



# Town Manager's Report

Submitted by:  
Michael W. Heavener

*Town of Winslow - In the heart of Central Maine representing People, Pride and Progress.*

December 1, 2008

## My Scheduled Events:

- 12/04 @ 6:30 pm—  
Pattee Pond Presentation at Colby College.
- 12/8 @ 7:30 pm—  
Town Council Mtg.
- 12/10 @ 3:00 pm—  
Dept. Head Mtg.
- 12/17 @ 7:30 am—  
United Way Board Mtg.
- 12/19 @ 7:30 am—  
CIT Mtg.
- 12/25 —Christmas Day

## Annual Audit Report & Presentation

In your council packet is the town's audit report and associated documents for the fiscal year ending June 30, 2008. Hank Farrah from the auditing firm of Runyon, Kersteen & Ouellette will be at your council meeting on December 8th to provide you with an overview of the audit and to answer any questions you may have.

As you will see from the audit report the unreserved, undesignated fund balance (*including education*) for the general fund was \$3,965,690, which is an increase of \$315,343 over last year.

## Street Light Request

Alan Libby of Wunderlich-Malec Services, which is located in our Industrial Park on Millennium Drive, has requested a street light be placed at the entrance to the park. Mr. Libby expressed some concern about not being able to see the entrance to the park at night.

The Safety Committee reviewed Mr. Libby's request and have recommended that a street light be placed at the intersection of the Augusta Road and Millennium Drive.

In your packet is Order No 12-2008, which if approved would permit me to have a street light installed at that location. The approximate cost for the light would be \$18.50 a month for 15 years.

## PSAP Agreement Renewal

Our PSAP Call Handling Agreement with the Somerset County Communications Center will expire at the end of this month.

In your packet is Resolution No 28-2008, which will authorize me to renew our call handling agreement. The new agreement is identical to our existing agreement. The cost will also remain the same at \$1.00 per capita or approximately \$7,743.

Both the Police Chief and the Fire Chief have expressed their satisfaction with the services we have received thus far from the Somerset County Communication Center.

By comparison, if we were to contract with the State for the same services the cost would be over \$19,357.50 or \$2.50 per capita.

## Former Town Garage Site Update

Last year as you may recall we were awarded a DEP Brownfield grant, which paid for a Phase I assessment at the site of our former town garage.

We were recently awarded a second Brownfield grant that will cover the cost of a Phase II assessment. At the conclusion of this assessment we will know if any environmental cleanup is needed at the site.

### Dallaire Street Slope Update

On November 12th I met with representatives from MEMA and FEMA on Dallaire Street in an effort to solicit their assistance with the slope instability issue.

Although they did not commit to helping us I was encouraged by the fact that we may be eligible for some grant funding. They indicated they would be discussing the matter further and would get back to me with our options.

During my discussions with them they did recommend that we continue with slope monitoring for now. They indicated the collection of additional data could be helpful in obtaining grant funding.

Therefore, I have made arrangements for Sebago Technics to continue with slope monitoring at a cost of \$1,500 per month.

### Health Insurance Rate Increase

In your packet is an important notice from the Maine Municipal Employee Health Trust. As you will see from the notice our health plan rate will be increasing **5.9%** effective January 1, 2009. This rate increase represents an increase cost to the town of approximately **\$20,604**. The good news is the other services provided by the Health Trust did not increase.

### Sewer Siphon Final Report

A.E. Hodsdon Engineer has provided the town with a final report on the Seabasticook Sewer Siphon Replacement. Due to the size of the document I will not reproduce it but I will make it available at the next Town Council meeting for those who wish to review it.

### Colby College Internship

From January 5, 2009 to January 30, 2009, Colby College Intern Lauren Nivison will be working with me in an effort to better understand how municipal government functions and how critical decisions are made at this level.

Lauren is a Winslow resident who is following in her father's footsteps. Lauren's father, Judge John Nivison, interned with former Town Manager Edward Gagnon when the Judge was a student at Colby College.

Lauren will be helping me prepare for the January Town Council meeting and she will be in attendance during that meeting.

### FY 2010 Budget Preparation Schedule

It is that time again to be thinking about budget preparation for the town's 2010 FY budget. Attached to this report is a proposed budget preparation schedule for your review and consideration.



*All of us here at the Town Office wish everyone a happy and safe holiday season.*