

The Beacon

Vol. XLVIII, No. 7

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

Summer 2021

Treasury Dept. updates ARPA FAQs

By Jackie Lavender Bird

The U.S. Department of the Treasury continues to release answers to new frequently asked questions regarding the expenditure of Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act.

The latest guidance increases flexibility for spending in all four eligible expense categories articulated in the law:

- Response to the public health emergency or its negative economic consequences
- Provision of premium pay to eligible workers
- Revenue replacement
- Investments in water, sewer and broadband infrastructure

The \$1.9 trillion ARPA federal relief package, signed into law on March 11, includes \$360 billion for State and Local Government Fiscal Recovery Funds.

The Treasury Department, the federal agency responsible for administering the program, issued initial guidance — its Interim Final Rule — in early May. Since then, the Treasury has published expanded guidance for eligible expenses through an FAQ document. [The latest iteration of the FAQ was issued on July 14.](#)

Response to the public health emergency or its negative economic consequences

The initial guidance from Treasury provides for a wide range of potential uses, including COVID-19 mitigation and containment, behavioral health care to address situations exacerbated by the pandemic, and public health and safety employee costs.

The guidance around negative economic consequences includes rebuilding public sector capacity, including by rehiring public sector staff, and replenishing



U.S. Treasury Building

unemployment insurance trust funds to pre-pandemic levels. Recipients may also use funding to build internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach and technology infrastructure.

■ **FAQ** continued on 12

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Gov. signs law with \$200M for Ch. 90

By Ariela Lovett

On July 16, Gov. Charlie Baker signed a \$350 million transportation bond bill that level-funds the Chapter 90 local road and bridge program at \$200 million.

The law adds \$150 million for six municipal grant programs to the transportation bond bill passed at the end of the 2020-2021 legislative session. The final version of the law represents a consensus between House and Senate versions, debated and voted on in recent weeks, with each branch proposing additional funds for a different combination of grant programs.

The law authorizes an additional \$25 million each for the municipal small bridge program; a bottleneck relief program; transit-supportive infrastructure; municipal bus transit; municipal mass transit access; and electric vehicles and related infrastructure.



Cities and towns will again receive \$200 million this fiscal year through the Chapter 90 local road and bridge program.

In comments to reporters on July 15, Rep. William Straus, House chair of the Joint Committee on Transportation, explained the Legislature's approach.

■ **CHAPTER 90** continued on 28

2021 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

Adam Chapdelaine, MMA President
Town Manager, Arlington

Ruthanne Fuller, MMA Vice President
Mayor, Newton

Cecilia Calabrese, MMA Immediate Past President
Councillor, Agawam

Michael Bettencourt, MSA President
Select Board Member, Winchester

Lisa Blackmer, MMCA President
Councillor, North Adams

Brian Boyle, ATFC President
Finance Committee, Bolton

George "Bud" Dunham, MMMA First Vice President
Town Manager, Sandwich

Scott Galvin, MMaA President
Mayor, Woburn

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Peter Spellios, Select Board, Swampscott

Eric Steinhilber, Councillor, Barnstable

Kevin Sweet, Town Administrator, Wrentham

Arthur Vigeant, Mayor, Marlborough

Kristi Williams, Town Manager, Westborough

Executive Director's Report

Celebrating John Robertson

As you may have heard, the MMA's much-admired Legislative Director, John Robertson, will be retiring on August 1st, just a few days from now. All of us on the MMA staff have known this day was coming for many months, but that doesn't make his departure any easier. This is my chance to share our appreciation for his remarkable and distinguished service to every community in Massachusetts.



By **Geoffrey Beckwith**

John's service to the MMA began 31 years ago, in 1990. And during every moment of the past three decades, he has been nothing short of superb. John is rightly recognized as an unrivaled policy expert and passionate advocate and defender of local government. He's a true policy wonk (that term didn't exist when he started!). He loves arcane policy details, and as an extension of his passion, including local aid formulas and reimbursement frameworks, he has the innate ability to transform data and abstract concepts into a complete understanding of the real-world impact and meaning of legislation and regulations. A true "small d" democrat, John believes in government as a force for good, as the glue that holds our society together. He's an idealist and a pragmatist — a perfect combination that enables him to be both a thinker and a doer for cities and towns.

For the past 10 years, John has been the MMA's Legislative Director, leading our

efforts to persuade governors, lawmakers, cabinet secretaries and countless others to recognize the invaluable role of cities and towns in building a high quality of life and strong future for our residents and communities. He's partnered with advocacy groups and stakeholders, forged coalitions when possible, and maintained positive and

respectful relationships when that wasn't possible. John is deeply respected because of his knowledge, professionalism, even-keeled personality, trustworthiness, and his selflessness. For John, it's the MMA's mission that has driven him and rewarded him, not personal recognition — which is kind of ironic, since he's recognized and appreciated by virtually everyone who knows him.

Along the way, John has also been a great friend to everyone on the MMA staff and to everyone on the Board, on our committees, and in our communities — always supportive, always caring, always there for us. He is a respectful and wise confidant, a wonderful listener, and a constant supportive presence.

And very, very diplomatic. Over the years I've popped into John's office countless times, asking for his opinion on new ideas and suggestions. When my ideas were impractical or strange or the opposite of what we should do, John wouldn't react, he'd slowly repeat back what I had just

■ **DIRECTOR'S REPORT** *continued on 28*



Summer 2021 | Volume XLVIII, Number 7
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Printed on Recycled Paper

Massachusetts Municipal Association

Massachusetts Interlocal Insurance Association
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617-426-7272 • www.mma.org

Twitter and Facebook: @massmunicipal

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, 3 Center Plaza, Suite 610, Boston, MA 02108. 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**, 3 Center Plaza, Suite 610, Boston, MA 02108.

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

Gov. Baker signs \$47.6 billion FY22 state budget

On July 16, Gov. Charlie Baker signed the \$47.6 billion state budget bill for fiscal 2022, one week after the Legislature sent him a final bill.

Due to better-than-expected tax collections in recent months, the [fiscal 2022 budget](#) incorporates an upgraded \$34.3 billion tax revenue forecast, an increase of \$4.2 billion over the consensus tax revenue estimate that was announced in January.

The budget increases Unrestricted General Government Aid by 3.5%, to \$1.168 billion, matching the \$39.5 million increase that was included in the governor's original budget proposal filed in January. The 3.5% increase reflects the policy of increasing general municipal government aid by the same rate as the projected growth in the state tax collections as determined by the consensus revenue forecast.

The budget increases Chapter 70 education aid by \$220 million over fiscal 2021, bringing the total to \$5.5 billion.

The governor vetoed \$7.9 million in gross spending and signed 122 of the budget bill's 149 outside sections.

While the governor was supportive of the Legislature's set-aside of a \$350 million reserve account for future, anticipated costs associated with the Student Opportunity Act, he wrote that his preference would be to fund the account with surplus revenue from fiscal 2021, rather than the fiscal 2022 budget.

In the charter school reimbursement account, the governor reduced the total by \$2.9 million to reflect language included in his original budget bill that was not included in the Legislature's final budget. The total still covers the intended first year of funding obligated by the Student Opportunity Act.

In outside Section 18, the Legislature sought to permanently increase the maximum number of permissible hours that may be worked by a retired public employee from 960 to 1,200, a proposal strongly supported by the MMA. The governor returned this section with comments allowing the number of permissible hours to increase to 975, with some exceptions in areas of the workforce where a critical shortage exists.

The [Division of Local Services has published local aid estimates for cities, towns and regional school districts based on the budget signed by the governor.](#)

The budget forecasts a \$1.2 billion deposit in the state's Stabilization Fund, which would bring the total balance to \$5.8 billion, an all-time high.

The state has been operating on a temporary budget since the fiscal year began on July 1.

Chapter 70

The budget funds the "goal rates" originally set forth in the Student Opportunity Act, which established a seven-year schedule that was to begin in fiscal 2021 but was sidelined last year due to the public health emergency. To get back on track, the MMA joined with other education advocates to ask the Legislature to fund Chapter 70 at a Student Opportunity Act implementation rate of one-sixth rather than one-seventh in order to return to the intended schedule. The budget includes a commitment to fund the Student Opportunity Act increases at one-sixth.

The budget does not include the governor's proposal to allow communities to use a portion of federal Elementary and Secondary School Emergency Relief funds to satisfy any increase in the required local contribution above the fiscal 2021 amount.

Enrollment decline grants

The budget provides \$40 million for a one-time, targeted grant program for school districts adversely affected by student enrollment decline during the COVID-19 public health emergency. This account may need to be revisited this fall if actual enrollment levels recover more quickly than anticipated, and the amount needed eclipses the \$40 million reserve.

Special Education Circuit Breaker

The budget provides \$373 million for the Special Education Circuit Breaker, which reimburses school districts for the high cost of educating students with disabilities. The amount meets the statutorily required 75% reimbursement rate. This reimbursement rate, as well as the inclusion of costs associated with



Gov. Charlie Baker signs the fiscal 2022 state budget into law at the State House on July 16. (Photo courtesy Joshua Qualls/Governor's Press Office)

out-of-district transportation, reflects obligations outlined in the Student Opportunity Act.

Charter school mitigation

The budget provides \$37 million in additional funds for charter school mitigation payments. The \$154.6 million is intended to reimburse school districts at 75%, the rate set forth in year one of the Student Opportunity Act implementation schedule, for costs incurred when students leave to attend charter schools.

Reserve fund for Student Opportunity Act payments

The budget establishes a new \$350 million special reserve account to support future funding of the Student Opportunity Act, which is scheduled to fully phase in over the next six years and provide more than \$1.5 billion in new education aid.

School transportation

The budget level-funds regional school transportation at \$82.1 million, while increasing transportation for homeless students under McKinney-Vento by \$1 million over fiscal 2021. Out-of-district vocational transportation is level-funded at \$250,000.

Rural school aid

The budget funds rural school aid at \$4 million. This is an important account for rural school districts, especially those struggling with declining enrollment.

PILOT

The Payment-in-Lieu-of-Taxes (PILOT) for state-owned land account was increased by \$4 million (12.9% over fiscal

■ BUDGET *continued on 19*

Supplemental budget would extend voting provisions

By Jackie Lavender Bird

The House and Senate on July 21 enacted a [\\$261.6 million supplemental budget for fiscal 2021](#) and sent it to the governor, who has 10 days, until July 31, to sign, veto or return provisions to the Legislature with suggested amendments.

Outside sections of the bill include five provisions to extend early voting through Dec. 15, 2021.

The bill would:

- Extend no-excuse absentee voting for all elections through Dec. 15, 2021
- Authorize in-person early voting for any regular or special municipal preliminary, primary or general election on or before Dec. 15, 2021
- Authorize early voting by mail for any regular or special or state preliminary primary or general election on or before Dec. 15, 2021
- Extend the right of voters ordered to quarantine to select an alternative location for delivery of ballots for annual or special municipal or state primary or election held on or before

Dec. 15, 2021

- Allow a select board, board of selectmen, town council or city council to — after a public hearing and by recorded and public vote at least 45 days prior to the date of an election — opt-out of allowing early voting by mail for any annual or special municipal preliminary or municipal election

These COVID pandemic-related changes to election procedures, initially made in spring 2020, were extended by three months in March, but the extension ended on June 30. The extension through Dec. 15 would cover city elections set for this fall.

The supplemental budget bill includes \$12.5 million for implementation of the December 2020 police reform law, with a specific focus on de-escalation training, use of force training and school resource officer training, as well as \$5 million for initial costs associated with the newly created Massachusetts Peace Officer Standards and Training Commission.

The bill involves a range of additional spending for the fiscal year that ended on



The Legislature has passed a bill to extend early and mail-in voting provisions through Dec. 15.

June 30, including \$131 million to help stabilize the early education and care sector.

Lawmakers and the governor have expressed support for easier access to mail-in voting and expanded early voting. Legislative leaders have signaled that they intend to take up a more comprehensive election reform bill this fall. ●

Law extends certain key pandemic policies

By Brittney Franklin

When the pandemic state of emergency ended at 12:01 a.m. on June 15, many municipal boards were left scrambling to figure out how to conduct business, given that public meetings have to be posted 48 hours in advance.



Gov. Charlie Baker

After differences between the House and Senate were resolved, the Legislature sent a compromise bill (S. 2475) to the governor to extend certain emergency provisions, which he signed into law on June 16.

The new law does the following:

- Allows a public body to have remote participation by all members in any meeting of a public body without a physical quorum of the body present at the meeting location, through April

1, 2022

- Allows select boards to prescribe the number of voters necessary to constitute a quorum at any town meeting, either representative or open, held through Dec. 15, 2021
- In towns with a representative town meeting, allows the moderator to request that town meeting be held through remote participation, through Dec. 15, 2021
- Allows absentee ballots for anyone taking precautions related to COVID-19, through Dec. 15, 2021
- Allows any eligible voter to vote early by mail for any regular or special municipal or state preliminary, primary or general election held on or before Dec. 15, 2021
- Allows for municipal opt-in early in-person voting for any regular or special municipal preliminary, primary or general election held on or before Dec. 15, 2021
- Allows certain licensed establishments

to sell alcoholic beverages for off-premise consumption through March 1, 2022

- Allows a city or town to approve a request for expansion of outdoor table service, through April 1, 2022
- Allows a notary public to perform notarial acts using electronic video conferencing in real time, through Dec. 15, 2021

Through adoption of an amendment during debate, the law allows for an extension of a waiver of restrictions on hours worked by retired public employees, through Dec. 15, 2021.

[The MMA sent a letter to House members on June 10 supporting proposed temporary extensions while also urging consideration of making some of the policy changes permanent.](#) ●

Legislature drafting special rules for voting districts

By John Robertson

With the usual process for approving voting districts upended by COVID-19 and delayed U.S. Census numbers, the House and Senate have approved competing bills attempting to coordinate the setting of local wards and precincts by cities and towns and the establishment of state legislative and Congressional districts by the Legislature.

The statutory rules governing the division of cities and towns into wards and precincts requires cities and towns (every 10 years in connection with the new census count) to approve precincts and submit the information to the Office of the Secretary of the Commonwealth. These local districts are normally set early in the year and then used by the Legislature later as the building blocks for setting districts for the House and Senate, the governor's council, and members of Congress.

With the 2020 census numbers not expected until after Labor Day, legislators are trying to fashion a process that allows state and local officials to work in parallel tracks so that final precincts and districts can be approved later in the fall with as little conflict as possible between boundaries for local precincts and state-set districts.

The House-approved bill (H. 3863) includes language that would provide for the Legislature to create new state and federal districts before cities and towns are able to draw local precincts using the 2020 Census numbers. The MMA opposed the state-first approach in the House bill because of the additional costs and voter confusion that would accompany any process where cities and towns had to create precincts to accommodate legislative districts. This framework could be particularly problematic in towns with a representative town meeting form of government and municipalities that elect local officials by districts or wards.

In a [letter to House members](#), the MMA noted that the Secretary of Commonwealth's Elections Division is already working to provide technical support to cities and towns in advance of the official census numbers, which are due by Sept. 30. The Legislature's Committee on Redistricting can start drawing districts using "legacy files," which should be available in mid-August. If the committee believes that it will need to split a city or town, the Elections Division can work with that municipality to get its local precincts established before that data is sent to the Local Elections District Review Commission. The Elections

Division believes the Local Elections District Review Commission will be able to approve all precincts and submit the data to the Redistricting Committee prior to the committee releasing its draft maps for public comment.

During Senate deliberations on its version of the legislation (S. 2489), Sen. Will Brownsberger, co-chair of the Special Joint Committee on Redistricting, said the Senate bill would simply extend the deadline for cities and towns to file local re-precincting plans with the Secretary of the Commonwealth. The extension reflects the lack of data available to them right now, he said, and cities and towns will need the additional time this year. The Senate bill dropped the House language that the MMA had objected to relating to the state going first.

Given the unusual circumstances this year and the limited time for action at both the state and local level, an orderly process for setting voting districts and avoiding conflicts will require open communication and transparency and a commitment to working together with the assistance of the Secretary of the Commonwealth.

The House and Senate have not yet reached agreement on a final bill. ●

Entries sought for MMA's municipal website contest

The MMA is looking for the best municipal websites for its annual awards, which will be presented during the 2022 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 visit www.mma.org and fill out a [short nomination form](#). The entry deadline is Friday, Oct. 1.

The awards recognize the best municipal websites in four population categories: under 5,000; 5,001-12,000; 12,001-

25,000; and 25,000-plus. One winner is selected for each category.

Judges evaluate municipal websites based on the following criteria:

- Current and timely information
- Use of social media and tools for online community engagement (including the use of an events calendar)
- Intuitive navigation tools and organization of material
- Ease of access to resources for residents, such as the ability to apply for licenses and permits, pay bills, order documents, and make

suggestions

- Availability of public records
- Clear branding as the official municipal government site
- Intuitive navigation tools and organization of material
- Robust search function
- Mobile-responsive design
- Details about municipal departments
- Visual appeal and overall experience

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

PFAS session covers public health, water treatment

By Ariela Lovett

More than 175 municipal officials and employees attended a [July 21 MMA webinar on per- and polyfluoroalkyl substances](#), also known as PFAS or “forever chemicals.”

The session covered the human and environmental health implications of PFAS; the state’s regulations regarding testing and detection in drinking water; treatment options and sources of funding; local case studies and experiences with PFAS contamination; and information about the Legislature’s [PFAS Interagency Task Force](#).

The House chair of the task force, Rep. Kate Hogan of Stow, gave welcoming remarks, sharing her experience as a legislator representing the town of Hudson, one of the first communities in Massachusetts to identify PFAS in its drinking water. Hogan discussed the task force’s mandate to develop a comprehensive report with recommendations by the end of 2021.

Wendy Heiger-Bernays, a professor of environmental health at Boston University and chair of Lexington’s Board of Health, discussed her perspective from being involved in the establishment of the state’s drinking water standard for PFAS. Heiger-Bernays explained the state’s standard and the health implications of exposure to PFAS chemicals through drinking water

and other sources.

Kyle Hay, a licensed professional engineer with Weston & Sampson, gave an overview of methods used to treat PFAS contamination in public water supplies. He also shared a case study of a treatment system he helped design and implement in Devens, at the site of a former U.S. Army base.

Easton Town Administrator Connor Read spoke about his community’s experience with PFAS contamination in the public water supply. He described decisions that needed to be made around short- and long-term treatment options, providing alternative sources of drinking water to residents, and the importance of public communications.

Read is the MMA’s designee on the PFAS Interagency Task Force and presented to the task force on July 20 as part of a hearing on municipal impacts from PFAS.

The MMA webinar was moderated by Cohasset Select Board Chair Diane Kennedy, secretary of the Massachusetts Select Board Association.

PFAS are a family of synthetic chemicals used since the 1950s to manufacture stain-resistant, water-resistant and non-stick products, such as food packaging,



Easton Town Administrator Connor Read gives an overview of his town’s PFAS contamination response during a July 21 MMA webinar on the topic.

outdoor clothing, carpets and leather goods. PFAS are water soluble and releases can seep into surface soils, where they can leach into groundwater or surface water, and can contaminate drinking water. PFAS stay in the environment for a long time and do not break down easily. Studies indicate that exposure to sufficiently elevated levels of certain PFAS may cause a variety of health effects.

