

## Town Manager Updates

Submitted by: Russell Dean, Town Manager

Week Ending: June 27<sup>th</sup>, 2014

- The Economic Development position hiring process continued, with follow up interviews taking place on June 26<sup>th</sup> and 27<sup>th</sup>.
- The Elliott property purchase successfully closed on Friday, June 20<sup>th</sup> as anticipated.
- The Meeting Place Phase III final documents were signed the week of June 23<sup>rd</sup>.
- Discussion with about joining the Rotary.
- A meeting was held with a prospective 79E applicant.
- Review of the Fire CIP submittals occurred on June 18<sup>th</sup>.
- On Thursday June 19<sup>th</sup> I met with Corey Stevens regarding the budget subcommittees work on procedures for the Budget Recommendations Committee.
- The Town received a letter from DRA regarding their view of the Elliott property article. Back in March, DRA signed off on the amendment prior to it going to deliberative session.
- I met with Don Jutton to discuss a proposed amendment to the MRI assessing agreement with the Town that would allow moving ahead with statistical updating in advance of 2015.
- Joe Kenick submitted a construction contract for review. Town counsel had comments on the contract. Details are still being worked out.
- Selectwoman Gilman and I have been working with IT on a project to scan the band music over at the Town Hall and preserve the documents.
- The assessing photo update project is now off the ground with temporary summer personnel and some additional EXTV personnel being utilized.
- I fielded an inquiry over a proposed business use at 36 Kossuth Street.
- Various personnel issues were administered to over the past two weeks.
- Authorized use of the electronic sign board to advertise the Exeter Classic bike race held on June 24<sup>th</sup>.
- Received and reviewed various concerns regarding civil forfeitures and dog licenses not being renewed.
- The Town Clerk's Office is now up and running accepting credit and debit cards for various items. This is a great achievement.
- Coordinated two different complaints from Sterling Hill residents. One was in regard to a building inspection, one was in regard to buses stacking and making it difficult to pass around the buses. This is a complex issue relating to the location of the development and the various agreements that are in place.
- Managed a follow up to a Bonnie Drive paving issue.
- Received various monthly reports (Planning, HR, Finance).