valid Driver's License and dependable vehicle. Assessing designation from certified assessing or appraising organization. Must pass background CORI check and all other confidentiality requirements set forth by the MA Department of Revenue. Must pass the MA Department of Revenue Course 101 within one year of hire. Qualified candidates submit a cover letter and resume to Human Resources, City of Chelsea, 500 Broadway, Chelsea, MA 02150. Email to jobs@chelseama.gov, or fax to: 617-466-4175. Application forms are available in the Human Resources Department, Room 301. The city of Chelsea is an Equal Opportunity Employer.

Principal Assessor

Town of Dalton

Seeking qualified applicants for the position of Principal Assessor. The Principal Assessor is responsible for appraising and assessing the value of all real and personal property, processing abatements and exemptions, and all related record keeping. Benefits include health and life insurance, pension, paid sick, personal and vacation leave. High school diploma, three to five years of experience, Massachusetts motor vehicle operator's license and M.A.A. are required. An associate's degree is preferred. Go to dalton-ma.gov/jobs for more information. Submit resume, with cover letter to, Office of the Town Manager, 462 Main St., Dalton, MA 01226, or jwagner@dalton-ma.gov, by Aug. 3, open until filled.

SERVICES

Municipal Accounting Services

Melanson is one of the largest non-national Certified Public Accounting firms in New England and has been a leader in the accounting and auditing profession for over 42 years. Our Governmental Services Department includes eight principals and 65 professionals who work exclusively on governmental services. Among them are our outsourcing professionals, who are here for you and have the experience and knowledge to help solve your internal accounting challenges. We provide both long- and short-term services as well as flexible

access, either remotely or on-site without adding to your long-term employee benefit costs. Contact us today! contactus@melansoncpas.com

Executive Recruiting, Management and Governance Consulting Services

Community Paradigm Associates provides comprehensive professional services to public sector, private sector, and not-for-profit clients, including organizational and management studies, executive recruiting, operational analyses, personnel studies, compensation and classification plans, charter development, strategic planning, leadership training, and facilitation services. Community Paradigm Associates has a team of seasoned associates with expertise in all aspects of municipal government. For more information, contact Principal Bernard Lynch at 978-621-6733 or BLynch@CommunityParadigm.com; www.communityparadigm.com.

Executive Recruiting, Interim Staffing, Human Resources and Management Consulting

GovHR USA/GovTempsUSA provides executive recruiting and interim staffing solutions, management and human resource consulting to local government and nonprofit clients across the country. Seasoned local government professionals provide five-star quality services including: Classification and Compensation Studies; Temporary and Outsourced staffing; Performance Evaluation System and Training. Visit our website at www.GovHRusa.com or contact us at 847-380-3240 or info@govhrusa.com to discuss how we may serve your organization. Post to our job board at www.govhrjobs.com.

Management, Human Resources and Executive Search

Rutherford Advisors Inc., DBA The Executive Suite, with more than 40 years' experience, is an expert in providing comprehensive, detailed and effective classification and compensation plans; human resource, performance evaluation, and management efficiency studies; interim management; and executive and senior staff recruitment for public, nonprofit and private organizations. We emphasize innovative solutions to commonly encountered management challenges. For discussion on your needs, please contact Warren J. Rutherford at 508-778-7700 or wjr@theexecutivesuite.com, or visit www.theexecutivesuite.com.

GIS Consulting Services

As a local government, does your community expect more from you? Geospatial technology is a great tool to use to meet these expectations and build trust. Spatial Relationships is a GIS consulting firm in Boston that specializes in on-demand personalized GIS services for local government. Need extra GIS support for an important project, but don't want to deal with the overhead of a large firm? Don't have GIS staff, but have a one-time need? Indispensable GIS staff going out on leave? We're here to help. To learn more about us, please visit www.spatial-relationships.com.