Questions can be directed to MMA Legislative Analyst Ariela Lovett at alovett@mma.org.

MMHR adopts Commitment to Equity, presents Skop Award

By Isabelle Nichols

At its annual business meeting on June 17, the Massachusetts Municipal Human Resources association adopted a [Commitment to Equity](#) and presented its 36th [Emil Skop Award](#).

Framingham Human Resources Director and MMHR Chair Dolores Hamilton provided a brief association update to kick off the meeting.

MMHR Board Director Rachel Glisper then presented the Commitment to Equity, which the membership voted to formally adopt. The commitment builds on the association’s existing mission and vision statements, and formalizes its commitment to diversity, equity and inclusiveness as core values.

Glisper provided an overview of how the commitment was developed, and discussed how the commitment will be operationalized going forward.



Rachel Glisper

Wrentham Human Resources Director Mary Beth Bernard then presented the Skop Award to Glisper. The annual award recognizes outstanding contributions to the field of municipal human resources management and a positive impact on the association and its members.

Glisper has more than a decade of public service experience, working in state, county and municipal human resources. Most recently, she served as the human resources director for the town of Needham.

Her peers say that Glisper’s deep commitment to equity and inclusion have made her a standout in the field, and she

is widely recognized as an advocate and change agent who makes municipal human resources better. She is always willing to shine the light on difficult issues and encourage her colleagues and peers to think “outside the box” and more inclusively, even when it is difficult to do so.

Glisper has been an active member of the MMHR, serving on the Board since 2019. As a founding member of the strategic plan committee and member of the program committee, she has helped identify new speakers and program ideas, and has been a panelist, moderator, spokesperson and visionary of diversity and inclusion.

The MMHR annual business meeting included a [panel discussion on “costing out contracts”](#) and preparing for contract negotiations.

Treasury releases ARPA compliance guidance

On June 17, the U.S. Department of the Treasury released the [“Compliance and Reporting Guidance for the Coronavirus State and Local Fiscal Recovery Funds”](#) authorized by the American Rescue Plan Act.

The State and Local Fiscal Recovery Fund is providing \$350 billion in emergency funding for eligible state, local, territorial, and tribal governments across the country to accelerate recovery from the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

The guidance builds on the [Interim Final Rule](#) issued on May 10 and provides additional detail and clarification for recipients’ compliance and reporting responsibilities.

Metropolitan Cities and NEUs

Reporting requirements differ for Metropolitan Cities and non-entitlement units of local government.

Metropolitan Cities will be required to provide periodic reports, with specific reporting requirements aligned to the population size of the jurisdiction and the size of its SLFRF award. All reports are due 30 days after the close of the relevant expenditure period.

By Aug. 31, 2021, all Metropolitan Cities must file an Interim Report to report programmatic data for spending between March 3 and July 31, 2021.

Metropolitan Cities must also file Project and Expenditure Reports providing data for awards and sub-awards, demographic information for each project, and other programmatic data, with the first due on Oct. 31, 2021. For Metropolitan Cities with SLFRF awards above \$5 million, project and expenditure reports are due quarterly. For those with SLFRF awards under \$5 million, project and expenditure reports are due annually.

A Recovery Plan Performance Report is required only for Metropolitan Cities with a population over 250,000 and must be published annually on the city’s website and provided to the Treasury Department. The report will contain detailed project performance data, including information on efforts to improve equity and engage communities. The first Recovery Plan Performance Report is due on Aug. 31, 2021.

The 38 Metropolitan Cities in Massachusetts are: Arlington, Attleboro, Barnstable, Boston, Brockton, Brookline, Cambridge, Chicopee, Fall River, Fitchburg, Framingham, Gloucester, Haverhill, Holyoke, Lawrence, Leominster, Lowell, Lynn, Malden, Medford, Methuen, New Bedford, Newton, Northampton, Peabody, Pittsfield, Plymouth, Quincy, Revere, Salem, Somerville, Springfield, Taunton, Waltham, Westfield, Weymouth, Worcester, and Yarmouth.

The other 313 communities in Massachusetts are considered non-entitlement units of local government.

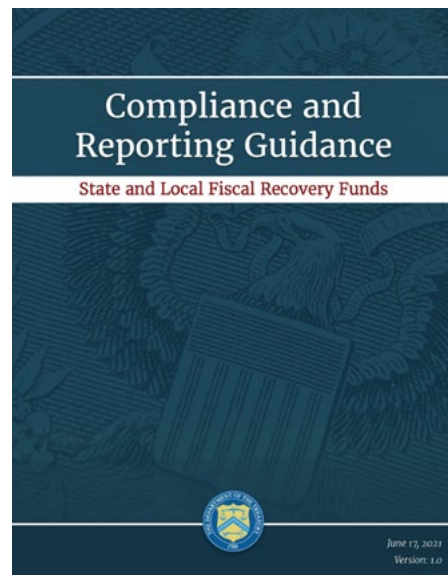
Each non-entitlement unit of local government is required to meet compliance and reporting responsibilities as defined in the [Interim Final Rule](#) and further described in the [Compliance and Reporting Guidance](#). Each NEU must submit a Project Expenditure Report by Oct. 31, 2021, and then annually thereafter. The Treasury Department reports that it will begin accepting these reports in October 2021 and will issue a User Guide and other reference materials before that date.

Reporting guidance principles

The Treasury Department states that the SLFRF Reporting Guidance has several features to ensure a speedy, equitable, transparent, and accountable recovery for all Americans.

Specifically, the SLFRF Reporting Guidance is:

- **Accountable:** The SLFRF requires program, performance, and financial reporting to build public awareness, increase accountability, and allow the Treasury Department to monitor compliance. Recipients are required to account for every dollar spent and provide detailed information on how funds are used.
- **Transparent:** Those recipients receiving the largest amount of funds will be required to publicly post a detailed Recovery Plan Performance Report each year so the public is aware of how funds are being used and whether outcomes are being achieved. In addition, the Treasury Department will provide comprehensive public transparency reports using the project and expenditure reports that recipients are required to provide.



- **User friendly:** SLFRF reporting includes improvements requested by recipients of CARES Act funding, including deadlines 30 days after the close of the reporting period (versus 10 days in CARES), streamlined requirements for smaller funding recipients, and increased availability of bulk upload capabilities.
- **Focused on recovery:** The SLFRF reporting guidance addresses priority areas for an equitable economic recovery, including provisions that prioritize equity, focus on economically distressed areas, support community empowerment, encourage strong labor practices, and spotlight evidence-based interventions.

For more information about the Reporting Guidance and the SLFRF, visit Treasury Department’s [Coronavirus State and Local Fiscal Recovery Funds website](#).

ARPA allocations

Signed into law on March 10, the \$1.9 trillion American Rescue Plan, the latest round of federal stimulus funds, provides billions in relief for state and local governments across the country. For Massachusetts, the ARPA provides \$2 billion for municipalities and \$1.34 billion for counties.

On June 1, the Executive Office for Administration and Finance’s [Federal Funds Office released a spreadsheet with total allocation amounts for all Massachusetts municipalities](#).

■ ARPA continued on 25

Administration releases ‘Future of Work’ report

On July 13, the Baker-Polito administration released a report it commissioned to evaluate the ways that the COVID-19 pandemic has changed work habits in Massachusetts as the state emerges from the pandemic.

The McKinsey & Company study, which included interviews with hundreds of employers and workers, attaches data to what many have already been expecting: that commuting and consumer habits have changed and aren't likely to return to pre-pandemic patterns for the foreseeable future.

The ‘Future of Work’ report explores what the implications of COVID-19 might be for the Commonwealth across its regions, demographics, economic sectors, commercial centers, local downtowns, transportation, and public spaces.

COVID-19 has shifted how Massachusetts residents work, the report finds, which has accelerated many existing factors that impact the future of work (such as the use of e-commerce and the pace of adoption of automation). In addition, new factors have emerged — such as the spread of remote and hybrid work and a reduction in business travel — that affect Massachusetts residents differently based on region, industry, occupation, gender and race.

The report evaluated implications of these trends across different regions and analyzed their impact on the Commonwealth's Gateway Cities.

[Click here to read “Preparing for the Future of Work in the Commonwealth of Massachusetts.”](#)

Key takeaways

The report concludes that changing ways of working — such as hybrid and remote work — may shift the “center of gravity” away from the urban core. At the same time, changes in the economic landscape will mean that expansive workforce training will be needed to connect workers with the skills they need for the future economy, with potentially 300,000 to 400,000 people needing to transition to different occupations or occupational categories over the next decade.

The report finds that the high cost of housing will remain a challenge, as will the need to ensure that all communities

can share equitably in the Commonwealth's growth. The report estimates that the Commonwealth will need to produce 125,000 to 200,000 housing units by 2030.

The report provides eight core insights:

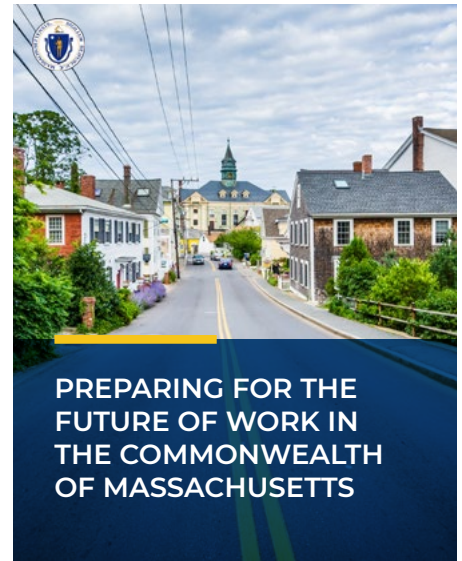
1. Demand for office real estate may fall as workers spend more time in residential areas due to hybrid work.
2. Hybrid work will likely drive demand for flexible child care options, requiring child care business models to evolve.
3. Public transit ridership is likely to fall, with the steepest decline likely in commuter rail.
4. Business travel may be structurally reduced from pre-pandemic levels.
5. Workforce training may be required at an unprecedented scale and pace.
6. The state's population is likely to grow, albeit more slowly than pre-pandemic.
7. Existing equity challenges will intensify.
8. Equitable housing opportunities will be key to retaining and attracting people.

Administration response

The administration outlined steps that it is taking to address the key findings of the report, with investments and other initiatives to boost housing production and downtown economies, connect workers with skills for high-demand fields, support changing transportation needs, and promote flexibility in child care.

“The ‘Future of Work Report’ provides us with a roadmap to build on our strengths and address areas that remain challenges,” said Gov. Charlie Baker.

Baker and Lt. Gov. Karyn Polito announced the release of the report at an event held at the Tufts Launchpad location for BioLabs, a biotech startup accelerator that is receiving \$102,000 to train 27 workers and create 20 jobs as part of the latest round of awards from the administration's Workforce Training Fund Program. In total, the program is awarding \$8 million through this latest round to about 100 businesses statewide to support the training of 4,300 workers with a range of skills like



The “Future of Work” report explores the possible lasting effects of the pandemic on Massachusetts.

project management, advanced software training, and other technical skills.

The administration is proposing to boost investments in programs like the WTFP through its \$2.9 billion plan to spend part of the discretionary funds received by the Commonwealth from the federal American Rescue Plan Act of 2021. The administration's plan includes \$240 million for workforce development and job-training programs.

The administration promoted its [proposal, filed in June, to spend \\$2.9 billion in federal funds from the American Rescue Plan Act](#) to address many key needs.

The plan includes:

- \$1 billion for housing priorities, with a particular focus on creating homeownership opportunities in communities of color
- \$240 million for workforce training opportunities to help train workers to connect with high-demand industries
- \$350 million for downtown development and economic growth, to help communities re-imagine their downtowns and spur development
- \$175 million to boost substance use and behavioral health programming, a key area where communities of color

■ **FUTURE OF WORK** *continued on 19*

MMA relaunches MassTown Careers campaign

By John Ouellette

As we emerge from the pandemic and many people are reassessing their career paths, the MMA is relaunching its [MassTown Careers](#) campaign, an initiative aimed at attracting a new generation of workers to rewarding careers in the state's 351 cities and towns.

Initially launched at the 2020 MMA Annual Meeting, MassTown Careers was conceived to raise awareness about the appeal of municipal jobs as a career choice for candidates of all ages. The heart of the campaign is video testimonials featuring Massachusetts municipal employees highlighting the wide range of available jobs and the many rewards of working for cities and towns.

MassTown Careers 2.0 has been bolstered by new first-person stories that reflect the commitment to diversity by the MMA and Massachusetts cities and towns. The campaign website, [MassTownCareers.org](#), features 15 short individual testimonials, three overview videos, and [resources that cities and towns can use to bolster the campaign](#) through their own social media and websites.

A social media campaign on the MMA's [Facebook](#), [Twitter](#) and [LinkedIn](#) channels will be supplemented with some paid, targeted placements to draw attention to the campaign. MMA members are encouraged to amplify these posts in their own social media work.

Facing a wave of retirements and a highly competitive job market, cities and towns confront a growing challenge in filling a diverse range of jobs, includ-

ing in the areas of management, finance, information technology, public works and more.

MassTown Careers encourages job-seekers and college students to:

- Discover great jobs in cities and towns all over Massachusetts
- Work in or near their hometown
- Do important work that really matters!

The campaign shows prospective new employees that working for a Massachusetts town or city means competitive pay, excellent benefits, job security, a great quality of life, and the ability to make a difference in the lives of people in the community.

The following municipal representatives are featured in the interviews:

- Eric Batista, director of urban innovation, Worcester
- Michael Collins, public services and engineering commissioner, Beverly
- Justin Casanova-Davis, assistant town administrator, Brookline
- Andrew Golas, town administrator, Charlton
- Heather Harper, assistant town manager, Sandwich
- Julie Jacobson, town manager, Auburn
- Molly Kean, human resources director, Norwood
- Stephen King, town engineer, Danvers
- Carolyn Kosnoff, assistant town manager for finance, Lexington
- Patrick Lawlor, administrative services director, Andover



In a MassTown Careers video, Danvers Town Engineer Stephen King talks about how he is able to make an impact by working in local government.

- John Mangiaratti, town manager, Acton
- Jennifer Moyston, administrative assistant, Amherst
- Brianna Sunryd, communications manager, Amherst
- Michael Taylor, personnel director, Pittsfield
- Kimberly Williams, assistant town manager, Bridgewater

The MMA encourages its members to visit [MassTownCareers.org](#) and join the campaign! ●

MMA's Annual Town Report Contest entries due Oct. 1

The MMA is now accepting entries for the Annual Town Report Contest.

First-, second- and third-place winners will be selected from each of three population categories: less than 5,000; 5,001-15,000; and 15,000-plus. Winners will be recognized and given a certificate during the MMA's 2022 Annual Meeting & Trade Show in January.

Judging criteria include:

- Attractiveness of report cover and layout

- Material arrangement
- Presentation of statistics and data
- Summary of the year's achievements
- Evidence of local planning for the future
- Practical utility of report

Each entry will be reviewed by two judges, chosen based on their expertise in the field and their ability to remain impartial.

To enter electronically, please complete the [form on the MMA website](#) with a

link to, or a PDF of, the town report. Or, send **two** copies of your town's 2020 report to: Town Report Contest, Massachusetts Municipal Association, 3 Center Plaza, Suite 610, Boston, MA 02108.

Entries are due by Friday, Oct. 1.

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

Division of Open Government issues OML guidance

Following the enactment on June 16 of a [law extending certain special allowances from the COVID-19 state of emergency](#), the Attorney General's Division of Open Government [issued guidance](#) regarding the effects of the new law relative to the state's open meeting law.

[Chapter 20 of the Acts of 2021](#) includes an extension, until April 1, 2022, of the remote meeting provisions of the governor's March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law. The Division of Open Government points out that, regarding public meetings, the new law has two major parts.

First, the new law allows public bodies to continue providing live "adequate, alternative means" of public access to the deliberations of the public body, instead of holding meetings in a public place that is open and physically accessible to the public.

"Adequate, alternative means' may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body in real time," the guidance states.

Second, the new law authorizes all members of a public body to continue participating in meetings remotely.

"The Open Meeting Law's requirement that a quorum of the body and the chair be physically present at the meeting location remains suspended," the guidance states.

"The new law provides that a municipal public body that, for reasons of economic hardship and despite best efforts, is unable to provide alternative means of public access that will enable the public to follow the proceedings in real time, may instead post a full and complete transcript, recording, or other comprehensive record on its website as soon as practicable after the meeting.

"In light of the various free and low-cost technologies that could be used to provide the public with real time access, the Division of Open Government strongly recommends that a municipal public body consult with our office before determining that it is unable to provide the public with real time access to a meeting.

"Furthermore, this provision is not available for meetings when another general or special law, regulation or a local ordinance or bylaw requires allowance for active participation by members of the public, such as in the case of certain public hearings."

All other provisions of the Open Meeting Law and regulations, such as the requirements regarding posting notice

of meetings and creating and maintaining accurate meeting minutes, remain in effect.

Public bodies are reminded that notice of all meetings must be posted at least 48 hours in advance, not including weekends and holidays, and the meeting notice must clearly specify how the public may access the meeting, whether in-person, remote or both.

Finally, the Division of Open Government notes that, due to a typographical error in the final draft of the legislation, three paragraphs in Section 20(b) were compressed into one paragraph.

"Based on the legislative history of the new law and the Legislature's clearly-demonstrated intent, the Attorney General interprets the sentence 'This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law, regulation or a local ordinance or by-law that requires allowance for active participation by members of the public' as only applying to the economic hardship exception in the prior sentence, not to the entire paragraph of subsection (b)."

[View the complete guidance on the Division of Open Government website.](#)

MMCA discusses uses of ARPA funds

By Denise Baker

The Massachusetts Municipal Councilors' Association held a [webinar June 24 focused on the American Rescue Plan Act](#).

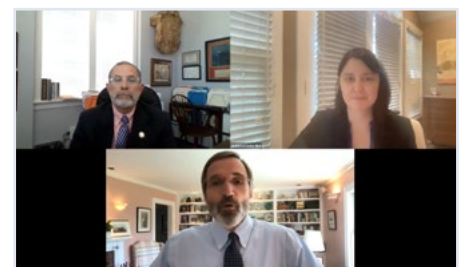
MMA Executive Director Geoff Beckwith provided an overview of the ARPA and how it affects cities and towns. He included a timeline for submitting for reimbursements, as well as a primer on how funds would be distributed directly to 38 Metropolitan Cities (generally those with populations over 50,000) using the Community Development Block Grant formula, and how it will be distributed through the state to the 313 non-entitlement communities.

Barnstable Public Works Director Dan Santos discussed water and sewer

infrastructure projects. He recommends working closely with town or city leadership on a department capital plan and stressed that long-range planning is key to success with large projects.

Often, he said, a large, multiyear project may need to be broken up and budgeted in stages, which will likely be the case for ARPA-funded projects given the strict spending guidelines.

