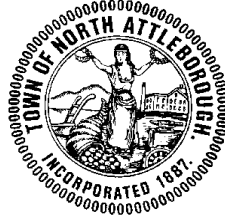


Michael D. Borg  
Town Manager



**TOWN OF NORTH ATTLEBOROUGH**  
43 South Washington Street  
North Attleborough MA 02760  
508-699-0100

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## INTEROFFICE MEMORANDUM

**DATE:** Monday, October 26, 2020  
**TO:** Town Council  
**FROM:** Michael D. Borg, Town Manager  
**RE:** Town Manager Report

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Below are key activities, which I felt would be of interest to you.

### COVID-19 Response

- The Town continues with an active response to the COVID-19 pandemic. I continue to work closely with all Department Heads. The Town continues to provide all essential services and functions to our residents and businesses. The situation in Town is constantly changing and we strive to provide effective communications on our actions, current information, and potential impacts. Here is a breakdown of our activities over the past two weeks:
- **Public Health Update**
  - Current number of positives in North Attleborough as reported by DPH: 543
  - Current number of deaths attributed to COVID-19 in North Attleborough: 28
  - Current number of positives that have recovered in North Attleborough: 522
  - Current number of positives in Bristol County as reported by DPH: 11,718
  - Current number of positives in Statewide as reported by DPH: 147,120
  - Current number of positives residents/health care workers from Long Term Care Facilities as reported by DPH: 25,485
- **Emergency Management**
  - **NO CHANGE** - The Town continues a limited activation of our EOC. We continue to coordinate through WebEOC with MEMA. We are requesting additional PPE items through WebEOC.
  - The number of positive COVID-19 cases in Town has increased by 39 since the last Town Council Meeting. However, we only have 21 cases that are currently infectious, and 3-4 cases should be coming off isolation this week. We are continuing to closely monitor the situation and track & trace contacts due to increase and spike in cases nationwide.
  - **NO CHANGE** - The Operational Action Plan (OAP) for the Town is updated daily as a record of actions taken during this crisis.
- **Communications**
  - **NO CHANGE** - We continue to conduct media engagements with North TV. AnneMarie Fleming carries the brunt of this load and provides the public continual updates on the status of our response.
  - **NO CHANGE** - Currently, we conduct bi-weekly Department Head meetings and update virtually through our web conferencing software. The Town

Manager's office passes critical information updates for situational awareness and Department Heads provide updates on current operations.

- **NO CHANGE** - We continue to rely on our Town website and Social Media accounts as the primary means to communicate with the public at large. We are updating these sites continually, several times each day. I would urge our residents to check these sites frequently.
- **Operations**
  - The Snow Operations Tabletop exercise will be this Friday to rehearse snow operations and decision making processes for the coming winter season.
  - Early voting for the presidential election is currently taking place in the Town Hall, and will end October 30<sup>th</sup>. For Nov 3<sup>rd</sup>, all polling stations have been relocated to North Attleborough High School.
  - A total of 10,118 early voting requests were submitted, and out of this total 7,353 have been cast, either in person or by mail.
  - We have hired a new Building Commissioner, William McGrady, and I look forward to introducing him to the Council during his confirmation. I have attached his resume and supporting information in this report as well.
- **Budget**
  - We completed our third monthly update meeting on Capital Improvement Projects (CIP) with Town departments last week.

# William McGrady

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## Summary of Qualifications:

- Building Commissioner/Inspector of Buildings. 3 years experience as Building Commissioner/Inspector of Buildings in Swansea MA. Responsibilities include administrative and inspectional work associated in managing the Building Department. Work includes review of building plans, conducting on site inspections, interpret and enforce building codes, and zoning bylaws, supervise inspectional and clerical staff, provide information and assistance to the public, town departments, and various boards and committees. Supervisory and administrative duties required to ensure the efficient operation of the Building Department.
- Local Building Inspector. 10 years experience as a Local Building Inspector/Code Enforcement Officer in Fall River, MA. Responsibilities included administrative and inspectional work in conjunction with the enforcement and interpretation of the Massachusetts State Building Code, local zoning bylaws, applicable codes relating to building construction and design, as well as rules, regulations and bylaws of the City of Fall River MA.
- Extensive experience in the construction trades and related businesses. Responsible for management reporting, planning/scheduling, field supervision and coordination in all levels of construction from new residential to restoration/renovation, post and beam construction, commercial and industrial.
- Excellent oral and written communication skills. Accomplished negotiator; successfully manage conflict mitigation and/or resolution between subcontractors and client/owners
- Proven project management ability. Highly regarded in the field as a problem solver. Able to get different trades to work together for the common goal.
- Technical knowledge in related disciplines including structural framing, finish carpentry, plumbing, electrical, H.V.A.C. asbestos abatement, surveying and engineering, and proficient with OSHA regulations and standards.
- Experience with Design/Plan Review.
- Experience with GIS and Electronic Permit Management software.
- Thorough knowledge of MGL 143 and MGL 40A.
- Zoning Enforcement Officer.
- Massachusetts Licensed Vocational Technical Educator-Carpentry

