



TOWN OF WINSLOW, MAINE

OFFICE OF TOWN MANAGER
ERICA E. LACROIX
ELACROIX@WINSLOW-ME.GOV
WWW.WINSLOW-ME.GOV

114 BENTON AVENUE
WINSLOW, ME 04901
(207) 872-2776
FAX: (207) 872-1999

Monthly Report to the Town Council –August 2022 - Presented September 12, 2022

Esteemed Councilors,

Hard to believe August is in the books and summer is already over. I would like to congratulate Parks & Recreation Director Amanda McCaslin and her staff for another successful season of youth sports programming and Summer Fun Camp. There were some learning curves to overcome with lots of new staff, but they all pulled together and made it a success!

In August we finally began full implementation of the performance management program for Human Resources. This includes scheduled performance reviews for all staff upon their anniversary date, formal 2-, 4- and 6-month check-ins for new hires, feedback gathering from employees prior to performance review, and conducting exit interviews. New forms were rolled out to the Department Heads at the August meeting. HR is responsible for tracking this information and all original documentation will remain in the employees' personnel record in the Administration Office.

In August the decision was made to move the Council Chambers to the Library. This has involved both construction improvements and the purchase of new furniture. The room is structurally ready with the necessary modifications having been completed. Furniture is in process. We look to have the first Town Council meeting at the Library in October. This paves the way to begin the office renovation at the Town Office. Greg Vigue has provided plans which will convert the current Council Chambers to a conference room with a single entry off the hall accommodating 12 to 15 people, an office for the HR and Finance Director, and a small break room which will have a refrigerator, microwave and some counter-top and storage space. This makes room for the Town Clerk to relocate into the HR/Finance office and for the Executive Assistant to have her own space outside the Town Manager's office. We are looking forward to having some room to breathe!

The Facilities Committee had to delay the site visit that was scheduled for August 24 to tour the Hampden municipal facilities. Without a representative from the Fire Department to attend it was deemed that we should delay. The site visit has been rescheduled for September 13. The committee met on August 30 and has laid the framework for an RFP for engineering and architectural services that will encompass site review, facility requirements and design. The RFP should be out by the third week of September. The committee will reconvene once proposals come back in sometime in October.

The Code Enforcement Officer and I worked on the draft Property Maintenance Ordinance that will be discussed at the September 12 Council meeting. Unfortunately, the language was not finalized in time to hold a public hearing in September, but Council will have the opportunity to review the current draft and make edits before we hold a hearing in November. It is important to complete this ordinance as property complaints have become numerous, ranging from junk and tall weeds to vermin which affect neighboring properties. Given the rapid increase in the Norway Rat population in the area it is imperative that we pass an ordinance so that the Code Enforcement can address these issues.

In sad news I have to report that the co-chairs of our Winslow Garden Club have resigned. Rick and Sue

Dutil put in a huge amount of time and effort over the summer. Sue did a fabulous job organizing the volunteers, raising funds and keeping everyone motivated. A huge thank you to Rick and Sue for all their hard work. I will be reconvening the remaining members in a meeting in early December to determine who will take over the lead and to discuss town priorities for locations to focus their efforts as well as their ideas as to the focus for the coming months and spring.

Project Updates:

Comprehensive Plan. The Committee met on August 24 to review and finalize the Existing Land Use, Community Profile and Housing Profile chapters. The Future Land Use chapter will be under review at the next meeting. The Committee will reconvene on September 28.

Junior High Environmental Study. Craig Wilson conducted the study with Shelley Phillips on May 19. We are awaiting the report.

Ending on a high note, I would like to recognize Captain Waylon Capp, Firefighter Misha Littlefield and Firefighter Cam Aucoin for their outstanding service to one of our residents. Jean Ann Pollard Garrett took the time to write a note of gratitude for their assistance when she called for emergency services in her home. Her letter is attached. Thank you gentleman for providing the highest level of service to the residents of Winslow, and for being a shining example of the excellence that exists in the Winslow Fire Department.

Respectfully submitted by,
Erica LaCroix
Town Manager

3 August, 2022

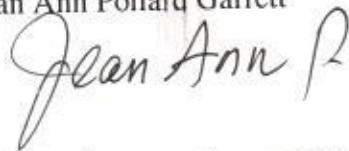
Dear fire fighters who picked me off
the ... well... nearly off the floor!...
and carried me out of my house, then
into the ambulance, finally into the
Emergency Room at Thayer Hospital
a few days ago... THANK YOU
SO MUCH!

Being 88 and sick is no fun...
especially if you're an artist/author
and want to write and paint, but can't
when gastroenteritis strikes. (Yuck!)

"Thanks" isn't nearly enough to
express the gratitude I feel for all of
your help.

Many thanks" again!

Jean Ann Pollard Garrett

A handwritten signature in cursive script that reads "Jean Ann R". The signature is written in dark ink and is positioned below the printed name.

Please take care of yourselves and be
healthy!