[Both speakers' presentations are available online.](#) ●



Barnstable Public Works Director Dan Santos (top left), MMA Legislative Analyst Jackie Lavender Bird (top right), and MMA Executive Director Geoff Beckwith discuss the American Rescue Plan Act during a June 24 webinar hosted by the Massachusetts Municipal Councilors' Association.

SDO issues Municipal Supplier Diversity Playbook

By Bill McAvoy

Last November, the [Baker-Polito Administration announced Comprehensive Measures to Further Promote Diversity in State Contracting](#) and filed [“An Act to Elevate the Supplier Diversity Office to Ensure Equal Opportunity in State Contracting,”](#) which, on enactment, established the [Supplier Diversity Office](#) as a separate state agency under the Executive Office for Administration and Finance.

The SDO’s mission is to promote equity and inclusion in state contracting by certifying a wide range of diverse and small business categories, coordinating supplier diversity programs for the Commonwealth’s executive agencies, and connecting diverse companies with business opportunities with government agencies and their prime contractors. In addition to coordinating the supplier diversity efforts of Commonwealth departments, the SDO’s new mission allows it to assist other Massachusetts public entities with developing their own supplier diversity programs.

Over the past several months, the SDO has received numerous inquiries from municipal governments interested in establishing supplier diversity programs focused on their local communities. After meeting with municipalities that



expressed interest, the SDO recently issued a [Municipal Supplier Diversity Playbook](#), which was presented to the Inspector General’s “Diversity and Inclusion in Procurement” class and to the MMA and the Massachusetts Association of Public Purchasing Officials.

The playbook is the SDO’s recommended framework for establishing and developing a local supplier diversity program from the planning stage through incorporating lessons learned into the next program cycle. For each step in the process, the playbook provides some best practices for municipalities to consider, including ensuring support from the top, establishing your baseline for spending and current practices, and determining how you will measure the success of your efforts. In addition, the playbook provides tools that may be used by municipalities in implementing

their own programs, including the SDO spending analytics services, program training and model supplier diversity charter, policies, procedures, forms and procurement/contract language.

The playbook’s program development framework, best practices and resources are designed to be equally useful for organizations new to supplier diversity and for those with supplier diversity efforts underway. In addition to using the playbook, each organization developing a supplier diversity program must also consider its unique mission, resources and needs. Each municipality should also consult its legal counsel and the Massachusetts Office of the Inspector General to ensure that its program is legally defensible.

For more information or to discuss these ideas in more detail, contact the Supplier Diversity Help Desk at sdp@mass.gov. The SDO looks forward to assisting Massachusetts cities and towns in their equity and inclusion efforts.

Bill McAvoy is Executive Director of the Supplier Diversity Office.

MSA to host 2nd annual Western Mass. Municipal Conference Oct. 2

The Massachusetts Select Board Association will host its second annual Western Massachusetts Municipal Conference on Saturday, Oct. 2, in Easthampton.

Building on the success of the 2019 conference, this year’s event will once again bring together regional stakeholders, including municipal officials, planning agencies and legislators from Berkshire, Franklin, Hampden and Hampshire counties to address the challenges facing the region. The goals of the conference are to promote sustainable cross-governmental partnerships across Western Massachusetts, to share best practices for adaptation to and mitigation of challenges facing the four counties, and to advocate more effectively for the region.

The conference theme is “The Day After: Lessons Learned from 2020.” It will kick off with a legislative panel discussion

featuring legislators from the Western Massachusetts region.

The conference will also feature a number of workshops covering topics such as police reform and its impact on small towns, American Rescue Plan Act funding and economic recovery from COVID-19, the impact of post-COVID population shifts on housing affordability, and shared municipal services and collaboration.

Registration and networking will begin at 8 a.m. The program will start at 8:30 a.m. and conclude at noon.

Boxed lunches will be available for those who would like to take lunch to go or stick around for additional networking after the conference.

The conference will be held at Easthampton High School, 70 Williston Ave. in

Easthampton.

Additional information, including details about speakers and a formal agenda, will be made available in the coming weeks.

The registration fee is \$35. Registration will be available at www.mma.org in late August.

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

FAQ

Continued from page 1

The latest updates include expanded information regarding eligible expenses for addressing court case backlogs, assisting certain business startups, eviction prevention and housing stability services, including utility assistance, counseling, outreach, and legal aid services.

Funding jobs programs is also a defined eligible expense. Improvements to community outdoor spaces is an allowable expense when meeting certain criteria.

In communities where the pandemic has led to an increase in violence, recipients may use funds to address that harm.

Only in these communities, this spending may include:

- Hiring law enforcement officials, even above pre-pandemic levels, or paying overtime where the funds are directly focused on advancing community policing strategies in those communities experiencing an increase in gun violence associated with the pandemic
- Community Violence Intervention programs, including capacity building efforts at CVI programs, like funding and training additional intervention workers
- Additional enforcement efforts to reduce gun violence exacerbated by the pandemic, including prosecuting gun traffickers, dealers and other parties contributing to the supply of crime guns, as well as collaborative federal, state, and local efforts to identify and address gun trafficking channels
- Investing in technology and equipment to allow law enforcement to more efficiently and effectively respond to the rise in gun violence resulting from the pandemic

Premium pay for eligible workers

Regarding premium pay for essential workers, the term “essential worker” is broad, and not limited to municipal employees. The Treasury Department did, however, prohibit premium pay for employees who were allowed to telework during the public health emergency.

The latest FAQ document adds further guidance for municipalities that wish

to partner with nonprofits and private organizations, whether to issue premium pay or to address public health and economic impacts.

Revenue replacement

The Treasury has established a methodology to calculate the reduction in local revenue during the pandemic, and allows recipients to recalculate revenue loss at several points throughout the program, supporting municipalities that have experienced a lagging impact of the crisis on revenue.

Once a shortfall has been identified, municipalities have broad latitude to use ARPA funding to support government services, up to the amount of lost revenue.

Under the Interim Final Rule, government services can include, but are not limited to, maintenance or “pay-go funded” building of infrastructure, including roads; modernization of cybersecurity, including hardware, software and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services.

Water, sewer and broadband

In the area of infrastructure, the ARPA focused on water, sewer and broadband projects.

For water and sewer, the Treasury aligned the types of projects with the wide range of projects that can be supported by the [Environmental Protection Agency’s clean water state revolving fund](#) and [drinking water state revolving fund](#). Recipients can use this funding to invest in an array of projects related to drinking water infrastructure, as well as wastewater infrastructure, including managing or treating stormwater (which must have a water quality benefit) or subsurface drainage water.

In addition, the Treasury guidance allows for spending on cybersecurity aimed at protecting water and sewer infrastructure; projects promoting climate change resilience (for instance, reducing energy consumption on water and sewer facilities); and lead water line service replacement.

The latest guidance clarifies that road repairs connected to eligible water and sewer infrastructure improvements can

be included. Pre-project development expenses for eligible water and sewer projects are also allowed, and State and Local Fiscal Recovery Funds may be used to support energy or electrification infrastructure that would be used to deliver clean power to water treatment plants and wastewater systems on a pro-rata basis. If the wastewater system or water treatment plant is the sole user of the clean energy, the full cost would be considered an eligible use of funds. If the clean energy provider provides power to other entities, only the proportionate share used by the water treatment plant or wastewater system would be an eligible use of State and Local Fiscal Recovery Funds.

Broadband infrastructure eligibility focuses on households and businesses that do not have an existing wireline connection capable of reliably delivering at least 25 Mbps download/3 Mbps upload. Treasury interprets “businesses” in this context broadly to include non-residential users of broadband, including private businesses and institutions that serve the public, such as schools, libraries, health care facilities, and public safety organizations.

Last-mile connections and affordable service are key focus areas of the Treasury’s guidance around broadband infrastructure eligible uses.

The Treasury recently clarified that not every household or business being connected as part of an eligible broadband project needs to be “un-served or under-served” if the project is a more holistic approach including a wider area.

Ineligible uses of ARPA funds

In general, categories of ineligible expenditures include:

- Using the money for federal matching funds
- Premium pay for employees who were able to telework during the public health emergency
- Funding pension accounts, paying off outstanding debt, or making deposits to reserve accounts or rainy day funds

Select Board group holding Leadership Conference

By Isabelle Nichols

The Massachusetts Select Board Association has been holding its four-part Leadership Conference series this summer on the topics of municipal policing, mental health policing initiatives, the open meeting and public records laws and municipal finance, and the future of public meetings.

The series is being held every other Wednesday from June 16 through [July 28](#). Recordings and additional resources can all be found on the MMA website (links in this story below).

June 16: Municipal policing

The [first hour-long webinar](#) featured retired Arlington Police Chief Fred Ryan, who provided strategies that select board members can use in working with their police departments to best meet the needs of their communities.

Ryan discussed municipal policing challenges in the current climate, including a trend toward early retirements and a difficult recruiting environment, both of which are leaving critical leadership roles vacant in some departments. Ryan provided some best practices that can be used in recruiting, including prioritizing the use of assessment centers over traditional technical exams.

Ryan highlighted the impact of the 2015

[report of the President's Task Force on 21st Century Policing](#) on municipal police operations. He emphasized the importance of recruiting chiefs that are fully versed in the report's recommendations and committed to putting them into action.

Ryan explained "procedural justice" as a policing strategy where those who are policed are given an opportunity to speak, a clear explanation of why police action is being taken against them, and the opportunity for follow up. For procedural justice to work, he said, there must be a system in place that shows that the resources being expended are resulting in meaningful and positive change. In his experience, he said, "complaints against police departments utilizing procedural justice plummet, while trust and legitimacy go off the charts."

In discussing culture change within police departments, Ryan emphasized the importance of adaptive leadership. Under this approach, when trying to implement a change that a department would not otherwise choose, the person leading the change must do so slowly and adaptively. The likelihood of positive outcomes grows when change is implemented at a rate that can be absorbed by those within the organization.

June 30: Mental health policing

The [second Leadership Conference webinar](#) featured an overview of the Crisis Intervention Team model presented by the [Brookline Police Department's CIT](#): social worker Annabel Lane, Lt. Jennifer Paster and Sgt. Chris Malinn.

The team described the CIT model as a community policing approach to mental health crises based on partnerships between police and local service providers. The goals of the model are to prevent unnecessary arrest and incarceration of individuals with mental health conditions, connect individuals in crisis with services and support, and improve safety for community members and officers during crisis interactions.

The team also discussed their work coordinating the Norfolk County CIT Training and Technical Assistance Center to train law enforcement agencies in Norfolk County and the Boston area. They provided information about other CIT training and technical assistance



Deerfield Police Chief John Paciorek Jr. discusses the shared services approach to mental health policing during the second webinar in the Massachusetts Select Board Association's Leadership Conference series on June 30.

centers around the Commonwealth, and discussed funding opportunities through the Department of Mental Health Jail Diversion Programs.

A second panel discussed the shared services approach to mental health policing that has been established by Deerfield, Greenfield and Montague, along with Western Massachusetts-based behavioral health provider Clinical & Support Options. Panelists included Deerfield Police Chief John Paciorek Jr. and Sgt. Jennifer Bartak, Greenfield Deputy Police Chief Bill Gordon, and social worker Jen LaRoche, the vice president of acute and day programs at Clinical & Support Options.

LaRoche discussed the history of her organization's work as the [statewide emergency services program](#) for Franklin and Hampshire counties, and how the shared services partnership was developed. She also discussed the role that emergency service providers can play in establishing local mental health policing initiatives.

Chief Paciorek and Sgt. Bartak discussed the role of the Clinical & Support Options clinician when responding to mental health calls with officers and the benefits of having a clinician in the field during these kinds of calls. They also discussed some of the unique challenges that smaller communities face in establishing mental health policing initiatives and the benefits of a shared services model to help overcome some of these challenges.

■ MSA *continued on 25*



Michael Bettencourt, president of the Massachusetts Select Board Association (top) and retired Arlington Police Chief Fred Ryan discuss municipal policing during the association's June 16 Leadership Conference webinar.

WEMO, WLG celebrate 19th Amendment

By Meredith Gabrilka

On June 25, Women Leading Government and Women Elected Municipal Officials jointly celebrated the 101st anniversary of the 19th Amendment to the U.S. Constitution, which gave women the right to vote.

(The centennial of the amendment was marked on June 25 last year during the pandemic.)

The webinar featured a presentation from [Suffrage100MA](#) Executive Director Fredie Kay and a viewing of the 30-minute film put together by the organization to mark the anniversary: "[The Fight for Women's Suffrage: Looking Back, Marching Forward.](#)"

"When working on this film, we knew we wanted to send a message about stories that are not told, stories about the suffrage movement that people just don't know," said Randolph Town Councillor and Suffrage100MA Vice President Katrina Huff-Larmond.

Following the film viewing, Winchester Town Manager and former Fitchburg Mayor Lisa Wong discussed how racism, sexism and discrimination still impact American politics. Wong, the daughter of Chinese immigrants and the first Asian-American female mayor in Massachusetts, spoke about her experiences



Winchester Town Manager Lisa Wong, a former mayor of Fitchburg, speaks during a Women Leading Government and Women Elected Municipal Officials forum on June 25 marking the centennial of the 19th Amendment.

with racism and sexism, particularly during the pandemic, and her struggles speaking publicly about them. She said her public-facing positions in local government pushed her to acknowledge the issues more openly within her family, and that the support she felt within the communities she served was empowering.

"My path forward is working with women and men, like you, who realize that there is more work to be done," Wong said.

Huff-Larmond led a discussion at the end of the meeting, giving attendees the opportunity to share stories, thoughts and experiences, while reflecting on why they first decided to run for public office or seek

a career in local government. Attendees discussed leadership qualities they learned from a female coach or mentor, and who the first woman was that they voted for. A number of attendees said they decided to get involved in local government because someone pulled them aside and suggested it would be a good path for them, or because there was something in the community that they wanted to change.

"You recognize the importance of being at the table," Huff-Larmond said of her decision to run as the first woman of color to serve as a councillor in Randolph, "and of representation — me as a black female as well — and what did that mean."

Attendees discussed dealing with internalized fears of not knowing enough to do the job, which can hold women back from running for office, and the responsibility to encourage and support women to get involved.

"I think it is critical from those of us who have jumped in and found a way to be successful and grow our comfort and experience and ability, it's critical to reach out to people and support each other," said Hopkinton Select Board Member Muriel Kramer. "That's the structure that doesn't yet exist for women and people who identify as other than cisgendered men." ●

MMHR to hold Fall Conference on Sept. 23 in Worcester

Massachusetts Municipal Human Resources will host its annual Fall Conference in-person on Sept. 23 in Worcester.

The theme will be "hitting the reset button," and the conference will feature sessions covering topics such as "rebranding" for municipalities, engagement and retention of a diverse workforce, revisiting the Massachusetts Equal Pay Act, and succession planning.

Suzi Robinson, founder of the brand strategy firm Brand2x and a member of the Bridgewater Finance Committee, will discuss how municipal human resources departments can effectively use branding strategies when trying to attract new talent.

Attorney Maura McLaughlin, a partner at Morgan, Brown, and Joy, will lead a conversation about pay equity, including a review of the Massachusetts Equal Pay Act, federal pay equity laws, and how to



Maura McLaughlin



Suzi Robinson



Joellen Cademartori

conduct an internal pay equity audit.

Joellen Cademartori, CEO and co-owner of GovHR USA, will discuss succession planning and the steps that municipal HR departments can take to reduce disruptions caused by employee turnover and ensure effective transitions.

Registration and networking will begin at 8:30 a.m. The program will start at 9 a.m. and conclude at 3:30 p.m. Individual

boxed lunches will be served.

Attendees are invited to join an outdoor cocktail reception immediately following the conference for beverages, snacks and a chance to reconnect with colleagues after a

long year apart.

The conference will be held at the AC Hotel at 125 Front St. in Worcester.

The registration fee is \$80 for members and \$100 for nonmembers. Registration will be available at www.mma.org in early August.

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

Maintaining HVAC systems will reduce risks

By Stephen Batchelder

As students return to classrooms and employees return to their offices, it's vital that communities make sure their HVAC systems are operating efficiently and effectively. Doing so will reduce the risk of equipment failure and provide a safer, healthier environment.

Maintaining indoor environmental conditions — particularly controlling relative humidity — is of primary importance, according to the American Industrial Hygiene Association.

This summer has brought many weather variables, from heat and humidity in June to a wet and cool July. The common denominator has been dampness. An effective heating, ventilation and air-conditioning system should keep humidity levels in check.

HVAC systems are designed to operate under a heat load produced by people, computers, lights and other activities, according to the American Industrial Hygiene Association. Altered occupancy patterns, such as school being out for the summer and people working from home, reduces a building's heat load, which can affect an HVAC system's ability to control relative humidity levels, creating conditions for possible mold and moisture damage to occur.

Before the COVID-19 pandemic, experts were working hard to understand the effects of poor indoor air quality and

educate the public about those risks and costs, according to a [June 26 article in Air Conditioning Heating and Refrigeration News](#). But since we've learned that COVID is transmitted through the air, an even greater importance has been placed on air systems in buildings, because people's health is at stake. A poorly maintained HVAC system, in and of itself, can be a source of indoor pollutants, the article notes. Filters, air ducts, cooling coils and drain pans are all examples of points where a lack of attention can result in unwanted contaminants.

Each year, MIIA sees significant property losses arising from unit ventilators. This is both a frequency and severity issue, which has become a high priority for MIIA Risk Management.

EFI Global, on behalf of MIIA and its members, advised on the care and maintenance of unit ventilators. Univents are common in municipal buildings due to their ability to balance temperatures in multiple spaces. When designed, installed and maintained properly, they are effective and reliable. As building heating and cooling systems are inspected and maintained, it is imperative that all univents are included in the scope of work. Problems with univents freezing, seizing and failing can often be identified before a failure occurs.

EFI Global also recommends a simple,

prudent and proactive step in identifying potential issues: communicate with the regular occupants of work spaces (e.g., teachers, office staff, librarians, etc.) to ask the following:

- How is the heating/cooling system working for you?
- Do you hear or smell anything abnormal with the system?
- Does the system seem to take an abnormally long time to reach the desired temperature?

Technology can also help to identify problems with HVAC systems. For example, EFI Global suggests the use of infrared cameras (thermography) as an easy and efficient way to determine when HVAC and plumbing systems are not functioning properly, when hot or cold air or water is not being delivered as intended, or when cold air is being pulled into a building. These tools can be a major asset in understanding HVAC and plumbing systems and preventing premature failures.

Best practices checklist

MIIA offers the following best practices checklist to maintain univents:

Monthly

- Listen for noise coming from the unit, which could be an indication of a

■ MIIA continued on 21

MIIA welcomes new Property and Liability insurance members

MIIA is welcoming the towns of Avon and Dudley and the Lunenburg Water District as new members to the Property and Liability insurance group.

MIIA members have access to a complete portfolio of coverage, including general liability, auto liability, auto physical damage, equipment breakdown, inland marine (contractor's

equipment and fire trucks), flood and earthquake, crime coverages, public officials liability, law enforcement liability, employment practices liability, school board legal liability, property (blanket coverage plus 100% replacement cost), workers' compensation, and umbrella/excess liability.

