



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 9/26/19

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

Digitizing town records

- Training of our new deputy clerk is taking up some time that could be spent on other stuff.
- Marti has started working on the procedure manual
- Laurie is working on getting rid of a lot of files we don't need and digitizing others to create more space in the office.

Public Works

Short Term Goals/Projects: Finish updated maintenance

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

- Wrapping up most of the summer road work. Everyone feels good about the amount of work done.
- We will not need as much going forward this means for Chris.
- Finally got to some outstanding things such as grading Deagastrom Rd and fixing people's driveway so there isn't a drop off from the paving.

Fire Department

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

Work on filing better

Work on BLS findings

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

- Secured \$2200 from the county to help defray the cost of the dry hydrants being installed.

Transfer Station

- Trying to get in touch with the MRC or Fiberwright to figure out if there is an update on



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the taking of both trash and recycling in Hampden. No one seems to know much right now.

Town Manager

Short Term Goals/Projects: See Attached Project Spreadsheet

Long Term Goals/Projects: Make everyone happy

- Other than the project list not much is going on
- Trying to find drivers for Dean Rideout and working on getting caught up from the summer month busyness.