

Executive Director's Report – October 11, 2016

FROM: Ted Lewis

RE: Monthly Report September / October 2016

1. **New Truck #31** – The truck was finally delivered on September 19.
2. **Future Capital Improvements** – The engineer has been researching the Brookwood pump station for replacement as our next improvement project so that we may discuss it at our meeting.
3. **Two Rivers / Borough Issue** – Per the attorney's suggestion at our last meeting, I spoke to the Borough Administrator regarding this matter and he assured me that he would take it to the Mayor.
4. **Additional Office Space** – We met with the architect and Administrator on October 5 to discuss the proposed changes (which we had sent by email after our last meeting); we made some changes which will result in a more useable office and involve less construction work (and less cost) – I will explain further at our next meeting.
5. **Possible Update to Payment System** – We are receiving more requests from people who want to pay on line or with a credit card (the Borough accepts such payments). The system used by the Borough requires those paying to pay any fees associated with the system. If acceptable to the Board we would like to research this issue with the borough and software suppliers.

CARRIED ITEMS

6. **Maintenance Building Repairs** – We discussed this as part of the proposed future capital improvements and I agreed to prepare an overall plan when time permitted.
7. **Fieldstone Court** – No new information.