

Town Manager's Weekly Report: (# 149)

For the Week-Ended: Friday, December 25, 2015

- I recently asked the Town's Department Directors to reflect on the calendar year which is now concluding and produce concise "Annual Reports" for each functional area so that we might all better understand some of the issues that were dealt with this year and the accomplishments achieved. In this way, we can go into our upcoming Budget development retreat with perhaps a better focus on what some of our priorities will be. Those reports are being delivered to you all today and will also be made available to the public on the Town's Web-site.
- The installation of the new gym floor is now complete with the singular exception of the final, installation of the rubber baseboards, but is nonetheless fully useable for youth basketball and is, in fact, in use now. Also, the new HVAC system has been fully installed as well and is only awaiting a final inspection and certification by the County Building Department. With the last remaining improvement elements of this facility being a complete interior re-painting and a re-installation of possible upper-level, insulated windows for natural lighting, this is truly becoming a showcase facility which can serve the community's indoor recreation needs, year-round, for many years to come.
- The Audit for the Fiscal-year-ended, June 30, 2015 has finally been completed by Lowdermilk, Church & Company and will be included in written, bound form with your January 12, 2016 Board packets. We also will have Audit representatives at that January Meeting to present summary results of the report's findings and of the Town's overall financial condition.
- The Water line lateral service reimbursement program is rapidly drawing to a close. Specifically, the Town's last acceptance of reimbursement applications under the program (75% of cost up to \$300 max.) will be December, 31 2015. Thereafter the program is concluded. We have had good utilization of the program – nearing an almost complete pay-out of the funds budgeted cumulatively for both CDBG and non-CDBG Phases of the Waterline reconstruction project (\$20,000).
- I will be taking some time off for the Holidays and visiting family out-of-state from December 24th through January 2nd. I will be available throughout by cell phone, however, so if anyone has questions or concerns, please feel free to reach out. With that said, allow me to wish you all a very Merry Christmas and a Happy and Safe New Year.

Respectfully Submitted,

James M. Palenick, Town Manager