

## **Town Manager Report**

March 7, 2016

### **Budget:**

- The next budget meeting is a Public Information Meeting held jointly by the Select Board & Budget Committee on March 29, 2016 at 5:30 at Giles Hall. This will be a primary venue for public comment and feedback on the proposed budget. Budget information is available on the website and at the Town Office.

### **Roads & Maintenance:**

- We have a detailed road maintenance plan for the upcoming spring and the following year. It has been reviewed by the Road Committee. I am preparing several RPFs for the contract work and ensuring that we have the properly functioning tools and equipment to complete in house work.
- Along the same line, Bruce is continuing to attend training and I am working on a series of in-house training programs and documentation forms.
- We have a nearly complete RPF for culvert work at Old Kents Hill. It should be out to a wide range of bidders this week. I appreciate the insightful feedback from the Road Committee on the draft.
- Spring road repairs are underway, including shoulder repair pothole work.

### **Administration & Personnel:**

- We have corrected over 75% of the violations identified in the inspection report from the Department of Labor. Significant outstanding issues include the repair to the concrete and railings at the station and Lock-Out procedures. We have received a quote from a local mason for the concrete and railing work, and I will be working with Karen Peterson as a private consultant to help complete the lock-out programs and staff training for a time limited period of approximately one month.
- The various positions held by Karen before her retirement have been formally advertised and we have had a good response rate so far.
- We will begin looking for late spring, summer, and fall help with the Cemeteries in our next round of hiring. This could be a great opportunity for motivated high school and college students in the area.

### **Announcements:**

- Nomination Papers are available for the following positions:
  - Select Board - two positions, 3-year term for both
  - RSU Board - two positions, one 1-year term and one 3-year term
  - School Board (local) - two positions, one 2-year term and one 3-year term
- Nomination papers are due back by April 29, 2016