

Town Administrator Report 5.26.2021

Town Hall Rental –

Rec Director Amanda has submitted a request to use the OTH for yoga classes – application is attached.

Grant for the Recreation Department

Recreation Director Pelissier submitted a grant under the DHHS Coronavirus Relief and Recovery Supplemental Appropriations (CRRSA) – the Recreation Department received \$5,400 that was deposited into the non-lapsing account on 5.6.2021 to supplement for supplies needed for the Summer Day Camp.

Lakes Region Planning Commission TAC

LRPC is looking for Sanbornton's recommendation for representatives to the Transportation Advisory Committee – currently Director Van Tassel term is expiring. Please see the letter below from Jeff Hayes.

Website Analytics

I contacted CivicPlus to allow us to see the website analytics as it's a free add-on. I have included a screen shot of some of the information. I had to set up a Gmail account to access the information, if a member of the board would like the log-in, please let me know.

WHRS Payments

We received notification that we over paid the school; they will be refunding the Town \$103,164.00 and asked that we don't send anymore payments for the remainder of the fiscal year.

HealthTrust FSA Documents

The HealthTrust needs the Town to amend our FSA and DCAP agreements to be in compliance with the updates to the plan as a result of the expanded grace periods and changes due to COVID. The changes that need updating are highlighted in red below.

DTC Update

Non-public session requested under 91-A:3 (1) – *consideration of advice received from legal counsel, either orally or in writing even if legal counsel is not present.*

Their correspondence is attached.

Safety Committee

The safety committee is going to be meeting regularly; we have a new group of members that will meet next week to discuss accidents, incidents and near misses. They will also be charged with updates to the safety manual and yearly building inspections. I have safety packets from Primex that will go into all TOS vehicles as well that outlines what to do if there is an accident in a Town vehicle.

Action Items for Next Meeting?