

*Proudly Serving Communities Throughout the United States!*

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**CAPITAL  
STRATEGIC  
SOLUTIONS**

*Monthly Newsletter*

FEBRUARY 2025

*Proudly Serving Communities Throughout the United States!*



## **Capital Strategic Solutions Partners with the Town of Westford to Enhance Community Engagement**

Capital Strategic Solutions (CSS) is proud to announce our partnership with the Town of Westford to develop a comprehensive Communications Engagement Plan. This collaboration reflects Westford's dedication to fostering transparency, accessibility and meaningful engagement with its residents.

Through this initiative, CSS will work closely with town leaders to assess current communication strategies, enhance outreach through traditional and digital platforms and ensure that residents stay informed and involved in local decision-making.

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More\*\*](#)

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Building Stronger Communities

**Find Us at FCAM  
Booth 66**



**Tom Impey**  
*Senior Project Manager*



**Nichol Figueiredo**  
*Chief Executive Officer*



**Bill Keegan**  
*Senior Project Manager*



**Liz Kalaijian**  
*Project Manager*



**Clara DeCarvalho**  
*Project Manager*

## **Join Us Next Week at the FCAM Professional Development Conference in Worcester!**

Capital Strategic Solutions will be on the trade floor at the 2025 Fire Chiefs Association of Massachusetts' (FCAM) Professional Development Conference. The conference will be held at the DCU Center in Worcester, MA, from Tuesday, Feb. 25 through Thursday, Feb. 27. This year's theme is "Adapting to and Inspiring Change."

Come by and meet our staff at this important training and development conference. We look forward to seeing you there.

**Booth #66**

Learn more: <https://fcam.org/pdc/>

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## **Project Spotlight: Town of Holbrook MA Manages Major Inflow & Infiltration (I&I) Projects with Interim DPW Superintendent**

Like many communities, the Town of Holbrook Massachusetts found itself in need of executive leadership for its Department of Public Works while several multi-phase projects were underway. Capital Strategic Solutions (CSS) was able to step in and provide a variety of support services.

Since April 2024, Senior Project Manager John DeLuca served as the Interim DPW Superintendent, while the CSS outreach team helped market the open position and evaluate applicants. John used his expertise to manage an MWRA (Massachusetts Water Resource Authority) I&I study and multiple new regulations.

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## **Community Spotlight – Acting Town Manager Maintains Stability for the Town of Bridgewater MA**

Local government continues to face persistent hiring challenges. The demand for qualified candidates to fill vital administrative functions continues to exceed the available pool of candidates.

That's where Capital Strategic Solutions can help. We provide short- and long-term staffing solutions that address your most pressing needs.

Capital Strategic Solutions' Development Executive, Blythe Robinson, has been involved in various roles with the Town of Bridgewater since March 2023. Most recently, in early September 2024, Blythe stepped in as Acting Town Manager to oversee the town's operations while a search for a new Town Manager is underway.

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More\*\*](#)

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## Spilling the Beans: How and Why to Create a Successful Summer Internship Program

*Monday, Feb. 24 at 10AM  
Live on Zoom!*



### Join Capital Strategic Solutions for Our Next Coffee Talk!

Join Capital Strategic Solutions on **Monday, February 24 at 10 a.m. ET**, as we spill the beans about municipal matters in our latest Coffee Talk webinar, *How and Why to Create a Successful Summer Internship Program*.

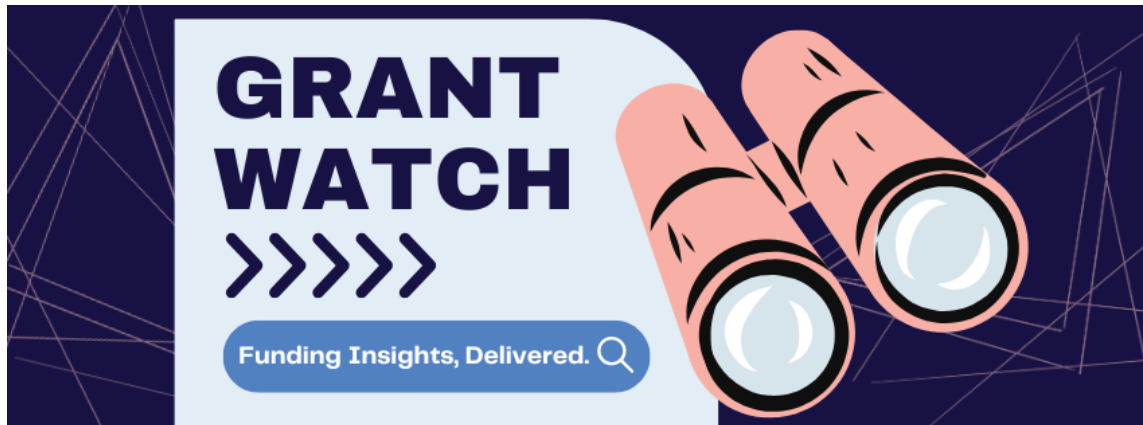
We'll discuss the benefits of attracting students to a career in local government and how to administer a successful summer internship program. We'll give you the details about how to time your program, funding mechanics, state grants available, potential ways to utilize summer interns for different department needs and the dual benefits for both municipal staff and students.