## Experience:

*Deputy Building Inspector - Dartmouth, MA*

*2019-Present*

Local building Inspector; duties included, but not limited to, review of permit applications, issuance of all types of permits, annual inspection of public and semi-public buildings for compliance with applicable standards. Also responsible for the investigation of complaints of zoning violations, property standards and other related municipal ordinances, preparation of reports on findings, issuance of citations for violations, conducting industrial, commercial, single and multi-family housing and property standard inspections to ensure compliance with state statutes, regulations and city by-laws. Administrative functions include attending meetings, workshops and seminars for state certification continuing education.

*Town of Swansea MA*

*2015-2018*

Building Commissioner/Inspector of Buildings, duties include, but not limited to; Responsible for department level management of the Building Department, including the enforcement of all construction and related codes, serving as the Town's zoning enforcement officer, directing the activities of all subordinate personnel, performing the administrative work of the department, directing the issuance of permits and the collection of fees, preparing and issuing reports, maintaining files, and preparing and managing departmental budgets.

*City of Fall River MA.*

*2005 - 2015*

Local building Inspector; duties included, but not limited to, review of permit applications, issuance of all types of permits, annual inspection of public and semi-public buildings for compliance with applicable standards. Also responsible for the investigation of complaints of zoning violations, property standards and other related municipal ordinances, preparation of reports on findings, issuance of citations for violations, conducting industrial, commercial, single and multi-family housing and property standard inspections to ensure compliance with state statutes, regulations and city by-laws. Administrative functions include attending meetings, workshops and seminars for state certification continuing education.

*Interbuild Inc. Lincoln R.I.*

*1999-2005*

Field supervision/foreman for commercial company specializing in interior finish, custom millwork/casework. Projects included Courtyard Marriott in Providence R.I. Nordstrom's, Filene's and all custom wood railings and associated trim at Providence Place Mall, as well as multiple schools, universities and office buildings throughout Massachusetts, Rhode Island, Connecticut and New Hampshire.

*Scott Construction Co. Inc. Providence R.I.*

*1995-1998*

Construction Manager/Field Foreman. Projects included 7 million renovation of Andrew's Hall dormitory at Brown University (1995 Dimeo Construction Co.) Schedule driven 12 million in 12 weeks - Wriston Quad renovation at Brown University (1996 Gilbane Construction Co.) Providence Country Day School (Dimeo Construction Co. 1997-98) - relocation and renovation of Metcalf Hall classrooms and auditorium, Chase Hall dining room and kitchen renovation, and frame to finish of 10,000 square ft. Murray Administration Building.

*Case Construction Co. Inc East Providence, R.I.*

*1992-1995*

Field Foreman/Carpenter. Projects included 2 million complex renovation at Brown University Bookstore/R.I. Hospital Trust National Bank in Providence R.I., American Mathematical Society expansion/renovation in Providence R.I.

*Highland Builders, Inc. Tiverton R.I.*

*1987-1991*

Carpenter for custom homebuilder specializing in construction of custom high end residential homes.

*Sakonnet Housesmiths Builders & Designers Inc. Portsmouth R.I.*

*1984-1987*

Carpenter for design/build contractor specializing in post and beam construction and erection, Timberpeg kit homes, Acorn panelized homes, and stresskin panel wrapped timber frame construction.

*Concept Builders Inc. Newport R.I.*

*1977-1984*

Carpenter/helper for residential homebuilder.

