



Town Manager's Report to the Town Council

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

FY2013 BUDGET PREPARATION SCHEDULE

After the last Town Council meeting I made some adjustments to the Budget Preparation Schedule based on comments made by the Council. The revised schedule is as follows:

- Monday 3/19/2012 @ 7:00 p > Workshop
- Wednesday 3/21/12 @ 7:00 p > Workshop
- Monday 3/26/2012 @ 7:00 p > Workshop
- Wednesday 3/28/12 @ 7:00 p > Workshop
- Monday 4/2/2012 @ 7:00 p > Open
- Monday 4/9/2012 @ 7:00 p > 1st Reading
- Monday 5/14/2012 @ 7:00 p > 2nd Rdg.
- Tuesday 6/12/2012 > School Budget Vote

April 2nd has been left open and available if we need that time to take care of any unfinished budget matters before the first reading of the budget. A printed version of the schedule is attached to this report.

SALE & USE OF FIREWORKS

At the last Town Council meeting the Council requested that the Code Enforcement Officer (CEO) review the State Fireworks law recently enacted by the State Legislature to determine if he has any proposed changes.

After reviewing the State Statute the CEO drafted a sample ordinance for the Town that incorporates some minor changes. For example the CEO proposes the Sale of Fireworks only be permitted in the Mixed Use Zone as a Conditional Use, which would require Planning Board approval. He also proposes that he and the Fire Chief conduct two annual building inspections for structures used in the sale of fireworks instead of the one required by the State. A copy of the sample ordinance is attached to this report and the highlighted text represents a change from state law.

PROPOSED STREET NAME CHANGES

Due to a police dispatching mix-up this past summer involving like sounding street names, I asked our Town Wide Safety Committee to review our street names and to make recommendations to avoid future mix-ups. The Committee (*Police Chief Fenlason, Fire Chief LaFountain, Hartley Fernald, Peter Nadeau and Donald Maheu*) recommends the following street name changes (*see attached memo*):

- Leo St. > to > Hemlock St.
- Charlotte St. > to > Poplar St.
- Marie St. > to > Primrose St.
- W. Baker St. > to > Apple St.
- Private Drive > to > Deroch Court

To achieve the street name changes we will be using the same process used for the E911 changes a few years ago. The affected property owners will receive a letter from us indicating that the street name change will occur in 30 days. The State E911 will be notified of the changes and they in turn will notify the appropriate dispatching centers and Post Office.

Although the dispatching centers have made some policy changes to help address like sounding street names, the street name changes outlined above will go one step further in preventing street name mix-ups during an emergency.

SALARY REVIEW COMMITTEE

Each year during the budget preparation process two Town Councilors have served on a Salary Review Committee. The Committee makes recommendations on needed salary adjustments. At the Town Council meeting on January 9th I will be requesting that two Councilors be appointed to this Committee for the upcoming budget preparation process.

COUNCIL WORKSHOP

There will be a Council Workshop just before our regularly scheduled Council meeting on Monday, January 9th. The workshop will start at 6:15 pm. The agenda for the workshop is as follows:

- ◆ Communications Among Councilors
(Emails, Meetings, Etc.)
- ◆ Discussion of Conflict of Interest
- ◆ Council / Staff Interaction
- ◆ Proposed Revisions to the Council Rules

The workshop is intended to be informative for newer Councilors and a refresher for longer serving Councilors. A copy of the agenda is in the Council packet.