Town Counsel Services

KP | Law is a municipal law firm. With offices in Boston, Hyannis, Lenox, Northampton and Worcester, we serve as town counsel to more than 125 towns throughout Massachusetts, from Provincetown to Williamstown, and as special counsel to another 90. For more than 30 years, we have devoted ourselves to municipal law and have become experts in the

Classified Advertisements

defense of all areas of municipal trial matters. We have specialists in all areas of municipal law and maintain an environmental and land use law department that is on the cutting edge of planning, zoning and conservation. KP | Law is highly sensitive to the limited legal services budgets of Massachusetts communities and thus has highly competitive billing rates to give your town the best quality legal counsel in the most cost-efficient manner. There is never a need for special counsel. Our breadth and depth of experience helps keep our cost per opinion to a minimum and enables us to service our clients quickly and efficiently, and is consistent with our commitment to excellence. For additional information on the legal services that KP | Law provides, please visit www.k-plaw.com or contact Lauren Goldberg, Esq., at 617-556-0007, or toll-free at 800-548-3522, or at lgoldberg@k-plaw.com.

General Consultant, Recruiting and Special Studies

Municipal Resources Inc. has been providing management solutions to New England municipalities since 1989. MRI is able to provide expertise when and where it's needed. Our services include executive recruitments, assessment centers and promotional testing; public safety organizational studies; finance operations; interim staffing; internal investigations; efficiency and regionalization studies. MRI has an extensive group of experienced subject experts that are able to provide the technical and management expertise that can help communities deliver quality services and resolve complex problems with real-world solutions. Contact us at 866-501-0352 or info@mrigov.com.

Legal Services

Brooks & DeRensis, P.C., is available to provide services to government entities at the state, county, city, town or regional district level. Legal services available include procurement law, contracts, eminent domain, labor relations and civil rights. Contact Peter Berry for labor matters, employment matters, civil rights matters and retirement matters, or Paul DeRensis for all other public law issues, at 857-259-5200.

Organizational Development and Conflict Resolution

The Mediation Group is New England's one-stop shopping for conflict resolution and organizational development. With 30-plus years of experience, our multi-disciplinary team provides individuals and organizations with support to move forward constructively and improve functionality. Our services include: facilitation, mediation, training and coaching, leadership development, cultural competency, independent workplace investigations, stakeholder assessments, public engagement and process design. For more information, visit www.themediationgroup.org, email info@themediationgroup.org or call 617-277-9232.

Town Counsel Services

Miyares and Harrington LLP provides Town and Special Counsel services to help build and implement local programs that serve community needs. We have the expertise you require, based on decades of real-world experience. We take the time to understand your situation. We inquire, listen, and respond. We provide options that will work for you. We are committed to the values of democracy, to preservation and enhancement of natural resources and the built environment, and to excellence and care in support of municipal objectives. We offer competitive rates,

personal service, diligent attention to our clients' needs, and good humor. Please contact us at contact@miyares-harrington.com or 617-489-1600.

Tax Title Legal Services

KP | Law has been providing a full range of legal services to municipal treasurers and collectors for more than 30 years. Our experienced tax title attorneys draft collection letters and payment agreements; prepare all instruments relative to tax takings and tax sales; draft pleadings for Land Court foreclosures; and provide full representation of municipalities in Land Court actions. We also provide assistance with disposition or reuse of tax parcels. The breadth of our experience, volume, use of experienced paralegals, state-of-the-art computer and informational services, and close proximity to the Land Court enables us to provide prompt, cost-effective services. For additional information, please visit www.k-plaw.com or contact Lauren Goldberg, Esq. at 617-556-0007, or toll-free at 800-548-3522, or at lgoldberg@k-plaw.com.

