



Town Manager's Report December 18, 2019

Administration

- A reminder to all board and committee members that public employees are entitled to reasonable privacy and that performance, wage, and other personnel-related discussions violate those rights. As municipal officials, we are charged with ensuring that those rights are protected. Violations of such rights will not be tolerated and the employee shall be shielded from offenders.
- ▶ **Nomination papers are now available and are due back by 1/2/20.**
- ▶ **Non-emergency Town departments will be closed 12/24-25 in observance of Christmas**
- ▶ **Non-emergency Town departments will close at noon on December 31 and be closed on January 1 in observance of New Year's Day.**

Airport

- I have continued to have meetings regarding potential solar projects at the airport. Most recently, a call with ConEd is likely to result in a pre-application being submitted to see the viability of a proposed site and whether or not CMP would approve an exception to allow us to send electricity through Madison Electric. This would also likely require Waste Management to be agreeable to share lines that were installed for them to connect the waste to energy facility.
- The consultant selection committee met last week and conducted a rating review of proposals that were submitted. After lengthy discussions, the committee elected to continue the relationship with Gale Associates.

Animal Control

- ▶ **Dog Tags expire on December 31, the grace period allows until January 31. \$25 late fee per dog takes effect February 1**

Assessing

- ▶ **Donna's upcoming scheduled days are 1/9 and 1/23**

Cemeteries

- None.

Code Enforcement

- We continue to monitor several pending violations, including a handful of junkyard violations.

Economic Development

- We are awaiting a final draft of the Community Revitalization Plan.

Finance/Collections

- Pre-Audit for 2019 begins tomorrow.

Fire/EMA

- Budget presentation will be made tonight, accompanied by a draft progression plan for the Fire Department.

Libraries

- There will be an upcoming Census-Takers information session at the library to offer people the chance to learn about the position. The event is tentatively scheduled for January 11, from 12-2pm at the Mercer Road Library.

Parks

- Downtown Tree Lighting & Holiday Stroll ran under a contingency plan, which consolidated activities to four buildings. The weather was cause for a low turnout, but the event was overall a success.

Public Works

- I have submitted a request to DOT to review the speed limit on Depot Street. After review of what is on file with the State, it became evident that the speed limit is unposted. It was expected that a review would be conducted today or tomorrow to determine the appropriate, legal speed limit.

Sewer

- We are working with Maine DOT to review construction pricing on raising or lowering manholes on Waterville Road. We are required to adjust these as a part of their planned overlay in 2020. Currently, the discussion is whether or not the Town hires a contractor or if the work is done under the State's scope and the Town would reimburse the State.
- The December construction meeting offered insight into the project process. It is expected that we will finish with funds remaining in contingency and USDA has advised us to begin to consider what projects would be priorities. Of those considered would be moving the power connection down two poles for the Mechanic Street pump station to tie into the more reliable Main Street source, paving the entrance, redoing the facility roof, etc.

Recreation

- None.