



Town of Windham
Office of the Town Manager
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MEMORANDUM

To : Town Council
From : Anthony T. Plante, Town Manager 
Date : April 20, 2018
Re : Town Manager's Report

Schedule.

T	April 24	7:00 p.m.	Council Meeting
T	May 1	7:00 p.m.	Council Meeting
Th	May 3	6:00 p.m.	Finance Committee/Council budget workshop
T	May 8	7:00 p.m.	Council Meeting
Th	May 10	6:00 p.m.	Finance Committee/Council budget workshop
T	May 15	7:00 p.m.	Council Meeting
Th	May 17	7:00 p.m.	Finance Committee/Council budget workshop
T	May 22	7:00 p.m.	Council Meeting
M	May 28		Offices Closed (Memorial Day)
		10:00 a.m.	Memorial Day Ceremonies
T	May 29		No Meeting (5 th Tuesday)
T	June 5	7:00 p.m.	Council Meeting
T	June 12	7:00 p.m.	Council Meeting
Sat	June 16	10:00 a.m.	Budgetary Town Meeting
T	June 19	7:00 p.m.	Council Meeting
T	June 26	7:00 p.m.	Council Meeting

Scheduling Notes.

The Council, sitting as the Finance Committee, began its review of the budget this past week, hearing an overview at its meeting on Tuesday, and reviewing revenues, general government, and police budgets Thursday. The rest of the meeting schedule is listed

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below, wrapping up with the public hearing and vote scheduled for May 22 and town meeting on Saturday, June 16, 2018:

Thursday, May 3, 6:00 p.m. to 9:00 p.m. (Conference Room 1)

Culture & Recreation (15XXX accounts)
Parks and Recreation (15XXX accounts, except 15500)
Library (15500)
Public Works (12XXX accounts)
Fire-Rescue (14XXX) accounts
Capital, Debt & Other (19XXX accounts)

Thursday, May 10, 6:00 p.m. to 9:00 p.m. (Council Chambers)

Social Services (18XXX accounts)
Property & Inspection (16XXX accounts)
Code Enforcement (16110)
Assessing (16510)
GIS (16520)
Abatements (16530) . discussion, no proposal included
Development & Conservation (17XXX accounts)
Planning (17110)
Comprehensive Plan (17120)
WEDC (17210)

Tuesday, May 15, 7:00 p.m. to 9:00 p.m. (Council Chambers)

Deliberations . part I

Tuesday, May 22, 7:00 p.m.

Deliberations . part II (if needed)
Council public hearing and vote

Saturday, June 16, 10:00 a.m.

Budgetary town meeting

Memorial Day ceremonies will be held at the high school canopy entrance at 10:00 a.m. Monday, May 28, 2018 following the Memorial Day parade.

Report.

Applicant Searches.

Finance director interviews continue this coming week. Hopefully, a preferred candidate will be chosen and a hire made in early May before Brian Wolcott retires on June 1st. Brian will continue to be available on a limited basis to help acclimate his successor.

Searches also will get under way soon for the planning director's position and the assistant tax collector. We hope to fill these positions as soon as reasonably possible, given our small staff size and the number of major projects and initiatives we have going on (comprehensive plan, long range planning committee, and Munis conversion, to name but a few).

Shared Maintenance Facility.

The SMF goes before the Planning Board Monday night for final site plan approval. Our hope is that DEP approval will be issued soon. That, along with Planning Board approval, and Council approval of the construction contract will enable us to keep the project on schedule and . even more critically at this point . hold pricing in the bid, especially on steel. The town attorney has been in touch with the school districts' counsel regarding the draft of the interlocal agreement, which we expect to have early next week.

Please refer to the attached projects and issues list and individual project sheets for issues in addition to what I have highlighted above, and let me know if you have any questions.