



Town Manager's Report November 20, 2019

Administration

- Nomination papers will be available beginning on Friday.
- ▶ **The Town Office will be closed on Thursday-Friday, November 28-29 in observance of Thanksgiving**

Airport

- Submissions for the RFQ for an airport consultant are due this Friday, November 22, at 2:00 p.m. After that time, the selection advisory committee will meet to review submissions, offer a limited number of interviews, and make a recommendation to the Board. Ideally, this process will be concluded before the end of December.
- I have made progress in establishing some connections in order to deal with obstructions at the airport. We have several options of loggers that may be interested, but the more affordable option may be to work with Sappi. We will know more, in terms of pricing scope, later in December.

Animal Control

- Dog tags for 2020 are now available.
- ▶ **Rabies clinic: December 2, 12:00 noon to 2:00 p.m. at the airport.**

Assessing

- Donna and I met with CAI Technologies about their requiring us to digitize tax maps in order to proceed with them as a client. There were a lot of benefits explained to us as a part of the transition, which include easier access for the public, as well as ease of tracking shoreland and flood zones. Donna and I will be recommending the full transition with CAI Technologies, to digitize the tax maps and have them host our online database.
- ▶ **Donna's upcoming scheduled days are 11/26 and 12/12**

Cemeteries

- None.

Code Enforcement

- As a part of budget discussions, we must seriously consider implications of not better funding a legal account to enforce land use violations. One of the most significant areas should be the

enforcement of junkyards. From a policy perspective, if we are not going to enforce regulations, we should get them off the books.

- We have had numerous complaints on illegal dumping on Main Street. Code Enforcement has inspected the property, video evidence has been submitted, and we have involved DEP for their advice. This will require further, substantial investigation in order to initiate any formal enforcement, if necessary.

- ▶ Enclosed in your packets is the legally-required notice from the Board of Appeals regarding the appeal of the junkyard application denial from Kimberly and Zachery Audet. **The Appeals Board Chair has scheduled the appeal hearing for December 9, 7:00 p.m.**

Economic Development

- I have a meeting with the consultant on Monday to discuss final stages of developing the Community Revitalization Plan.

Finance/Collections

- We have scheduled our pre-audit for December, as well as an initial date for RHR Smith to begin the regular audit in January.

Fire/EMA

- We are finalizing the details of the Engine 21 bid specifications that should be before the Board at the next meeting for consideration.

Libraries

- Book sale details are still pending, in terms of date, location, media, etc.
- ▶ **Trustees Meeting: Thursday, November 21, 4:00 p.m.**

Parks

- Downtown Tree Lighting & Holiday Stroll is scheduled for Saturday, December 14. Businesses and organizations wishing to participate are encouraged to contact the Town Office.

Public Works

- None.

Sewer

- The project continues to stay relatively on course with projections. At present time, Penta is seeking to finish what work can be done before suspending work for 2-3 months through the winter. This will be a cost-savings for both parties. Penta continues to be delinquent in providing us with lien waivers, which is delaying their payment.