

**Town Manager Update Report
February 12, 2016**

Below is a brief update of this past week in review.

EMS

Medical Reimbursement Services (MRS) will officially take over the billing of EMS services on Monday, February 15th. Lori-Anne and I believe that we are ready to go. Freeport Fire and Rescue will continue to bill for services rendered prior to February 15th.

We are now contracted with the Thomas Agency to provide collection services. They have received our old accounts for collections per the EMS Collection Policy.

Library Grant

The Library is applying for a small Maine Community Foundation (MCF) grant for technical assistance in developing a plan for an endowment capital campaign and fundraising training. The grant would allow them to hire a consultant for 32 hours that would work with them to complete these tasks. The goal is to raise \$50,000 toward an operations endowment in three years. I have been working together with Sue to develop this short submission – the library is doing a great job.

Social Security

It has recently come to my attention that there was a minor discrepancy on the Town's 2014 Social Security reporting. Apparently the wages of one employee were in error by \$36, which resulted in a rejection of the Town's entire submission. While staff addressed the issue this past summer, apparently additional steps will need to be taken to fully resolve it. I will be sending a letter to all employees on Monday, explaining the issue to them. We are taking the necessary action to resolve the issue as soon as possible. I have already notified recently retired individuals to help ensure that their calculation of benefits is correct. I will keep you informed.

Budget

The Budget Committee is working according to schedule, with their last meeting before the public hearing scheduled for Wednesday, February 17th at 7 pm. They will be discussing the fire and rescue budgets.