

Action Items from the Town Administrator

April 15, 2013

1. **Employee handbook** review has begun
Merit Raise formula recommended to be discontinued on April 1, 2013. Board action required.

2. **Twin Bridge property deed acceptance**-Rodney to view site on Friday January 11th
Final Draft sent to Drescher for review and comments. No answer yet.
Att. Drescher responded last week and states that he will get to it a.s.a.p.

Bill Drescher responded and correspondence is under 'legal'.
Final document being prepared with Drescher recommendation. (See attachment)
Correspondence received explaining delay concerning the markers.

3. **Legal- Employee Issues**- Non – Public-Chief Brace
4. **Riverdale Road Bridge Engineering update**- Attached update re: Estimate.
DOT approves contract and pricing. Board to act on approval at Monday's meeting.
5. **Gravel Bid update**- In the works at present-bid requests sent out by Dick Perusse
6. **Comcast Cable Contract Renewal**-A representative from Comcast is visiting Peter on April 17th to discuss the renewal.