We'll also share real-life examples of summer interns that went on to become exemplary local government employees, demonstrating that a summer internship program can be an investment in your municipality's future.

Our expert panel includes:

- Nichol Figueiredo, CEO, Capital Strategic Solutions
- Trish Bernard, Sr. Project Manager, Capital Strategic Solutions
- Greg Bunn, Executive Director, Metro South/West Workforce Board
- Meghan Burke, Director, Metro South/West Workforce Board's Youth Connections Program
- Trey Fuccillo, Ward 6 City Councilor, City of Marlborough & Former Local Government Intern
- Mark Gibbs, Director of Information Technology Services, City of Marlborough

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## **Massachusetts Green Communities Competitive Grant Program Accepting Applications March 24**

The Massachusetts Green Communities Competitive Grant Program will be accepting applications beginning on March 24. The program offers valuable funding opportunities for Massachusetts municipalities registered as Green Communities. This corresponding grant funding supports the community's commitment to sustainability through three distinct pathways: Prescriptive Measures, Traditional Energy Conservation Measures (ECMs), and Building Decarbonization.

**The application opens March 24 at 9 a.m..  
The deadline for applications is April 4, 2025, at 5 p.m.**

[Learn  
More](#)

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## **Preparing for the Hazard Mitigation Grant Program**

The recent destructive wildfires in California remind us why hazard mitigation is a vital step in keeping our cities and towns safe. Communities must take actions to reduce or eliminate long-term risks associated with natural or man-made disasters. It is a crucial phase in the emergency management cycle, aiming to interrupt the cycle of damage, repair, and recurring damage.

Mitigation plans and projects enhance the existing environment or infrastructure, making communities more resilient to disasters. By implementing hazard mitigation actions today, state and local governments can create stronger, safer, and smarter communities, ultimately reducing future injuries and damage.

Statewide funding is available through the Hazard Mitigation Grant Program with a 75% federal / 25% nonfederal cost share. Available funding varies from state to state. The most accurate information will come from your state's

Emergency Management Agency, where applications will also likely be submitted.

[Learn More](#)

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## Florida Department of Environmental Protection Announces Submission Period for Recreational Trails Program

The Florida Department of Environmental Protection has announced the submission period for the Recreational Trails Program (RTP) FY 25-26. The submission cycle will run from **Feb. 1, 2025 – Mar. 1, 2025**. The RTP is a federally funded competitive grant program dedicated to the development and maintenance of recreational trails, trailheads, and trailside facilities.

Funding may be used for a variety of projects like the maintenance or renovation of existing trails, development of new trails and trailhead facilities, development of new trail linkages, the purchase of trail maintenance equipment, or the construction of new trails. Eligible applicants include municipal, county, state or federal governments or agencies, as well as state approved non-profits, and federally recognized Indian tribal governments.

Applications must be mailed to the Florida Department of Environmental Protection and must be postmarked no later than Mar. 1, 2025.

[Learn More](#)



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## Town of Westford Massachusetts

The Town of Westford Massachusetts has several exciting job opportunities available. Including

- **Public Safety Telecommunicator:** \$24.86 - \$32.48 per hour



- **Permanent Career Firefighter** – Paramedic: Salary \$28.97 - \$35.50 per hour, Firefighter-EMT \$27.03 - \$33.11 per hour
- **Office Manager – Town Clerk:** Salary \$30.18 - \$36.97 per hour dependent on qualifications and experience
- **Office Manager - Technology:** Salary \$30.18 - \$36.97 per hour dependent on qualifications and experience

Additional information can be found on the **town website**.

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## **FEMA Publishes Update Public Assistance Guide to Enhance Disaster Recovery in Communities**

FEMA recently published an updated version of its Public Assistance Program and Policy Guide. The guide is the agency's consolidated resource for Public Assistance policies that establish how states, Tribal Nations, local governments, territories and certain private nonprofits can recover and rebuild using federal funds after disasters. This guide applies to disasters declared on or after Jan. 6, 2025...

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## **Find Us at These Upcoming Events!**

- Fire Chiefs Association of Massachusetts (FCAM) Professional Development Conference - February 25 – 27 **Stop by Booth 66!**
- New England Water Works Association (NEWWA) at the DCU Center – April 2 – 3
- Massachusetts Chiefs of Police Association Annual Trade Show at the Royal Plaza Trade Center, Marlborough - April 9

## About Us!



Capital Strategic Solutions (CSS) is a Massachusetts-based certified woman-owned, disadvantaged business enterprise comprised of municipal experts. We deliver creative and cost-effective services that maximize success while minimizing risk for our clients. We have hands-on experience that allows us to formulate and implement strategies tailored to the communities we serve. We specialize in public administration and municipal finance, human resources and policy development, emergency management services and public safety, public works and infrastructure operations, public relations and community engagement, project management and oversight, grant writing and administration, and public management and support services.

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DBE in CT, FL, ME, NH, NM & VT**

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