



CITY OF HALLOWELL

ONE WINTHROP STREET
HALLOWELL, MAINE 04347

NATE RUDY, CITY MANAGER

TEL: (207) 623-4021, Ext 203; FAX (207) 621-8317

To: City Council and Mayor Walker

FROM: Nate Rudy, City Manager

RE: **CITY MANAGER REPORT BY COUNCIL COMMITTEE APRIL 10 – MAY 6, 2020**

CLAIMS (DID NOT MEET)

FINANCE (MET 4/22 AND WILL MEET 5/13 via Zoom)

- City Manager working with Committee on revised budget process including a “flat” expense budget proposal.
- City Council approved \$15K in TIF funds for the Hallowell Business Survival Grant Program.
- City Manager working with Treasurer on a reduced revenue budget projection.

HEALTH + WELLNESS (DID NOT MEET)

- Mayor Walker hosted Hallowell Community Update broadcasts via Zoom and Facebook Live on 4/8 and 4/9.
- Emergency Operations Center Staff meeting was held on 4/30.
- Emergency Operations Center Staff and Council received a printed copy of the Emergency Management Plan.
- City issued Order 20-04 on 5/1 to extend community health precautions.
- Board of Health meets weekly to advise City Manager on data-based response to community health issues.
- City Manager / Health Officer / Public Information Officer maintaining Facebook information campaign directing citizens to resources around food, shelter / rent assistance, community health and security, access to reduced cost Internet and phone, and general information from the City, Maine CDC, and other sources.
- The All-Age-Friendly Committee continues to work on an Age Friendly Community plan for Hallowell.

HIGHWAY (DID NOT MEET)

PERSONNEL + POLICY (WILL MEET 5/8 via Zoom)

- **City-hosted email addresses for Council and Mayor are ready for use and highly recommended.**

PROPERTY + LANDS (DID NOT MEET)

- City Manager working with Public Works and Maine DEP on siting of brush dump.

PROTECTION (DID NOT MEET)

- Affinity LED street light installation is complete.
- Police Chief Scott MacMaster started work on 4/13, and Chief Nason retired on 5/1.

MISCELLANEOUS:

- The American Legion Memorial Day Parade has been cancelled.
- The Old Halloween Day Parade and Events have been cancelled, and the Committee is considering alternative ways to support Halloween organizations.
- Comprehensive Plan Committee met via Zoom on 4/16.
- City Staff observed the Patriot's Day holiday on 4/20.
- Special City Council meetings were held on 4/21 and 5/4.
- City Manager participated as a presenter in a seminar on effective Zoom meeting management on 5/5, on invitation from MMA, Maine State Chamber, and Bernstein Shur.
- Community members are invited to receive automated messages from the City via Constant Contact and NIXLE. Registration information is available on the City website.
- Citizens are encouraged to contact Halloween Police Department if they observe any unusual activity: If you see something, say something!
- **City-hosted email addresses for Council and Mayor are ready for use and highly recommended.**

UPCOMING WORK:

- Evolving response to Coronavirus. Council, Mayor, and staff will receive regular updates.
- Continue meetings of Board of Health and Emergency Operations Center Staff.
- City Manager will staff Comprehensive Plan Committee meeting on 5/21.
- Finance Committee and staff will work on revised FY21 budget for first reading in June.

Respectfully submitted on May 6, 2020.

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