OPEB Funding via Tax Title Sale

Tallage, a real estate investment company in Boston, assists cities and towns at no charge to execute tax title sales under M.G.L. Ch. 60, Sect. 52, for strategic purposes, such as using a percentage of the revenue to set up an OPEB Funding Trust. Using a small initial funding amount from tax title sales with a long-term strategy can dramatically reduce the OPEB number on the balance sheet. Other benefits of a tax title sale include payment of 100 percent of the principal, interest and fees owed per tax title; significant reduction in the expense of managing tax titles; and valuable due diligence provided by private investors on the validity and economics of the tax titles. To schedule a free meeting to discuss the tax title sale process that 45-plus municipalities across the state have recently experienced, and how the tool can be used in conjunction with an OPEB or other funding strategy, please contact Bill Cowin at Tallage at 617-543-7214 or Bill.Cowin@TallageLLC.com.

Municipal Financial Management Software: Accounting, Cloud, Utility and Collections

VADAR Systems provides financial management software to more than 100 Massachusetts municipalities. Our accounting, cloud, utility and collections applications are designed exclusively for Massachusetts municipalities by Massachusetts end users. The VADAR Cloud maximizes efficiency with 24/7 secure, remote access to all your applications from any device. Our user support offers unparalleled expertise. Proudly serving Massachusetts for 20-plus years. For a free on-site demonstration, please contact us at 877-823-2700 or sales@vadarsystems.com. Learn more at www.VADARsystems.com. Locally owned and operated at 20 Main St., Suite G1, Acton, MA 01701.

Management Consulting Services

The Matrix Consulting Group is a management consulting firm that provides detailed analysis of public-sector agencies in New England. The firm's services include management, staffing, organizational and operations studies of every local government function, as well as feasibility studies, fleet management and facilities needs. Our staff expertise encompasses police, fire, public works, utilities, planning and building, recreation, finance and administrative functions. For more information, please contact Robin Haley, 17A Steele St., Worcester, MA 01607; 508-887-6564.

Labor Counsel Services/Municipal Human Resources Specialists

Clifford and Kenny, LLP provides quality representation to cities, towns and school districts in the area of labor and employment. Attorneys John Clifford and Jaime Kenny have many years of experience in representing clients for collective bargaining and personnel-related matters including discipline and discharge of unionized employees. We have extensive experience in the area of police and fire injured-on-duty cases, and have worked extensively with municipalities and insurers to resolve costly long-term claims. We offer training in sexual harassment, social media and the "just cause analysis" to municipal managers. We also serve as appointed hearing officers on a case-by-case basis. Many of our clients take advantage of a flat monthly rate for unlimited phone calls and emails, which encourages key managers to work with counsel prior to making critical personnel decisions. Check our website at CliffordKennyLaw.com to see a complete list of our satisfied clients or call John Clifford or Jaime Kenny at 781-924-5796 for more information.

Municipal Financial Management Services

Eric A. Kinshurf, CPA, has been involved in municipal finance since 1994 in various capacities, ranging from Finance Director to an auditor of municipalities as a Certified Public Accountant. Cities and towns in need of a CPA specializing in municipal auditing and consulting are offered services such as municipal audits, assistance in year-end closing, interim treasurer, collector and town accountant services, revenue forecasting, and capital financing plan assistance. If you are in need of a municipal audit or a financial consultant, please contact Eric Kinshurf at eric@erickinshurfcpa.com or at 508-833-8508. Learn more at www.erickinshurfcpa.com.

Human Resources Consulting

Human Resources Services Inc. provides a full range of human resource management consulting services to Massachusetts' local governments and other public agencies. Specialization includes compensation/classification, performance appraisal, job analysis and evaluation, job descriptions, salary/benefits and total compensation surveys and analytics, personnel policies/handbooks, staffing and organizational management studies, HR audits and assessments, HR training services, recruitment and selection services, web-based HR services, and special projects. Please contact Sandy Stapczynski, President, Human Resources Services Inc., 9 Bartlett St., Suite 186, Andover, MA 01810; 978-474-0200; hrcsconsulting@comcast.net; or visit www.hrcsconsultinginc.com. WBE certified.

