

## **Town Manager Report**

May 31, 2016

### **Budget & Finance:**

- I met with the budget committee to review the budget process and they came up with some good suggestions. I'm also looking for feedback from the Select Board, BCCs, and public. Please send me any comments to me via email.
- Review and assessment are key parts of a continuous improvement process!



### **Solid Waste and Recycling:**

- Brush and Demo wood grinding are scheduled for mid-June.
- We are switching to Readfield's very own Depot Bottle Redemption on June 1.
- Wellman paving visited the transfer station with me and will be correcting the problem from last fall's paving job. If they receive the paving bid they will perform the work then, otherwise at our direction. They are willing to work around the potential scales project.
- I spent several half-days at the transfer station last week, learning more about the operation and looking for ways to better support our staff there.

### **Maintenance & Infrastructure:**

- Bruce and Eunice have been working together for the past few weeks on the cemeteries. There are a few areas that still need attention but they are essentially on to maintenance mowing for the summer months.
- The new truck has been garaged in the maintenance building, and will be under cover when not in use unless there are extenuating circumstances.
- Ellis will begin lot and street sweeping tomorrow.
- The road paving RFP went out last week.
- I am revising the winter maintenance RFP and will review it with the Road Committee prior to bringing it back to the Select Board.

### **Personnel:**

- I'm pleased to officially announce that we will be hiring Anna Carll (a Readfield resident) as the new Cemetery Sexton, grounds, maintenance, and back-up ACO. She has a good mix of administrative, interpersonal, and grounds maintenance experience and is hoping to work with the Town as a career. In time I expect she will take on the full ACO work but will need training and experience.
- In the meantime I am pleased to announce that we will be hiring Kathleen Ross as our ACO. She has over a decade of professional experience serving several municipalities in this role and is eager to get us back on track.

### **Announcements:**

- Absentee Ballots are due back by the close of business on June 8th. Voters may call for ballots but the Clerk is required to speak with each voter (husband and wife for example).
- Any volunteers who received certificates for Elvin Farm at the volunteer appreciation night are reminded to use them by June 30, 2016. We also have more certificates at the office for those volunteers who missed the event!