

Town Administrator Report

April 14, 2020

The Town Office has embarked on a very comprehensive project. We have cleared all the books and papers out of the storage room and are rearranging the racks and attaching them to the studs in the wall. Everything in in the meeting room and we are going through and organizing and culling. Once the racks are placed, we will label and fill all the shelves. The office will have 2 more filing cabinets in the back room which will be used to organize Planning Board and Appeals Board information.

I have enclosed our cash flow. We were on track to not need a TAN but, due to the new anticipated date of the school budget referendum, we will probably not be able to commit until late July. This will require a TAN of roughly \$300,000. I will begin the process at the end of this month if there are no changes and request approval at the first Select Board meeting in May. Androscoggin has indicated that a TAN will not be a problem and they have postponed our loan payments until August 28th.

Once taxes are committed, a town is not legally able to collect additional taxes except for purposes of an error. For this reason, I would advise waiting until the school budget is passed prior to committing taxes. I have an email in to MMA Legal to check if any of this has changed due to the present situation.

Looking toward Town Meeting. The superintendent has indicated that the Town will be able to use DCC in June or July for the purpose of Town Meeting. We may also want to consider holding the meeting outside and renting a tent in case of rain as this may make residents more comfortable attending. Any other suggestions would be welcome. All this will be dependent on the Governor's stay at home and public gathering orders being lifted.

The Bids for the Plow Trucks were returned and opened. While it is a difficult time to think about spending money, the low bidder was less than last year's bid. It is unlikely this will be the same next year and the funds which would be used for this purchase would not be raised in tax dollars and can't be spent on anything other than Public Works Capital without a Town Meeting vote.

I have emailed Nate at Pine Tree and asked a few questions. We cannot enter into a multi-year contract without Town Meeting approval. And, if Town Meeting is not able to be held, we would only have funds available for the amount we paid last year. I have asked if Pine Tree would be willing to extend the current contract at the current price for a period of one year or until such a time as the Town of Durham is able to safely hold a Town Meeting for the purpose of voting on the contract and appropriating additional funds to cover the increase quoted and if Pine Tree is willing to extend the price quote until such a time as the Town is able to safely hold Town Meeting? I have not received an answer yet but will follow up next week.

I have received questions regarding Bulky Waste Day and the Memorial Day Parade. I believe we will have a clearer picture of how the pandemic will effect these events at the end of this month and suggest we play a waiting game for now. I will schedule road side clean with Pine Tree up as the last week in April/first week in May (April 27-May 8). We will leave the bags outside the Town Office on good weather days (no rain) from 10am to 2pm on Monday, Tuesday, Thursday and Friday beginning Thursday, April 16th. If anyone is unable to make it during those times, please call the office to make other arrangements.

I have enclosed a list of Oaths to be approved. They all expire the first Select Board meeting in April. I have concentrated, for now, on the staff positions. In addition, I will be creating an oath for Wesley Grover for the Planning Board.

I encourage anyone who needs help or knows someone who needs help to contact the Town office.