



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

Tel. (207) 685-4939 • Fax (207) 685-3420

Email: [Readfield@roadrunner.com](mailto:Readfield@roadrunner.com)

### Town Manager Report

January 23, 2017

#### Solid Waste and Recycling:

- The Transfer Station interlocal agreement went to legal review and came back. Two drafts have been sent along to the managers and Select Boards of Wayne and Fayette. The other towns are conducting their own legal review of these drafts.
- I am considering changes to the hours at the Transfer Station. Desired outcomes include addressing inefficiency, and better meeting staff needs, operational needs, and public expectations. We are in the early stages of considering this issue and I hope that changes, if any, can be implemented after July 1, 2017.
- I have revised the winter maintenance guidelines for the Transfer Station and reviewed them with the Assistant Manager. These supplement the guidelines provided to maintenance staff for their responsibilities there, and elsewhere.

#### Maintenance & Infrastructure:

- review and compilation of various gravel road maintenance specifications
- Maintenance staff (Bruce and Anna) followed up on winter maintenance work and continued with brush work yesterday and today
- We had a courtesy visit from Maine Municipal Risk Management Services last week. We have a number of minor issues to address and they are working with our Safety Officer to improve our written policies (more is better). They also explained our insurance modification rate and explained why we have seen increases in our coverage costs.

#### Personnel:

- Annual staff reviews are ongoing.
- Administrative work has included general planning and organizing, putting together the annual calendar, and scheduling staff time off.
- Anna went on a ride-along and informal training with the ACO in Augusta and is doing well in the role.

#### Announcements:

- Our 1987 Fire Truck is for sale. Contact Chief Mank, or visit the Town website or Craigslist for more information.
- Tomorrow's weather may result in a delay or closure of the Town Office.