



Town Manager's Report to the Town Council

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

Submitted by:
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PACE LOANS ARE NOW AVAILABLE

On April 4, 2011, Efficiency Maine launched their PACE loan program, which is now available to qualifying Winslow homeowners. The loan program provides a way for homeowners to borrow money at a competitive rate to finance energy efficient upgrades to their home. If the upgrade is estimated to save 25% or more in heating costs, then the homeowner may qualify for up to \$1,500 in rebates. For more information about the loan program homeowners can call 1-866-376-2463.

Winslow and Waterville homeowners can also call John Reuthe (680-4208), the Program Manager for the Sustain Mid Maine Residential Energy Project, for assistance on initiating an energy efficient project. Qualifying homeowners may receive a rebate of \$300 through the Residential Energy Project to cover some of the cost of conducting an energy audit, which is a requirement for the PACE loan.

TOWN OFFICE ENERGY AUDIT?

In February I met with Energy Auditor Charlie Holly to evaluate the necessity of having an energy audit performed on our Municipal Building. Mr. Holly concluded that since there was no air exchange system the building should not be sealed and therefore a full audit would not be practical at this time. Mr. Holly conducted a walk through survey of the building and made the following suggestions:

- Insulate the heating pipes in the basement.
- Explore the possibility of installing an outside duct to the two boilers.
- Wrap hot water heater if the insulation is fiberglass.
- If the roof is ever replaced consider adding rigid insulation to the top of the roof - under the new roofing.

During his walkthrough Mr. Holly commented that our heating system appeared to be a very good system due to it being a cold-start, outdoor reset, and staggered double boiler system. I will begin working on Mr. Holly's suggestions after July 1st of this year.

PROPOSED ZONING CHANGES

On March 23rd, both the Planning Board and Zoning Board of Appeals met to discuss the questions and concerns expressed by the Town Council regarding proposed Zoning Ordinances No. 1-2011 (Rural District) and No. 2-2011 (Conservation District).

After a lengthy discussion both boards voted to withdraw the ordinances for Town Council consideration. The Boards then voted to hold a public hearing on April 27th at 7:15 pm to receive public comment on the two proposed ordinances. The meeting will be advertised and the public will be encouraged to comment.

PW TRUCK REPLACEMENT RECOMENDATION

Public Works Director John Giroux has reported that we have two (2) plow trucks that will not pass inspection. The trucks should either be replaced or new truck bodies installed. He is recommending that new truck bodies be installed for the following reasons:

- The cost per year (12) for a new large truck is \$10,833. The cost per year (16.5) to extend the life of the truck with a new body is \$10,303. A savings of approximately \$8,745.
- The cost per year (12) for a new small truck is \$10,000. The cost per year (16.5) to extend the life of the truck with a new body is \$9,090. A savings of approximately \$15,015.

I concur with Mr. Giroux's recommendation.

FORT HILL CEMETERY UPDATE

Slope Stabilization:

I have met with Peter Newkirk, a Winslow resident, who is offering to volunteer his time to help with developing and implementing a plan to help stabilize the Fort Hill Cemetery slope. Peter is also willing to help me identify those grave sites that could be in jeopardy.

Attached to this report is an email from Mr. Newkirk with his comments regarding the slope situation, as well as, a document outlining his experience.

I believe that my working with Mr. Newkirk is the best course of action at this time. If the Town Council is in agreement, then I will accept Mr. Newkirk's offer and we will proceed with addressing the slope instability issue.

Burial Sites:

Attached to this report is a document titled "**Disinterment of Human Remains**". The document was prepared by our Town Attorney's Law Office. As you will see, if we must move one or more of the burial sites our best course of action will be to get a court order to do so. The document also suggests that a funeral director oversee the disinterment.

I have already met with Funeral Director Dana McInnis and we have begun the process of developing a Disinterment Plan.

Chapter 2, Article 4, Sec. 2-

24 of our Town Code states "...The [Cemetery Board of] trustees shall delegate to the superintendent the authority to supervise all burials, interment and disinterment, as allowed under the laws of the state...". George Lessard is the Cemetery Superintendent. Mr. Lessard and I have spoken and he too will be involved if disinterment becomes necessary.

I still need to find a suitable reburial site, which Mr. Lessard has agreed to help me with. I also need to determine ownership of the Fort Hill Cemetery. I have found a deed dated 1859, which appears to convey a portion of the cemetery to the town before that portion was used as an addendum to the Fort Hill Cemetery. The good news is the deed appears to contain the burial sites that may be in jeopardy.

TAX ACQUIRED PROPERTY

Last month I brought to the Town Council's attention the fact that we had foreclosed on a property in which the property owner was hospitalized and was unaware of the Town's final foreclosure notice. I questioned if the Council had an interest in conveying the property back to the owner for full payment of all taxes. The Council expressed a concern about setting precedent if such action was taken.

I have done some research and I have found a Town Resolution (30-1974) dated 1974 establishing a town policy for the

disposition of tax acquired property (see attached). Number VIII in the policy states: "...In either of the instances above, or other valid reasons other than just non-payment, where the taxpayer is not at fault, it is the policy that the Treasurer, upon evidence and contingent upon payment of all amounts due the Town, will issue a quit claim deed to the property owner...".

I have asked the town attorney if this section could apply to the current situation described above. I hope to have an answer by Monday's Council meeting.

NORTHEAST REGIONAL SUMMIT

On April 14th and 15th I will be attending an International Managers Northeast Regional Summit in Portland, Maine. Topics at the summit include: "Building Organizational and Personal Resilience", "Leadership Lessons" and "Implementing Change by Design".

TOWN MANAGER'S VACATION

I will be on vacation from April 18th to the 22nd. If there are no objections from the Town Council I will be designating Public Works Director John Giroux as administrative officer with the powers and duties of manager during my temporary absence.