

**To: Mayor Isganifis and Members of the Council**  
**From: James D. Chaousis II, City Manager**  
**Date: November 13, 2015**  
**RE: City Manager's Weekly Report**

#### **OFFICE OF THE CITY MANAGER**

- On vacation this week but attended a few immovable meetings.

#### **OFFICE OF THE ASSISTANT CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR**

- Work on the Brownfields program including determining the eligibility of a new site for the 2012 program and developing a Request for Qualifications for an environmental consultant for the 2016 program.
- Writing a report for REDAC and the City Council on options for the next steps regarding the High Speed Broadband project.
- Attended a meeting with staff from Pen Bay Hospital.

#### **OFFICE OF THE LIBRARY DIRECTOR**

- Keith Drago offered Drop-in Tech Help—this is available on Monday evenings; patrons may also make appointments for personal assistance.
- Catinka Knoth's Children's Art Class drew bears, chipmunks, and squirrels while the Adult classes drew those and other woodland animals this week.
- I met with Ann Morris and Howard Lowell, of the Rockland Historical Society regarding a possible application for a National Endowment for the Humanities' grant.
- On Tuesday evening, the Library hosted a session of the Camden Conference Discussion Series. November's theme is Resources: Who Wins, Who Loses? Participants had the opportunity to be part of a lively discussion based on selected readings and videos, which can be found at [www.camdenconference.org](http://www.camdenconference.org).
- Jessie Blanchard provided a (requested) tour of the Library to a near-graduate (MLS) who is relocating to this area in December.
- The Thursday Evening Arts and Cultural Event was a Camden Conference Talk: Burundi and its Implications for African Politics. The speaker, Alain Nahimana arrived in Maine in 2010 from Burundi as an asylum seeker. He is the Coordinator of the Maine Immigrants' Rights Coalition, a group of 35 member organizations across the state. Alain believes in the empowerment of minorities in the social, cultural, political and economic fabrics of any nation.
- Jean Young offered Baby Storytime on Friday.
- I participated in a telephone meeting of the Northeastern Maine Library District Executive Board.
- Also on Friday, Karen Jelenfy, artist and teacher, offered a Fiber Arts Smorgasbord in the Children's Room for students ages 7 to adult. This is part of The Arts... for Kids and their Families... series.
- Kids' Knitting for Beginners was presented on Saturday. Also part of The Arts... for Kids and their Families..., presented by Friends member Elizabeth Dechene.

## City Manager's Weekly Report

Participants were invited to drop in and learn to knot, get help with a project or learn a new technique. This will repeat. You may bring your own supplies, but yarn and needles will be available for all.

- Everyone was invited to join Community artist Alexis Iammarino RASA's Arts in Action Club to help work on mural preparations. The first of these workshops was held on Saturday.
- Also-- WE NEED A WORD,...or two, to help with RASA's Art in Action Library Mural: a word cloud with YOUR word, which describes the Rockland Public Library, or describes what it means to you, may be made into a word cloud as part of the mural. PLEASE SHARE YOUR WORD(S) via the Library's Facebook page <https://www.facebook.com/Rockland-Public-Library-60836427783/>, in person, or by emailing the Reference Desk [refdesk@ci.rockland.me.us](mailto:refdesk@ci.rockland.me.us)
- Upcoming: PLEASE tell all your friends & relations about the Holiday Tree Auction on Saturday, November 28th (a terrific, annual fund-raiser by the Friends— expanded this year); also, the third Saturday of each month, Jessie will be hosting a Coffee & Coloring session, with coloring books for adults.

### OFFICE OF THE FIRE CHIEF

Over the past week, in addition to the general response to 32 Fire and EMS calls, conducting apparatus checks, daily cleaning, routine repairs and maintenance to the fleet and of the quarters, the following occurred:

- We provided coverage for Owls Head FD while the majority of their department conducted live fire training in Wiscasset on Saturday. No calls for service were received.
- I investigated a complaint regarding propane tank safety at a local job site. The issue falls very close to the rules established by the Maine Fuel Board, so I'm awaiting their guidance.
- I participated in an interview with a student attending the Mid-Coast leadership Academy program. The focus was on budgeting in the municipal setting.
- Tuesday evening C-Shift responded to the Breakwater to assist an injured person about halfway out. These calls generally require a minimum of 5 personnel due to the distance away from the ambulance and to safely carry the patient back to the parking area. We've been fortunate that most of our calls on the Breakwater have been for minor injuries, as it can take considerable time to reach the victim. In this case, it took around 20 minutes from the time 911 was accessed until we had personnel with the patient and an additional 40 minutes to comfortably package and remove her to the ambulance.
- Early Thursday morning (3 a.m.) Squad 3 responded to a pile of leaves burning on lower Summer St. While the cause was not readily apparent, the dry conditions and breeze could have allowed for just a discarded cigarette to ignite the pile.
- We have personnel attending classes at the annual EMS Conference at the Samoset that began Wednesday and goes through the weekend.

