

This report covers the period of 01/31/15 to 02/17/15. 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. All topics are open for discussion.

- ♦ **Departments** - As yet another blizzard approaches we received notice on the 11<sup>th</sup> that Cumberland, Androscoggin and York counties have qualified for FEMA reimbursement for the blizzard in January. Roughly \$17,000+. Our report had to be in by today (13<sup>th</sup>) and I am proud to say that because staff is organized, dedicated, and treated that storm in the beginning as a potential FEMA declaration Department Heads Clark Baston (PW), Greg Payson (FRD), and Debbie Grover (Admin) we were able to make the 2 day turn around quickly and accurately. Public Works continues to plow, cleanup, and plow. We have had some minor repairs needed on vehicles. As you know, Debbie Grover and I have been preparing a proposal for a new website company that will be presented to the Board and Communications Committee in March. The Fire Rescue Department has been busy although most of Chief's time during the past two weeks has been tending to the water break at NYMS. Ryan reports that Pownal is currently going through the difficult process of creating a land use zoning ordinance which will require his guidance.
- ♦ **Buildings & Grounds** - Water line break @ North Yarmouth Memorial School. A fair amount of time was spent on this issue - See attached report.
- ♦ **Village Center Development** - I have been coordinating with board and committee members and staff on the timely processing of resident mailings for the upcoming presentations/hearings. A letter from the Board will be in the mail on the 19<sup>th</sup> and a post card reminder will follow on the 25<sup>th</sup>. In addition to this on your agenda is an item to address whether or not to broadcast any or all of the public presentations/hearings.
- ♦ **NY School Scholarship Fund** - I met with Nelson Smith and Earle Edwards this week to wrap up some of the details regarding this fund for presentation to the Board on the 17<sup>th</sup>. New business agenda item.
- ♦ **FY16 Budget / Other Activities** - It was necessary for me to participate in several unforeseen / unscheduled meetings and activities during this period. This consequently has pushed the budget packet delivery back. I have been putting every spare moment into the final preparation and am striving to get this out with Caitlin's assistance ASAP.

Respectfully,

*Rosemary*

Rosemary E. Roy  
Town Manager