

# ***Town Administrator Update***



***October 21st , 2025***

- Office of Administration and Finance has earmarked 35k to go towards a new COA Van. Thank you to our partners in the Legislature for coordinating this effort.
- We held a shred day at Memorial Hall week before last. Thank you to Shantell for coordinating this effort that will help us shed materials before the move.
- We have been having conversations about the flagpoles and memorial outside the current Police Station. These were donated by the Bouchard family, and we want to ensure they are moved to an appropriate location in town.
- Budget Guidance went out last week, officially kicking off the budget process for FY27. Copies were also sent to the chairs of the Finance Committee and all Select Board members.
- I joined my counterparts in Topsfield and Boxford to provide feedback to be used in the TTU Assistant Superintendent search. A huge thanks, as an aside, to Mr. Greenburg for his commitment to the school district over the years. His presence will be missed following his retirement at the end of the year.
- I'm joining DPW Superintendent Goodwin tomorrow to discuss logistics of the Maple Street Bridge. We have also received news that the Danvers/Middleton Bridge on Rt 114 is moving forward.
- We continue to monitor the proposed project at 35 Village Road, with no update available at this time.
- Public Interviews were held for the Library Director position last night. Thank you to the candidates, screening committee, Select Board, Library Board of Trustees for their efforts. Also a huge thanks to ATA Bresnahan and the employees of the Flint for carrying us through this period of transition.
- Collective Bargaining is underway with all units. Thank you to department heads for their input, as well as ATA Bresnahan and Finance Director Wood for their planning, participation and collaboration.
- The Pumpkin Festival is slated to occur on this upcoming Saturday, October 25<sup>th</sup>. Thank you to the PTO, community partners, businesses, and volunteers that help make that community event possible.

Respectfully submitted,

Justin Sultzbach  
Town Administrator