



TOWN MANAGER'S MONTHLY REPORT

COUNCIL MEETINGS & MISCELLANEOUS FOR MONTH OF: MARCH 2026

- ✓ **Town Council Meeting:** Friday, March 13, 2026, at 9:00 am
- ✓ **Town Council Budget Workshop:** Friday, March 27, 2026, at 9:00 am

DEPARTMENT REPORTS – FEBRUARY 2026

Code/Building Enforcement, Joe Hinks

- 13 Property inspections.
- 4 Plan Reviews.
- 28 Mercantile Licenses.
- 20 Building Permits Issued.
- Met with a contractor concerning PW repairs to bathrooms.
- Met with a contractor about pervious Turf.
- Met with a homeowner regarding various zoning questions.
- Met with a homeowner about a New Dwelling and floodplain questions.
- Met with a landscaper regarding pervious synthetic turf.
- Met with several contractors about pervious paver applications in Town.
- Met with a designer about structural details on a proposed renovation.
- Met with a homeowner for a New Home build.
- Met with a homeowner concerning bulkhead elevation.
- Assisted homeowner with technical data on propane tanks and proper anchoring.
- Assisted PW with Town Right-of-Way locations.
- Assisted PW with technical data on portable generator replacement.
- Assisted PW with technical data on Arborist saw applications.
- Assisted PW with pole saw repair.
- Assisted TM with technical data on MT-2 RFP.
- Assisted homeowner with technical data on meter locations and owner responsibilities.
- Answered requests from interested bidders for more information on MT-2 RFP.
- Investigated complaint of damaged Town ROW.
- Attended Coffee and Conversation and answered various floodplain and zoning questions.
- Multiple Final Certificate of Occupancy Inspections conducted.

Public Works Lead, Nick Donatoni

- Daily loose trash pickup, daily dog stations.
- Daily beach checking.
- Daily landscaping.
- PW employees attended training/certification courses.
- Research and acquire bids for trucks and equipment for capital purchase.
- Created workplace safety draft policy for PPE disbursement. Draft is under review.
- Salting and laying magnesium around TH for icy spots.
- Removed a lot of broken sand fence at beach access locations.
- Met with contractor to update bathrooms in PW and BP as well as a new door and frame for BP.
- Met with LH excavating for some future projects for stormwater.
- Created some lists to update resiliency committee on stormwater happenings.

- Cleaned and prepared all snow equipment.
- Cleaned garage.
- Received new zero-turn, added to inventory.
- Moved Ferris out and wrapped it up and parked Kubota inside shed.
- Met with DNREC about ADA ramp and other concerns and questions.
- Purchased new hedge trimmer attachment for upcoming season.
- William and Greg attended OSHA 10hr safety training.
- Greg attended DFIT meeting in Dover.
- Plowed for snowstorm Sunday and Monday.
- Storm cleanup for remainder of month. Multiple trees and branches down and power disruption.
- Met with tree company for removal of trees from storm damage.
- Inspected town and cut, removed trees and brush downed from storm.

Stormwater

- Pumped out dead end of Black Gum due to sitting water.
- Went to OSHA training.
- Various landscaping.
- Plowing and storm cleanup.
- Met with Lyndon about basins to be installed around town.
- Checked around town for broken water pipes.