

## **Town Manager Report**

August 22, 2016

### **Budget & Finance:**

- I have addressed a number of tax issues over the past two weeks following the mailing of tax bills. Please let me know if there are any questions.

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

- CDD removal for off-site grinding started last week.
- Over 100 Freon units were drained and we are ready to remove the metal.

### **Maintenance & Infrastructure:**

- Roadside mowing is essentially complete. Some touch-up is needed. We are planning an earlier start next year.
- The first phase of road striping is complete. The second phase will take place after paving.

### **Personnel:**

- Our cemetery Sexton attended a stone repair and cleaning workshop this past weekend. She was quoted for an article in the Sun Journal on the event, stating that she was excited to bring the skills back to her community.
- We have an opening for a part-time seasonal position to assist with Cemetery, Grounds, and Maintenance work. Applications are recommended to be in by September 2<sup>nd</sup>, but the position will be open until filled.
- I want to thank Casey Nadeau for his fill-in work in the Cemeteries and at the Transfer Station. It's good to have a flexible team member who is willing and able to step in wherever necessary.
- I am setting up project / task management software with one of our employees on a trial basis to see if there is a benefit to time management and work prioritization.

### **Announcements:**

- Surveys from the Age Friendly Community Committee are available online and at the town office. More on this from the committee later in the meeting.
- The Town is organizing an educational tour of the Readfield Corner Cemetery on October 15<sup>th</sup> that is a collaboration between the Cemetery Committee, Historical Society, and Union Meeting House. There will be snacks and talks on several prominent people and monuments.
- I was pleased with the work completed at the Select Board retreat and want to thank the Board for their commitment to moving forward, and of course thank everyone who made food and desserts!
- I am on vacation for the remainder of this week.