

## Administration

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## MEMORANDUM

**TO:** Mayor Doyle and City Council  
**FROM:** Bryan T. Kaenrath, City Administrator  
**DATE:** November 30, 2020  
**RE:** **Administrator's Report**

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### **Senior Meals Program**

Our Thanksgiving meal was a great success and served over 250 residents. The meal was sponsored by Saco Biddeford Savings. Approximately 50 of the meals were delivered to resident's homes. A special thanks to the Saco Food Pantry, The Golden Rooster, Don Roth and Facilities staff, Saco PD personnel, SPR staff and all our volunteers.

### **Wage Analysis RFP**

The City of Saco seeks proposals from qualified professional personnel management consulting firms to conduct a Salary Market Analysis and a Classification and Compensation Study for municipal positions. Proposals will be accepted until December 18, 2020 at 11:00am EST by email to [ERoy@sacomaine.org](mailto:ERoy@sacomaine.org). Proposals must include responses to all requirements contained within this RFP, in a PDF labeled "RFP-Compensation Study." For more information, please visit [www.sacomaine.org/bids](http://www.sacomaine.org/bids).

### **Saco Island Multimodal Bridge**

The kickoff meeting for this project was held on Nov. 18<sup>th</sup>. The Planning & Economic Development Department will be sending a communications piece to the Council, and respective boards and commissions on the background of the project and our next steps. This communications piece will also include the kickoff meeting presentation so that the community, boards and commissions are aware of this great opportunity for both Saco and Biddeford. We also anticipate having a public engagement meeting on this project in December.

### **Property Transfers**

Our closing for the former Public Works facility at 351 North St. took place as scheduled and the transaction including transfer of funds is now complete.

### **City Administrator Open Office Hours**

My next Open Office Hours session will be held December 1<sup>st</sup> from 3-5pm in the City Hall Auditorium. All Saco residents and local business owners are welcome and encouraged to attend to share their thoughts, views and concerns and ask any questions they may have.