

To: Mayor Isganitis and Members of the Council
From: James D. Chaousis II, City Manager
Date: October 16, 2015
RE: City Manager's Weekly Report

OFFICE OF THE CITY MANAGER

- Finalized the hiring process and made a successful offer to the Finance Director position. Welcome aboard Ginny Lindsey!
- Executed disciplinary actions on the Harbor Master.
- Worked with Maura Halkiotis on quarterly financial reporting.
- Had a kickoff meeting on the new website redesign and technology upgrades.
- Updated the Safety Manual.
- At the behest of the City Council, arranged the meeting for RSU #13 municipal officials on 10/27 at 6 pm. The memo was a difficult one to write.
- Attended the School Board workshop on reorganizing plan.
- Worked on the Assistant Code Enforcement Officer hiring process.
- Prepared several items for the City Council meeting.
- Responded to several constituent issues.
- Worked on HR policies and practices more.
- Finalizing the Teamsters contracts for legal review.
- Worked with the Assistant City Manager on several issues regarding economic development.

OFFICE OF THE LIBRARY DIRECTOR

- Catinka Knoth's Children's class drew Pumpkin patches and scarecrows. There was no Adult drawing class this week, due to the Columbus Day holiday.
- On Tuesday evening, the Camden Conference Discussion series held its first discussion, with participants discussing articles and videos focused on the question, "Who is Africa?" The series will continue monthly through January. November's topic is "Resources: Who Wins, Who Loses?"
- For Wednesday Storytime, Jean Young and recurring guest Judith Andersen shared a variety of story books, old and new. Books read included Mr. Brown Can Moo! Can You? by Dr. Seuss, Grasshopper on the Road by Arnold Lobel, Wait by Antoinette Portis and I Spy on the Farm by Edward Gibbs. Participants were happily surprised by a visit with Steve Seekins and one of his therapy dogs, Faelan, a grand Scottish deerhound. Storytime finished with coloring a dog picture in honor of Faelan.
- The PLEA Board of Directors met on Wednesday.
- The Thursday Evening Arts and Cultural Event was a Camden Conference Community event: What's New About North Africa? The Good, the Bad, and the Ugly. Professor Paul Holman (Visiting Professor of International Relations for the University of Maine, Orono) gave a talk on the five countries of North Africa which reflect the same trends that have been troubling the Middle East and much of

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Africa. All have suffered from violent attacks by Islamist terrorists, but they have not forgotten the high hopes of the "Arab Spring" that began in 2010. This lecture asked some hard questions. Why does democracy work in some places, but not in others? What has America accomplished by providing weapons, training local military forces, and using air power to overthrow Muammar Gadhafi in Libya? Above all, how can Americans help to stabilize these countries without exacerbating regional tensions?

- The third class in a series of four of Baby Play with Jess Day: Art, Music, Movement, Mindfulness Program (JAMMM) for families with babies age birth to one was held on Friday at 11:30 AM. Participants learn about the power of music, movement, mindfulness, self and baby care. There are resources for parents related to music, movement, parenting, wellness and mindfulness provided.
- Jean offered Baby Storytime on Friday.
- Ticket sales for the Friends of the Rockland Public Library "An Evening with Tess Gerritsen" event have been steady. If you're available tonight (Friday, October 16) at 7 PM, the event will be held at Oceanside East High School, with tickets available for \$25 at the door.
- Upcoming: In November, the Library will host local author Malia Dell for a talk, food demonstration and book signing of her newly published book, Food That Works.

OFFICE OF THE FIRE CHIEF

Over the week, in addition to the general response to 45 Fire and EMS calls, conducting apparatus checks, daily cleaning, routine repairs and maintenance to the fleet and of the quarters, the following occurred:

- We held our bi-weekly Officers meeting on Friday morning.
- Friday evening Squad 3 and a Rescue participated in the Oceanside Homecoming Parade.
- On Saturday we were dispatched to a Fire on 5th floor at Dragon Cement, but on arrival it was determined that the issue was contained and well within the control of plant personnel and we were immediately released.
- On Monday we again responded to Thomaston for mutual aid for a suspected structure fire. This call was determined to be an odor of smoke from the hit-and-run accident involving a power pole.
- Also on Monday evening we sent an EMS crew with the Coast Guard to remove a medical patient from the recently departed cruise ship. We found that having the ship outside of port dramatically changes the logistics and coordination of the "Med-evac".
- CEO Root and I conducted a final inspection of O'Hara's new building on Tillson Ave., just four hours after the FD responded to an alarm there.
- A/C Mazzeo and I met with three ambulance vendors to discuss our upcoming bid process.
- Firefighters Lowe and Sullivan finished up Fire Prevention Week classes and tours this week.

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- I conducted a review of the last 6 months incident reports and exported them to the State Fire Marshal's Office to fulfill our state and national reporting requirements.
- A/C Elwell replaced the four brake drums and the rear shocks on Tower 3 and our outside mechanic will conduct final adjustments. This was yet another significant savings to the City as most of the work was done on duty, at wages far less than Heavy Truck Mechanics.