MIIA's Smart Choice strategy focuses

on using MIIA's proprietary analytic tools, extensive member data, and municipal insurance knowledge to create data-driven, customized risk management plans. As a result, MIIA members experience improvements in safety, reduction of losses, and constant education of employees that improves safety, protects property, mitigates liability exposures, and manages costs.

Around the Commonwealth

Lunenburg, Sudbury, Wellesley

Police take part in empathy training program

After a chance conversation between a police chief and a community member, several police departments across the state are participating in a new empathy training program adapted from a program for medical professionals.

Wellesley Police Chief Jack Pilecki mentioned to a local artist and volunteer last summer that he was interested in finding a training program for his officers that “not only makes the officer a better officer, but a better person, too.” The volunteer suggested that he reach out to a friend, Helen Riess, who had recently written a book on empathy for doctors.

“I called her, we talked for a long time, and I told her what I was trying to do,” Pilecki said. “Anything that can help our officers de-escalate situations or better understand more about where the citizens are coming from. She said she would love to put a training together.”

The new training is taught by Riess, an associate professor of psychiatry at Harvard University and founder and CEO of Empathics Inc. Since its launch with the Wellesley police department, Sudbury and Lunenburg have also taken part.

“Departments who participate are getting out ahead of the curve and being proactive about dealing with their community,” Pilecki said. “It is very valuable training, from de-escalation to simple community engagement.”

Lunenburg Police Chief Thomas Gammel learned about the training from an email that Pilecki sent to police chiefs across the state and thought it would be a good tool for his officers.

“With police reform and what we are seeing across the country, it’s another tool to add to an officer’s toolbox to deal with interactions on a daily basis — a de-escalation tactic or emotional interaction — they may not have experience in to help them,” Gammel said.

Riess said the multi-day training is a blend of presentations about the neuroscience



Wellesley Police Chief Jack Pilecki
(photo courtesy Beth Shedd)

Lunenburg Police Chief Thomas Gammel

of emotion and empathy and emotional intelligence, and experiential exercises. Participants also spend time learning about self-empathy and accessing self-care resources to help manage the stress of the job.

“We help them identify the traits of an ideal leader and we emphasize how police officers are guardians of their community,” Riess said. “We make analogies between the roles in these two professions [public safety and health care] to help them appreciate that in high-stakes conversations, the ability to accurately recognize and manage emotions is critical.”

With the challenges facing law enforcement, Gammel said, “It’s a valuable tool, and you learn how to deal with all your relationships, not just those on the job.”

Pilecki recalled an interaction — caught on the cruiser dash cam — that one of his training officers had during a traffic stop, shortly after the department had completed the training program. The driver, who was Black and transgender, was upset and accused the officer of being racist and homophobic. Instead of reacting immediately, the officer, according to Pilecki, calmly spoke with the driver for 30 minutes, and after the interaction the driver called the station and left a message complimenting the officer and said, “This officer is the perfect officer to train new guys.”

“I’d like to think the officer would have handled it the same way without the empathy training, but either way it’s great to hear,” Pilecki said.

The training is now gaining notice across the country, thanks to an article written by Pilecki and Riess for the International Association of Chiefs of Police. Last fall, Wellesley brought in all officers and dis-

patchers for the training, and Lunenburg, which conducted the training last month, included the town manager and assistant town manager. The multi-day training costs \$15,000.

“I’ve attended a lot of trainings, and everybody in these classes thought it was fantastic,” Pilecki said. “It was cathartic. The officers told stories. We had discussions. It turned out really well. The officers were thrilled with it.”

—Meredith Gabriliska

Newton

City restricts zoning for firearms businesses

The city of Newton last month adopted zoning changes that limit locations and restrict operations for firearms businesses that want to open within city limits.

Among other provisions, the zoning amendment establishes buffers between firearms businesses and places like schools and daycare facilities, and requires firearms businesses to seek special permits. The restrictions apply to firearms dealers, gun ranges and gunsmiths, and come as neighboring communities are considering similar measures.

The City Council approved the zoning restrictions on June 2 by a 23-1 vote, and Mayor Ruthanne Fuller signed the order the next day. The measures grew out of opposition this spring to a gun store that had planned to open in a prominent spot near homes and schools. According to city officials, the new restrictions will prevent the store from opening at that location.

More generally, the push for stronger rules reflects growing community concerns about gun violence and opposition to having any firearms businesses in the city, said City Council President Susan Albright.

“Actually, we had gun shops in Newton in the past, and nobody cared,” Albright said. “But it’s the tone of the times, and you have to just adjust to that.”

Under the new rules, a firearms business cannot open within 150 feet of homes, or operate within 1,000 feet of daycares, schools (from preschool through university level), playgrounds or parks, religious buildings, libraries, nursing homes, or

Around the Commonwealth



Newton City Hall

existing firearms businesses. The necessary special permit requires a two-thirds majority of the City Council and gives the council the authority over business hours and signage.

The new zoning limits firearms businesses to three small areas, including an area along Route 9 in Chestnut Hill. Before the restrictions went into effect, city officials said, firearms businesses could have opened without the council's approval on 777 different land parcels.

Given residents' concerns about gun shops in the city, Albright said zoning restrictions were the appropriate vehicle for exerting more control over firearms businesses. The city had previously used zoning to address public health, welfare and safety concerns related to marijuana and adult literature businesses, she said, "so I knew that zoning was the way to go."

With the zoning restrictions in place, several councillors are pursuing a full ban on firearms businesses in Newton. A proposed ban failed to pass at the council's July 12 meeting, but the council this fall is expected to consider a proposed ban through a different mechanism — by changing the city's general ordinances to prohibit the sale or manufacturing of firearms in Newton. Though the initial zoning restrictions received broad support, the mayor's office and the city's legal department have expressed concerns that a full ban would expose Newton to legal challenges on Second Amendment grounds.

For other communities contemplating similar measures, Newton officials recommend working closely with municipal counsel to ensure the legality of any proposal. The mayor emphasized the importance of having proactive measures

in place and reaching out to important stakeholders, before potential conflicts arise over specific projects.

"Involve the legislative body of your community and residents early in the process," Fuller said, "and communicate with the public often about the steps being taken."

Other communities interested in learning more about Newton's efforts can contact the city's Law and Planning and Development departments.

"We are happy to share what we learned," Fuller said.

The towns of Wellesley, Watertown and Brookline have been holding public discussions about possible new restrictions on firearms-related businesses, and Brookline Town Administrator Mel Kleckner said officials are preparing warrant articles for consideration at its fall Town Meeting.

— Jennifer Kavanaugh

Franklin County

New telehealth access location for veterans opens

In an effort to improve health care options for local veterans, the Upper Pioneer Valley Veterans' Services District has opened a new telehealth access location at its Resource and Referral Center in Greenfield.

A private room furnished with a computer and video conferencing equipment is available to veterans to meet virtually with their U.S. Department of Veterans Affairs health care providers. The district launched the program in collaboration with the VA Central Western Massachusetts Healthcare System, with a June 21 open house for clients and municipal officials.

Greenfield Mayor Roxann Wedegartner said she believes the telehealth location successfully replicates the privacy of an in-person visit.

"Certainly the people that came in to see it were very happy that it was there and impressed with the fact that they had gone to such great lengths to make it a private setting," Wedegartner said.

Prior to the opening of the telehealth location, veterans in the 26 towns of Franklin County would have to travel long distances to access VA medical services. The nearest



Upper Pioneer Valley Veterans' Services District Director Tim Niejadlik (left) explains the telehealth access room to a municipal official from Colrain during a June 21 open house.

inpatient VA medical center is located in neighboring Hampshire County.

Telehealth services offer a convenient alternative, but Upper Pioneer Valley Veterans' Services District Director Tim Niejadlik said many veterans in western Massachusetts lack the technology and skillset to facilitate telehealth appointments from their own homes.

The telehealth access location — the first of its kind in Massachusetts, according to Niejadlik — is designed to address these challenges. Staff at the Resource and Referral Center are on hand to help veterans set up an email account for video conferencing, reserve the telehealth location once a VA telehealth appointment has been scheduled, and use video conferencing software. Volunteers from Disabled American Veterans are available to drive veterans to the center for appointments.

In its first week and a half of operation, the telehealth access location was reserved three times, according to Niejadlik.

Niejadlik worked directly with the Department of Veterans Affairs to bring plans for the location to fruition. Over the course of two-and-a-half months, the VA helped Niejadlik and his staff develop a memorandum of agreement, navigate COVID safety protocols, and secure equipment.

"In the end it really didn't cost anything," Niejadlik said. "The VA donated the cameras. The VA donated some headsets. We got some speakers donated, so we just had to use some available space [at the Resource and Referral Center] that we changed from

■ COMMONWEALTH *continued on 18*

Around the Commonwealth

an employee break room into this telehealth center.”

Wedegartner said the collaboration between the VA and the Upper Pioneer Valley Veterans’ Services District “is a great example of local and federal government working together to really satisfy a need.”

Niejadlik said the Resource and Referral Center has “eliminated any barriers” that might prevent veterans from enjoying the benefits of telehealth. He hopes to eventually offer telehealth services at the center’s satellite locations throughout Franklin County, and even bring telehealth equipment into veterans’ homes.

For municipalities interested in implementing a similar program, Niejadlik encouraged local officials to involve the Department of Veterans Affairs as early as possible.

He said the memorandum of agreement “that we drew up is going to be the guideline for any of the other VA facilities or towns throughout New England that are looking to do something like this.”

Niejadlik called the telehealth access location an essential step in the district’s efforts to stay “ahead of the curve and provide new services.” He said the initiative shows that “your veterans’ service officer isn’t just here to do a parade on Memorial Day. There’s so much more that we’re trying to do for the veterans and their community.”

—*Emanne Khan*

Taunton

City launches sales technology and efficiency professional upgrade program grant

In March, the city of Taunton launched a Sales Technology and Efficiency Professional Upgrade Program, known as the STEP UP Grant Program.

Through the program, funded by a state Urban Agenda Grant, small local businesses owned by women, ethnic minorities or veterans of the U.S. Armed Forces can apply for funds to upgrade their website, point-of-sale system and/or social media presence.

The program came to life when Bill Roth



With the help of a STEP UP Grant, Energy No Limit, a Taunton gym and training center, upgraded its website to a more engaging design.

and his colleagues in Taunton’s Office of Economic and Community Development had trouble remotely ordering lunch from a small restaurant on Main Street. The restaurant’s website was hard to navigate, and its phone line was busy.

Realizing that some of Taunton’s small businesses did not have adequate technology or digital mobility to compete with larger chain businesses, the STEP UP Grant Program was created.

Taunton Grant Director Taylor Torres said that the program’s goal was to give small businesses an upgrade, or step-up, by enhancing their sales technology and operational efficiency. Such improvements not only help small businesses emerge from the pandemic, but also help them compete with larger businesses in the long term.

Within three weeks of the program’s launch, 35 businesses applied for the grant. By June, when the program concluded, Taunton helped 10 businesses with new point-of-sale systems, 14 businesses with new or redesigned websites, and 11 businesses with social media consultation and training. In total, the city assisted 19 small businesses for less than \$60,000. Grant recipients included restaurants, music shops and beauticians.

“The City of Taunton is thrilled to be able to help local minority-owned small businesses with the STEP UP Grant Program,” said Mayor Shaunna O’Connell. “Any time our small businesses prosper, our entire city benefits.”

The Office of Economic and Community Development met with each business to gauge its needs. The office then contracted with web designers and social media consultants to provide services to the businesses. For point-of-sale systems, the city either worked with the business’s current vendor or brought in a new vendor to purchase upgraded hardware.

“Utilizing the Urban Agenda grant to do this is an affordable investment for small businesses that pays large dividends and returns,” said Roth, the director of Economic and Community Development. “This grant we got from the state is one of the more rewarding grants and projects I have worked on in my career, because it was able to touch and help almost 20 businesses and really make a significant change.”

Going forward, the city hopes to use American Rescue Plan Act funds to expand STEP UP to help all small businesses.

Roth and Torres said STEP UP can be easily replicated in other communities, and they are eager to share their knowledge and experience. For more information, contact at wroth@taunton-ma.gov or ttorres@taunton-ma.gov.

—*Mark Roberts*

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.

BUDGET

Continued from page 3

2021) to \$35 million. The MMA argues that the underfunding of PILOT over the years has created a significant hardship for smaller communities with large amounts of state-owned property.

Shannon grants, cybersecurity and libraries

The budget includes a \$1 million increase for the Shannon grants for gang violence prevention and intervention, and funding for the Mass Cybersecurity Innovation Fund, which provides outreach and training programs for municipalities. The accounts for public libraries

and regional public libraries would each see an increase of \$1 million.

Local housing authorities

An outside section of the budget generally prohibits locally elected executive officers (mainly select board members) from being employed by their local housing authority. ●

FUTURE OF WORK

Continued from page 8

have been most impacted throughout the pandemic

To address continued challenges in child care and early education, the administration is taking a series of actions:

- Investing more than \$640 million in federal funding for child care, focusing on building capacity at early education providers and targeting funds to the greatest areas of need according to the Social Vulnerability Index
- Sustaining increased child care subsidies for low-income families

and other pandemic-era changes that expand access to care

- Leveraging the Commonwealth's workforce development programs to develop a stable pipeline of early educators to expand access to affordable care
- Partnering with the business community to best understand specific needs for flexibility across specific industries and regions

To address shifting work habits and other trends identified in the report, the MBTA and Massachusetts Department of Transportation are modifying schedules and making other adjustments.

The Commuter Rail's new Regional Rail Schedule represents a shift toward more consistent, regular service throughout the day, compared to pre-pandemic service that was heavily skewed toward morning and evening rushes. The new schedule supports increasing travel habits like intra-line (non-Boston) trips and reverse commutes to Gateway Cities. It also supports teleworkers' local trips and three-day-per-week commuters.

Continued promotion of weekend service, such as \$10 weekend passes will also promote travel to key recreational and tourist destinations outside of Boston. ●

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 2022.

Entries are due by Friday, Oct. 1.

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.

Salem steps in to help local companies find workers

By Lisa Capone

Many restaurants, bars and other hospitality venues in some of Massachusetts' most popular tourist destinations are having a hard time staffing up, creating frustration for customers and business owners alike.

In late spring, despite loosening COVID-19 restrictions, innkeepers and restaurateurs on Cape Cod reported being unable to fill jobs that are typically snapped up by seasonal foreign workers (blocked, still, by travel restrictions). Similar stories have been playing out in other hospitality-driven economies over the spring and summer.

Factors cited for the dearth of job applicants include a federal \$300-per-week bonus for Massachusetts unemployment recipients that continues into September and a general shift in people's relationship to work, sparked by the pandemic. WBUR [reported](#) recently that more than 4 million Americans quit their jobs in April, putting vacancies at a 20-year high.

On the eve of the July 4 weekend, Bob Luz, president of the Massachusetts Restaurant Association, told the [Salem News](#), "I don't know of a restaurant right now that isn't looking for workers. They're scaling back hours and limiting seating because they can't find enough staff."

Such is the case in Salem, a tourist destination in summer and through the fall, culminating in Haunted Happenings and Halloween festivities.

Between some former employees needing to care for children and relatives and others for whom the pandemic spurred career changes, Claire Kalleis said staffing has

WE ARE HIRING!

HOSPITALITY BUSINESSES IN SALEM ARE HIRING
and MassHire and the City of Salem are helping to promote these positions!

SALEM HIRING INCENTIVES!

If you qualify, and are hired in a hospitality position in Salem, you can earn **VISA GIFT CARDS!**

A city of Salem initiative aims to help local businesses attract workers.

been a challenge at Salem's Hawthorne Hotel, where she is the general manager. Recently, though, she has added several people to the iconic hotel's hospitality staff through a new city program that sweetens the pot for new hires.

On July 7, Salem Mayor Kim Driscoll announced a partnership with the MassHire North Shore Career Center to provide up to \$800 in VISA gift cards for eligible employees who fill openings with qualified Salem businesses. [The Salem Hospitality Employee Incentive Program](#) is limited to the first 150 enrollees for jobs at Salem restaurants, hotels, attractions, and small retailers with fewer than 25 employees.

As of mid-July, Salem's program had so far connected 58 people with jobs at 36 locations, according to MassHire.

"I think it's fabulous," Kalleis said. "Any way of enticing people to come back into the hospitality industry, or to try it for the first time ... I think it's great."

Employees who work at least 15 hours per week and stay on the job for six weeks can earn \$400 in VISA gift cards through

the program, with an additional \$400 in gift cards for staying past Oct. 31. Eligible applicants cannot be currently enrolled in another MassHire program or employed at a Salem hospitality business immediately prior to accepting a new position, and must be earning less than \$70,750 annually. Eligible people hired into a qualifying position between June 1 (before the program launched) and July 23, can enroll at www.salem.com/incentives or, in Spanish, at www.salem.com/incentivos. Enrollment ends Aug. 20.

"Just about everywhere you look there is a 'Help Wanted' sign, or a 'Please be patient, we are short-staffed' message," Driscoll wrote in a post on the city's Facebook page. "With the post-pandemic economy roaring back to life in Salem, we are hoping to coax residents in Salem and the region into the workforce to assist our many small businesses in need of an extra set of hands during the busy Summer and Fall seasons."

Mary Sarris, Director of the MassHire North Shore Career Center, said she doesn't know of any other municipalities offering similar initiatives. She urged people to take advantage of Salem's hiring program "and enjoy employment opportunities during this exciting economic recovery."

For more information, call MassHire at 978-825-7000, or visit the agency at 70 Washington St. in Salem, Monday through Thursday, 1-3 p.m.

Lisa Capone is a freelance writer.

ATFC to hold Annual Meeting this fall as 3-part webinar

The Association of Town Finance Committees will hold its Annual Meeting this fall as a three-part Zoom webinar series.

The webinars will be held on Oct. 21, Oct. 28 and Nov. 4 from 7 to 8:15 p.m. Subjects for each session are not yet final. The Oct. 21 session will include a legislative and budget update from

MMA staff.

The ATFC will also hold its business meeting at the beginning of the first session, on Oct. 21, including election of the Governing Board for 2022. Anyone interested in serving on the Board should contact Denise Baker at the MMA at dbaker@mma.org.

The association is updating its Finance

Committee Handbook, and the new edition will be published in digital form by the first session. All communities that have paid fiscal 2022 dues will receive access at that time. All members have received a first dues notice.

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

MMHR discusses ‘costing out contracts’ in webinar

By Isabelle Nichols

During its Annual Meeting webinar on June 17, [Massachusetts Municipal Human Resources](#) discussed “costing out contracts” in preparation for negotiations with unions.

Following the [association’s business meeting](#), Arlington Deputy Town Manager Sandy Pooler began the panel discussion by covering three key elements of contract negotiations: identifying comparable communities, conducting a salary study, and the negotiation process.

Pooler also discussed the pros and cons of establishing a salary reserve account to set aside resources to fund collective bargaining agreements and/or non-union salary adjustments.

Attorney Melissa Murray, a partner at Norris, Murray and Peloquin, discussed strategies and preparation before getting to the contract negotiation table, important tips and ground rules to adhere to once negotiations begin, the importance of record keeping, and when to involve labor counsel in negotiations.

