



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 9/12/19

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

- Most of the projects have been put on hold as we train our new deputy clerk.
- Informe, the state vendor, still has not had our online registrations go live.
- There are some problems with the phones not working the way they were supposed to, so we are working with premium on getting that resolved.

Public Works

Short Term Goals/Projects: Finish updated maintenance logs

Getting as much road projects done as possible before 8/31

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

- We hired a contractor from Shirley, Marc Freeman, to complete the projects we were going to complete but then lost a worker.
- The DOL inspection went well, the only thing really was that we need to write down somethings we have been doing.
- The road software is here, and it is more then we thought, we should have an official road plan done next month.

Fire Department

Short Term Goals/Projects: Moving their office items downstairs for when the office there

Work on filing better

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

- They continue to do great, and respond to many, many, many more calls then we could have though would happen.
- The DOL inspection went well, most of the items to correct are training related. It was great to get this list actually.



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Transfer Station

- Preparing to switch to fiberright, so all trash and recycling are going into the compactor, as this is what will be done when the switch happens. This also makes our waste hauler very happy.

Town Manager

Short Term Goals/Projects: See Attached Project Spreadsheet

Long Term Goals/Projects: Make everyone happy

- Trio has been acting really funky lately, so I am going through everything to see what is changed or moved. We are upgrading to the new version on September 30th, which should take care of a lot of that.
- The town is working with the historical society to get the honor roll updated and we are paying for a mailing to the town about fundraising.
- I offered the town's support to the business association to help them in their process of becoming a 501c3 group by holding funds for them.