



TOWN OF READFIELD

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Town Manager Report

August 12, 2019

Maintenance & Infrastructure:

- We have received plans for the Library roof replacement. We will develop and distribute bid documents in the next two weeks.
- The Fire Station plans are being carried through to the next phase of detailed drawings and materials lists. Code review with the Fire Marshalls Office is set for mid-August. We have initiated the local permitting process for the expansion and new septic system.
- We have completed review of draft bid documents for the salt/sand shed repair. Bids will be out by the end of next week and due by the first week in September with work completed, pending contractor availability, by mid-October.
- Bids will go out this week for ADA improvements to the Town office parking lot and entry area.
- We are scheduling paving of South Rd for September, as well as installing a paved apron on the Rt. 17 end of Luce Rd.
- Crack sealing will be happening August 14-16, weather and schedules permitting.
- Anna Carll is taking the lead on putting together a schedule and RFP for culvert repair and replacement town-wide. We have close to a dozen separate items to address.
- Work on the Maranacook Lake Outlet Dam is ongoing and on schedule despite a few setbacks. Thanks to Kathryn for getting involved this summer.
- We are going to re-bid the Torsey Pond Bridge / Dam project, likely in September following a revision and meeting with DEP (for permitting)

Transfer Station:

- Ecomaine was on-site at the Readfield Beach to participate in Heritage Days.
- We have ordered the attendant booth for the Transfer Station. The total cost will be around \$6,000 for an insulated electrified building. This investment will improve operational efficiency and help to reduce waiting times for residents.
- I am working on a press release with ecomaine to highlight our run of more than a year without any contamination fees. This is a truly noteworthy achievement and many thanks are due to our residents and staff!

Administration & Personnel:

- Our new CEO is working out well and I believe will be a good fit. He is already cleaning up loose ends and improving our permitting process.
- I have started the annual review process for staff, to be completed by the end of August.
- The Select Board should be considering my annual review in October.
- The Readfield Enterprise Fund is back in business and we saw a piece published in the Kennebec Journal highlighting the program.

- The Assessors met and set the mil rate at 19.55 (up only slightly from 19.44). Revenue sharing from the State will likely be \$60,000 - \$65,000 ahead of our budget estimate and our Assessing agent captured over \$4,000,000 in net new taxable value, which also exceeded our budget estimate significantly. Good work by all involved.
- Tax bills will be processed, mailed, and delivered to most residents before mid-August, two weeks ahead of last year and six weeks before the first half is due.
- Briefs have been filed in the Bittar case and the Town likely has no action points for the next 5-6 months when a decision is anticipated.
- I attended the annual Management Institute last week and found the program to be very well suited to the work we are undertaking in Readfield.
- Heritage Days was a delight to attend and a true celebration of Readfield!