

**Hallowell City Manager's report for April 11, 2016**

- Worked with Finance Committee and Treasurer, Dawna Myrick, in preparing the fiscal year '17 budget. Met with department heads and committee chairs to develop proposed line item figures.
- Submitted grant application to DEP for culvert replacement on outer Central Street. Estimated total project cost is \$113,000. Grants are being awarded in amounts up to \$95,000.
- Damaged fence in the Vaughan Field parking lot was dismantled and removed.
- Met with Rail Trail Board of Supervisors to discuss a twenty year Interlocal Agreement between Hallowell, Gardiner, Augusta, and Farmingdale. Existing agreement expires in June, 2016.
- Switches for generators have been installed at City Hall, Public works, and the Fire Station.
- Met with Recycling Committee to discuss potential of opening North Bay facility on Sundays.
- Met with DEP and Public Works Foreman, Chris Buck, to discuss several possible solutions and outcomes to a Central Street culvert which was sliplined without the appropriate permits.
- Met with several citizens concerning drainage issues on their property. Explained to them that the City does not maintain culverts or drainage systems on private property unless the system is part of our City stormwater system.
- Spoke with a representative from the Department of Agriculture concerning grants which are available to municipalities on behalf of local Farmers Markets. Will discuss these possibilities with Ben Marcus, the head of Hallowell's Farmer's Market.
- Attended the discussion forum between the Farmer's Market vendors and citizens of Hallowell.
- Spoke with Harry Lanphear concerning the potential for using the PUC parking lot as a site for the Hallowell Farmer's Market. Also discussed was a cooperative proposal to use City Hall and the PUC buildings for emergency situations for either party.
- Informed Carroll Chapman that we would like to have him return to work at the Cemetery beginning April 19<sup>th</sup>.
- Received an estimate from Burt's Lock Shop for rekeying the locks at City Hall.

- Met with Fire Services Committee to discuss various topics.
- Showed the Fire Station to several individuals with representatives from Hallowell Citizens Initiatives Group. Discussed the need for artifacts to be appraised for insurance purposes.
- Met with the Parking Committee to review parking issues including potential amendments to the winter parking ban ordinance.
- Met with the Property Committee to review the City Hall rental policy as well as develop a policy for disposition of tax acquired property.
- Met with the Bicycle Pedestrian Committee to discuss concerns relating to the upcoming Water Street reconstruction project. Also discussed was a request for several bike racks to be installed in the downtown area.
- Met with the Conservation Commission. Will work with them in developing an inventory of open space parcels in Hallowell. Will also work with them and other committees to develop a management plan for the Res.
- Performed day to day financial oversight functions.
- Met with employees on several issues.
- Met with and took calls from several residents regarding numerous issues and information requests.