OFFICE OF THE MUNICIPAL FISH PIER DIRECTOR

- The f/v Western Sea off loaded 430,000 lbs. of herring and none of the herring was placed in the bait coolers for future use.
- The f/v Western Wave off loaded 230,000 lbs. of herring.
- Maine Boats, Homes and Harbors, Inc. have removed their floats from the harbor. The floats are stored, on shore, at the fish pier for the winter.
- Repairs were made to one of the hoists with an extra safety chain. Plus the boom support had to be straightened to allow the boom to swing back and forth easier under load.
- The price per pound for lobster went as high as \$4.70 a pound last week and now the price has settled back to around \$4.20 a pound.

OFFICE OF THE CODE ENFORCEMENT OFFICER

- John attended the City Council Meeting on 10/14/15.
- Final inspection was done for Certificate of Occupancy at the rebuilt O'Hara's building at 130 Tillson Ave. The use of the building will remain the same: boat repair, commissioning, maintenance and storage.
- John met with John Hansen (architect) and the Fire Chief to discuss plans for the conversion of the former Talbot Home into a Bed & Breakfast.
- John attended the MBOIA Board meeting in Augusta on 10/15/15.
- There were five complaints filed this week.
- The following permits were received by the Code Office this week:
 - 3 Building permits
 - 1 Electrical permit
 - 1 Plumbing permit

OFFICE OF THE PUBLIC SERVICES DIRECTOR

- Continued cleaning/grit removal of storm water basins. 23 basins completed this week. Cross training of the two Public Services departments was performed to assist with assignment flexibility.
- Began removing picnic tables and completing an inventory of all tables at all parks. Tables in disrepair have been taken in at the garage to work on during while time permits. The good and repaired tables will be stored at the City Hall Garage for next season.
- Removed float at Chickawaukie Lake.
- Discussed with Joe Labranche the sand and salt routing development plan.

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- Inquired and requested quote for time accounting, fleet, job and data management technology from Isolved TimeForce to assist with more efficient management of city business.
- Repaired broken light Chapman Park.
- Worked on ordering the traffic signal pole for the corner of Park and Main.
- Completed the repair of a two block stretch of sidewalk that was collecting water.
- Ditching on South Main Street continued.
- Assisted with the office reorganization at City Hall.
- Kimball Lane (behind Thorndike) storm water pipe installation project was reviewed for work to begin next week.
- Barrels cones and stanchions delivered to Oak Street for Street festival.
- Leaf cleanup at Winslow Holbrook Park in preparation of the Knit-o-thon.
- Basin identification painting completed for the season.
- Met with Tyler Jones from Fisher Engineering. Fisher Engineering is offering to assist us with brine making equipment to use as part of ice and snow pre-treatment. Road brine is being used by Maine DOT to help reducing road sanding and salting and provide safer roads.
- Reviewed with Troy Curtis of the YMCA the transition and responsibilities of the YMCA and Public Services.
- Storm water separation work on Museum Street and Elm resumed on Thursday and it is expected to continue to next Wednesday. Main Street crossing of storm water line to tie into Winter Street is being projected to occur on 10/26/15 and expected to last one day barring any unexpected problems.

OFFICE OF THE CHIEF OF POLICE

D/C Young –

- Conducted follow up regarding the meeting with Maine Municipal and has implemented all of the recommended changes except for one. The HAZ / COMM Global Harmonization plan is being implemented but will take some time to complete. This is due to the fact that the Federal Government is not requiring compliance until 2016 which is making it difficult to transition from Material Safety Data Sheets to Data Sheets. We are updating with product manufacturers that are already in compliance.
- Met with staff from the Region 8 Vocational School. This meeting covered new information regarding active shooter scenarios and conducting lockdown drills at the end of the month.
- Met with A/C Miceli to discuss a joint training opportunity between the fire department and the police department. This training involves sending one detective and one fire fighter to the Maine Criminal Justice Academy for a week long Fire Investigation School. This has been done three times in the past and has proven to be very beneficial to both agencies.

C.I.D –

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- Continues to work a very busy caseload which includes coordinating with other agencies including the Knox County Sheriff's Office, Coast Guard Investigative Service and the Bureau of Alcohol Tobacco and Firearms.

Patrol Division –

- Off. Milne successfully completed Phase 2 of the pre-service qualification as required by the Maine Criminal Justice Academy. Off. Milne is now working on completion of Phase 3. Once this is done he will be a certified Reserve Officer until he attends the basic police school.
- Radar details continue to be conducted at various locations throughout the city, including Main St. and school zones.
- Officers continue to conduct school visits at all schools in Rockland in order to interact with faculty, staff and students.
- Patrol Sergeants continue to deploy resources as weather and staffing allow. Bicycle and motorcycle patrols are becoming less frequent with the weather. Foot patrols are continuing at this time.
- This week the Patrol Division handled 194 complaints and conducted 32 traffic stops. As a result 20 people were either arrested or summonsed for various violations.