



## TOWN OF READFIELD – Town Manager

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### Town Manager Report

November 14, 2022

#### Administration and Personnel:

- The election was an operational success thanks to our Clerk, Deputy Clerk, Warden, Maintenance Staff, the Kents Hill School, many Election staff, and members of the public. Thank you to everyone involved!
- Thanks to Chris Cassiani for his hard work with the Maintenance crew this spring and summer!
- We are planning a Staff Meeting for mid-December.
- The Town Office will be open from 8am to Noon on the day before Thanksgiving, and closed on Thanksgiving Day and the day after (Thursday and Friday). The Transfer Station will be closed Thanksgiving Day and the day after, and will be open on Saturday as usual.
- I have continued my research into text-based messaging software as another way to reach out to residents. I believe we have two good choices including one that can integrate into our existing website

#### Roads, Traffic, Parking and Safety:

- Roadside mowing is complete for the year.
- Gravel road grading has been scheduled with Cushing Construction.
- Truck inspections were completed for Scott Horne Construction's trucks and all other contract conditions have been met. We have ample mixed salt/sand available and will be doing a ride-around this week to highlight key maintenance areas and problem areas. GPS data tracking units have been ordered for the five large trucks and should be in by the end of the month. I am comfortable with our preparedness for winter maintenance activities.
- I negotiated with Gorrill-Palmer and we reduced the price of their services by approximately \$4,000 while adding three more public meetings and prioritizing the public engagement process in our work schedule.
- Road work RFPs have not yet been issued but will need attention in order to guarantee spring work, primarily ditching, tree, and culvert work.

#### Transfer Station:

- I am pleased to have both Karen and Mike back at the Transfer Station on a regular basis.
- We had a productive Solid Waste and Recycling Committee meeting in October.
- We are working with Maine DOT to re-energize our Food Composting program.

#### Special Project Updates:

- We are under contract with Axiom GIS to process our parcel map updates to assist in revaluation
- The Comprehensive Plan process is moving forward and we are getting great survey results!