

This report covers the period of 10/22/14 to 10/31/14. The information contained in this report is intended to inform the Board of Selectmen and town Department Heads of the current activities taking place within the manager's office and topics are open to questions or concerns.

- ◆ **Public Works** - We are discovering that the ideal placement for the speed radar unit on a road isn't always workable due to the lack of a mounting location. By chance staff happened to obtain a small trailer at no cost to the town. The trailer did need a little work but is now functional to carry and hold the unit in place in those not so conforming areas. Crack filling is currently being taken care of as weather allows. The department is ready for winter storms. We have received the MEMA funds for the Feb/2013 snow storm of \$2,247.
- ◆ **Fire Rescue** - After an extensive amount of phone calls, emails, and record research by Chief Robitaille, Debbie Grover, and myself to resolve the issues surrounding our FEMA grant monies and account access, and our DUNS number "renewal". We actually have two DUNS numbers and they do not have any renewal mechanism. The actual account that needed to be renewed was the SAM or System for Award Management account. This is now in tack and the reimbursement money should now be released. We had a total of 34 applicants for the position of Fire Rescue Chief. We narrowed the search to 7 applicants and interviewed 5 of those 7 (two declined for personal reasons), of the remaining 5 two individuals were called back for a second interview. I hope to announce at the meeting the name of our new Fire Rescue Chief. The process went extremely well and I want to sincerely thank those individuals who participated in the search: Rob Haile, Pam Ames, and Bill Young.
- ◆ **Municipal Services** - The election process continues to keep the front office very busy and as a reminder even after the election has come to pass the clerk's office still has a significant amount of work to complete on the election as required by state statute. In another complex area of service, Vital Statistics, I will be closing the Town Office at 12 noon on Tuesday, January 27, 2015 in order to allow the Town Clerk and her deputies to attend an essential hands on training of the state's software system (EDRS/EBRS) for birth and death records. I personally have worked on the death certificate record software and although very sophisticated it is just as complicated. Because of the large need for the training the state has had to offer several sessions in order to accommodate everyone.
- ◆ **NYMS** - Time was spent completing the readiness of the school, signage, heat on, etc. for those groups that will be using the facility. Going forward the maintenance of scheduling, key issuance, etc. will be overseen by Revenue Clerk Melissa Henes. Since the update given to the Board on October 21st, I met with Peter Bingham and 6 additional adult and youth NY-C Recreation programs have been added beginning the first of the year, and the Sheriff's Department will be using the building for training purposes. Another issue arose with the alarm system as the Sheriff's Dept. notified me that the alarm has been activated several times for no apparent reason. We had a tech come out on Thursday to address the issue.
- ◆ **MSAD #51** - The Strategic Planning Committee is getting ready for the Community Dialogue on the 10th which I believe will be a very productive and positive engagement to assist in the school planning for the next 3 years. I will be attending as a group facilitator that evening and will share the results of the meeting in a future report.
- ◆ **Center Village Redevelopment** - Due to illness I was unable to attend either of the PDI meetings in the past two weeks. However I have kept up with the latest releases and will be at the polls on Tuesday to

promote the presentation meeting on the 18th. I will also have materials at the polls and the latest power point running on display for residents.

- ◆ **Knight Pond/Blueberry Hill** - After looking at the Board's options for action on the purchase I met with Gregg Caporossi (Trust for Public Land), and we both agreed that the most efficient, less cumbersome, and transparent action would be that of a purchase and sale agreement in conjunction with town meeting approval. We discussed the process and the dates that all materials would be needed by. We both felt we were in a good time frame to achieve this process.
- ◆ **Ecomaine** - following the Board of Directors meeting held last week I met with our Ecomaine representative Dick Brobst for an update on the company, its progress, and North Yarmouth's standing. Enclosed is correspondence relating to the years success and the contribution we received of \$12,049.
- ◆ **Letter of Concern** - I couldn't agree more with the correspondent's concerns. I plan to take a look at our buildings/grounds funds before the meeting, as well as getting some prices to have the outside gardens taken care of. I estimate the work will probably be between \$1,200 to \$1,500. I will also look into possible volunteer groups.

Respectfully,

Rosemary

Rosemary E. Roy
Town Manager