

Action Items from the Town Administrator

December 17, 2012

1. **Budget preparation** – Departments in process of completing budget requests for review by the Town Administrator.

Recently reviewed: Cemetery, Patriotic, Executive, and Personnel Benefits.

Municipal Budget review is now completed. School Budget reviewed on December 13th.

2. **Request sent to DRA re: Police Detail Revolving Fund.** – This Fund was presented at the 2005 Town Meeting and passed. DRA verbally confirmed that this might also be used to include expenses related to the cruiser maintenance and lease payments.
3. **Legal inquiry sent to Town Counsel re:** Bailey Pond Road-still awaiting opinion.
4. **Legal Issues –P & S for the purchase of the Thibeault Property-** Received information from Kevin Leonard- Discussion for non-public on December 17th.
5. **Pursuing funds from 2012 Budget for unscheduled appropriations (but qualifying under the listed line items)** – Recommendations being prepared for presentations at December 17th meeting pending Town Administrator's evaluation of projected surplus for this year.
6. **Daylily road Acceptance Process:** Town administrator preparing special Public Hearing for January 7, 2013 selectmen's meeting.
7. **Land Purchase bond Hearing-**Town Administrator preparing a Bond Hearing for January 14th in conjunction with 2013 Budget Public Hearing
8. **Bittersweet Road** – Town Administrator followed through in contacting resident in question re: conditions on this road. He has complied with the satisfaction of the Road Agent. He was extremely cooperative.
9. **Francestown Perambulation** Request- Dwight and Laura completed this task and are currently preparing a full report as prescribed by law. Information is forthcoming.
10. **Basketball 'hoops' in the Right of Way Policy-** Initial discussion scheduled for December 17th for First Reading.