

Executive Director's Report – November 10, 2020

FROM – Ted Lewis

RE: Monthly Report – October / November 2020

- 1. Pandemic Conditions** – There has been no change in our operations since last month. The Borough Hall is still closed to the public. We did have a virus scare when we learned that Kevin's son (who lives with Kevin) tested positive, requiring Kevin to quarantine for 10 days. Kevin was tested and came back negative – which is fortunate because he had been at work and could have spread the virus to Herb and Chris
- 2. Fort Easement** – Even though we have copies of the easement (both written and graphic) FMERA insists that since the existing information is 50 years old, we will have to have the easement re-surveyed. I contacted Steve to get an estimate of cost and schedule – I may have that information by the time of our meeting.
- 3. New Vac Con Truck** – The new truck went back to the dealer (again) on October 26 and is due back the first week of November – we will report more at the meeting.
- 4. Mall Medical Building** – Months ago (I believe it was July), the engineer's review letter specified that the applicant needed to clean and televise the existing main; they actually began the work on October 22. They were unable to complete the work and were supposed to be back the following week – as of this writing they have not been back. The contractor called on 10/30 to say that they "had" to start construction by mid-November – I explained that they were the cause of the delay but I expect we will hear more about this matter.
- 5. Old Orchard Pump Station** – I spoke to Ms. Kim of the Cleary firm who reported that the assessment is underway; also, she talked to the owner's attorney who asked about a smaller easement and landscaping. I told her we would accept the minimum easement needed and would provide landscaping around the station
- 6. Audit / Budget / Fee Structure** – The Auditor will be at our meeting to review the audit as well as the budget for 2021 and the pros and cons of a rate increase.
- 7. Budget Transfers** – Due to the unexpected drop in Two River's bill we have surplus funds in that account. I would like to transfer \$15,000 to Office Equipment to permit the upgrade in office computers. In addition to improving the hardware, we will be able to work on the JIF cyber security system.
- 8. Police Storage** – The police are interested in replacing the storage trailer they have in the impound area with a 20' x 40' building – I checked with Herb who felt it would not be a problem for him.
- 9. I.W.W. Manhole** – On November 3 Herb responded to a report of a damaged manhole on Industrial Way – it was an emergency problem and with Kevin out I asked Herb to get our emergency repair contractor involved. We will report more at the meeting.

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10. Proposed Brewery – We have not yet received an application for this project so there is nothing new to report.

11. Sun Eagles Area –I have nothing new to report on this matter.