



## **TOWN MANAGER'S REPORT SEPTEMBER 2, 2020**

### **ADMINISTRATION**

- I have a September 15 meeting with the Superintendent to discuss the polling place on Election Day. In order to safely accommodate voter and student safety, I have requested the school not be in session that day.
- Absentee ballot requests received, as of 9/2/20: 190 (96D, 41R, 11G, 42 U)
- We have ordered a large drop box for outside the office that will serve as the official absentee ballot drop box. This expense will be reimbursed 80% by the Secretary of State's Office and the balance will be submitted to FEMA.
- I am finalizing our compliance check with MMA's Workers' Comp incentive program, which should reduce our premiums by 7.5%, as a result of achieving Tier II of the program.
- The School Supply Drive continues to be a success. Supply and financial contributions continue to come in and a first major delivery was made last week. We are continuing to collect donations and are focusing on household paper towels, as well as disinfectant/Clorox wipes.

### **AIRPORT**

- I have a meeting scheduled for September 10 with DOT and FAA regarding the potential development of a recreational facility in non-aeronautical space at the airport.
- We are proceeding with construction, but the start date has yet to be determined, as supply chain has become a concern.

### **ASSESSING**

- There are abatements/supplements that will need to be considered as a result of corrections, post-tax bill mailing. Tentative date for the next Board of Assessor meeting is September 24, at 9:00 am.

### **ECONOMIC DEVELOPMENT**

- The electronic signboard downtown has been installed and has received very positive feedback, so far.
- I finalized the agreement with CivicPlus to redesign the website. We were able to reduce annual service to \$1,500 from \$2,000 as initially proposed, in addition to holding the Year 3 increase off until Year 4.

- The TIF Committee has selected a downtown lighting design that they prefer. We will be reviewing alternate colors, etc. at the next meeting.

## **FINANCE/COLLECTIONS**

- 2020 Tax Collection: 22% on Real Estate, 3% on Personal Property. Taxes are due September 22.
- On August 25, we received our July Waste Management payment in the amount of \$76,111.28. This is an increase of \$15,655.52 (+26%). YTD receipts are \$443,236.11 (+34.7%). If trends continue, we can expect over \$800,000 in receipts for 2020, which exceeds forecasts by over \$50,000 and budgeted expense by \$250,000.

## **FIRE/EMA**

- The gear dryer has been delivered and assembled; we are waiting for an electrician to install the proper wiring. These expenses will be filed with FEMA as COVID-related due to the necessary additional cleaning of gear.
- The first round of interviews (written knowledge exam) was held last Monday. On Saturday, September 12, we will move forward with the physical agility assessment.

## **LIBRARIES**

- Glass was installed around the circulation desk on Monday and final adjustments are being made to the library layout. The Trustees will meet tomorrow to review my proposed conditions for reopening, in addition to finalizing a date for patrons to be able to reenter the building. Curbside pickup will still be available.

## **PUBLIC SAFETY**

- We received data back from the Sheriff's Office from the speed trailer. The Sheriff has committed to sporadic, unplanned enhanced enforcement in the area to continue to mitigate concerns. We have not moved forward with scheduling a detail.
- The Sheriff has sent a communication regarding needle exchange programs. He asks that we consider adopting an ordinance that would regulate such programs.

## **PUBLIC WORKS**

- B&B Paving, on behalf of DOT is doing quite a bit of paving in town (River, Airport, Madison Roads). They will be returning soon to complete shoulder work, as well as filling in driveways. There will also be work done at railroad crossings.

## **SEWER**

- The project continues to wrap up nicely; we haven't formally moved on any stretch projects with remaining grant funds.

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
30	31	1	2 6PM Selectmen	3 4PM Library Trustee Mtg	4	5
6	7 LABOR DAY	8	9	10 6PM Planning Board Mtg	11	12 F/T FF Physical Exam
13	14	15	16 6PM Selectmen	17	18	19