Chatham Town Manager Jill Goldsmith closed out the panel with a discussion about how to arrive prepared for a hearing with the [Joint Labor-Management](#)

[Committee](#). Goldsmith discussed the point at which the JLMC becomes involved in negotiations, and gave an overview of the legal background, mission, and makeup of the JLMC. She also discussed the JLMC process and what should be done to prepare for the JLMC.

Also at the meeting, MMA Legislative Director John Robertson gave a legislative update, covering the fiscal 2022 state budget, a [new law extending certain provisions from the state of emergency](#), the [mandatory paid sick leave law](#) that was passed last month, and a number of other personnel bills that are currently making their way through the legislative process.

The webinar closed with a “mental health moment” led by mental health consultant and former Needham Direc-



Chatham Town Manager Jill Goldsmith (top left), Southborough Assistant Town Administrator Vanessa Hale (top right), Arlington Deputy Town Manager Sandy Pooler (bottom left) and attorney Melissa Murray discuss “costing out contracts” during the Massachusetts Municipal Human Resources Annual Meeting on June 17.

tor of Youth Services Jon Mattleman. Mattleman acknowledged the incredible challenges that HR professionals have faced over the past year, and provided some tips for managing stress and anxiety and prioritizing self-care.

More than 100 human resources professionals participated in the two-hour webinar. ●

MIIA

Continued from page 15

bearing problem

- Check filters
- Inspect intake box for debris
- Ask the regular occupants of rooms with unit ventilators if the heating/cooling units work for them, if they hear or smell anything unusual, and if the system takes a long time to reach its intended temperature
- In winter months, inspect units with a thermography camera for cold air intrusion (See MIIA Grants for thermography camera grant)

Semi-Annually (pre-winter and pre-summer)

- Inspect interior for debris and clean as necessary
- Check damper linkages to ensure proper alignment
- Check to see if outside dampers close and seal properly
- Inspect belts for cracks or fraying
- Lubricate motors and fan shafts per manufacturer’s specifications
- Inspect traps and control components

Properly maintaining — and, when necessary, upgrading HVAC systems — should be part of regular maintenance and capital budgets and protocols.

Doing so will save money in potential downtime and loss related to improper care. It will also guard against increased insurance costs due to claims and, most importantly, provide safe and healthy spaces for students and staff.

Stephen Batchelder is MIIA’s Vice President of Claims Operations and Risk Management.

MMA, Suffolk welcome 1st class of Municipal Fellows

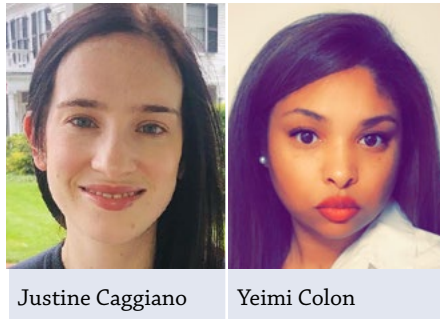
By Katie McCue

This fall, the MMA and Suffolk University will welcome the inaugural class of MMA-Suffolk Municipal Fellows.

The program, a partnership of the MMA and Suffolk, offers significant financial support to municipal professionals to attend the master's in public administration program at Suffolk's Sawyer School of Business.

The 2021-2022 MMA-Suffolk Municipal Fellows are:

- Justine Caggiano, human resources administrator, Millbury
- Yeimi Colon, finance director and town accountant, Wenham
- Brian DeFelice, information technology librarian, Norwood



Justine Caggiano

Yeimi Colon



Brian DeFelice

The fellowship was highly competitive, and the MMA and Suffolk congratulate the recipients.

[Visit mma.org](http://mma.org) for the latest information about the MMA-Suffolk programs:

The fellows are all graduates of the MMA-Suffolk Certificate in Local Government Leadership and Management program, and were accepted into Suffolk's MPA program. Each recipient received the support of the chief municipal official in their respective municipality to continue working while attending the program part-time.

- MMA-Suffolk Certificate in Local Government Leadership and Management
- MMA-Suffolk Municipal Finance Management Seminar
- MMA-Suffolk Municipal Fellowship program ●

Work continues on 2021-2022 Municipal Directory

The MMA continues its work on the 2021-2022 Massachusetts Municipal Directory, a comprehensive resource for municipal data and for connecting with colleagues.

Since early May, the MMA has been gathering updates from cities and towns for the directory's extensive municipal listings. The MMA greatly appreciates the help of local officials across the state who used the MMA's online tool to update the information for their communities over the past few months.

The Massachusetts Municipal Directory includes listings of local officials and contact information, as well as demographic and financial data, for all of the state's 351 cities and towns. There are also sections devoted to state and federal government agencies, relevant professional organizations, and regional school districts, as well as a guide to products and services for municipalities.

For members, MMA dues cover the cost of the directory. Other readers interested in receiving access to the Massa-

chusetts Municipal Directory [can order online](#).

The new edition of the directory is expected to be published in September, and it will again be made available in a PDF format.

For more information, contact Directory Editor Jennifer Kavanaugh or Database Administrator Ruby Sadoques at directory@mma.org.

- Jennifer Kavanaugh

MMA Human Services Council to hold annual meeting July 29

The MMA Human Services Council will host its annual meeting as a free webinar on July 29 from noon to 1 p.m.

MMA Legislative Analyst Jackie Laverder Bird will provide an overview of the American Rescue Plan Act, with particular attention to qualifying programs and purposes that are relevant to human services professionals. Jackie Winer, Holliston's Youth and Family Services program director, will discuss how her department is planning to leverage ARPA funding to support a new position focused on mental health and human services.



Jackie Winer

The webinar will also feature an association update from Acton Community Services Coordinator and MMA HSC President Laura Ducharme, and a vote on the slate of fiscal 2022-2023 MMA HSC

officers. Voting will be conducted using Zoom polling, so attendees are asked to log in using the desktop or mobile app.

The webinar is free to attend but ad-

vance registration is required. An email with registration information has been sent to all HSC members.

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

Management Association gives Galkowski scholarships

The Massachusetts Municipal Management Association in June awarded scholarships from the Nancy Galkowski Legacy Fund to four local officials:

- Lexington Management Analyst Katharine Labrecque
- Holliston Town Administrator Travis Ahern
- Concord Administrative Manager Christopher Carmody
- Danvers HR Generalist Julianny Vittini

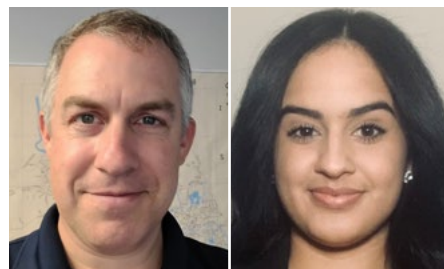
Labrecque will participate in the four-week MMA-Suffolk Municipal Finance Management Seminar this fall.

Ahern will join the International City/County Management Association, and Carmody will participate in the ICMA's webinar series on effective supervisory principles.



Katharine Labrecque

Travis Ahern



Christopher Carmody

Julianny Vittini

Vittini will take the preparatory course for her Society for Human Resource Management certification.

Galkowski had a 35-year career in municipal management in Massachusetts and a passion for mentoring younger managers and being of service to her peers. Following her death in 2013, her Management Association colleagues established a fund to honor her memory and continue her legacy.

The fund accepts applications each spring.

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

Let us know about your local news

Every day across the Commonwealth, municipal leaders are figuring out ways to deliver services more efficiently, save taxpayers money, engage more citizens in the vital work of local government, and improve the effectiveness of the layer of government that has the most

direct impact on people's lives.

The MMA wants to recognize and help spread the word about these local creative solutions. If your community has launched a new program or initiative, or has found a unique solution to a

common problem, please let us know by filling out our new [Local News Tips](#) form on the MMA website. ●

MMHR to discuss workplace culture change on Oct. 22

Massachusetts Municipal Human Resources will hold its annual Labor Relations Seminar in person on Oct. 22 in Devens.

Keynote speaker Malia Lazu, an award-winning, tenured strategist in diversity and inclusion, will focus on how municipal employees can create a workplace culture that will increase the effectiveness of diversity and inclusion efforts.

Lazu has more than two decades of experience building diverse cultures in the political and civic space. She is founder of the Lazu Group, a multicultural consulting firm that specializes in transforming people, places and companies for a more inclusive world. She is also a lecturer in the Technological Innovation, Entrepreneurship and Strategic Management Group at the MIT Sloan School of Management.



Malia Lazu

The seminar will also feature an MMA legislative update, a labor law update covering major cases in the labor area, and a series of workshops covering important topics in labor and employment.

Registration and networking will begin at 8:15 a.m. The program will start at 9 a.m. and conclude at 3:30 p.m. A light lunch will be served.

The seminar will be held at the Devens Common Center, 31 Andrews Parkway in Devens.

The registration fee is \$80 for members and \$100 for nonmembers. Registration

will be available at www.mma.org in early September.

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

Get MMA.org updates in your mailbox

The MMA offers a free weekly email newsletter that provides a digest of all the updates posted each week on www.mma.org.

The MMA website is a great source for the latest information related to local government, including timely updates on federal relief and other local aid programs. The email newsletter ensures that subscribers won't miss any website updates, with a summary arriving in their mailbox every Friday morning.

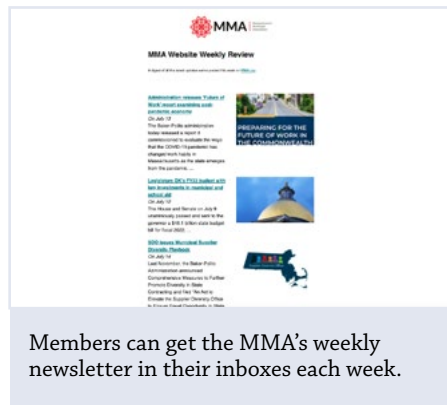
The newsletter includes a listing of all the latest news stories, MMA letters of testimony, guidance documents, upcoming member group events and webinars,

and additions to the classified ads board. The email subject line is "MMA Weekly Review."

The MMA also offers a Breaking News email to provide up-to-the-minute news on major stories.

To sign up for either or both newsletters, use the short and simple form at www.mma.org/about-mma/newsletter-sign-up.

– *Meredith Gabrilka*



MunEnergy program can help municipalities develop energy strategy

As temperatures heat up, the MMA's MunEnergy program is available to help cities and towns manage summer-related energy costs.

Constellation, the MMA's endorsed supplier for the MunEnergy program, can provide the products, strategic relationships and technology, as well as the expertise and resources, for a customized energy strategy unique to your community's needs. These include new technologies that invest in analytics, weather-updates to anticipate peak-en-

ergy demand days, and more.

The MunEnergy program can also help with sustainability and efficiency projects. Constellation's [Efficiency Made Easy](#) program and access to renewable energy solutions, including the use of solar arrays on municipal spaces such as schools, can reduce traditional energy costs.

For more than 20 years, the MunEnergy program has been helping Massachusetts cities, towns and government entities stabilize energy costs and simplify

energy management. To learn more about the MunEnergy program, visit www.mma.org/MunEnergy or contact Katie McCue at kmccue@mma.org.

To join the MunEnergy email list for updates on educational events and opportunities to learn more about the program, send the contact information for your municipal energy manager to energy@mma.org.

– *Katie McCue*

Administration awards \$6.5M in Shared Streets and Spaces grants

Lt. Gov. Karyn Polito joined Acting Transportation Secretary Jamey Tesler and Highway Administrator Jonathan Gulliver in Dedham on July 21 to announce the award of \$6.5 million to 77 cities and towns and one transit agency under the [Shared Streets and Spaces Grant Program](#).

The program provides technical and funding assistance to help Massachusetts municipalities conceive, design and implement changes to curbs, streets, plazas and parking areas in support of public health, safe mobility, renewed commerce and community betterment.

The Shared Streets and Spaces Program has now awarded \$33 million to 183 cities and towns and four transit agencies for a total of 310 projects since the competitive grants were offered to municipalities 13 months ago, according to the administration.

For this round of awards, the Massachusetts Department of Transportation reports that it received 94 applications, of which all but four were eligible. This is the largest applicant pool received in a single round to date.

In this round, 78 applications were selected for funding — 77 municipalities and the MBTA — and 51% of the awards are going to designated Environmental Justice Communities. In this round, 28% of the awardees have never received a Shared Streets and Spaces award before.

The administration has posted [a list of grant recipients for this funding round](#), which falls under the Shared Winter Streets and Spaces program.

Shared Winter Streets and Spaces was launched late in 2020 for municipalities to continue making accommodations

for the public during the cold winter months. The program provides grants as small as \$5,000 and as large as \$500,000 for municipalities to quickly launch changes for safer walking, biking, public transit, recreation, commerce, and civic activities. These changes can be intentionally temporary or can be permanent improvements. The MassDOT is particularly focused on projects that respond to the needs of communities and provide safe mobility for children, for elders, to public transportation, and to open space and parks.

The next round of funding applications is anticipated to be launched in fall 2021, and information will be available on the website for the [Shared Streets and Spaces Municipal Grant Program](#). ●

WEMO to hold 3rd annual Leadership Conference Oct. 16

Women Elected Municipal Officials will hold its third annual leadership conference on Saturday, Oct. 16, in Marlborough.

The conference will focus on the crucial role that women leaders play in building strong, healthy communities, and the support that is needed to be successful in this role.

A keynote speaker will be followed by a

series of breakout sessions. There will be plenty of opportunities for networking.

Registration and networking will begin at 8:30 a.m. The program will start at 9 a.m. and conclude at 2 p.m. A light lunch will be served.

The conference will be held at the Courtyard Marriott Hotel at 75 Felton St. in Marlborough. The cost is \$40.

Additional information, including an announcement of the keynote speaker and complete agenda, will be available in the coming weeks. Registration will be available at www.mma.org in early September.

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

MSA

Continued from page 13

Deputy Chief Gordon discussed how the departments have been able to use third-party billing to insurance companies through Clinical & Support Options to partially fund their program. He also provided an overview of some of the state grant funding available for mental health policing through the Department of Mental Health and the Department of Public Health, including the option to apply for a co-response grant through DMH's Jail Diversion Programs for shared services between communities.

July 14: Open meetings, public records, municipal finance

The [third webinar in the Leadership Conference series](#) was an "ask the experts" session for newly elected select board members.

This session was a follow up to the [Open Meeting and Public Records Laws 101](#) and [Municipal Finance 101](#) trainings that were offered during last year's virtual conference and are now available on-demand.

Arlington Deputy Town Manager Sandy Pooler began the session with a review of some of the key aspects of municipal finance that are important for select



During the third webinar in the Massachusetts Select Board Association Leadership Conference series on July 14, speakers covered open meetings, public records and municipal finance. Speakers included (clockwise from top left) Cohasset Select Board Member Diane Kennedy, Arlington Deputy Town Manager Sandy Pooler, and KP Law Managing Partner Lauren Goldberg.

board members to consider, including the link between the budget document and policy; the roles of select boards, finance committees, and municipal staff in budgeting and policy development; and the six key management steps for producing a budget, derived from the Division of Local Services' [Guide to Financial Management for Town Officials](#).

Pooler fielded questions on subjects like capital budgeting, budgeting for regional school districts, planning and budget-

ing in the time of the federal American Rescue Plan Act, timelines for reviewing contracts and expenditures, and the role of community preservation commission funds in budgeting.

K.P. Law Managing Partner Lauren Goldberg discussed emerging issues with the open meeting and public records laws. She covered legal issues with municipal use of social media, the application of the open meeting law to emails, and [Chapter 20 Of the Acts of 2021](#), which extended provisions for public bodies to meet remotely.

Goldberg responded to questions about the open meeting and public records laws, including rules around serial communications, board member recusal from agenda items, meeting posting requirements, and cross-committee meeting requirements.

July 28: The future of public meetings

A story about the [July 28 session](#) will be posted on the MMA website, along with the recording, shortly after the session.

ARPA

Continued from page 7

Massachusetts has only five functioning county government structures among the state's 14 counties.

Where county government has been abolished (Berkshire, Essex, Franklin, Hampden, Hampshire, Middlesex, Nantucket, Suffolk and Worcester), the county's share of funds will initially be allocated to the

state and then redistributed to the county's communities on a per capita basis. These counties will receive approximately \$945 million of the county allocations designated for Massachusetts.

Functioning counties in Massachusetts (Barnstable, Bristol, Dukes, Norfolk and Plymouth) will receive their allocation directly from the Treasury Department, through the same process used for counties nationwide. These counties will receive

approximately \$393 million of the county allocations for Massachusetts.

Baker-Polito administration officials report that they have also applied to the Treasury on behalf of the communities in non-functioning counties, and await further clarification about when to expect those funds. ●

People

Nicole Parker became the new town administrator in Hardwick on July 19.

Most recently, Parker worked nine years for the town of Palmer, including four years as executive assistant to the town manager. She previously served as the principal clerk for the town's Planning and Economic Development Department.

Parker has a bachelor's degree in pre-law studies from UMass Lowell, and is working toward a master's degree in public administration, which she expects to complete in 2023.

Parker replaces **Theresa Cofske**, who left the role in the spring.



Brenda Lessard

Williamsburg Town Clerk **Brenda Lessard** has taken on a second job as Chesterfield's town administrator.

Lessard, who has been the town clerk in Williamsburg since 2007, added the Chesterfield administrator

position on June 18. A Justice of the Peace since 2009, Lessard worked as a licensed practical nurse earlier in her career.

Lessard's education in local government began at an early age. Her father, **Anthony Thomas Jr.**, served 15 years as a selectman in Goshen and later became the town moderator.

In Chesterfield, Lessard replaces **Susan Labrie**, who retired in June after a decade as town administrator. At the same time, Labrie also retired from her position as the fire chief in Goshen. When she first became chief in 2006, she was the first woman in the state to achieve that rank.

Robin Crosbie has become a senior advisor for the International City/County Management Association, using her three decades of municipal experience to help other managers in the field. Crosbie, who retired in 2018 as the town manager in Ipswich, was named a senior advisor

in June.

Formerly called the Range Rider Program, the ICMA Senior Advisor program began in 1974 so that members could benefit from the knowledge and experience of retired managers. Around the country, more than 100 senior advisors volunteer their time and counsel members on such matters as interactions with elected officials, management questions, career development, and the handling of controversial local issues.

Before her retirement, Crosbie spent six years in Ipswich, seven years as the town manager in Longmeadow, 16 years as the town administrator in Hadley, and a year in Deerfield as town administrator. Since retiring, she has served in interim or acting capacities in Topsfield and Hamilton. She has a master's degree in public administration from the University of Colorado.

Keith Bergman, a retired town manager who served in Provincetown and Littleton, also serves as a senior advisor in Massachusetts.



David Koffman

David Koffman will become the MMA's new legislative director on Aug. 9. He will replace **John Robertson**, who is retiring at the end of July after 31 years with the association ([see related column](#),

[page 2](#)).

Koffman has more than 10 years of experience in public policy lobbying and legislative advocacy. He is currently the deputy executive director of the Massachusetts Association of Community Colleges, where he has been the government affairs director for 8½ years, leading the effort to expand and empower community colleges as centers of education, workforce development and opportunity. He has worked with the entire congressional delegation, and developed and coordinated the Massachusetts State Senate Page Program, which provides paid Senate

internships for community college students.

