



## **TOWN MANAGER'S REPORT MARCH 20, 2024**

### **ADMINISTRATION**

- I am working on developing the next edition of the newsletter, which will be printed and mailed. If all goes well, I hope to have the draft finalized before the end of the month so it can be mailed before mid-April.
- The final submission to HUD has been sent, hopefully allowing for the release of the \$2.5 million for road funding. Once receipt is confirmed, there is a 15-day hold before they can proceed.
- We're still looking for volunteers. Even if there isn't a vacancy on a given board or committee, we're encouraging people to submit applications so we can get more people involved. Appointments will appear on the next regular agenda to fill most vacancies.

### **CEMETERIES**

- I met with two representatives from the USDA about Oxbow Cemetery and the possibility of securing funding to preserve the eroding banks. They reviewed the property, took measurements, and documented the current condition. They remain a viable option for funding; however, they believe more funds would be available through FEMA and the mitigation program, so I've filed an initial request for review on that project.
- After removing time constraints, we direct-mailed the request for proposals to fix stones at Riverview Cemetery to prospective vendors. We generated some interest and received a valuable referral for a firm out of Upstate New York. The contractor comes to Maine during the summer to do work and will be holding training with the Maine Old Cemeteries Association in New Sharon in June. He is ideally going to provide us with 4-5 days of work the week after.

### **CODE ENFORCEMENT & PLANNING**

- **Planning Board Meeting: Thursday, April 11, 6:00 PM**

### **ECONOMIC DEVELOPMENT**

- **TIF Advisory Committee Meeting: Tuesday, March 26, 5:00 PM**

### **FINANCE & COLLECTIONS**

- Unpaid January/February/March 2023 sewer use charges will go to lien tomorrow; 12 accounts are past due.

- I'll be preparing redemption notices for tax-acquired and sewer use charge-acquired properties (with the exception of Wade Street) to allow owners to begin the process of redemption or directing our recourse under the new statute.
- The 2023 workers' compensation audit is complete, and we received a \$253 refund.
- The February host fee check from Waste Management has been received. The total was \$80,265.13, a 25% increase over the same period last year.

## **LIBRARIES**

- We were finally able to replace the main door to the library, which now allows for it to be locked from the inside. This enhanced security measure is especially important for the building, given that there is often a single employee there.
- **Learn to Make Sock Puppets: Saturday, March 30, 10:30 AM**
- **Lego Club: Tuesday, April 16, 3:00 PM**
- **Library Trustee Meeting: Thursday, March 28, 3:30 PM**

## **PUBLIC SAFETY**

- The Fire Department is seeking proposals for the purchase of a side-by-side. The submission date is April 5, which will allow the Department ample time to review the proposals and, ideally, make a recommendation to the Board on April 17. They are also seeking prices on trailers for the side-by-side.
- Our first exploratory call with FEMA regarding the December storm occurred last week. We have another meeting tomorrow to continue the review of our claim.
  - Our spring cleanup at some properties will be far more extensive, requiring additional funding to remove silt and debris. This additional cost is eligible for reimbursement under the disaster declaration. Properties specifically impacted are Riverview Park, Old Oak Cemetery, and Oosoola Park.
  - I've placed the order for the replacement building at Oosoola Park, as well as the surveillance equipment. This expense will be paid for by insurance with the gap covered by FEMA. Side note: New England Rent to Own will be donating all of the electrical work in the building— *Thank you!*
- The Red Cross is sponsoring a smoke detector replacement program in April that offers free replacement of smoke detectors (no age, income, or ability qualifications). Our Department is seeking volunteers to support the program, tentatively set for April 20. Anyone interested in volunteering should contact the fire station. Those interested in having smoke detectors replaced should sign up online or call the Town Office.
- I met with the Executive Director of the Red Cross- Northern and Eastern Maine to discuss opportunities for hazard mitigation/emergency response plans. We had a productive discussion that should help inform our local plan development.

## **PUBLIC WORKS**

- We continue to have issues with the backhoe (and more, seemingly, appearing daily). The problems are wide-ranging, but many of them are the machine throwing codes. We've had problems with the machine since its delivery, and this isn't the first time we've had response issues from their service team. It has been over a month since we've heard from CAT about fixing the issue, reconciling invoices, etc. The machine is a 2021 CAT 420 with about 1,725 hours (most have a life range of 7,000 to 15,000, with different factors).

## **RECREATION**

- The Recreation Committee met yesterday to discuss a variety of topics. They are working to develop a prioritized project list for the programs (facility, equipment, etc.). They are also considering restructuring the program director's position to support retention.
- I have signed off on the turf maintenance plan for the ballfields.

## **SEWER**

- I am trying to integrate a part-time, backup employee into the Department. For a long time, we had a part-time swing employee from Public Works, but it seems in our best interest to shift an employee from a different area. I am in the process of working with the CEO to determine the viability of such a proposal.
- Sewer Commission Meeting: Tuesday, April 9, 4:30 PM