Executive Recruitment and Municipal Management

Groux-White Consulting, LLC, is a full-service municipal management consulting firm specializing in executive recruitment, interim management, form of government studies, organizational effectiveness evaluations, strategic and financial planning and conflict resolution. Tom Groux and Rick White, One Pelham Road, Lexington, MA 02421; rickwhite58@verizon.net; 781-572-6332; www.grouxwhiteconsulting.com. ●



Massachusetts Municipal Association
One Winthrop Square, Boston, MA 02110

SEPTEMBER

3 **Massachusetts Municipal Human Resources**, HR 101 bootcamp webinar, guide to hiring and termination processes, 11 a.m.-12:30 p.m., Contact: MMA Member Services Coordinator Isabelle Nichols

8 **MMA Board of Directors**, remote meeting, 10-11 a.m. Contact: MMA Executive Director's office

8 **Massachusetts Select Board Association**, Board of Directors, remote meeting, 2-3:30 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

10 **Massachusetts Municipal Human Resources**, HR 101 bootcamp webinar, benefits administration, 11 a.m.-12:30 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

15 **Massachusetts Select Board Association**, webinar on school reopening and policing issues, 9-10:30 a.m. Contact: MMA Member Services Coordinator Isabelle Nichols

17 **Massachusetts Municipal Human Resources**, HR 101 bootcamp webinar, employee evaluation components and best practices, 11 a.m.-12:30 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

17 **Massachusetts Municipal Councillors' Association**, webinar, managing the media, 5:15-6:30 p.m. Contact: MMA Senior Member Services Coordinator Denise Baker

23 **Massachusetts Mayors' Association**, monthly meeting, 10-11 a.m. Contact: MMA Communications and Membership Director Candace Pierce

24 **Massachusetts Municipal Human Resources**, HR 101 bootcamp webinar, legal trends in municipal and labor law, 11 a.m.-12:30 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

If any part of the address on this issue is incorrect, please email the correct information to database@mma.org.

Due to the ongoing COVID emergency, the MMA has suspended all in-person meetings through the end of 2020 and is hosting meetings remotely. The meeting details here are subject to change.

OCTOBER

1 **Massachusetts Municipal Human Resources**, HR 101 bootcamp webinar, roundtable: ask the experts, 11 a.m.-12:30 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

2 **Massachusetts Municipal Management Association**, bootcamp, 9:30 a.m.-12 p.m. Contact: MMA Senior Member Services Coordinator Denise Baker

8 **Massachusetts Municipal Human Resources**, fall conference webinar, "cultural humility and dexterity" in the workplace, 11 a.m.-1 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

13 **MMA Board of Directors**, remote meeting, 10-11 a.m. Contact: MMA Executive Director's office

13 **Massachusetts Select Board Association**, Board of Directors, remote meeting, 2-3:30 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

14 **Massachusetts Municipal Management Association**, webinar "Budgeting in the Unknown." Contact: MMA Senior Member Services Coordinator Denise Baker

15 **Massachusetts Municipal Human Resources**, fall conference webinar, ADA and FMLA, 11 a.m.-12 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

16 **Women Elected Municipal Officials**, leadership conference, "Rising to the Challenge Together," 10 a.m.-12 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

22 **Association of Town Finance Committees**, annual meeting, MMA legislative update and "Budgeting 101" webinar, 7-8:15 p.m. Contact: MMA Senior Member Services Coordinator Denise Baker

22 **Massachusetts Municipal Human Resources**, fall conference webinar, pay equity, 11 a.m.-12 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

27 **Massachusetts Select Board Association**, best practices in hiring a town manager, 9-10 a.m. Contact: MMA Member Services Coordinator Isabelle Nichols

28 **Massachusetts Mayors' Association**, monthly meeting, 10-11 a.m. Contact: MMA Communications and Membership Director Candace Pierce

To list an event of interest to municipal officials in The Beacon, send information about the event, including date, location, sponsorship, cost, and whom to call for more information, to editor@mma.org.

MMA contacts

Denise Baker can be reached at dbaker@mma.org

Isabelle Nichols can be reached at inichols@mma.org

Timmery Kuck can be reached at tkuck@mma.org

For more information, visit

www.mma.org.

Online registration is available for most of these events.