

Town Manager Report

June 27, 2016

I want to begin my report by saying thank you to both Val Pomerleau and Allen Curtis for their service to the Town of Readfield. I am personally appreciative of their willingness to be involved and show leadership in many challenging situations, as well as dignity and respect for all whether there was agreement on an issue or not.

Budget & Finance:

- We are looking good for the end of the fiscal year (June 30). Teresa is staying on top of outstanding invoice and our departmental budgets on target or under.
- We should have a couple hundred thousand going into the reserve accounts and undesignated fund. A much more detailed review will take place following the end of the fiscal year.

Solid Waste and Recycling:

- Fayette will begin delivering solid waste and recycling via commercial haulers starting July 1. Residents of Fayette will also be able to deliver fee items to the Transfer Station.
- I have ordered new window decals for the transfer station in consultation with Fayette and Wayne. They will be sequenced, town-specific, and valid for one year. This will allow us to better manage the flow of traffic during our trial period with Fayette, and also limit waste coming in from other towns.

Maintenance & Infrastructure:

- I am purchasing the basic GIS software this fiscal year so we can begin developing data and maps next year. One of the first applications will be pulling abutter lists so we can easily notify affected residents of upcoming paving work, brush cutting, and other road maintenance that might affect their property or access to it.
- We have a delay in the crack sealing work due to the contractor's schedule and it will be a few weeks out. This will not interfere with the paving schedule as we will not be selecting a bidder until the 11th of July and the start of work will likely be out several weeks beyond that.
- The pre-bid meeting for the paving work went well and I expect four responsive bids.
- I am working on another draft of the Winter Roads Maintenance Contract following the Road Committee meeting last week. I have received many valuable comments from that Committee throughout this process.
- We will begin a sealed bid process for the old truck this week.

Personnel:

- I've hired a fill-in for the Transfer Station so that Mike and Glen have coverage for sick days and vacation time during the peak season. This relieves the need to split up the grounds crew during the summer months to meet that need, which had been the past practice.
- I've scheduled an employee meeting for July 7th. This will address annual training requirements, new employee training, and review of important information and current issues.

Announcements:

- We have several Board and Committee openings so please visit the Town Office or website. Also feel free to contact myself or any committee members to ask questions.
- The Town Office will be closed for the 4th of July this coming Monday.