



## TOWN OF READFIELD

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### Town Manager Report

October 15, 2018

#### Maintenance & Infrastructure:

- Crack sealing is done for the season. Fogg Rd. is complete and we expect to complete work on Church, Plains, and Sturtevant Hill in the spring.
- Fall grading is complete.
- Roadside brush work is done for the season, with all existing piles being collected. We may continue with winter work if conditions permit.
- Leaf clean-up is finished for the season and most of the cemeteries were fully cleaned prior to Veteran's Day. The cemetery gates have been closed.
- A professional inspection was conducted on the Library Building. This was followed up by having a PE (CES) review the roof system. We are waiting on their report but fully expect a short-term repair in the next few months to be followed by major roof work.
- Two trees have been removed at the Library to prevent damage to the building and facilitate access for roof repair and replacement.
- Our equipment and contractors performed as expected during the first few snowfalls of the season. We are prepared for heavier snow and have a front mount sander on order for the sidewalk machine, expecting delivery in the next few weeks.
- Drainage problems at the Fire Station were identified but will need to wait until spring to be corrected. This will be a sizable task as much of the pipe is 5' or more below grade.

#### Administration & Personnel:

- I want to thank the applicants for our General Services position and Welcome Ben Rodriguez to our Maintenance team. Ben comes to the Town with a great skill set and extensive experience with grounds maintenance.
- We will have an employee meeting in December, date TBD. The meeting will cover annual training topics in addition to regular meeting items.

#### Transfer Station:

- The Transfer Station access road has been paved with a 2-1/2" base course. The 1-1/2" surface course will be installed in the spring. In order to protect the integrity of the access road heavy trucks will be required to use the old entrance until the surface course is installed.
- The Apparel Impact clothing bin will be installed at the Transfer Station by the end of November. All clothing and shoes accepted.
- The new sand shed is nearly complete and will be installed prior to Thanksgiving. The old shed was falling apart, leaky, unsafe, and needed replacement. I apologize for any inconvenience this transition has caused our residents. Between being short staffed and the early snow we just weren't ready. Sand will be available in the backhoe bucket until the new shed is finished.
- Brush and demolition wood grinding are complete at the Transfer Station.

#### Announcements:

- THANKSGIVING HOURS - The Town Office and Transfer Station will be open Wednesday 8-12 and then close. The Transfer Station will be open Friday and closed Saturday.