

Town Manager's Report, September 26, 2023

- **Highway-**
 - Old salt shed is down, and a final inspection is needed.
 - Getting all of the equipment ready for winter.
 - Continuing roadside mowing.
 - Liberty Street ditching is being done.
 - Purchased a new parks truck after looking at 18 different vehicles. A 2023 Ford from Portsmouth Ford was purchased for \$50K. The truck will be set up with lights and put into service soon.

- **Police Department-**
 - 2 Arrests.
 - 8 Accidents.
 - 31 Traffic stops.
 - Officer Legendre has completed 12 weeks of the Basic Law Enforcement Training with 12 weeks to go.
 - Looking to hire a part-time officer in the coming weeks once he has passed the Phase 2 part time academy.

- **Fire Department-**
 - 24 Calls and YTD is 394.
 - Conducted live fire training in the Red Barn this past weekend. Firefighters practiced interior fire attack on a dozen rooms and contents fires in the various rooms and offices in the building. There will be two more live fire training sessions over the next week.
 - The EMA team had their first major event in Hurricane/Tropical Storm Lee. Although the storm ultimately missed our area, it was a great exercise in preparation. For the first time that I can remember, Director Delcourt provided all department heads with timely updates, and conducted a planning meeting. This was a welcome change from the “wait and react” approach taken in the past.

- **Code Enforcement-**
 - 4 Building Permits.
 - 3 Plumbing Permits.
 - 16 On-site Inspections.
 - 7 In-office Meetings.

- **Planning-**

- 35 lot subdivision 3rd party review has been completed and will be returning to the Planning Board on October 4th.
- Chapter 140 Attachment 1- I1 & I2 Ordinance Amendment merge was discussed at the last Planning Board meeting and after the Public Hearing there are changes that will be made.

- **Library-**

- New lights at the library have been completed. This was a big project due to the ceiling height and it has made a big difference in the brightness.
- A sign was put up on the library porch to stop the dumping of materials after hours and this has helped. The magazine table was also removed, so the porch is free of clutter.
- Movie nights will start Wednesday 9/27 and be held on the last Wednesday of the month going forward. This week's movie is for adults, Alien.

- **Recreation-**

- Kicked off soccer games this weekend, and it was very successful.
- A great first week of fall enrichment after-school programming at Central School. Also offering Music Together on Monday mornings at the Community Center starting next week.
- At Powderhouse the crew has been busy the past couple of weekends with building shelving in the garage, rebuilding the fence around the rope reels in the loading area, repaired all areas of rot on the lodge roof in preparation for the new roof. A new rope has been ordered and Nikki is working on getting a new tramway/elevator inspector for licensing as the previous inspector is retired now.

- **Seniors-**

- 9/13 Sock Hop with Ed Chaloux was very successful.
- 9/27 Where the Wild Things Are Luncheon with tiny creatures.
- 10/19 Travels- Splish Splash- The music of Bobby Darin at the Castleton in Windham, NH.

- **Assessing-**

- Tyanne and Maddy have been working on separating the assessing files from code files.

- **Town Clerk-**

- Issued 2800 Transfer Station stickers so far.
- The clerk's office will be closing an hour early on October 5th for the semi-annual York County Clerk's business meeting in Alfred.

- **Transfer Station-**
 - Transfer Station stickers are working, and positive comments are being made by citizens.

- **Economic Development-**
 - The Eastern Trail Berwicks to the Border Feasibility Study (funded by Maine DOT's Planning Partnership Initiative) will be starting up in October.
 - Denise will be attending the Business Appreciation event this Thursday, sponsored by the Home for the Holidays group as it will be a great opportunity for her to meet many business owners.

- **Finance/HR & Benefits/Safety-**
 - Assistant Town Manager Meetings: 8 Business Meetings, 17 Staff Meetings, and 1 Appointments.
 - Attended 2 conferences: Retirement benefits and Municipal law change.
 - Firefly Media- 3D tour complete with labels, now working on outside of the building for a video of the roof and top of building and still photos for the lower parts of the building.
 - Working to finalize with FEMA.
 - Audit starts 9/26.
 - The lighting project has started at the Community Center now that the library is complete.
 - Worker's Compensation modification rate will be going up due to increased injuries in 2022. More information will be provided as we receive it.

- **Admin-**
 - Town Manager Meetings: 7 Business Meetings, 27 Staff Meetings, and 3 Appointments.
 - Website- Google Analytics- 3.6K Users. The Town Hall Projects page has had 48 views with 26 users in the last 28 days. (Handouts Provided)
 - School Superintendent Meeting.
 - EMA hurricane meeting and planning.
 - South Berwick Reporter- profile article.
 - A Merry Sweepe Chimney Service completed the relining of the chimney on Friday 9/22 and P. Gagnon had the furnace running on 9/25.
 - South Berwick reporter profile interview.
 - 2 personnel issues.
 - 2 calls with legal.