

The information contained in this report is intended to inform the Board of Selectpersons, staff, and residents some of the current activities taking place within the manager's office or the Town in general. All topics are open for discussion.

Municipal Administration - Enclosed with this report is a memorandum I received from Assistant Town Manager, Debbie Grover regarding the tax payment error brought to the Board's attention at the November 17, 2015, meeting. I am sharing this with the Board as it clearly illustrates not only the actions of staff but the full process that took place involving the tax payments on two accounts.

Fire Rescue - Payment and pick up of the ambulance will take place this coming week. The pickup truck handed down from Public Works has been painted and should be in operation shortly. We have been experiencing repair and operational issues with the phone system, and I will be including this phone system in my upcoming proposal.

Public Works - Sherwood White is filling in as our PWD Foreman until such time that Clark can return to work. The crew is doing a great job during this unforeseen occurrence and continues to keep the department operating to its expected standards. In the event of a storm, we will have temporary help available to see that all snow routes are taken care of. I want to thank the neighboring towns of Pownal, Cumberland, Falmouth and Gray, who immediately reached out to North Yarmouth to offer their support.

Joint Standing Committee - A meeting was held on December 7th to discuss the management plan for Knight's Pond, the parking area, and the removal of the Boy Scout Camps. Additional meetings will be held in the coming months on the first Monday of the month at 4:30pm (alternating locations) to continue work and decisions on these subjects. Shared services costs for the upcoming budget cycle will be addressed at the January meeting.

NYMS - The vandalism that took place at the school on December 6th caused the school to be closed for two full days. The graffiti was taken care of and programs were running again on December 10th. The Cumberland County Sheriff's department is working on the incident.

Japanese Exchange Students - I will be attending the welcoming ceremony for the Japanese exchange students on January 6, 2016.

Video Broadcasting / Equipment Evaluation / Town Hall Streams - There is some interest in the open position of Broadcast Technician; I hope to hold a few interviews next week. I have been working with representatives from the Communications Committee to conduct a complete analysis of the town's broadcasting operations. A complete inventory of our equipment has been completed, and we are consulting with an individual who is very experienced in the industry of broadcasting. I have received several compliments on our new form of communication through streaming and am encouraging the Board to continue the service for a few more months to allow more individuals the opportunity to use it. I will also be discussing this with the Communications Committee at their next meet to see what their recommendation may be.

NIMS - All past and current records have been researched and to date only two Board members have completed the required courses. **FEMA - "Jurisdictions will be required to meet the NIMS implementation requirements as a condition of receiving federal preparedness funding assistance."** I am genuinely concerned as we approach the winter months as it is the time of the year that we usually apply for this assistance.

EDSC - I attended this month's meeting to address a couple of tasks, one being grant applications and the second being the workshop with the BOS.

Norway Savings - I met with three representatives from Norway Savings Bank to discuss the Town's current financial position as well as future financial planning. I have enclosed the most recent investment report for your review.

Respectfully,

Rosemary

Rosemary E. Roy, Town Manager