## OFFICE OF THE CHIEF OF POLICE

Officers responded to 201 calls for service. Rockland Police Officers responded to 9 motor vehicle crashes and 8 animal complaints. Thirty-One (31) traffic stops and traffic violations were conducted. Fifty-two (52) parking violations were issued. Officers charged or made arrests of 23 individuals for various offenses, to include Warrants of Arrest, Bail violations, Traffic offenses, Theft, Theft of Services, Trespassing, Protection from Abuse violations and Operating under the Influence.

- Deputy Chief Young judged the chili cook-off that benefits the Maine Lighthouse museum event on Friday.
- Officer assisted MDEA in drug interdiction investigations within the surrounding area.
- Radar details continue to be conducted at various locations throughout the city, including Main St. and school zones.
- Officers continue to do school visits at all schools in Rockland.

## **HOW TO AVOID BECOMING A PEDESTRIAN TRAFFIC STATISTIC**

1. **Try to cross the street at crosswalks.** Crossing the street is the single most dangerous thing a pedestrian can do. However, crossing at crosswalks – and better yet, at signalized crosswalks with a “WALK” phase – increases your chances of being seen and usually causes vehicles to stop and let you cross. When this is not an option,, be extremely wary of oncoming vehicles and get across as quickly as you can. DON'T assume that traffic will slow or stop for you unless it already has! Which leads to #2...

2. **Always distrust moving vehicles when crossing the road. If you have any doubt about whether they will stop, don't step out.** Maine State Law requires vehicles to yield to pedestrians in crosswalks.. DON'T be a traffic vigilante by forcing vehicles to brake sharply to keep from hitting you! You may be in the right, but you don't want to be dead right.. Make eye contact as you step off the curb and watch for clear signals that the driver will stop for you: return of eye contact, slowing speed, invitational hand gestures (NOT the rude kind!). On multi-lane roads, watch carefully as you step in front of a stopped vehicle to make sure that the rest of the traffic from both directions sees you and stops for you. **Again, try to make eye contact before crossing.**

3. **Long shadows = poor visibility.** Some accidents occur because a driver fails to see a pedestrian in the road – especially during winter months. Stay off the street out of the crosswalk until you are sure the driver sees you and is prepared to stop, and always pay attention to the lighting around you in relation to the roadway.

4. **If you must walk on the roadway at night, take pains to make yourself visible.** Make it a point to wear light colored clothing and consider adding strips of reflective tape (available in hardware stores and bike shops) front and back. Motorists do not expect to see pedestrians out after dark, and many motorists have some degree of vision impairment in low light. So if you cross the road after dark, illuminate yourself.

5. **If you must walk in a roadway, Always walk facing traffic.** Actually, you should always walk on the sidewalk if you can – in fact, it's illegal in Maine to walk on the street if a sidewalk is provided. If a sidewalk is unavailable, always walk facing traffic so you can see oncoming vehicles and have a chance to get out of the way.

## City Manager's Weekly Report

### **6. A common accident type is getting struck from behind while walking with traffic.**

Needless to say, this is especially critical in snow or ice conditions where vehicles may lose traction and skid along the roadway (with reduced visibility as well). If you're set on going out, then at least walk facing traffic.

Crossing streets as a pedestrian requires common sense and constant awareness of one's surroundings. By observing these basic safety principles you can take full advantage of the many wonderful opportunities for walking around our harbor and the surrounding downtown area.

