

Report of 09/07/2010

Town Manager Report

September 7, 2010

- Finished a first draft of the RFQ process for selecting a consultant for the Poland Fire Building Improvement Study and we held our first meeting of the committee.
- Had two meetings regarding beach plans, and the beach ordinance. Workshop is scheduled for 9/30/10 6:30 – 8:30 PM (includes Comprehensive Traffic Ordinance Review as well – 2nd hour).
- Issued the Poland Progressive; all copying / production done in-house to save money.
- Larry and I attended the first meeting of the Thompson Lake Dam Advisory Committee. He was selected as Vice Chair, and I was selected as Secretary ;-)
- Drafted and met regarding a possible schedule and topics for Planning Bd to review in workshop for inclusion in April's town meeting.
- Met with Representative from MMA and did a review of the property coverage. Added some items and updated some replacement costs (no charge). Also met with MMA Risk Management to review a couple of facilities.
- Stakeholder staff and I met with Mark Gray on different designs for the ASO office. Wanted a "minimalist" option along with a recommended long-term option.
- Started using the Sweepster unit. Works pretty well except on pine spills. \
- Had all the paved roads tested. A couple of corte samples came back a little light. I had the contractor pay SW Cole to do a couple extra samples to see if it's a fluke or a pattern (problem).
- Submitted the TIF 1 and 2 Amendments to DECD and to PSBco.
- Tax Bills went out on 8/30.
- Had our first pay requisition meeting with K & K (see notes). Also using the interim financing with NE Bank to pay bills to date. Will re-pay interim financing amounts when MMBB bond is issued in late fall.
- Distributed the RFPs we received from the remainin g 3 best qualified firms. Reviewed and scored those proposals.
- Had a second meeting on the best way to organize personnel files, and have started that process.
- Drafted materials necessary for the BOS to perform my annual performance evaluation and the employment contract extension to be considered.