



TOWN OF RICHMOND

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TOWN MANAGER REPORT

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TO Selectboard Members
FROM Jim Chandler, Town Manager *JNC*
DATE October 14, 2025
REFERENCE Item 7.2 – Manager’s Report

The past two weeks have focused primarily on completing the 2025 Revaluation, including the analysis and subsequent creation of various scenarios for determining an appropriate mil rate recommendation. Otherwise, I continue to spend time with staff, learning the current practices and understanding how the various departments operate, including a significant amount of collaboration, which reinforces how we have a great team here in Richmond.

Project Updates, Facilities, Activities & Events

This section includes project updates, activities of interest, information on recent or future events, and information related to Town Facilities and infrastructure.

- **Beedle Road Rehabilitation & Resurfacing** – Project progressing for Phase 1 – Marsten Road to Route 201 – with estimated completion of Crooker’s work by Friday, October 17th
 - Continue to have weekly meetings with the project team, Town, Pine Tree Engineering, MDOT, and Crooker Paving.
 - Crooker Paving completed the milling in-place and the new foundation gravel
 - Binding layer of asphalt to be installed in the week of October 13th
 - DPW will continue to grade and recover the shoulders, once the shoulder is installed
 - DPW will eventually seed for the winter, with completion to be determined by other work priorities
- **Revaluation** – This is complete.
 - Assessor will meet two more days with property owners who still wish to make final adjustments
 - Assessors Meeting held, mil rate set at 11.2 and 2025-2026 tax bills were mailed
 - Due date remained November 10th for first payment; however, a two-month grace period was granted by the Selectboard, with interest accrual delayed until January 10, 2026
- **Winter Sand** – DPW began receiving delivery and is mixing this in the new Salt Shed in preparation for winter weather
- **Downtown Plow Truck** – DPW and TM continued to investigate other options for replacement, including evaluating the suitability of using one of the Wheelers, or the 6-yard truck on local side streets in town.
 - DPW and TM will be presenting alternatives for replacement at the 10/14 Public Hearing and BOS meeting
- **Fire Department Open House** – Attended this event on Saturday, October 11th and met a number of the department’s personnel
- **Trunk or Treat** – coordinating with Recreation Director, Bruce Beasley and DPW Director Darren Delano on logistics
 - Planning meeting set for this Wednesday, 10/15

Staff Updates

This section includes changes in town staffing, training, and professional development activities.

- New Senior Center Director, Karen Moody began work on October 6th
 - She worked with Laurie Saunders for her first week
- Continue to advertise for a full-time police officer, and part-time fire fighter/EMT's
- I attended the Maine Municipal Association (MMA) Convention in Bangor
 - Attended training sessions, met with managers of surrounding towns, and obtained information for how to improve the streaming of Selectboard meetings
 - Met representatives from Wright-Pierce
- Prepared Award and Proclamation for presentation at tonight's Selectboard Meeting

Budget & Financial Reporting

This section includes activities and information related to the Town's Budget and Financial Status.

- Continue to review and learn how the Town prepares its budget and monitors expenditures
 - Focus this week has been the Vehicle Replacement Reserve, and how it's been managed for the past several years with regards to vehicles and equipment related to the Fire Department, Police Department, and Public Works Department
 - Reviewed the purchase of fire trucks, public works trucks, and police cruisers
- Continue to meet and discuss ways to collaborate with the Richmond School District's Superintendent of Schools, Chad Kempton for ways to increase efficiencies for both budgets
- Reviewed options for how to best present a monthly spending report to the Selectboard
- Review revealed all Town Buildings' electrical charges appear to be higher than would be expected. Investigation ongoing with details to be presented at the next Selectboard meeting

Boards & Committees

This section includes activities related to Board and Committee meetings, openings, and appointments.

- Richmond School Board Meeting – Thursday, October 16th
 - I will be attending
- Budget Committee – opening to be filled at the October 14th meeting

Miscellaneous

- Updated IT assets
 - Town manager's office, DPW office, and Senior Center office