

## **Town Manager's Report, April 23, 2024**

- **Highway-**
  - Thurrell Road has been reclaimed.
  - April 4<sup>th</sup> winter storm damage clean up
  - Work being done on the Softball Fields
  - Patching Potholes
  - Rain Gutters were installed at the Community Center to avoid future flooding inside the building.
  
- **Police Department-**
  - 8 Arrests.
  - 4 Accidents.
  - 58 Traffic stops.
  - Building Garage and Elevator are all back up and running.
  - Lt. Stevens will be taking the ICS 300 and 400 training next week in Wells.
  - SRO Macleod is taking Critical Incident Training this week.
  - Sgt Moore and Sgt. Pelkey performed a community service at its best over the weekend, with a crash leaving a family of 5 stranded with no rides available, not even from Uber. They called in Officer Dilisio to drive the family home in the town's Suburban home to Westbrook.
  - Officer Legendre is being called into the Military again for a 6-week training.
  
- **Fire Department-**
  - 17 Calls in the last two weeks and 169 YTD.
  - Nick attended a Chief's training workshop at the County EMA Office last week
  - Firefighters trained on forestry firefighting with a controlled burn at the Links @ Outlook, which was interrupted by a real brush fire at the end of the powerline road off York Woods Road.
  - The telephone and internet upgrade at the community center has been completed! This was an in-house undertaking to save money.
  - The Firefighter's Association recently voted to purchase a second set of Hurst EDraulic battery powered rescue tools (Jaws of Life). The cost of the set is approximately \$35,000
  
- **Code Enforcement-**
  - 12 Building Permits. (up 19 from this time last year)
  - 3 Plumbing Permits
  - 1 Violation currently active.
  - 15 Office Meetings

- **Planning-**
  - No applications in front of the Planning Board right now.
  
- **Library-**
  - Annual Fairy House project is coming up, on May 4<sup>th</sup>.
  - Thank you to Mallory for helping out at the library restocking shelves.
  - Animal Control Officer Carol Harris is doing a presentation at the Library on May 15<sup>th</sup>, for a class on how to deal with Nuisance wildlife.
  
- **Recreation-**
  - Last week was school vacation week and the Community Center was closed for maintenance, all the Floors were stripped, cleaned and waxed.
  - Another new program to start next Monday, the 29<sup>th</sup>, is the first session of our new pee wee soccer skills session, which is full, and has a waiting list.
  - Nikki is in the process of setting up interviews to fill 3 camp counselor positions.
  
- **Seniors-**
  - This Wednesday a group of Seniors head to Vermont for an overnight trip staying at the Von Trapp Family Lodge and visiting Ben & Jerrys, a Cold Hollow Cider Mill, Rock of Ages Quarry, and King Arthur's Flour Bakery and Store.
  
- **Assessing-**
  - Verna is on Vacation this week, but upon returning she will be wrapping up field permit pick-ups and data entry will start.
  - Tax maps have been completed and the new GIS layer will be uploaded soon.
  - Personal property declarations and Business Equipment Tax Exemption applications have been sent to all the businesses in Town.
  
- **Town Clerk-**
  - Tyanne has asked for the State to do a free assessment of the safety of our building for elections.
  - Tyanne attended an excise training in Augusta on April 11<sup>th</sup>.
  - Brilla and Kandice will be attending Motor vehicle training on May 7<sup>th</sup> and 8<sup>th</sup>.
  
- **Transfer Station-**
  - As of this coming weekend, the Transfer Station is fully Staffed! YAY!
  - A welder is going to be fixing a few broken wheels on the Canisters this week.

- This past weekend, there was a Lamp Shade along with other Non-paper items found in the Paper recycling bin.
- **Economic Development-**
  - The Comp Plan is almost complete and next step will be to go in front of the Town Council on the second meeting in May.
  - The next Downtown Revitalization Public Session will be held on May 16<sup>th</sup> at 6pm.
- **Finance/HR & Benefits/Safety-**
  - Assistant Town Manager Meetings: 10 Business Meetings and 28 Staff Meetings.
  - Letters were mailed to 181 taxpayers who have an outstanding balance on their 2024 taxes. If taxes remain unpaid, a 30-Day Demand will be sent by certified mail on May 7<sup>th</sup> informing them that a lien will be placed on their property if taxes are not paid in full within 30 days. Liens will be recorded at the Registry of Deeds on June 11, 2024.
  - Dawn and Jen finished the Annual Report last week, and we should have the Annual reports delivered by next week, and available to the public.
  - January Flooding Storms have been declared a Federal Disaster and Jen is working with Jay and Nick to get information together for that Storm.
  - Today we met with York County Emergency Management to talk about the April 4<sup>th</sup> storm to see if there is enough storm damage in York County to submit to the Federal authorities to try and Declare this storm a disaster as well. All the costs with associated backup is due to them by this Friday. \*\*These are very time-consuming tasks for all of us.
  - Linda and I continue to meet with ADP to implement our new Payroll software.
  - The Spirit of America award recipient for the year 2024, (To be given out in 2025) must be submitted before June 30<sup>th</sup>. We will be looking for your nomination at or before the 2<sup>nd</sup> council Meeting in May.
- **Admin-**
  - Town Manager Meetings: 8 Business Meetings and 29 Staff Meetings.
  - Back from Vacation!
  - 2 - Personnel issues.
  - 2 – Legal Issues
  - Meeting with Oak Point Associates tomorrow for the Town Hall Project.
  - Finalizing the Banquet with Dawn.
  - Transfer Station Warnings given to 14 citizens who have dumped non-paper items in the mixed paper bin.