



TOWN OF READFIELD – Town Manager

8 OLD KENTS HILL ROAD, READFIELD, MAINE 04355

Office (207) 685-4939 • Cell (207) 931-7680

Email: manager@readfieldmaine.org

Town Manager Report

February 15, 2022

Administration and Personnel:

- Town email accounts are fully back in operation. We had several difficult weeks and I want to thank the Select Board, public and our volunteers for their flexibility and patience. We did lose about a week of correspondence in
- I am pleased to announce that Anjelica Pittman has been hired to our Collections Clerk position. Anjelica lives here in Readfield, has an excellent starting skill set, and is learning the position very quickly. Welcome to Anjelica!
- I am pleased to announce that Stephen Kingston has been hired to fill part-time positions for the Transfer Station and Maintenance departments. Stephen is a Fayette resident eager to help with a wide variety of ongoing work, special projects, and coverage for Full-time staff. Welcome to Stephen!
- With additional staffing on board and the full draft budget in place I can begin to dedicate more time to project management, although we are still several months behind due to COVID impacts and staffing disruptions.
- The Town office will be closed for Presidents Day on Monday February 21, 2022.
- I will be out of the office on February 24th and 25th.

Comprehensive Plan:

- Given the challenges of working on this project through the pandemic the Committee voted to adjust the schedule and move the anticipated completion date / Town Meeting vote from this November to next June.
- This change should allow for more and better public participation and a better finished product.

Fairgrounds Ballfield Project:

- We have received “wants and needs” from all three main working group committees which have been passed along to the consulting firms. The working group held a site visit with Regine Leonard in January and supplemental plan development is ongoing with initial feedback expected next week. The next steps are working group review of plan options, followed by public input on a preferred option.
- The Recreation Board is preparing documents and process work for local and state permitting needs in anticipation of a project moving forward.
- A placeholder has been inserted in the upcoming budget for project funding.
- It is important for the Select Board to stay engaged in this process and set clear direction where necessary.

Readfield Corner & Sidewalk:

- We are still planning on issuing An RFP for design services for the Church Road / Readfield Corner sidewalk - This can be expected in the next few weeks.
- Design work is underway for the area in front of the Masonic Hall

Streetlights:

- CMP has completed their preparatory work for us to install the five new streetlights. There was no cost for this work and we will be billed for electricity only once the lights are up.
- We are waiting on light purchase and installation pricing and timing estimated from Affinity.

Fire Station Sprinkler System:

- We held a pre-bid meeting in January at which several questions were raised needing input and clarification from the State Fire Marshall's Office.
- The RFP timeline has been temporarily suspended until we can sort out the exact permitting requirements to provide to prospective bidders.

Maintenance & Infrastructure:

- We are experiencing wild weather fluctuations that complicate winter maintenance. This applies both to the work of our contractor and maintenance staff.
- We had a small equipment failure on the Bobcat snowthrower but staff managed to clear the sidewalk with help from John Cushing's crew. The snowthrower issue has been fixed.
- Roads will be posted for spring weight limits by the end of the week. Limits apply only to roads that are not solidly frozen, so plan accordingly!
- An RFP for winter Roads Maintenance will be issued this week for service in the winter of 2022/2023. The Town of Winthrop is not in a position to provide interlocal collaboration at this point.
- Several capital project RFPs remain in queue and I am working with a schedule to manage their release and due dates.
- Commercial cleaning services for the Library, Fire Station, and Town Office have been successful to date, delivering a good result while freeing up staff for other activities. We'll continue to monitor the work and consider cost relative to the benefit.

Transfer Station:

- Staffing has stabilized for the time being and we will begin training backup staff this Thursday.
- The electronic payment system is still in trial mode but is expected to be live by the end of the month.
- We have a Solid Waste and Recycling Committee meeting on Wednesday, February 16th at 5:00pm to discuss the draft budget.

Watershed Management

- Selectperson Price and I have met a few different times with representatives from Manchester and Winthrop to discuss interlocal approaches to protecting lake water quality, promoting boater safety and fair use, and protecting property values on our lakes and ponds.
- Ideas that have been discussed include model ordinances for lake and pond management, a shared conservation and/or law enforcement position, and developing a broader coalition to support one of our most valuable (shared) assets in the face of increased use and impacts.
- Next steps include discussions with lake and watershed associations and groups, and public input.