

# MANAGER'S REPORT

## TOWN OF POLAND, MAINE

To: Board of Selectmen

Date: 12/15/15

CC: Department Heads, Committee Chairs

**1. Meetings:** I met with Mark Dubois from Poland Spring Bottling on the 2<sup>nd</sup>; he was part of a survey team; I understand other Poland Town Officials were interviewed as well. We held our monthly Staff Meeting on the 3<sup>rd</sup> and primarily discussed the upcoming budget process. We attended the CEDC Meeting on the 3<sup>rd</sup>. Selectmen present were Mr. Robinson, Mr. Gallagher and Mr. Walker. The Finance Director and I met with the RSU Superintendant and Business Manager on the 4<sup>th</sup> to discuss the use of the garage bay at the Public Works Building; they will come to the Selectmen on 1/5/15. I stopped by the Fire Rescue Christmas Party and the Town Tree Lighting the evening of the 5<sup>th</sup>. We also had our MMWAC Executive Committee meeting earlier today.

**2. Employee Annual Training:** Annual employee training was held in two sessions on Monday the 7<sup>th</sup>. Subjects included: Emergency Response, Fire Extinguishers, Bloodborne Pathogens, HAZCOM, Harassment and Ergonomics. Public Works and Transfer Station personnel also got trained in Lock Out/ Tag Out, Personal Protective Equipment, Hearing Protection and Traffic Control/Work Zone Safety.

**3. Mechanics Falls Meeting:** Chief Bosse and I met with the Mechanic Falls Town Manager, Police Chief, Fire Chief and Rescue Chief on Monday the 7<sup>th</sup>. The subject was a couple of operational issues regarding Poland's Ambulance coverage to Mechanics Falls. The issues were resolved and the group agreed to meet quarterly to review the program. Good meeting.

**4. Casella Corp:** Marvin and I met with representatives from Casella Corporation to discuss their new recycling operation in Lewiston. We are currently shipping our recycling to Ecomaine in South Portland. Shipping to Lewiston could cut our transportation costs in half. Marvin and I will be visiting the Casella operation on Monday the 14<sup>th</sup>.

**5. MB Bark:** Marvin and I also visited MB Bark to get a tour of their new composting operation. They are composting food waste and are looking for more customers as they have capacity available. For the Town they could offer curbside to residents (direct agreement) or place containers at the Transfer Station for a nominal fee. We have also referred them to the RSU 16 and Cyndi Robbins as potential customers. They will be sending a formal proposal to us for review.

**6. Joint Economic Development Meeting:** The first meeting of the Joint Auburn/Poland Economic Development Committee will be held tomorrow (16<sup>th</sup>) afternoon at 5:30 PM at the Poland Fire Rescue Training Room. The group will elect officers and determine their mission moving forward. Poland's members are Stan Tetenman, Norm Davis and Joe Cimino.

**7. Employee of the Year:** We are accepting nominations for the Annual (2015) Employee of the Year award. Any hourly employee is eligible, salaried employees are not. Anyone can make a nomination; please include a detailed narrative of why the employee should be selected. Please have nominations in by the end of January 2016.

**8. Emergency Defibrillator:** The emergency defibrillator is now mounted near the front counter in the Town Office; it was obtained by Chief Bosse. Although our employees have been trained we will be having a quick refresher session. The Chief is also working on one for the Ricker Library.

**9. Seniors Club:** The Poland Seniors Club held a Christmas Party at their new home in the basement of the Town Hall. Fifteen members attended and Scott Segal and my wife and I were also present. The official dedication of the Senior Center has been delayed until early spring as the kitchen improvements are taking longer than expected. Anyone interested in joining the Seniors Club can contact Scott Segal at 998-4650.

**10. Holiday schedule:** All Town of Poland services and buildings will be closed Thursday December 24<sup>th</sup> and Friday December 25<sup>th</sup> including the Transfer Station and Library. The Transfer Station and Library will re-open Saturday the 26<sup>th</sup> normal hours.

**HAPPY HOLIDAYS EVERYONE**