Prior to leading federal, state and local relations for the MACC, Koffman was a legislative director in the Massachusetts House of Representatives for 2½ years, and before that was a staff intern for former U.S. Rep. Niki Tsongas.

Koffman has a bachelor's degree in political science from UMass Lowell, and a public leadership credential from the John F. Kennedy School of Government at Harvard University.



Josh Ostroff

Josh Ostroff, a former MMA president and Natick selectman, became interim director of [Transportation for Massachusetts](#) on July 1, succeeding **Chris Dempsey**.

Ostroff has been a member of the

T4MA staff since 2014, most recently as the partnerships director.

A statewide coalition with more than 100 organizational members, T4MA advocates for equitable, reliable, modern and clean transportation choices throughout the state. In particular, T4MA has been advocating for the Transportation and Climate Initiative, a Baker administration-led effort to reduce carbon emissions through a multi-state cap-and-invest program; for improved regional service for the state's 15 regional transit authorities; and for federal and state investments in post-pandemic transportation.

Ostroff, who served as the MMA's president in 2011 and has chaired the nominating committee for the Massachusetts Select Board Association, remains active in Natick local government, serving on the Transportation Advisory Committee and the Cochituate Rail Trail Advisory Committee, as a Town Meeting member, and in other volunteer roles. He is the Natick representative to the MBTA Advisory Board. He served as Natick selectman for a decade, until 2016.

People

Dempsey left T4MA to explore a run for state auditor.



Susan Wright

Susan Wright, a longtime public servant, retired on June 29 after a 36-year career in local government.

At the time of her retirement, Wright was the finance director in Northampton, a position she held for

the past decade. She had spent a total of 17 years working in the city, first as the business manager for the Northampton Public Schools.

Before coming to Northampton, Wright spent many years serving smaller and rural communities. Her first position was as a development specialist initiating Worcester County projects funded by Community Development Block Grants. In 1985, she worked for the towns of Buckland, Colrain, Heath and Shelburne as one of the Circuit Riders who provided municipal services to rural communities in the 1970s and 1980s.

After that, Wright served several years as the town administrator in Colrain, for a decade as the town administrator in Whately, and for three years as the town administrator in Longmeadow before transitioning to city government.

Over her career, Wright has been involved in numerous government-

focused organizations. She is a founding member of Small Town Administrators of Massachusetts. She was also involved in the Massachusetts Municipal Management Association, the Massachusetts Government Finance Officers Association, the Massachusetts Association of School Business Officials, and the Franklin Regional Council of Governments. In the past, she had also served on the Northfield and Charlemont finance committees, and on the Franklin County Planning Board.

Wright is also a certified master weaver.

On June 1, **Bryan Sapienza** was sworn in as the newest member of the North Adams City Council. He filled the seat left vacant in May by **Paul Hopkins**, who was the council president at the time.

After Hopkins left, **Jason LaForest** became the council's president, and **Lisa Blackmer**, who is president of the Massachusetts Municipal Councillors' Association, became the council's vice president.



Robert Cantoreggi

Franklin Public Works Director **Robert "Brutus" Cantoreggi** was named a Top 10 Public Works Leader in May by the American Public Works Association. The association presented the award

to Cantoreggi at the May 5 meeting of the Franklin Town Council.

Each year, the association recognizes 10 leaders for their "professionalism, expertise and personal dedication to improving the quality of life in their communities through the advancement of public works services and technology." The association cited Cantoreggi's vision and leadership, and his work in pioneering phosphorus-free lawn fertilizer practices in Massachusetts.

Cantoreggi, who has led Franklin's Public Works Department since 2005, is a graduate of the MMA-Suffolk Certificate in Local Government Leadership and Management program, in 2017, and is a long-time member of the MMA Policy Committee on Public Works, Transportation and Public Utilities. He served 11 years in the U.S. Army, achieving the rank of 1st lieutenant.



Edward Clancy

Edward "Chip" Clancy, who served both in Lynn City Hall and on Beacon Hill, died on June 6 at age 70.

Clancy served on the Lynn City Council from 1978 to 1981, and again from 1984 to 1991. He became a state representative in 1991, for the 11th Essex District, and in 1995 became a

■ **PEOPLE** *continued on 36*

New select board members elected

The following are new select board members elected in annual town elections from May 25 through June 30, and from a July 12 special election in Somerset.

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 previous service. If we are missing a new member, let us know by emailing newselectmen@mma.org.

Aquinnah: Tom Murphy

Blandford: Theodore Cousineau

Boxford: Judith Stickney

Brewster: Kari Hoffmann

Charlemont: Dan Girard

Clinton: Julie Perusse

Cohasset: Jean Healey Dippold

Hinsdale: James Sullivan

Hubbardston: Heather Marie Munroe

Leicester: Allen Phillips Sr.

Leyden: Erica Jensen

Longmeadow: Joshua Levine

Marblehead: Erin Noonan, Alexa Singer

Middleton: Jeffrey Garber

Monson: Patricia Oney

Otis: Therese Gould

Rockport: Herman Lilja

Sherborn: Marian Neutra

Somerset: Kathleen Souza

Southampton: Jon Lumbra, Joy Piper

Tisbury: Roy Cutrer

Truro: John Dundas

Tyngsborough: Eric Eldridge, Katerina Kalabokis

Uxbridge: Peter DeMers, John Wise

Walpole: Glenn Maffei

Wellfleet: John Wolf

West Boylston: Kristina Pedone

Whately: Frederick Baron

DIRECTOR'S REPORT

Continued from page 2

said — buying time — and then respectfully ask a series of questions that gently unveiled the inherent problem(s) or redirected the conversation to more viable considerations. I'd always leave feeling good, and better informed. Over 30 years, I can only imagine how many times John's calm, thoughtful and diplomatic nature has worked wonders with state officials, lawmakers, and even some of our own members!

These qualities — extraordinary talent for public policy, vibrant passion for local government, and deep friendship and care for our colleagues and members — have made John a walking institution here at MMA, greatly admired and respected.

John is a rare combination — a passionate advocate for local government, a trusted and loyal colleague, a person of the highest integrity and honor, and a loyal and wise advisor and friend to all.

I am sure you share our happiness for John as he plans for more time with his family (including grandchildren!), and finds more room for relaxation, trail running, livestreaming international soccer tournaments at 2 a.m., exploring new adventures, and even having a few



John Robertson

lazy days. Yet, I'm sure you also share our sense of loss. We will miss his everyday presence, as John and the MMA each open a new chapter and move forward on slightly different paths.

He's been working doubly hard during this year to ensure a seamless transition as we prepare to welcome our new Legislative Director (you can learn more about Dave Koffman in the People section of this issue). Of course, that's what John would

John is a rare combination — a passionate advocate for local government, a trusted and loyal colleague, a person of the highest integrity and honor, and a loyal and wise advisor and friend to all.

prioritize — making certain that everything is in place to continue the MMA's success in building a strong future for local government.

This is a time to celebrate John for all he has given us. While he may be retiring from the staff on August 1st, John will always be part of the MMA family, and he'll always be our friend.

Please join us in congratulating John Robertson and offering our abiding thanks and appreciation! ●

CHAPTER 90

Continued from page 1

“Philosophically,” he said, “I think the Legislature’s goal here is to think of the state help to the municipalities in two ways: not just the traditional Chapter 90, but we’re also now suggesting people think of state assistance in terms of these guided and directed programs for congestion issues, as well as public transit.”

The MMA has consistently urged the Legislature to increase Chapter 90 funding to at least \$300 million per year, indexed to inflation, and to pass multiyear bills in order to assist with local planning efforts. Although the state has added several targeted, competitive road funding opportunities for municipalities in recent years, the MMA continues to argue in its testimony that “there is no substitute for the core Chapter 90 program,” which is “the only non-competitive program that maintains local control over how to spend the dollars on local road projects” and the only one that benefits all 351 cities and towns.

Although the state has added several targeted, competitive road funding opportunities for municipalities in recent years, the MMA continues to argue in its testimony that “there is no substitute for the core Chapter 90 program,” which is “the only non-competitive program that maintains local control over how to spend the dollars on local road projects” and the only one that benefits all 351 cities and towns.

After signing the Chapter 90 bill, Gov. Baker filed a terms bill, which authorizes the state to issue bonds for capital financing. Once the terms bill becomes law, the funds can be released to cities and towns.

Municipal leaders received notice of their anticipated Chapter 90 allotment in late February, but they cannot begin spending the funds until the Chapter 90 terms bill is finalized.

Through the [Chapter 90](#) program, the Massachusetts Department of Transportation reimburses cities and towns for costs incurred for eligible transportation projects. Funding is awarded by municipality and is predetermined by a formula that includes factors such as population, road miles, and employment.

Chapter 90 funding has been held at \$200 million since 2012, with a few one-time exceptions. ●

Classified Advertisements

EMPLOYMENT OPPORTUNITIES

Tax Assessor

Town of Smithfield, Rhode Island

Full-time, non-union, salaried position, with excellent benefits. This position is responsible for establishing uniform and equitable valuations on real estate, registered motor vehicles and tangible/personal property within generally accepted appraisal principles. The Assessor is accountable for preparation of an annual tax list, recommends policy and plans for the implementation of assessment goals, prepares annual operating budget and responds to taxpayers inquiries regarding assessments and related programs. Qualifications include: a bachelor's degree preferred; five years of related experience in property appraisal work including laws and regulations; knowledge of Microsoft office and GIS. Knowledge of vision camera and administration software a plus. Certified by the State of Rhode Island as a municipal assessor and a residential appraiser preferred. The successful candidate must be able to manage and supervise personnel and maintain favorable working relationships with the public and other officials. Salary: \$75,000-\$85,000 DOQ. Send resume to: Smithfield Town Hall, HR Dept., 64 Farnum Pike, Smithfield, RI 02917 or email hr@smithfieldri.com. Deadline for resume submission is July 30 at 4 p.m. E.E.O. Additional information at www.smithfieldri.com.

Assistant Planner

City of Fall River

Salary: \$2,229.32 bi-weekly. Job Description: Under the direction of the City Planner, the Assistant Planner shall perform professional level planning work in the areas of master planning, zoning, subdivision administration, environmental planning, site plan review, and other related technical assistance projects for the city. Graduation from an accredited four-year college or university with a degree in city planning, urban design, engineering, landscape architecture, conservation or a related field and two years of full-time paid experience in municipal, state or regional planning or a related field, or equivalent combination of education and experience. Membership in American Planning Association required. Must commit to becoming certified by American Institute of City Planners within a time to be agreed upon. Equal Opportunity Employer. Please submit your letter of interest and resume to Madeline Coelho, Human Resources Director, One Government Center, Fall River, MA 02722 or email to mcoelho@fallriverma.org. Open until position is filled. A complete job description can be obtained by contacting Madeline Coelho mcoelho@fallriverma.org.

Executive Assistant to the Town Manager

Town of Palmer

The town of Palmer is seeking an individual who possesses highly skilled administrative, technical and supervisory duties in assisting the Town Manager on a wide variety of ongoing town activities; other related work, as required. Full job description can be found at www.townofpalmer.com. Please send a cover letter and resume to 4417 Main St. or rmmcnu@townofpalmer.com.

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. www.chelseama.gov/jobs. Equal Opportunity Employer

Town Administrator

Town of Lanesborough

The town of Lanesborough (population 3,100) located in scenic Berkshire County between Williamstown and Pittsfield, with an annual \$11M budget, is seeking an experienced leader to serve as Town Administrator. The Town Administrator is appointed by and reports to the three-member Board of Selectmen. Town Hall is open Monday-Thursday. Bachelor's degree required [graduate degree preferred] in a related field. Three years of municipal management/administrative experience or an equivalent combination of education and experience are required. Applicants should have demonstrated skills in communications, financial management, budgeting, procurement and grants, general knowledge of town government operations and Massachusetts laws, and the ability to work with diverse groups of town officials and residents. Salary range is \$70,000-\$85,000 plus excellent benefits. A complete job description is available at www.lanesborough-ma.gov. Email cover letter and resume by noon on August 5 to town.secretary@lanesborough-ma.gov. The town is an EOE.

Firefighter/Paramedic/EMT

Town of Belchertown

The town of Belchertown is accepting applications for a full-time Firefighter/Paramedic to respond to fire alarms and to assist in combating and extinguishing

fires, and/or to perform Advanced Life Support in addition to other emergency medical assistance as required. Paramedic designation is preferred but EMT Basic would be considered and required to complete Massachusetts Paramedic Program within two years of hiring. The annual starting pay for Firefighter/Paramedic is \$60,496.80; the EMT Basic annual starting pay is \$53,617.20 based on an average 42 hour week working 24-hours on, 24-hours off, 24-hours on and 5-days off. Successful candidates must reside within 12 air miles from the Belchertown Fire Department, 10 North Main St., Belchertown, MA 01007, or not exceed a travel time of 30 minutes to the same per an online direction website. Members will have a time period of six months after the completion of their probationary period to meet the requirement, all established by a collective bargaining agreement. Applicants must possess a valid Massachusetts driver's license, EMT Paramedic certifications, Firefighter I and II certifications or have the ability to complete the Massachusetts Firefighting Academy Recruit Training Program upon hire, CPR certification. Must not use tobacco products. Successful candidates shall be financially responsible to provide verification leading up to current documentation in passage of the Commonwealth of Massachusetts firefighter physical abilities test (PAT) prior to work start. A job description for this position and an employment application are available by calling the Select Board's office at 413-323-0403 during regular business hours. Applications will be accepted until the position is filled.

Town Engineer

Town of Lynnfield

The Town of Lynnfield (population 12,000) is seeking qualified applicants for the position of Town Engineer. The position reports to the Director of Public Works and is responsible for the planning, design and construction management of the public works infrastructure including public ways and storm drainage system; provides technical support to the Town Administrator, town boards and

■ CLASSIFIEDS *continued on 30*

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.

September Beacon

Deadline: August 26
Publication: September 1

October Beacon

Deadline: September 27
Publication: October 1

Placing an ad

You may use our convenient online form at www.mma.org/municipal-marketplace/add-listing/.

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

CLASSIFIEDS

Continued from page 29

commissions. This position requires a BS in civil engineering with a minimum five years professional civil engineering experience. This position requires strong communication and writing skills, strong organizational and time management skills. Salary range: up to \$110,000 per year depending on years of experience and qualifications. Full benefits. To apply please send personal information and work history in the form of a resume or a letter addressed to: Director of Public Works, 55 Summer St., Lynnfield, MA 01940. Any questions regarding this position should be e-mailed only at msweeney@town.lynnfield.ma.us. Application deadline: July 30. No phone calls please. Lynnfield is an equal opportunity employer. To obtain a full description of this position visit our website at www.town.lynnfield.ma.us. Click on "DPW" and go to "Employment Opportunities."

Assistant Planner Town of Westport

The town of Westport (pop. 16,000) is seeking to fill the position of Assistant Planner. Duties and responsibilities include but not limited to: Assist the Planner and the Planning Board in the development and implementation of plans and policies, regulations, bylaws, MS4 permitting, grant writing and warrant articles; conduct research, data gathering, and analysis, conduct site inspections, provide administrative support to municipal boards, commissions, and committees; and manage the department in the absence of the Planner. Qualifications: Bachelor's degree in planning or bachelor's degree in related field and two years of experience or any equivalent combination of education and experience. Starting Salary: \$58,000 to \$63,099 depending on qualifications. Application and job description are available: Selectmen's Office, 816 Main Road or downloaded from: www.westport-ma.com/board-selectmen/pages/employment-opportunities. Resumes and applications must be submitted to the Secretary to the Board of Selectmen or emailed to: employment@westport-ma.gov. The deadline is Aug. 13, at 3:30 p.m. AA/EEO

Assistant City Solicitor City of Chelsea

The Assistant City Solicitor serves under the direction of the City Solicitor and serves as legal counsel to all elected and appointed officials, departments, agencies and multiple member bodies of the city and school district. Duties include: Provide legal representation in and advise on judicial and administrative proceedings involving the city and school district, pertaining to the functions of their office and/or questions relating to state and local conflict of interests and code of ethics laws; advise city and school district officials on claims or suits brought against the city and school district. www.chelseama.gov/human-resources/pages/assistant-city-solicitor. Equal Opportunity Employer.

Town Engineer Town of Wayland

Appointing Authority: DPW Director and Town Administrator. Affiliation/Grade: Non-Union/N-9. Summary of Duties: Professional, technical, administrative, and managerial work in assisting in planning, directing and managing town engineering work; all other related work as required. Working

with DPW Superintendents, conducts needs and priority analysis for road, parks, water, stormwater and sewer construction and maintenance projects and makes recommendations to the DPW Director. Prepares or reviews plans and specifications for bid documents; reviews regulatory compliance; prepares bid documents; analyzes responders' proposals and ensures conformity with specifications; works with senior management for the selection of successful bidders and award of contracts. Monitors contractors' work to ensure conformance to awarded plans, specifications, standard operating procedures, shop drawings, and other contractual obligations. Recommended Minimum Qualifications: Education: Bachelor's degree in engineering, construction or related field. Experience: Five years of experience working in an engineering environment which performed DPW related civil engineering work. Substitutions: A master's degree may be substituted for two years of experience. Licenses/Certificates: Registered PE preferred. MA Certified Procurement Officer preferred. Date Posted: July 9. Closing Date: Open until filled. To apply: Please submit a resume and cover letter to the HR Manager, Town of Wayland, 41 Cochituate Road, Wayland, MA 01778 or hr@wayland.ma.us. The town of Wayland is an Equal Opportunity Employer.

Meeting Minute Taker Town of Wayland

Starting Range: \$25-\$30 hourly/5-15 hours monthly. Description of position: The town of Wayland is in need of administrative assistance in recording minutes for several boards. Several evening meetings per month may require attendance, while other board meetings can be viewed from recordings. Minutes taken must be typed, revised and submitted to the respective boards for posting. Recommended Minimum Qualifications: Education: High school diploma or equivalent. Experience: At least three years of related experience in administrative assistance. Public sector experience is a plus. Date posted: July 9. Closing date: Open until filled. To apply: Please submit a cover letter and resume 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.

Building Commissioner Town of Wellfleet

The town of Wellfleet is seeking to fill the position of Building Commissioner who can lead our Building Department. This position is both administrative and technical, involving inspection work related to the enforcement and interpretation of the Massachusetts Building Code, local zoning ordinance, and other applicable codes relating to building construction and design. Interested applicants may obtain a full job description and application form at the town of Wellfleet website at www.wellfleet-ma.gov. Applicants should submit a cover letter, resume, list of references and a completed town employment application form by emailing Human Resources at humanresources@wellfleet-ma.gov. Appointment of the successful candidate will be subject to records checks, verification of education, physical examination, including drug test and stress test, and reaching agreement on the terms of employment. Salary: \$73,452-\$90,618 yearly. This is a union position (WEA Unit A). An Equal Opportunity/Affirmative Action Employer.

