



TOWN OF RICHMOND

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TOWN MANAGER REPORT

TO Selectboard Members
FROM Jim Chandler, Town Manager *JNC*
DATE October 28, 2025
REFERENCE Item 7.2 – Manager’s Report

Project Updates, Facilities, Activities & Events

- **Beedle Road Rehabilitation & Resurfacing** – Project’s Scope of Work for Crooker is scheduled for completion on Friday, October 24th for Phase 1 – Marsten Road to Route 201.
 - Conducted six site visits
 - Project Status Call with Pine Tree Engineering
 - Crooker completed the 2’ gravel shoulder and was tying in Brown Road and driveways this week – target to complete their work and demobilize is Monday, 10/27
 - DPW continues to grade and recover the shoulders (ditch slope)
 - Due to significant elevation changes along much of this section, a significant amount of fill is needed to “shore-up” the new shoulder
 - Estimates obtained Thu, 10/23 via windshield survey by me and DPW Director
 - Direction given to make this work a priority for completion prior to winter weather
 - DPW will install the fill and overlay with seed and hay for the winter
- **Trunk or Treat** – coordinating with Recreation Director, Bruce Beasley, Police Chief James Donnell, and DPW Director Darren Delano on logistics
 - Planning meeting held 10/15
 - PD borrowed large message boards from MDOT and deployed them on 3 major roadway entrances to town, warning motorists of closures for 10/31
 - Additional safety barricades purchased for use at this and future events
 - DPW will deploy its fleet of large plow trucks at key locations on Front Street to provide added safety and security for pedestrians from potentially errant motorists

Budget & Financial Reporting

- Continued meeting with Laurie and Darryl to review TIF Program Budget Cuts
 - Will present this for review and action at your November 25th Meeting
- Met with the Richmond School District’s Superintendent of Schools and Business Manager to discuss DPW work on their infrastructure
 - There is detailed discussion item for tonight’s meeting that addresses this issue
- Auditor called back and committed to being onsite to begin the FY2023, FY2024 and FY2025 Audits during the week of November 17th
- Continue to develop a monthly budget report to the Selectboard that will provide a summary of expenses for all departments, including Operating expenses and Reserve balances
 - Will present options for discussion at your November 25th Meeting
- Continue to monitor noticeable electric bill increases, despite no usage increase across all Town buildings. We will keep you updated as we determine if there’s reason to be concerned with current budgeted amounts for electricity

Boards & Committees

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

- Attended Richmond School Board Meeting – Thursday, October 16th
- Started receiving Richmond Days Committee inquiries and applications
- Next Selectboard Meeting is scheduled for Tuesday, November 11th which is Veteran's Day
 - Solicit your direction on whether to cancel or reschedule this meeting
 - In either case, the Warrants will be available for signatures on Wednesday, November 12th and Thursday, November 13th

Miscellaneous

- Addressed a reported Code violation at a property on Pleasant Pond (CEO Valley was on vacation) and I turned the matter over to him and the State for follow-up
- Responded to the Library when the new Boiler failed. I was able to bring it back on-line. Apparently tripped by wind gusts in the newly installed exhaust vent. Town will work to install a protective cover to prevent future occurrences
- Continuing to update IT assets in various Town Departments
 - Town office, Library and Police IT assets are being upgraded and/or replaced
- DPW completed the removal and storage of the Town Docks at the Waterfront
- I will be out of the office Wednesday, October 29th attending an MDOT Snow & Ice training workshop in Standish (the closest available location when I registered)
- I will be taking leave Monday, November 10th to complete one of two trips needed to complete my move to Maine; however, I will be available