



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

September 18, 2023

Administration and Personnel:

- Multiple projects have been moved forward over the past month.
- We are nearly finished with the GIS (digital map) updates and should be able to go live with our integrated map and assessing data website in a few months, which will be a great resource to our residents, Realtors, Town Staff, Town Boards and Committees, and prospective residents. This has been a multi-year project that I am really excited to see coming to fruition.
- I have addressed overtime with some staff and made schedule adjustments to minimize it.
- In late August I organized and held a meeting between the CEO, Planning Board Chair and Vice Chair, Town Clerk, and Deputy Clerk to go over the application process, meeting planning, collection of fees, document management, minutes, and other procedural matters as a first step in streamlining our Planning and Appeals processes.
- I completed a fairly involved FOIA request and thank the Select Board for their assistance.
- I've begun working on the issue of accessibility for our website and online documents. This is going to be an involved undertaking that will take a few months, but there are resources available and in the end the project will improve transparency as well as accessibility.
- In late August I met with representatives from the Union Meeting House to discuss their Enterprise Fund loan, planned restoration projects, potential expanded use of the Vestry building, and their community involvement.
- We have been approved for borrowing by the Bond Bank, with a tentative rate of 3.32.

Roads, Traffic, Parking and Safety:

- Matt and I met with an engineer to review the drainage issues on Plains Rd. I subsequently contracted for some preliminary design services and watershed modeling to ensure we have proper drainage and adequate culvert sizes.
- Roadside mowing and brush clearing are upcoming priorities.
- We held a very productive Road Committee meeting last week, and met a prospective new member.

Town Property:

- We are continuing to wrap-up activity at the Beach. I met with Noah to review this season and discuss the next. The beach has improved slowly but needs more attention with maintenance and planning. Related to this I met with a design professional from Alpha One to review ADA access at the beach. She made some preliminary recommendations.
- We received the Invasive Plant Management Plan for the Town Farm Forest.
- We received the much anticipated vernal pools map, and will request a digital copy / GIS file.

Maintenance:

- Contracted work on the Library is essentially complete. The front stairs and ramp are fully installed and the back access is in place. The epoxy steel structure fits the character of the building and will serve long and well. We had to request some limited re-work on the ramp.
- Work on the stage area at Gile Hall is essentially complete, with thanks to the Maintenance crew. We will be looking into a new projector to take advantage of the larger screen area.

Transfer Station:

- We have seen ongoing staffing disruption at the Transfer Station, which will unfortunately continue for the next few months. We will maintain coverage but expect a few different faces as we balance staffing and bring in support from other areas.
- We had an issue involving unacceptable behavior at the Transfer Station. Following review a Fayette resident was barred from the property for three months for repeated problems including abusive language and unsafe driving.
- While we did not receive as much wind and rain as expected from Lee, I want to remind residents that we accept brush (not trees or rotten wood) at the Transfer Station.