



## *Town of Monson*

10 Tenney Hill ~ Road PO Box 308 ~ Monson, Maine 04464-0308

Tel: (207) 997-3641 Fax: (207) 997-3785

### Town Manager Report

7/11/19

#### **Town Office/Town Clerk**

##### ***Short Term Goals/Projects: Update Tax Cards and property Files***

***Sort, figure out and update all town keys/locks***

***Create a companion procedure document for monthly checklist***

##### ***Long Term Goals/Projects: Updating of the town office procedures***

***Cleaning out former food pantry***

Unfortunately, there hasn't been a lot of time for other items the past month due to the time of year and needing to get weekly and monthly tasks completed in between people coming to registers items. Alaina is plugging away when she can on all the filing, she has been working on for property records.

#### **Public Works**

##### ***Short Term Goals/Projects: Finish updated maintenance logs***

***Finish the priority list of projects for this summer and fall***

##### ***Long Term Goals/Projects: Create Road Book, for Road work completed and work to come***

The past few weeks have been spent either preparing for the paving work or getting a lot of small items done. We are in process of taking the list of projects we have and prioritizing them. Also trying to keep up with the requests that come in from the public. Lynn Henderson who has been helping out the past year did walk out of the job this past week and we are trying to play catch from that.



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### **Fire Department**

***Short Term Goals/Projects: Clean out trailer behind Town office***

***Work on filing better***

***~~Get antique Fire Truck to Dover-Foxcroft Museum~~***

***Long Term Goals/Projects: Continue working on the ISO rating list***

We are still working on the ISO rating. One of the major issues is the dry hydrants around town not working. I am working with an engineering firm for spec and a price to make 4 new ones. Also, the antique fire truck is at the museum in Dover-Foxcroft. The trailer out back of the office is almost cleaned out and ready to be torn down. We will be talking at the meeting about the rescue vehicle and possible ways to replace it with a better, more equipped one.

### **Town Manager**

***Short Term Goals/Projects: Other than incredibly long list of projects, complete the tow manager checklist and current project status spreadsheet***

***Long Term Goals/Projects: Make everyone happy***

There's a lot to mention, I will mostly likely forget something. Over the past month I have had meetings to discuss a potential open wifi network for the downtown, meeting with engineers for new dry hydrants, spoke to our lawyers about the Smith animal issue and the bid process for 32 center st.

The paving is starting this week and all the prep work is done. The pavers are paving on all but steward road then will come back in August to do the chip seal on all the roads.

The work to the town office is starting as well, in the coming weeks we will have the electrical panel moved and upgraded along with the mold removed from downstairs.

As far as the idea of a road committee or meeting I am very torn about it. In the recent there has been a lot of concern and attention given to the public works department. In the end I don't want to give more reason for this to happen or put more stress on the crew then is needed. However it is something that we should talk about more.