Crime Analyst City of Chelsea

Position Summary: The Crime Analyst provides liaison work to the Chelsea Police Crime Reporting and Analysis Unit by collecting data of current crime trends, patterns and locations; distributes this info to appropriate Chelsea Police Department personnel, and forecasts future departmental needs for personnel deployment. Duties include analyzing, organizing and presenting crime data and statistics. Perform statistical and analytical research involving the use of computer applications, random statistical sampling, correlation and regression probability studies; gathering and analyzing crime data for crime pattern detection, suspect crime correlations, and target-suspect forecasting. Deliver presentations to CPD personnel, members of the community/outside agencies. www.chelseama.gov/human-resources/pages/crime-analyst-chelsea-police-department EEO

Principal Assessor Town of Southampton

The town of Southampton seeks qualified candidates for a full-time benefited position. Must have experience in all aspects of real and personal property valuation, including certification procedures and documentation requirements of the MA DOR. MAA designation and Vision experience preferred with at least two years of related experience. Monday through Thursday, 31 hours per week. Go to www.townofsouthampton.org to view details of the job description and complete application. Submit application along with a cover letter and resume to boardofassessors@townofsouthampton.org or by mail. Applications will be reviewed upon receipt. Southampton is EOE.

Interim Town Clerk Town of Cohasset

The town of Cohasset, an active, waterfront community on the South Shore, is seeking an Interim Town Clerk due to the retirement of our Town Clerk. Join a strong team of professionals in a great community offering challenging opportunities. For more information please visit the town of Cohasset website at www.cohassetma.org. How to apply: Please send your cover letter, resume, and desired salary to Justine Hunt at HR@cohassetma.org with subject line: Interim Town Clerk.

Assistant Treasurer Town of Amherst

The town of Amherst seeks a detailed oriented Assistant Treasurer to perform a full range of complex duties associated with the management of treasury. Duties require substantive knowledge of accounting processes as well as comprehensive understanding of banking procedures, including but not limited to deposits, reconciliation and investment. Serves as assistant to the Treasurer/Collector in the performance of all departmental responsibilities. The town of Amherst seeks a workforce that reflects the diversity of its community, and strives toward racial equity and environmental sustainability. All are encouraged to apply. AA/EEO. Apply at: www.amherstma.gov/jobs.

DPW Driver/Laborer Town of Hubbardston

This is skilled work involving the safe and efficient operation of medium and heavy-duty trucks and field equipment in the maintenance of municipal

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buildings, parks, streets and construction in the town of Hubbardston. Work assignments may require working alone or as part of a group. Work may be reviewed in progress or upon completion for adherence to established standards of work performance and acceptable supervision of works in lower classifications. Applications available: Hubbardston DPW, 68 Worcester Road, Hubbardston, MA 01452 or www.hubbardstonma.us. Closing date for applications: until filled.

Assistant DPW Director

Town of Westminster

The town of Westminster Department of Public Works is accepting applications for a full-time Assistant DPW Director. Duties include, but are not limited to, administrative and supervisory assistance to the Director of Public Works. Perform day-to-day field management and administration of the Public Works Department, including Highway, Water, Sewer, and Solid Waste. Delegate and oversee job assignments and responsibilities to department supervisors. Must have excellent planning and organizational skills, report writing skills and strong computer knowledge. Knowledge of Massachusetts procurement laws, preferred, but not required. Salary Range: \$80,000-\$90,000/yr. Hours: Mon.-Fri. 7 a.m. to 3:30 p.m. Requirements: Bachelor's degree in civil engineering, or closely related field preferred; five years of increasingly responsible experience in public works, including three years of management responsibility; or any equivalent combination of education and experience. Special requirements: Valid Massachusetts Class B Commercial Driver's License, with air brake endorsement or the ability to obtain within one year of employment; Massachusetts Hoisting Engineer's 2B License or the ability to obtain within one year of employment; Massachusetts Drinking Water Supply Facilities Grade 2 Distribution License, preferred; Massachusetts Drinking Water Supply Facilities Grade 1 Treatment License, preferred. Application and job description is available on the town website at www.westminster-ma.gov, Human Resources or email tchiarelli@westminster-ma.gov. Applications will be accepted through July 31. DOEQ, EOE

Conservation Agent

Towns of West Newbury and Merrimac

The towns of West Newbury and Merrimac are jointly seeking qualified candidates for the position of Conservation Agent. Responsibilities include administration and enforcement of Massachusetts Wetlands Protection Act and applicable local regulations. Position is full-time equivalent (35-40 hrs/wk), non-exempt (hourly), benefits eligible. Regular schedule will be determined with the successful candidate. Attendance at some evening meetings, and potentially some weekend site walks, required. Qualifications include bachelor's degree required, plus three more years of experience in environmental permitting, wetlands management and delineation, and land conservation. Certification in wetlands permitting and delineation is desired. Applicants with a sufficient combination of experience and education will be considered. Complete job descriptions for each town posted at: www.wnewbury.org/job-postings. Hourly rate \$26.05-\$31.23 DOQ. Position open until filled. Please send a cover letter and resume to: Town of West Newbury, Town Manager, townmanager@wnewbury.org; 381 Main St., West Newbury, MA 01985. AA/EOE

Town Manager

Town of Sunapee, New Hampshire

Sunapee, New Hampshire (3,500 approx. pop.), is seeking an innovative, proactive, community leader to serve as our next Town Manager. Northwest of Concord, New Hampshire, located on the western shores of Lake Sunapee and in the shadows of Mount Sunapee, Sunapee is conveniently located off Interstate 89. Enjoy the beautiful vistas as you travel on Route 11 in Sunapee and stop into the harbor to enjoy the view of the lake. Sunapee is a short 35 drive to Hanover to appreciate the cultural, medical, and educational assets of Dartmouth Hitchcock Medical Center and Dartmouth College. Governed by a five-member Board of Selectmen with an SB2 form of Town Meeting, this full-service community has 36 FT and 122 PT, seasonal and elected employees and a 2020 municipal operating budget of \$8.3 million. Five or more years of direct work experience as a senior level public manager in a municipal leadership position is required for consideration. Preference will be given to candidates with an appropriate graduate degree that combines work experience and education. Residency is preferred. Starting salary range begins at \$90,000, commensurate with qualifications and experience. Sunapee is an equal opportunity employer. Recruitment profile available on www.town.sunapee.nh.us. Resume and cover letter submitted to search@town.sunapee.nh.us with last name and "Sunapee TM" in the Subject line. Deadline July 30.

Conservation Agent

Town of Newbury

The town of Newbury (pop. 6,587) seeks candidates for the position of Conservation Agent. The position reports to the Town Administrator, and works as the technical advisor in assisting the Conservation Commission and the Town Planner as it relates to environmental issues. This position is responsible for the administration and enforcement of the Wetlands Protection Act and applicable regulations along with town bylaws. The Conservation Agent serves as the liaison to the Conservation Commission, accepts permit applications, assists applicants, provides information and serves on various committees as needed. Candidates should have a degree in environmental science or a related natural science or five years' experience in implementing, administering and enforcing the Wetlands and Rivers Protection Act. Position is 35 hours per week (Monday, Wednesday, Thursday 8 a.m.-4 p.m. and Tuesdays 8 a.m.-7 p.m.) with benefits package, salary negotiable based on experience. Complete job description and qualifications at www.townofnewbury.org. Please send resume and letter of interest to: Town of Newbury, Town Administrator, 12 Kent Way, Byfield, MA 01922. Or email to: asstadmin@townofnewbury.org. AA/EOE

Town Administrator

Town of Wilton, New Hampshire

Wilton, New Hampshire, with a population of 3,700, seeks its next Town Administrator. The Town Administrator, reporting to a three-member Select Board, leads a staff of 22 full-time and 16 part-time employees with an annual operating budget of \$5.2 million. A bachelor's degree in public administration or at least five years of progressively responsible management experience in the municipal sector is required for this position. Competitive salary and benefit package offered. Submit letter of interest and resume to Town Administrator Search Committee,

Box 83, Wilton, NH 03086 or wiltonta@wiltonnh.gov. Position closes on August 31, 2021. Reviews begin upon receipt of Application. Town of Wilton is an Equal Opportunity Employer.

Public Service Managers

Collins Center for Public Management

The Collins Center for Public Management seeks two Public Service Managers to join our dynamic team. PSMs manage and conduct consulting projects in one or more practice areas within the Center. The Collins Center is flexible about particular areas of practice for new PSMs and welcomes applications from candidates with any relevant background, broad or narrowly focused. Work is remote with frequent visits to clients. The anticipated hiring range is \$80,000-\$84,000. For more information about the Collins Center, the positions, and the comprehensive benefits package, please visit the Collins Center webpage at www.umb.edu/cpm where you will find position information and the application link.

Treasurer-Collector

Town of Lakeville

Position: Full-time Treasurer-Collector position for the town of Lakeville. Full job description is available at www.lakevillema.org. All interested parties should apply in writing to Clorinda Dunphy, Human Resources Director, 346 Bedford St., Lakeville, MA 02347 or cdunphy@lakevillema.org with application attached. Hours: 40-hour workweek Monday through Friday to be determined by the Town Administrator, and depending on various circumstances, start and finish times may vary. Wages: \$85,000 +/- annually, Non-union position. Salary will be commensurate with experience. Qualifications: Bachelor's degree in finance or business administration or related field required, along with three to five years in municipal government. Strong experience in financial management and customer service and ability to be bonded. Certification by the Massachusetts Collector/Treasurers' Association is preferred. Posting Closing: Open until filled. The town of Lakeville provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, ancestry, disability status, genetics, pregnancy or pregnancy-related conditions, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal and state laws. Applicants with disabilities needing reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact Clorinda Dunphy, Human Resources Director, cdunphy@lakevillema.org, 508-946-8808.

Town Planner

Town of Lakeville

Position: Full-time Town Planner position for the town of Lakeville. Full job description is available at www.lakevillema.org. All interested parties should apply in writing to Clorinda Dunphy, Human Resources Director, 346 Bedford St., Lakeville, MA 02347 or cdunphy@lakevillema.org with application attached. Hours: 40 hour work week Monday through Friday to be determined by the Town Administrator and Planning Board. It is expected the Town Planner will attend night meetings for the Planning Board

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and possibly other Board or Commission meetings as well. Wages: \$80,000 +/- annually, Non-union position. Salary will be commensurate with experience. Qualifications: Bachelor's degree in planning or a related field required, along with three to five years' relevant experience. A master's degree may substitute for up to two years' experience. AICP certification preferred. Posting closing: Open until filled. The town of Lakeville provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, ancestry, disability status, genetics, pregnancy or pregnancy-related conditions, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal and state laws. Applicants with disabilities needing reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact Clorinda Dunphy, Human Resources Director, cdunphy@lakevillema.org, 508-946-8808.

Assistant to the Town Administrator Town of Lakeville

Position: Full-time Assistant to the Town Administrator position for the town of Lakeville. Full job description is available at www.lakevillema.org. All interested parties should apply in writing to Clorinda Dunphy, Human Resources Director, 346 Bedford St., Lakeville, MA 02347 or cdunphy@lakevillema.org with application attached. Hours: 40-hour workweek Monday through Friday to be determined by the Town Administrator, and depending on various circumstances, start and finish times may vary. Occasionally it will be necessary to attend evening meetings. Wages: \$80,000 +/- annually, Non-union position. Salary will be commensurate with experience. QUALIFICATIONS: Bachelor's degree in public administration, public policy or a related field required, along with three to five years of applicable experience. A master's degree may substitute for two years' experience. Posting closing: Open until filled. The town of Lakeville provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, ancestry, disability status, genetics, pregnancy or pregnancy-related conditions, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal and state laws. Applicants with disabilities needing reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact Clorinda Dunphy, Human Resources Director, cdunphy@lakevillema.org, 508-946-8808.

Principal Assessor Town of Palmer

The town of Palmer (population 12,000) is seeking qualified applicants for the position of Principal Assessor. This position is responsible for managing the operations of the Assessing Division and for directing municipal tax assessment activities. 2021-2022 is a revaluation year. Applicants must

have thorough knowledge of municipal laws relating to the assessment of property and the levying of taxes, mapping, surveying, zoning and deeds. Must possess the ability to work efficiently and effectively, communicate orally, in writing, and in presentations with all levels of government and the general public. Responsibilities include but are not limited to: updating all town property values, daily supervision of assessing staff, department budget preparation. Must have thorough knowledge of computer applications for assessing functions and have the ability to prepare projections for tax revenues, analyze growth patterns, prepare and manage budgets. Bachelor's degree w/ courses in business administration, finance and property assessment, more than seven years of progressively responsible experience in the valuation of property for tax purposes in accordance w/ modern assessment principles including five years of supervisory experience; or any equivalent combination of education and experience. Certification as a MA Accredited Assessor or as a Certified MA Assessor preferred, or obtained within three years. Professional, administrative, and technical work supervising and directing the Assessors' office, including appraisal of residential, commercial, and industrial property; Serves as a member of the town's management team to provide critical financial input concerning the town's overall budget, new growth estimates and forecasts, tax rate split information and recommendations, and direct input on the overall levy appropriation creation. Experience with Munis/Vision software preferred. Class D driver's license. To apply, visit www.townofpalmer.com.

Assistant Town Accountant Town of Blackstone

The town of Blackstone is seeking applicants for the full-time 33.5 hour position of Assistant Town Accountant. The Assistant Town Accountant reports to the Town Accountant and performs general accounting and administration functions. Essential functions include preparation of the biweekly vendor and payroll warrants, weekly and monthly reports to departments and monthly reconciliations. Qualifications include experience in municipal finances in accounting with MUNIS experience preferred. Salary \$18.17-\$20 per hour, plus benefits. A college degree from an accredited college is preferred. Applications may be obtained at www.townofblackstone.org. Completed application, cover letter and resume should be returned to the Office of the Town Administrator, Municipal Center, 15 St. Paul St., Blackstone, MA 01504 or emailed to slemino@townofblackstone.org. EOE. Position will remain open until filled.

Public Health Nurse Foothills Health District

The Foothills Health District is accepting applications for a compassionate, skilled Public Health Nurse for the four towns of Goshen, Westhampton, Whately, and Williamsburg. Work independently on communicable disease mgmt., health/wellness programming for the communities. Must have RN/BSN; three years' nursing experience; knowledge of public health preferred; communicable disease control and vaccination. This is a 20 hour/week, benefitted position. We'd be happy to answer any questions you may have at 413-268-8404 or 413-824-5132 or email foothills@burg.org.

Administrative Assistant Town of Westhampton

Westhampton, Massachusetts is seeking applicants for an Administrative Assistant. Westhampton has a population of approximately 1,650 with an annual operating budget of \$6.69 million. The Administrative Assistant is appointed by a three member Selectboard. Work is under their direction, often independently with minimal supervision. The Administrative Assistant performs administrative duties and facilitates operations of daily town business, coordinates local public activities, and carries out the actions of the Selectboard. Bachelor's or associate's degree preferred, with experience in an administrative and/or management position with some supervisory responsibility, preferably in a municipal setting. Position is 30 hours weekly with minimum bi-weekly evening meetings required. Salary is commensurate with experience. Applications accepted until position filled. Complete job description and employment applications at: www.westhampton-ma.com; or call: 413-203-3086. Send completed employment application, cover letter, and resume to: Administrative Assistant Search Screening Committee, 1 South Road, Westhampton, MA 01027.

Local Building and Code Enforcement Inspector Town of Duxbury

The town of Duxbury seeks qualified Local Building and Code Enforcement Inspector applicants, full-time, benefit eligible role. Inspector issues licenses and performs inspections for food/beverage establishments, septic and buildings and ensures compliance with state and local laws, regulations and bylaws. Qualifications: HS diploma or equivalent, five or more years prior work experience in building construction or design. Special Requirements: Valid driver's license, MA Construction Supervisors & Local Building Inspector's License, ServSafe Certification, (Title V) System Inspector License a plus. Posting began May 27, 2021 and will remain open until filled. For full job description and to apply go to townofduxburyjobs.easyapply.co. EEO

Director of Human Resources and Administration City of Chelsea

Salary: Exempt, MM9 \$87,507.76/year-\$112,563.76/year. Position Summary: Under the general direction of the City Manager and Deputy City Manager, the Director of Human Resources and Administration will oversee the city's Human Resources Department. The HR Director will plan, lead, direct and administer city policies, compensation, benefits and leave administration, disciplinary matters, dispute resolution, investigations, grievance proceedings, performance and talent management, occupational health and safety, training and development and civil service matters. www.chelseama.gov/human-resources/pages/director-human-resources-and-administration. The city of Chelsea is an Equal Opportunity Employer.

English Language Instructors City of Chelsea

Part-time, evening positions, competitive salary. Duties: Seeking part-time, ESOL Instructors to teach English to adult learners at the Williams School, 180 Walnut St., Chelsea, Mass. Weekday hours between 6 p.m.-8:30 p.m. and/or Saturdays between 9 a.m.-4:30 p.m. for two hours beginning October 2021.

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Requirements: BA/BS in Education or related field, Mass. teacher certification preferred and/or TEFL Certification. Written and oral fluency in English, or Spanish/English. Sensitivity to adult immigrant learners, ability to prepare and deliver lesson plans, coordinate with the director regarding curriculum and pedagogy. www.chelseama.gov/human-resources/pages/esol-instructors. EEO

Management Assistant - Permit and Billing

City of Chelsea

Part-time, \$20/hour. Position Summary: Facilitate community opportunities through the management of the athletic and special event permitting process, performs clerical recordkeeping duties, reviews/organizes permit applications, processes requests in the permit tracking system and "over-the-counter" applications. Processes art grants and scholarships fund. Utilizes computer programs i.e., word processing, spreadsheet, database applications of individual and organizations fees, verification of registration and athletic field payments and receipts, preparation and data entry, preparation of deposit and petty cash slips, maintenance of materials, supplies inventory records. Responsible for permit and billing; keeping account records; following financial procedures, and producing accurate and timely reports. www.chelseama.gov/human-resources/pages/management-assistant-permit-billing EEO

Outreach Worker/Program Coordinator - Senior Center

City of Chelsea

USWA Pay Class/Grade: 1. 25-35 hours per week. Salary Range: \$33,250.93/year-\$41,660.95/year. The Chelsea Senior Center enables people over the age of 55 to achieve better health and wellness and live life to the fullest. The Activities Coordinator is responsible for developing and facilitating recreational groups and programs which meet the social and physical needs of the participants. Under direction of the Director, responsible for developing, implementing and coordinating diversified programs, activities and special events for senior citizens utilizing the Senior Center and other activities. Send resume to Human Resources, City of Chelsea, 500 Broadway, Chelsea, MA 02150 or jobs@chelseama.gov. www.chelseama.gov/sites/g/files/vyhlif396/f/pages/outreach-program-coordinator-ext-post-05.21.pdf.