## Education:

- Bristol Community College Fall River MA
- Bishop Connolly High School Fall River MA

## References:

- Mr. Robert A. Marquis  
Former member of the Swansea Board of Selectmen, 12 continuous years  
Swansea Water District Superintendent, 40 years
- James W. Clarkin, Esq. P.O. Box 119  
Westport Point, MA 02791
- Mr. James Sisson  
Senior Construction Manager Facilities Management  
Brown University
- Mr. Robert A. Murray  
Athletic Director  
Tiverton High School

## Community/Professional Affiliations

- Tiverton High School Football  
Head Coach Freshman 2000-2002  
Assistant Coach J.V. - Varsity 2002 - present
- Sakonnet Schooners Pop Warner Football 1996 - 1999  
Vice President/Executive Board Member  
Head Coach
- Tiverton Gridiron Club 2000 - present  
Tiverton R.I.  
Board of Directors
- Southeastern Massachusetts 2005 - present  
Building Officials Association (SEMBOA)  
Member
- Commonwealth of Massachusetts 2005 - present  
Board of Building Regulations and Standards  
Certified Building Official

HRstaff@nattleboro.com

September 28, 2020

Re: Building Commissioner

I read with interest your posting for Building Commissioner for the Town of North Attleboro. I possess the necessary skills and experience you are seeking, and would make a valuable addition to your Community.

As my resume indicates, I have more than 14 years of experience as a Massachusetts Certified Building Inspector - Zoning Enforcement Officer. My experience matches the qualifications necessary to fill the position and I respectfully submit this letter requesting consideration for the aforementioned position.

I have attached my resume and recommendation letters and look forward to speaking with you regarding your available position. Thanking you in advance for your consideration.

Respectfully,



William McGrady

HRstaff@nattleboro.com

September 28, 2020

RE: William McGrady

██████████  
██████████

To Whom It May Concern,

I am submitting the within letter in support of the application of William McGrady for a position with the Town of North Attleboro, MA. Please note, at the outset, that I do not automatically or readily accede to all requests for references. I do so only when I feel qualified to render an opinion and am able, in good conscience, to render a positive opinion. I am able to do so in this case.

I recently retired after practicing law in Fall River for over four decades and it was in the course of that practice that I first encountered Mr. McGrady when he was employed by the City of Fall River as a Building Inspector. Given the nature of my practice I had frequent contact with Bill whom I grew to both respect and like.

My respect was engendered by his absolute competency and professionalism in performing his duties. He knew the Code but he also understood and had empathy for those who were seeking to effect compliance with the Code or who were seeking an opinion on a zoning issue as I so frequently did. Competency or knowledge is one thing and is to be expected of anyone in his position but he brought another dimension to his job each day. He was a fellow who would "go the extra mile" for someone in search of information or an opinion or who was strapped with impossible time constraints. While Bill did not always give me the answers that I had hoped for, I knew that in each case, the opinion he rendered was one born of careful consideration of the facts and the law.

In short, I always found Bill McGrady to be a professional. He is a rare amalgam of wide technical knowledge and an ability to communicate that knowledge to others both in writing and verbally, always with a smile and always with enthusiasm.

Given his broad knowledge and experience and in face of his impeccable character, I recommend him to you freely and without reservation. Please feel free to contact me directly should you require anything additional, ██████████ or ██████████.

Very truly yours,

  
James W. Clarkin



HRstaff@nattleboro.com

September 28, 2020

To Whom It May Concern,

Please accept this communication as a favorable recommendation for William McGrady to serve as the Building Commissioner in your community.

Mr. McGrady very satisfactorily served the Town of Swansea as Building Inspector during the period of which I was an Elected Member of The Board of Selectmen and having served four terms I offer that I am uniquely qualified to make the following assessment.

Mr. McGrady is an extremely competent individual with regard to Building code and structural issues but just as important, and in many cases much more so, he gets along well with others, garnering respect and virtually eliminating disputes.

Thank you for your attention to this matter and if you would like to speak to me directly, please call [REDACTED] at your convenience.

Respectfully Yours,



Robert A. Marquis

Former Member of the Swansea Board of Selectmen,  
12 continuous years

Swansea Water District Superintendent,  
40 years

Shawn E. Cadime



September 28, 2020

To: Whom it may concern

Re: William McGrady

Dear Sir / Madam

It is with great confidence that I recommend William McGrady as a candidate for Building Commissioner in your community.

I have known Bill for 8 years on both a personal and professional level. I first met Bill during my time as City Administrator for the City of Fall River, where he was a local inspector. He is a highly skilled and dedicated individual with the highest degree of professionalism. Bill is extremely motivated and would be a tremendous asset to any community.

Should you wish to discuss his qualifications further, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Shawn E. Cadime".

Shawn E. Cadime  
Town Administrator  
Seekonk, MA

