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TO: Selectboard  
FROM: Rod Francis, Acting Town Manager  
RE: Acting Town Manager Report  
DATE: April 8, 2022

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### Computers

The order for replacing individual computers has been submitted to CCI. The order includes 6 laptops and 6 desktop computers. Two existing (newer) computers will be reassigned to light duty tasks based on feedback from CCI. This order does not include peripherals such as new monitors. Once the computers are in place decisions concerning peripherals can be made with regard to specific needs and/or preferences. CCI has assured me that the majority of the computers are in stock and preparation will commence soon. Once the equipment is configured it will be installed in each workspace by CCI.

We will need to develop a process for decommissioning the old computers and moving them out of the buildings along with the two previous servers and sundry other computers.

### Casella

I continue to work with Casella on the renewal of the waste contract. There are some components of the agreement that may be adjusted to offset broader price increases but they would involve changes to the level of service. I am working through these options and consulting staff and the Solid Waste Committee on these points.

### DPW Staffing

Our new staff are gaining familiarity with our equipment, procedures and roads. We are exploring skill specific training for them provided through the Building Better Backroads Program and training provided by VLCT on broader needs including being part of a respectful workplace.

We have interviews scheduled for the Building and Grounds Technician position the week of April 11. We are working hard to recruit for this position before grass cutting and other maintenance critical to the operation of the Recreation Program are needed.

### Zoning Administrator

I have advertised the position for Zoning Administrator. As you know, under statute, the Planning Commission makes the recommendation of appointment to the Selectboard. The position is being advertised as a 16 hour per week position. I also hope to begin recruiting for the Planner position in the coming weeks.

### George Fraser Celebration

I was invited by the American Legion to a celebration for George Fraser's 80<sup>th</sup> birthday where he received a quilt recognizing his service as a helicopter pilot in the Vietnam war. It was a very touching tribute and I felt honored to be invited.