

TOWN ADMINISTRATOR REPORT
January 2022

1-General Administration – The Town Staff has been working diligently to pick-up the slack for any/all personnel shortages. Department budget preparations have begun and are due back to the accounting department by the end of the month.

2-Town Facilities - The Town Engineer has suggested that consideration be given to direct ARPA funding toward the repair of the collapsed culvert along the new Rails-to-Trails line since it qualifies. A design will be prepared and sent to MDE for review. If approved, it will allow the Town to address this issue while waiting to hear about its Brownfields funding request.

3-Planning and Zoning – The Planning and Zoning Department has been short-handed for the past couple of weeks. However, efforts have been made to keep projects moving forward as evidenced by the items on the upcoming agenda.

4-Community Development – The Department is preparing to conduct interviews with potential candidates for the part-time Communications Specialist position.