

ACTING TOWN MANAGER'S REPORT – BoS Meeting 6.08.15 Week ending May 30, 2015

Monday May 25, 2015

Checked and returned emails

Tuesday May 26, 2015

Morning meeting with Linda, Continuation

Part-time secretary started last Friday the 22nd of June, helping out in the office, Gail Smith

Met with AI, DPW, regarding replacing positions for Highway Garage and Waste Water Plant, some positions are currently being held up, which means some projects are being held up

Wednesday May 27, 2015

Put a package together for candidates, Town Report and FY14 schedule A

Phone conversation and confirmed interview of third candidate for Friday the 29th of June at 6:00Pm

Introduction of candidates to the Search Committee

Thursday May 28, 2015

Meeting with Linda, Continuation

Received references for Interim Town Manager candidate, emailed to Chair for distribution

Friday May 29, 2015

Morning meeting with Linda, Continuation

Issue with TIF agreement – Brandywine Farms needed a value of the TIF agreement for the full eight years for their application to the state. Harald Schied, our Principal Assessor, was able to assist with this.

ACTING TOWN MANAGER'S REPORT – BoS Meeting 6.08.15 Week ending June 6, 2015

Monday June 1, 2015

Morning Meeting with Linda, Continuation

Met with Tracy in planning, finalized budget

Met DPW, went over projects, budgets and manpower needs

Met with Fire Chief Smith, department issues

Selectmen's Evening Meeting

Tuesday June 2, 2015

Meeting with Linda, Continuation

Met with Assistant Accountant on money for tax lien FY16 (20,000.00)

Spoke with Treasurer regarding tax title, no funding for the last three years, but some work has been done on this. Letters were sent out and with a good response back. Twenty thousand was put into account for FY16 and she will be hitting the ground running. Over a million dollars out there but not all recoupable due to unknown owners and shape of property.

Met with Finance Committee, Chairman Tom Kane

Wednesday June 3, 2015

Morning meeting with Linda, Continuation

Met with Fire Chief Smith regarding personnel

Spoke with Labor council regarding contract for Acting Town Manager

Received paperwork regarding Brandy Wine Farms

Met with Assistant Accountant regarding school transportation, there is not enough funding to pay the bills sent in by the school and the bills were pulled.

Thursday June 4, 2015

Morning meeting with Linda, Continuation

Planning meeting Cumberland Farms new store, process continuing, planning stages

Friday June 5, 2015

Morning meeting with Linda, Continuation

Contract for Acting/Interim Town Manager

Worked on Transition report for Acting/Interim Town Manager