

# MANAGER'S REPORT

## TOWN OF POLAND, MAINE

To: Board of Selectmen

Date: 2/16/16

CC: Department Heads, Committee Chairs

1. **Meetings:** We held a farewell luncheon on February 3rd for Julie Mocchiola who left the Recreation Department after 10 years Service. We held our monthly Staff Meeting on the 4<sup>th</sup> and I also attended the bi-monthly Manager's meeting with the RSU Superintendent later that day.
2. **Radar Trailer:** The Town of Poland has applied to be a candidate for the annual "Radar Speed Trailer Loan Program" which is a lottery selection process. We spoke to the Sheriff's Department and they will assist us should we be selected.
3. **Backup Health Officer:** I have discussed this with the Mechanic Falls Town Manager and she said their Health Officer may be interested in a "backup" arrangement. I'll be meeting soon with her to discuss the details.
4. **Service Agreement with Noreen Norton:** Nikki has coordinated with Noreen Norton and she is working on a draft Service Agreement with the Town of Poland. The agreement will be for any future consulting or assistance relative to the three TIFs currently on the books.
5. **By-Law Updates:** A memo went out to all Boards, Committees and Commissions directing them to review and update their by-laws. They have been requested to have the drafts in to the Town Manager's Office by April 8<sup>th</sup>. We will then begin scheduling them in to Selectmen's Meetings. We have also informed Department Heads starting in April after Annual Town Meeting they will also be

scheduled in to Selectmen's Meetings to discuss what their departments have been doing.

**6. Municipal Directory:** The Municipal Directory has been updated and any board or committee member may pick one up at the Town Office; we have a limited number. Generally the same information is available on the Town Website.

**7. McConaghy House:** The contractor is nearly done evaluating the McConaghy House and we hope to have a report to the Selectmen by the March 1<sup>st</sup> meeting.

**8. Senior Center:** The upgrade of the kitchen in the basement of the Town Hall is pretty much complete; we only have to paint the floor. The Seniors Club will start preparing the Center for an official grand opening, probably mid-spring. We'd like to remind seniors if you're interested and want more information about the Seniors Club contact the Poland Recreation Department.