

**City Manager's Report
February 21, 2020**

Economic Development Projects

60 Access Highway	No movement has occurred on the sale of the building. This will be discussed in executive session during the February 24 meeting.
Caribou Shopping Center	Mr. Cassidy is awaiting a date and time from the Council for a ribbon cutting event at the new jumping gym.
Porvair CDBG program	Porvair is hiring additional employees at this time. Exterior building modifications are on hold until spring. Had a successful tour of the facility with state representatives two week ago.
Events and Marketing	A community photo contest will be started in March. Photos will be used for future marketing efforts with prizes for monthly and annual winners.
Blight Cleanup	On hold until snow is gone.
Hilltop Senior Living	Interior work is on-going
Birdseye Cleanup	On hold until snow is gone.
Title 13 ReWrite	The Planning board reviewed the land use table during their recent meeting

Capital Projects and Administrative Actions

Fire/EMS Contracts	Revised EMS and Fire/EMS contracts have been drafted and are now ready for review by the Council. The Limestone and Caswell contracts are on the February 24 agenda for consideration. If the Council approves the template for these towns, we will send the agreements out for consideration by the other communities.
Blight Commission	The Commission is compiling additional information on tools not currently used by the City. They meet again Tuesday the 25th at 1pm in the Manager's conference room on the 2nd floor of City Hall.
Public Safety Building	Artifex provided a space estimate based on the current department operations. We're trying to schedule a meeting of the Council building committee and stakeholders to review the findings.
Union Negotiations.	The Public Works Union formally applied for mediation. We received from the state an invoice for mediation services (\$750) which must be paid to start the process.
Procurement Policy	A final draft of a procurement policy is prepared and will be presented to the City Council at the next meeting. This will also include a credit card use policy.
2020 Budget	Revenue projections will be ready for Council consideration during their first March meeting.
Capital Facility Maintenance Plans	2 bids have been submitted and a third bid is anticipated by end of February. This information will be shared with the Council building committee at their next meeting.
Fire/EMS Structural Study	Sewell is still working on design options for future presentation.
LED Conversion	Awaiting realterm confirmation on EMERA billing status. Can begin prioritizing intersections desired for new lighting.
Snow Plowing RFP	A copy of the Presque Isle RFP for snow services was obtained and will be used as a basis for drafting our own services advertisement for inside the urban compact areas of the city.
Wage and Classification Policy.	On hold
Phone System Change out	The new GWI system is in place and staff have been trained on the new phones. This project will be removed from the update list.
General Plan Update	comment before the end of the year. Planning Board wants to incorporate the Blight initiative into the revision.
Cable Franchise Renewal	Awaiting legislative and litigation outcomes before proceeding.
High Street	all work has stopped until spring 2020
River Road	Dr. Carla Chomka is interested in negotiating terms for her property. I told her we were waiting until the spring thaw to see what additional needs there are with the road.
Teague Park	Work on hold until spring 2020