



TOWN MANAGER'S REPORT

APRIL 15, 2020

ADMINISTRATION

- The archiving project began in the last few weeks; funding was approved as a part of the 2020 Administration budget. The cost estimate from the vendor was for an estimated 70 boxes; the actual number of boxes was nearly 130. After speaking with the vendor, our per-box document count is lower than expected, but they have also committed to completing the project within the confines of the original proposal.
- Hours remain unchanged from previous reports. The Town Office is open Monday through Friday, 8:30 am – 4:00 pm until further notice. All business can be conducted by mail, email, or phone.
- All non-emergency departments will be closed on Monday in observance of Patriot's Day.

AIRPORT

- We are proceeding with costing out the removal of obstructions, in cooperation with SAPPI. This last week, they began walking the property and determining what the cost will be for us to remove obstructions and what the potential revenue stream is. We will be reviewing the proposal before finalizing any agreement.
- As a part of the Federal CARES Act, we will be entitled to additional benefits at the airport in 2020. Our construction project will be paid for with 100% FAA funding; there is no State or Local share required. This is an estimated cost savings for the Town/Airport of \$50,000-60,000. Additionally, the airport is eligible for an additional \$30,000 in funding to supplement our operating costs for 2020. This can be used as an offset, but we could also consider other potential investments.

ANIMAL CONTROL

- The ACO has been working with a Bigelow Hill Road resident to resolve a potential dangerous dog case after a near-bite. The dog owner has been cooperative so far, but the case has been forwarded to the District Attorney's Office.

ASSESSING

- The April 1 deadline to file for exemptions and land use programs has been extended to July 1, 2020.

CODE ENFORCEMENT

- The applicant for the Willow Street proposed junkyard has expressed his readiness to appear before the Board for reconsideration of his application. In light of current circumstances, I have notified him that the Board will not proceed with hearing his application until at least the State of Emergency is lifted. Additionally, he has been notified that his property is not in compliance with Law and must be cleaned up.
- Norridgewock Martin Stream Solar LLC's proposed project on Smithfield and Martin Stream Roads was approved last week by the Planning Board. This project is planned to coincide with the development of the proposed River Road project.

ECONOMIC DEVELOPMENT

- We have received another draft from Wright-Pierce on the Community Revitalization Plan. I have forwarded this to the working group for consideration and hope to have it back to the Board for acceptance in May.

FINANCE/COLLECTIONS

- With the added pressure on online banking systems, we were unable to process direct deposit payroll this week. Paper checks have been cut and Peter has been in regular contact with the bank to ensure other business is as usual.
- After the redemption period for tax-acquired property (ended April 9), the Town remains in possession of three properties. We will not proceed with the tax release process until after the state of emergency is lifted.

FIRE/EMA

- All expenses related to the pandemic are being accounted for in preparation for a grant application, where funding is hopeful.
- County has created a plan for quarantine in the event an affiliated essential employee requires quarantine. This is available to the Town in case of emergency.
- The volunteer meal program continues to be successful. The Town, through New Balance support, paid for the delivery of food from Good Shepard Food Bank to support the meals effort and also a pop-up pantry. We also received approximately 40 pantry boxes from Good Shepard and L.L.Bean that are estimated to support a family of 3-4 for three weeks.
- Waste Management provided us with several hundred bags to support pantry packaging, as these goods get packaged up for delivery and/or pickup.
- We are working with partner organizations to raise additional funds to support the meals and pantry programs. Skowhegan Savings has committed funding and Somerset Public Health is working to secure additional funding, as well.

LIBRARIES

- The libraries remain closed and materials are not being loaned out, under advice of the State Library.

- The librarian is planning to put together activity packets that can be sent home to all Norridgewock children through the meal distribution network. These would ideally be distributed on May 4 with student schoolwork packets. The pack would include a few fun activity pages, as well as drive students to the Library website and Facebook page for digital resources.

PUBLIC WORKS

- We have received numerous complaints about the traffic lights at Routes 2 and 201-A. Maine DOT is working on repairs, but also looking at the timers, sensors, etc. The lights are due to be replaced before June 30, but I have asked for an interim fix.
- Specs are being developed for a new backhoe/loader. Ideally, these will be ready for Board consideration in May.
- Street sweeping began this week on State roads. The Town uses the same contractor, so local roads are being done at the same time. The striping company has been contacted in hopes of getting crosswalks painted as soon as possible.
- The run-off concern at 820 Ward Hill Road continues to be a concern. We have a site visit scheduled for tomorrow and may require engineering services in order to properly remediate the issue. This stems from the reconstruction project in 2018.

SEWER

- We had a couple of mechanical issues during the shutdown, but both have been resolved to our satisfaction. We also experienced problems with Rebecca Street as a result of non-flushable materials being sent into the network that plugged both pumps and caused overheating.
- The upgrade project restarted on April 6. Prior to their start, we were able to get Unit 1 cleaned out, hiring Ted Berry and hauling waste to Anson-Madison.

RECREATION

- We will be canceling this year's base/soft/tee-ball programs. There may be an abbreviated season, but games will not take place on Town fields.
- The Recreation Committee has supported moving forward with field construction as soon as possible. A pre-bid meeting is scheduled for April 21 and bids are due May 5. The goal is to award the bid on May 6.