

FROM: Bill Lawrence, Town Manager  
DATE: September 29, 2017  
TO: Board of Selectmen  
SUBJECT: Manager's Report

**Ditching, Ditch Fill and Wood:** The purpose of the report is to give you accurate information and not speculation from the media or town gossip. My report is backed by facts. The good, bad and ugly. I try to be as transparent as possible. When it comes to investigating personnel matters that information is confidential.

The purpose of **roadside ditching** is to remove the water lying under the pavement that will prevent pavement break up when that water freezes and thaws. This will allow the pavement to last longer and giving us better roads with the least amount of cost to the taxpayer.

Our crew has attended the Maine DOT Highway Maintenance program and follow their standards. The ditch fill is removed and transported using the most efficient and economical way for disposal. Warren residents can sign up for and receive this unscreened ditch dirt by signing a waiver form releasing the town from any liability. See the attached sample. This sample was developed in 2013 and has worked well until a citizen's complaint who does not like the fact the Town Employees, who reside and pay taxes in town, can also receive the dirt fill.

Yes, some town employees over the years have received this fill along with many residents. This is not an entitlement program. The same applies for wood from fallen trees that have been cut on town property. This wood sometimes will be left roadside which does not last long. The recent monument wood was cut by the State of Maine and removed by the State. The most recent cemetery tree that came down has been hauled off behind the public works garage. In years past some residents came on site and were allowed to pick up small pieces. Some employees and selectmen who also live in Warren and pay taxes have also received this wood.

**Conflict of Interest:** At this point we are gathering information based on facts and evidence. Most of it has been speculation and not supporting facts and evidence. I will seek a legal opinion once it's completed for any violation of the personnel policy.

**New Policy:** I'm currently seeking policies from other towns to compare on ditching, ditch fill and wood. At this time, there are many towns who also do not have a policy in place. We will continue to look. We will be addressing a change in the policy after the legal opinion and research if a new policy addressing these issues should be adopted.

It should be noted that many residents like the program as is.

**What's Up In Warren Facebook Page:** Many of you think this is a Town Website. It is not. They take our content of our website and place it on their facebook page. Just curious if they will take this week's managers' report? The Owner of this page is not a Warren resident. I have no plans to friend it.

**The New Town Website** is almost complete. We wanted to go live the end of this month. However, we have some technical issues being worked out with the .Gov support and may be one to two more weeks. The site will be easier to navigate and gives us more flexibility than the current site. There will be more photos and information on the site that will show case the Town of Warren. Shout out to Melissa for the work she has done!!!!

**Credit Cards use at the Town Office:** Sherry will be working on the credit card program over the next several weeks so we will be able to have the ability to accept credit payments at the counter.

**Code Enforcement:** Melody has been able to clean up the junkyard complaint on High Street and I appreciate the work she and the owner accomplished and I'm sure the neighbors also appreciate the outcome. Melody has been busy with inspections and attended the Mid Coast Code Enforcement meeting this week. Two single family dwellings will be constructed along with 6 decks, 4 sheds, 3 garages and two additions for the month of September. 12 site inspections were done this month. The Planning Board approved the application of Lynn Dains to construct self-storage buildings on Atlantic Highway.

**Fire Department:** The Fire Chief will be applying for another safety grant with MMA for the motion sensors on the bay doors at the Fire Station. The Total amount for the grant request is \$2,000.

**The Flags** were removed from Main Street this week as we prepare for winter. A special thanks to the Fire Chief for taking them down. This was a great Eagle Scout project and I hope you all enjoyed them this summer. They will return before Memorial Day next year.

**Public Works:** Our seasonal crew member, Steve Lombardo is done. Steve gave us a commitment till the end of September and he plans on walking and hunting in the near future. Thanks for your help this summer Steve!! We are still receiving ads for the seasonal winter plow truck driver. The Crew will be getting ready for Brush Cutting in the next couple of weeks.