

**Town Manager Report**  
**June 3, 2008**

- 1) Continuing to work on communications / research around the Snow's Pit issue.
- 2) Have been fielding many meetings / inquiries about small business who can and will recycle being allowed to be a part of our single-stream recycling. Drafted a possible change to the policy and asked internal staff to review and advise.
- 3) I met with a windows installer about price for old town hall. Scott has also held meetings with electricians. Work being done to finalize our draft 4-5 work plan for old town hall.
- 4) Mechanic Falls PWD was over re-paying us for the sweeper by line painting, etc.
- 5) Held a workshop with staff about their ICMA retirement; brought in an ICMA staffer to explain how this works. They learned a lot and were pleased.
- 6) Met with person who is further developing the EDC web site and the town's piece (with EDC's additional \$500) to make sure the priority items are done.
- 7) Newsletter was finalized and mailed out on May 28, a couple days late – printer delay.
- 8) Finalizing chart of accounts for July 1, 2008, prepping for pre-audit, and following up on personal property collections.
- 9) Getting other bids on the pipe work at the I/S of 122 and 26.
- 10) Working with Acting Fire Chief on the new hire. They had a panel and Mark and I reviewed the last two recommended candidates to offer the position to one of them.
- 11) Working with PWD and Fire to prep bids for the new ambulance and new loader.
- 12) Worked at Heritage Day at Poland Spring Resort on Sunday, representing recycling, comp plan, and the EDC.
- 13) Mark Gray completed the designs for the ramp and I have drafted a bid for the ramp's renovation (included).