

TOWN ADMINSTRATOR REPORT

8/26/25

1. COMPLETED ITEMS:

.ESB Microgrid reimbursement of down payment (\$27k) received.

Ambulance Director/EMT Position approved.

In a first step to address the seasonal Parks recruitment issue we are proposing a year-round position that combines Parks 2 and Roads laborer duties.

Resolved Zoning Administrator hourly limit per year.

2024 Audit Report completed as of 8/21/25.

Addressed incident involving the FD and the PD that resulted in a conflict situation.

2. ONGOING:

ARPA Reporting

Financial Working Group- Cash Flow Analysis.

Rewrite Personnel Policy Manual with additional language addressing sexual abuse and misconduct in custodial situations.

ESB Microgrid Project/Grant. Develop a Plan B which involves using only US made components and that would eliminate the need for waivers.

Working with the Horton Group to get an insurance bid on tank spill liability.

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Initial: dg

Rieman Park property transfer transaction.

Prepare cost estimate for ADA compliant door openers for Town Hall and Library. We would need door openers and new electronic door latches. This would be included in the 2026 Capital Outlay proposal.

3. UPCOMING:

The single biggest thing that we have coming up is developing the 2026 budget book.

Develop a Parks Master Plan to address the repeated cycle of unfilled seasonal parks positions and the complaints that result. Note that for 2026 we are considering a full-time hybrid Parks 1 and roads position as well as more outsourcing of park landscape maintenance.

Collaborate with the Chamber's "Refreshment of Downtown" initiative.

Public Hearing on new Zoning Ordinance.

Financing BBTP ADA compliance. Note that the appropriation amount is \$1.5 million and the most recent estimate including a new bridge is approximately \$2.0 million to \$2.5 million.

Use Barb Nelson spreadsheets to create a master schedule of all government reporting requirements.

Develop a plan for digitizing Town records as of 1/1/2026.