Town Clerk

Town of West Newbury

West Newbury seeks qualified candidates for Town Clerk. Position is Chief Election Officer, Public Records Access Officer, Registrar of Vital Statistics, Custodian of Town Records, Census/Voter Registration Administrator, and issues Licenses, Permits and Certificates. Position is full-time, exempt, benefits eligible. Regular schedule M-Th. 8 a.m. -4:30 p.m., Friday 8 a.m.-noon; attendance at some evening meetings required. Five-plus years of prior municipal experience strongly desired. Bachelor's degree required. Applicants with a combination of experience and education will be considered. Complete job description: www.wnewbury.org/job-postings. Annual salary \$68,500-\$89,100 DOQ. Open until filled. Cover letter and resume to: Town of West Newbury, Town Manager, townmanager@wnewbury.org; 381 Main St., West Newbury, MA 01985. AA/EOE

Water Licensed Operator

Town of West Newbury

The town of West Newbury seeks candidates to serve as Licensed Operator for the Water Department. Full-time (40 hrs./wk.), benefits eligible position, with water testing required some weekends and on-call coverage every other week. Desired experience includes at least two years as a licensed water operator. Minimum qualifications include Grade I Treatment and Distribution licenses. Must live within thirty miles to West Newbury or willing to relocate. Hourly rate of pay from \$26.30-\$31.23. Complete job description at www.wnewbury.org/job-postings. Position open until filled. Please send a cover letter and resume to: Town of West Newbury, Town Manager, townmanager@wnewbury.org; 381 Main St., West Newbury, MA 01985. AA/EOE

Assistant DPW Director/Sewer Superintendent

Town of Auburn

The town of Auburn is seeking motivated, highly qualified, and experienced applicants for the position of Assistant DPW Director/Sewer Superintendent within the Department of Public Works. Under the direct supervision of the DPW Director/Town Engineer, the Assistant DPW Director/Sewer Superintendent shall aid in the management and supervision over the functions, programs, services, operations, activities and facilities of the Department including Sewer, Engineering, Highway, Parks, Cemetery and Recreation, as well as Facility and Fleet Maintenance and the Pakachoag Golf Course. Responsibilities include, but are not limited to, overseeing Sewer operations, capital project planning and oversight, ensuring compliance with all local, state, and federal regulations and ordinances, and providing professional assistance to Auburn's boards and commissions including the Board of Sewer Commissioners. The successful candidate shall possess a bachelor's degree in civil engineering from an accredited college or university, Massachusetts registration as a Professional Engineer, and a minimum of five years' public works-related experience such as wastewater infrastructure operation, construction, park maintenance, road design/maintenance, and snow and ice operations. Supervisory or management experience or an equivalent combination of education and experience is preferred. This is a full-time 37.5hr/week position with a salary range of \$84,359.48-\$115,639.53. To apply, please submit a cover letter, resume and town of Auburn job application (available at www.auburnguide.com) to the Town Manager, 102 Central St., Auburn, MA 01501 or email to townmgr@town.auburn.ma.us. Applications received by June 25 will receive first consideration. Position will remain open until filled. The town of Auburn is an Affirmative Action/Equal Opportunity Employer.

Community Recreation Manager

City of Chelsea

USWA Pay Class/Grade: 9. Salary Range: \$56,924.62/year-\$71,323.97/year. The Community Recreation Manager provides direct assistance in the daily operation, administration and implementation of year-round, citywide recreation and cultural events, youth/adult leagues and the scheduling and permitting of city parks and public school facilities for athletic and recreation uses. Provides leadership and support in assuring standards and requirements

of the program are met. Work is varied and fast moving, requiring prompt analysis and decisions within established procedures. This job requires good working relations with professional and non-professional staff involved in the day-to-day operation, administration maintenance of parks, and recreation areas. Supervision received includes weekly meetings with the Recreation and Cultural Affairs Division Director to monitor programs' compliance with established policies, procedures and progress in the implementation of the Division's goals and objectives and identifying needs of the programs. Monitoring assigned program staff or special projects like the Chelsea Youth Commission, art in public buildings and spaces and other work by volunteers. Provides administrative support to the Chelsea Cultural Council and Community Recreation Advisory Board and assists with related programs and activities when requested. Send resume to Human Resources, City of Chelsea, 500 Broadway, Chelsea, MA 02150 or jobs@chelseama.gov. www.chelseama.gov/sites/g/files/vyhlif396/f/pages/community_recreation_manager_ext_posting_05.21.pdf. EEO

Desktop Support Analyst

Town of Wayland

Department: Information Technology. Full-time/ hours: 35 hours per week. Union/Grade: Non-Union/N-7. Starting Salary Range: \$62,428-\$66,228. Salary Range: \$62,428-\$81,453. Description of position: Deploys and maintains user workstations, printers, copiers, phones, tablets and AV equipment. Often deals with highly sensitive and valuable data including personnel, legal, health care and financial information. Has a duty to protect this data from loss or disclosure to unauthorized parties. Recommended Minimum Qualifications: Education: Associate's degree in computer science or a related field of endeavor. Experience: Over three years' experience working in an IT environment with direct responsibility for end user support. Substitution: An additional two years of relevant experience may be substituted for the degree requirement. Licenses/ Certificates: Must possess a valid driver's license to operate a motor vehicle; A+ Certification is desirable. Date posted: June 3. 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.

Collector-Treasurer

Town of Agawam

The town of Agawam is seeking qualified applicants for the position of Collector-Treasurer. The Collector-Treasurer shall perform all the duties of a treasurer as outlined in Massachusetts General Laws Chapter 41, Section 45 and all the duties of a collector as outlined in Massachusetts General Laws Chapter 60, Section 2, as amended from time to time, and shall perform all other duties required by other applicable provisions of federal, state and local laws and regulations. For more information please visit our website www.agawam.ma.us or submit a cover letter and resume to cgruska@agawam.ma.us. The town of Agawam is an Equal Opportunity Employer.

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Fire Mechanic

Town of Agawam

The town of Agawam is seeking qualified candidates to fill the position of Fire Mechanic. Essential functions include, inspects, tests, troubleshoots, repair and maintains all types of Fire Department vehicles, apparatus, equipment, tools, fire pumps, aerial ladders, ground ladders, self-contained breathing apparatus, and cascade/ high pressure breathing air filling systems. Valid Commercial Driver's License, Class B, with air brake endorsement required. Base salary is \$64,425 - \$69,084 plus benefits (holiday pay, education incentives, etc.) For the complete job description and required qualifications please visit our website at www.agawam.ma.us/personnel. Send resume and cover letter to cgruska@agawam.ma.us. Position will be available until a suitable candidate is found. The town of Agawam is an EOE.

Community Health Nurse

Town of Wayland

Union/Grade: AFCME 1/ G-15. Full-time: 35 hours/week. Starting Salary: \$50,012-\$54,374. Salary Range: \$50,012-\$70,840. Description of position: Performs administrative and technical work to provide community health care to students in the Wayland public school system; provides a wide range of health services to students including routine and emergency care and medication administration; ensures required standards for health examinations and immunizations are met; performs related community health services. Responsible to ensure all students meet the standards set forth by the Department of Education and Public Health Department; assesses, evaluates, and refers student health issues as appropriate; may assist students and parents with securing appropriate health care. Executes the school health program as designed by the Wayland Board of Health and the Wayland public schools; ensures program objectives are accomplished; provides feedback to the Public Health Director, Head Nurse and school principal on the program's effectiveness. Provides routine and emergency health care due to illness or injury within the scope of state laws and departmental policies. Ensures compliance with requirements for periodic exams (hearing, vision and scoliosis) and immunizations; plans, implements and supervises the documentation of vision, hearing and scoliosis screenings. Administers prescribed medications to students; maintains accurate records as required. Required Qualifications: Bachelor's degree in nursing from an accredited institution. Experience: Over two years of experience in school, pediatric, community health or comparable nursing experience. Substitution: Associate's degree in nursing and an additional two years of experience may be substituted for the bachelor's degree. License/Certificate: Registered professional nurse in the Commonwealth of Massachusetts. Current certification or obtaining certification within the probationary period in CPR and first aid. Must possess a valid driver's license. Date posted: June 11. Closing date: Open until filled. To Apply: Please submit a resume and cover letter to the Human Resources Manager, Kathleen Buckley, Town of Wayland, 41 Cochituate Road, Wayland, MA 01778 or hr@wayland.ma.us. The town of Wayland is an Equal Opportunity Employer.

Joint Communications Dispatcher

Town of Wayland

Department: Police Department. Full-time/hours: 35 hours per week. Union/Grade: AFSCME 2/CD. Starting Salary Range: \$40,356-\$47,000. Salary Range: \$40,356-\$55,772. Description of position: Dispatching and technical work supporting the town's public safety operations; all other related work as required. Works under the general supervision of the Police Chief, with input from the Fire Chief. Performs a variety of responsible dispatching and clerical functions in accordance with established standard operating procedures; uses independent judgment to determine the correct response to calls and in dispatching all necessary personnel and equipment. Recommended Minimum Qualifications: Education: High school diploma. Experience: Over two years of experience in a responsible position involving work with the public; working knowledge of computers and software programs; some work experience in emergency or security services is desirable. Substitutions: Additional years of relevant education may be substituted for the experience requirement on a year for year basis. Licenses/Certificates: Certification in enhanced 9-1-1 systems through the Commonwealth of Massachusetts preferred. Certification in CPR, first responder, police and fire dispatch, emergency medical dispatch (EMD) and suicide prevention preferred. If not certified, must obtain certification within three months of hire. Date posted: June 11. Closing date: Open until filled. Apply to: 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.

SERVICES

Municipal Energy Services

Through the MMA's MunEnergy program, MMA members have access to an energy contract designed exclusively for Massachusetts cities and towns. The MunEnergy program offers access to energy experts at Constellation, a vetted municipal energy contract, and options for sustainability programs. Energy professionals at Constellation, the MMA-endorsed supplier for MunEnergy, work with municipalities to manage electricity costs for the long-term. Constellation is also on the forefront of sustainability programs and provides financial support to the MMA for its promotional and marketing efforts. To learn more, visit www.mma.org/about-mma/services/munenergy. To be notified about MunEnergy events, send contact information for the person on your team who handles energy for your city or town to energy@mma.org.

Leadership Excellence Program

On the heels of our sold-out spring program, the UMass Donahue Institute, with University Without Walls (UWW) and UMass Online, is again offering an online leadership development certificate. The Leadership Excellence program is for leaders who want to add new skills and tools for successfully implementing organizational change and propelling their careers forward. Five interactive online modules provide 30 hours of hands-on learning over eight weeks. Participants also complete two leadership assessments and receive individualized coaching to interpret the results. Completion will earn learners

a certificate and is accredited to award three CEUs through UWW. www.donahue.umass.edu/leadershipexcellence

Tax Collection, Tax Foreclosure Services and Tax Valuation Appeals

Law Offices of Aldo A. Cipriano & Associates, established in 1979, has been providing tax collection and foreclosure services in Land Court to municipalities effectively for over 41 years. Our staff will provide assistance in positive collection efforts to reduce tax delinquent accounts. We have experienced auctioneers available to conduct foreclosure auctions. We also offer legal services to municipal Boards of Assessors in defense of Real Estate assessments and valuation before the Appellate Tax Board. Please contact us at 508-485-7245 or aldoc.esq@comcast.net for additional information.

Public Management Consultants

MMA Consulting Group Inc. provides consulting services to cities, towns, and other public agencies. We specialize in public safety/emergency response (police, fire, EMS) issues, the design and administration of assessment centers, structured oral panels, and recruitment of police and fire executives. For information, contact Mark Morse, President, MMA Consulting Group Inc., 101 Court St. #7, Plymouth, MA 02360; 508-746-3653; mmacginc@gmail.com.

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

Classified Advertisements

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 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@mrigrv.com.

Town Counsel/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 Jack Dolan for labor, employment, civil rights 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.

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.

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. Kinsherb, 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 Kinsherb at eric@erickinsherbcpa.com or at 508-833-8508. Learn more at www.erickinsherbcpa.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 Bartlet 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. ●

PEOPLE

Continued from page 27

state senator representing the 1st Essex District. In 2002, he was sworn in as Lynn's 55th mayor, serving until 2010.

A graduate of Suffolk Law School, Clancy also practiced law for many years.



Robert Correia

Robert Correia, a former Fall River mayor and state representative, died on July 2 at age 82.

A Marine veteran, Correia was first elected to the House of Representatives in 1977. Serving on Beacon Hill for

three decades, he rose to become the House majority whip before being elected as Fall River's 41st mayor in 2007. He served one term, from 2008 to 2010.

Correia held a master's degree in education and had worked as a math and science teacher. In 2018, the boardwalk at Fall River Heritage State Park was named after him.



John Saad Jr.

Longtime Oxford Selectman **John Saad Jr.** died on July 9 at age 77. First elected to the Board of Selectmen in 1975, Saad served for a total of 43 years, until his death.

Saad had served the community in several capacities, including as a reserve police officer and as a Worcester County reserve deputy sheriff. He was a candidate for state representative in 1980.

A U.S. Army veteran, Saad worked for the state for more than three decades, and was the area director for the Department of Transitional Assistance in Southbridge at the time of his retirement in 2002.

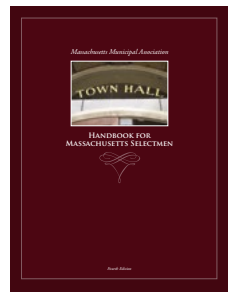
This monthly column highlights transitions, accomplishments and awards, and life events of municipal officials. To submit information for People, contact MMA Associate Editor Jennifer Kavanaugh at 800-882-1498 or jkavanaugh@mma.org.

MMA's Handbook for Massachusetts Selectmen available digitally

The MMA's Handbook for Massachusetts Selectmen, a 250-page comprehensive guide to the roles and responsibilities of select board members in Massachusetts, is available to all select board members for free in a digital format.

During the spring town election period, the searchable PDF is sent by email to all new select board members, along with other welcoming materials from the Massachusetts Select Board Association.

The 11-chapter handbook covers subject areas such as administrative and regulatory responsibilities; financial



management; human resources, personnel and labor relations; and land use and community development. It covers topics such as complying with the open meeting and ethics laws, making

appointments, holding public meetings and hearings, town meeting, Proposition 2½, insurance, tax rates, collective bargaining, legal representation, public

safety, public works, and the role of a town manager or administrator.

To order the PDF, send an email to Jessica Obasohan at the MMA at jobasohan@mma.org.

The handbook is also available as a hard copy, at a cost of \$25 for MMA member communities and \$49 for nonmembers. To order a hard copy of the handbook, visit the [publications page](#) of the MMA website. (There's an additional \$5 charge for postage.)

– MMA Member Services Coordinator **Isabelle Nichols**

DPH offers resources to assist with arbovirus prevention

It's the peak time of year for mosquitoes, including mosquitoes that can spread diseases like [West Nile virus](#) and [eastern equine encephalitis](#) (commonly known as EEE or triple E).

The Massachusetts Department of Public Health announced on July 1 that West Nile virus has been detected this season in mosquitoes in Massachusetts. There were eight human cases of West Nile in 2020, but a record 49 human cases in 2018.

All West Nile- and EEE-positive results are posted on the DPH's [Arbovirus Surveillance Information web page](#), which is updated daily. The DPH also [produces](#)

[West Nile and EEE risk maps](#) for every community in the state and has published [a range of arbovirus information to assist local boards of health](#).

West Nile Virus and EEE can cause illness ranging from a mild fever to more serious disease like encephalitis or meningitis. Only a small number of mosquitoes are infected at any given time, so being bitten by a mosquito does not mean you will get sick. The best way to avoid these illnesses, however, is to prevent mosquito bites.

Public health officials recommend that residents do the following to protect against illness:

- Use insect repellents whenever outdoors
- Wear long-sleeved clothing
- During peak mosquito season, schedule outdoor activities to avoid the hours from dusk to dawn
- Repair damaged window and door screens
- Remove standing water from the areas around homes

For more information, see the DPH's [frequently asked questions about mosquitoes in Massachusetts](#), or call the Division of Epidemiology at 617-983-6800. ●



Massachusetts Municipal Association

3 Center Plaza, Suite 610, Boston, MA 02108

JULY

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

28 Massachusetts Select Board Association, Leadership Conference, webinar #4, 12-1 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

29 MMA Human Services Council, Annual Meeting webinar, 12-1 p.m. Contact: MMA Member Services Coordinator Isabelle Nichols

AUGUST

19 Massachusetts Municipal Management Association, summer meeting, 10 a.m.-1 p.m. The Stevens Estate, North Andover. Contact: MMA Senior Member Services Coordinator Denise Baker

SEPTEMBER

9 Massachusetts Municipal Councillors' Association, webinar, 12-1 p.m. Contact: MMA Senior Member Services Coordinator Denise Baker

10 Massachusetts Select Board Association, webinar, 9:30-10:30 a.m. Contact: MMA Member Services Coordinator Isabelle Nichols

14 Massachusetts Municipal Councillors' Association, board meeting, 8:45-9:45 a.m., MMA office, 3 Center Plaza, Suite 610, Boston. Contact: MMA Senior Member Services Coordinator Denise Baker

14 MMA Board of Directors, 10-11 a.m. MMA office, 3 Center Plaza, Suite 610, Boston. Contact: MMA Executive Director's office

For more information, visit www.mma.org.

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

Due to the COVID-19 pandemic, the MMA is hosting meetings remotely until after Labor Day. Meeting details may be subject to change.

14 Massachusetts Select Board Association, board meeting 2:15-3:30 p.m., MMA office, 3 Center Plaza, Suite 610, Boston. Contact: MMA Member Services Coordinator Isabelle Nichols

17 Massachusetts Municipal Management Association, monthly meeting, 9 a.m.-1 p.m. Lake Pearl, Wrentham. Contact: Senior Member Services Coordinator Denise Baker

22 Massachusetts Mayors' Association, monthly meeting, 10 a.m.-1 p.m. Contact: MMA Communications and Membership Director Candace Pierce

23 Massachusetts Municipal Human Resources, Fall Conference, 8:30 a.m.-5 p.m. AC Hotel, Worcester. Contact: MMA Member Services Coordinator Isabelle Nichols

OCTOBER

2 Massachusetts Select Board Association, Western Massachusetts Conference, 8 a.m.-12 p.m., Easthampton High School, Easthampton. Contact: MMA Member Services Coordinator Isabelle Nichols

12 MMA Board of Directors, annual long-range planning meeting, Warren Conference Center and Inn, Ashland. Contact: MMA Executive Director's office

14 Massachusetts Municipal Management Association, Boot Camp, 9 a.m.-3 p.m., Sharon Community Center. Contact: MMA Senior Member Services Coordinator Denise Baker

16 Women Elected Municipal Officials, Leadership Conference, 8:30 a.m.-2 p.m., Courtyard Marriott, Marlborough. Contact: MMA Member Services Coordinator Isabelle Nichols

21 Association of Town Finance Committees, Annual Meeting webinar series #1 of 3, 7-8:15 p.m. Contact: MMA Senior Member Services Coordinator Denise Baker

22 Massachusetts Municipal Human Resources, Labor Relations Conference, 8:15 a.m.-3 p.m., Devens Common Center, Devens. Contact: MMA Member Services Coordinator Isabelle Nichols

28 Association of Town Finance Committees, Annual Meeting webinar series #2 of 3, 7-8:15 p.m. Contact: MMA Senior Member Services Coordinator Denise Baker

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

Online registration is available for most of these events.