

Town Manager's Report, March 12, 2024

- **Highway-**
 - The fence where the old red barn used to be has been disassembled and the pieces will be used for other fence repairs.
 - Patching holes and street sweeping this week.
 - Ditching on Gray Hill Road to be done 3/13.
 - Thurl Road, From the Horse Farm to Boyd's Corner Road – Blasting to straighten out some of the road.

- **Police Department-**
 - 1 Arrests.
 - 4 Accidents.
 - 76 Traffic stops.
 - Sergeant Pelkey will be putting together and implementing a civilian police academy. The hope is that it should be starting in May.

- **Fire Department-**
 - 18 Calls in the last two weeks and 75 YTD.
 - The recruit class kicks off this Wednesday 3/13. There will be 12 members taking the class, most being probationary or junior firefighters. The remainder of the students are existing members who either have older, non-Pro Board certifications, or members who have not pursued certification in the past. At the completion of this class all of our interior firefighters will be Pro-Board Fire 1&2 Certified.
 - Ladder 2 and Tank 3 are having some minor electrical issues that we have been chasing for the past couple of weeks.
 - The South Berwick Emergency Management Agency and MSAD-35 Generator Team is actively working the Hazard Mitigation Grant Program application. Like the previous Building Resilient Infrastructure and Communities Grant, the Hazard Mitigation Grant Program application process requires considerable information and is an arduous and tedious process. This application must be submitted by June 6, 2024.

- **Code Enforcement-**
 - 1 Building Permit.
 - 1 Plumbing Permit.

- **Planning-**
 - Final Approval- Samville Estates and Libby-Scott Paving.
 - Public Hearing- South Berwick Boarding with final plan and FEMA Flood Plan Ordinance.
 - New Historic District Road signs will be in Thursday.

- **Library-**

- In the Month of February - 2,300 visitors, 2,400 items checked out, 276 items borrowed from other libraries, 144 items lent to other libraries, and 36 programs with a total attendance of 458 people.
- The DIY Adventures on 3/5 was Tempera paint making and on 4/2 it will be paper making.
- 3/19 at 12:00 will be the first Lunch with a Town Employee featuring Tyanne Vasapoli.

- **Recreation-**

- Held a Gunstock trip last Wednesday and it went smoothly with no injuries.
- Easter Egg Hunt and Touch-a-Truck event Saturday, the 23rd at Central School.
- Strawberry Run planning is in full swing. Several of last year's sponsors are returning and we have picked a few new sponsors.

- **Seniors-**

- About 80 seniors were in attendance for our Elvis lunch on February 28th.
- St. Patrick's Day lunch is this Wednesday 3/13.
- Next Wednesday, the 20th, the seniors' head to Danversport Yacht Club for an Irish Band and lunch of corned beef and cabbage.

- **Assessing-**

- Building Permit Pass has started. Verna is out in the field reviewing all the permitted changes to homes.
- Brittany has made calls to citizens to give them a heads up that Verna will be stopping by. In this process, people have expressed appreciation for the advanced notice and have taken advantage of the opportunity to schedule an appointment with Verna.

- **Town Clerk-**

- Election went well, a big thank you to the Police Department for making multiple rounds throughout the day. the response was great, and it was nice to see the officers and witness multiple conversations between staff and residents.

- **Transfer Station-**

- Some of the cans have damaged rollers that need to be welded. Jeff is working on getting quotes.
- Struggling with monitoring the paper container due to staffing Shortages. Citizens on a weekly basis put shoes, used feminine products, dirty tissues, electronics, regular trash, and a lot of other items that do not belong in the paper container. This ends up costing the Town a lot more money for disposal since our recycling is dirty, and needs to be sorted.

- **Economic Development-**

- The Downtown Revitalization Plan Advisory Committee met on March 4th, Dan Boyle, President of the Historic District Commission was also in attendance. Over 240 surveys have been completed to date, There are still a few days left to fill out your survey's if you have not done so yet, Deadline is March 15th. The Public Workshop is set for Thursday, May 16th at 6 pm, here at the Town hall.
- Denise is also doing some research on Earmarking Grants at the Federal Level for the Downtown.

- **Finance/HR & Benefits/Safety-**

- Assistant Town Manager Meetings: 11 Business Meetings and 29 Staff Meetings.
- Tax payments can be dropped off at the Town Hall during nonbusiness hours by using the old Police Department door. A photo will be placed on Facebook to get the word out.
- Completed 3rd round of budget meetings with the Department Heads.
- 1st budget workshop completed.
- Electric Car lease is up in two weeks. The current car is free. The new lease will be for three years at \$1600 a year.
- Looking at upgrading to TRIO Webb, which will save us on needed one new server instead of three. I am Reaching out to surrounding towns and other people who use it to get their opinions.
- Working on the warrant articles for the Annual Budget meeting.

- **Admin-**

- Town Manager Meetings: 13 Business Meetings and 44 Staff Meetings.
- Police Department Union Contract negotiations continue.
- In person citizen complaint.
- Met with Jayco to discuss trash pickup options.
- Meetings with the Town attorneys to discuss several different matters.
- Met with Oak Point for more clarification on the Town Hall Renovation Proposals.