

Town of Windham


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MEMO

To : Town Council
From : Anthony T. Plante, Town Manager 
Date : July 3, 2014
Re : Manager's Memo

Schedule.

F	July 4		Offices Closed (Independence Day)
M	July 7	5:30 p.m.	Appointments Committee
T	July 8	7:00 p.m.	Council Meeting
M	July 14	5:30 p.m.	Appointments Committee
T	July 22	7:00 p.m.	Council Meeting
T	August 12	7:00 p.m.	Council Meeting
T	August 26	7:00 p.m.	Council Meeting
M	September 1		Offices Closed (Labor Day)
T	September 9	7:00 p.m.	Council Meeting
T	September 23	7:00 p.m.	Council Meeting
M	October 13		Offices Closed (Columbus Day)
T	October 14	7:00 p.m.	Council Meeting
T	October 28	7:00 p.m.	Council Meeting

Scheduling Notes.

The Appointments Committee met on July 1st and 2nd, and is meeting again on the 7th and 14th to interview applicants for the Comprehensive Plan Review Team.

Report.

Chief Search Processes.

As I have briefed the Council on several occasions we sought and received several proposals for assistance with the upcoming searches for successors to Police Chief Rick Lewsen and Fire-Rescue Chief Charlie Hammond due to their retirements planned later this fiscal year. The proposals were for departmental assessments, involving internal and external stakeholder input, the development of a candidate profile based on the needs, issues, and traits identified through that process, and interview questions designed to address those.

After reviewing the proposals I have engaged Rick Dacri of Dacri & Associates to do this work. Rick has expertise in this area and has worked with other municipalities helping them with recruitment and organizational issues. The cost of this work for both departments and searches is \$15,000.

Over the coming days and weeks we will be setting up meetings or other opportunities for department staff, Council members, and others to provide input regarding the departments and the attributes of the idea candidate for the chiefs' positions.

Town staff, coordinated by human resources, and with the assistance of a search committee yet to be named, will conduct the search, interview, reference and background checks before appointment and confirmation of candidates in the months to come.

Excise Tax Revenue.

Attached are a graph and accompanying spreadsheet showing year-end excise tax revenues. The graph shows how revenues have changed over the last ten years, while the spreadsheet covers seven years.

For the fiscal year that just ended the town received more excise tax revenue than any year to date, and the highest year since fiscal 2006. Fiscal 2014 revenue (unaudited) was \$2,832,721. For fiscal 2015 we estimated \$2,665,000.

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Route 202 (Gray Road) & Falmouth Road Update.

On June 19th there was a motor vehicle accident at the intersection Route 202 and Falmouth Road. The town sent out a news flash through the Notify Me service on its web site. Like other news flashes this was also automatically posted to the town's Facebook page. In response to public comments expressing concern about the safety of this intersection I asked Chief Lewsen to pull accident statistics together. MDOT provided crash and critical rate factor data for the attached graph.

Crash counts are for three year study periods; each year the studies are updated. The critical rate factor compares an intersection or road segment with other, similar intersections or stretches of road. Since MDOT installed upgrades to the signals at Route 202 and Falmouth Road in early 2010, we wanted to see whether there has been any change in the number of crashes and safety relative to other intersections. In terms of both the absolute number of crashes by study period and critical rate factor, there has been about a two-thirds decrease.

For the most recent study period (2011-2013) three other intersections or road segments had higher critical rate factors than Route 202 and Falmouth Road. They were:

- Route 115 near Route 302 (CRF=2.48)
- Intersection of Windham Center Road, Pope Road, and Ward Road (CRF=4.80)
- Intersection of Route 202 and Route 302, Foster's Corner (CRF=4.94)

With this in mind, drive carefully, and have a happy and safe Fourth of July weekend.