

Town Manager's Report, May 9, 2023

- **Highway-**
 - Checking roads for potholes.
 - Paving is behind schedule due to the weather.
 - Working on replacing/fixing drainage around the ball fields.
 - Mowing has started.
 - Setting up a meeting with D.O.T. in reference to transfer of roads.

- **Police Department-**
 - 3 Arrests.
 - 2 Accidents.
 - 27 Traffic stops.
 - New Officer started 5/4.
 - Officer Sprouse-Academy training graduation 5/19.

- **Fire Department-**
 - Calls 17 and YTD is 228
 - 2 firefighters completed probationary workbooks and are cleared for full time duties.
 - 1 new member to start training.
 - Planning a recruitment drive through the summer into fall with recruitment class starting early 2024.

- **Code Enforcement-**
 - 4 Building Permits and 4 Pending.
 - 1 Internal Plumbing Permits.
 - Increase in calls of alleged possible code/ordinance violations.

- **Planning-**
 - 2 Projects in front of the Planning Board.
 - Ordinance amending taking place every week now with the Planning Board presenting them as they are finished.
 - LD2003 presentation to the Planning Board on 5/17.

- **Library-**
 - Maureen attended this year's "Reading Roundup" in Augusta.
 - Book sale starts 5/11-5/13 with Buck-A-Bag week starting 5/16-5/20.
 - The library has been reorganized with the new shelving.

- Music at the library: Cursed on Earth Band performing their show “Story Time” 5/13 6-8.
- **Recreation-**
 - Pickleball courts have been lined. Paddles and balls available for loan.
 - Camp registration is full. Finalizing hiring.
 - Powderhouse cleanup is complete. Rope taken down and stored.
 - The basketball court light timer being fixed, and lock installed.
- **Seniors-**
 - 5/10 Mother’s Day lunch to include The Shifters Duo(music).
- **Assessing-**
 - Assessing Audit is underway.
 - Reviewing applications for current use and for various exemptions.
 - Working on map changes that are effective for 4/1/2023.
 - Working on deeds, exemptions, mailing address changes, and personal property intake.
- **Town Clerk-**
 - Had fun during clerk’s week. Pictures are on our website.
 - Approving the ballot proof for the June election.
 - Britney to complete motor vehicle training and start working on her own.
- **Transfer Station-**
 - Very busy with tree brush and debris.
 - Crew working on maintenance during down time.
 - Permit stickers are now available at the Town Clerk’s office.
 - Sign with rules has been ordered and delivery is expected this week.
- **Economic Development-**
 - Working with several commercial real estate companies looking for new business locations for their clients.
 - The Market Analysis project should be completed by mid-June.
 - Executive Pulse will be the new Economic Development Software.
- **Finance/HR & Benefits/Safety-**
 - 90 thirty-day demands were sent out last week.
 - Personal property letters will be sent out this week.
 - Moving \$1M to Androscoggin Bank into a 12-month CD at 4.6% to give the town \$46,126.00 interest earned in one year.

- Scheduling end of year budget meetings with Department Heads.
- MMA walkthrough of Town Hall. Receiving a 5% discount due to safety policies and procedures in place. All other town buildings will be scheduled for walkthroughs.
- Spirit of America nomination requests have been posted on Facebook.

- **Admin-**
 - Red barn (youth barn) demolition and storage discussion. 3 sheds ordered and scheduled for delivery mid-June.
 - 2 Personnel Issues and 3 Code Enforcement issues.
 - 4 Citizen visits.
 - Transfer Station stickers have arrived. Mandatory as of 9/1.
 - MDOT/SMPDC/S. Berwick- Route 236/Main Street funding options discussion.
 - Sebago Technics phone meeting.
 - Britney started working on the town's social media.
 - Annual Safety D.O.L. training is completed for all but 4 employees.
 - 8 phone consultation meetings with the attorney's over personnel issues and codes.
 - Board of Assessment Review Training is Wednesday May 10th.
 - GWI switch from Consolidated Communications is complete.
 - Town Hall boilers/tanks have been ordered. Tanks are scheduled to be replaced on May 30th. Boiler replacement is scheduled to start June 19th. Meeting scheduled for Wednesday May 10th @ 1:00 with P. Gagnon & Sons.