### **OFFICE OF THE HARBORMASTER**

- Finally, the last of the floats are out and set for winter. With the exceptionally pleasant fall weather, some fishermen were still going out at Snow Park, so we left the floats in a bit longer than normal to accommodate their schedules.
- A clam digger from Warren left his boat at the Snow Park docks for almost a week, and it took some work just to track him down to get his boat hauled out. It turns out he was in jail, so I worked with a friend of his to get the boat on a trailer and get it hauled out.
- More paperwork, switching over to the permit forms for 2016 and compiling the new fees for this next year. Once that's done we'll also load that information into our ArcGIS program.
- The harbor is getting quieter, but there are still a few yachts sitting on their moorings. I've tried to contact the owners to warn them of winter's approach, but the boats are still there. Fingers crossed that they get them out before the storm season hits.

### **OFFICE OF THE CODE ENFORCEMENT OFFICER**

- John attended the City Council Meeting on 11/9/15 and the Planning Board Meeting on 11/10/15.
- License inspections were done at Rock City Coffee Roasters and McDonald's Restaurant.
- The Code Office received a Site Plan Review Application for the construction of a new 2564 sq.ft. commercial building at 1 Farwell Drive for Stonescape Masonry. The Planning Board will review this application at a meeting on Dec. 1, 2015.
- The Code Office also received a Home Occupation Application for a wood pellet production business to be operated at 38 Lake View Drive. The Planning Board will review this application at a meeting on Dec. 1, 2015.
- There were two complaints filed this week.
- The following permits were received by the Code Office this week:
  - 2 Building permits
  - 2 Electrical permits
  - 1 Sewer Connection permit
  - 1 Street Excavation permit

## City Manager's Weekly Report

### **OFFICE OF THE WASTEWATER TREATMENT FACILITY DIRECTOR**

- Average daily flows through the treatment plant were 2.2 million gallons per day.
- Performed annual industrial pretreatment wastewater sampling at FMC Corporation's facility.
- Replaced the number 1 pump at the Industrial Park pump station due to an electrical short.
- Worked with Sullivan and Associates to troubleshoot and calibrate flow monitors at the Park Street Pumping Station.
- Replaced flow transducer in the East Contact Chamber.
- Cleaned Secondary Clarifiers and East/West Contact Chambers.
- Completed 250' of sewer mainline inspection on Holmes St. Found manholes in this area to be in poor condition.
- Cleaned and inspected 650' of 8" sewer main from Rockland Fish Pier to Park Street Pump Station. The pipe is in good condition with no signs of sea water infiltration
- Completed Dig-Safe work for contractor working at Farnsworth, and for Maine Water at 216 Cedar St.
- Inspected and approved a sewer disconnect at 94 Mechanic St. after a house demolition.
- Inspected and approved a sewer lateral replacement 14 Berkley St.
- Responded to a Dig-Safe request at 10 locations for Central Maine Power.
- Worked with CIANBRO contracting to replace a large check valve at the Park Street pump station.
- One employee attended a training seminar in order to gain continuing education credit required for maintaining operator's license.

### **OFFICE OF THE CITY ASSESSOR**

- Processed Real Estate Transfers, updating parcel cards, sales book, and property splits.
- Processed Personal Property accounts, updating ownership, owned items, depreciation, State BETR'S 801 returns, BETE exemptions.
- Processed building permits, reviewing, updating property cards and assessments.
- Analyzing qualified sales of all properties and neighborhoods for a fair and equitable assessment.
- Completing State forms and returning for processing.
- Updating GIS with the new splits and merging parcels.
- Listening and reviewing properties at the property owner's request.

### **OFFICE OF THE PUBLIC SERVICES DIRECTOR**

- Removed fireproof file cabinet from City Hall
- Reviewed the community heating system with Rock Coast Heating in order to resolve some operational issues and develop basic operational procedures for Public Services and the YMCA.
- Replaced Flag at Memorial park

### **City Manager's Weekly Report**

- Inspected with push camera the downspout drain line on 421 & 425 Main Street, no were obstructions found.
- Replaced door gasket at Community Building.
- Replaced and installed Elm Street sign base.
- Suffolk street stromwater drainage ditch and gravel driveway apron was improved to assist with a resident stormwater problem.
- Oliver Woods South stormwater culvert and stormwater accumulation area was installed the area was then loomed and seeded.
- Street sweeping was undertaken all week.
- Leaves, leaves and more laves were collected and taken to the compost area.
- Safety training was performed at the Limerock and Burrows Street locations of Public Services.
- James Street stressed tree was investigated. CMP will not assist with the tree removal. Currently working with the resident to resolve how the stressed tree removal will be handled.
- The traffic light on the corner of Park and Main was followed up on. A&D Electric has committed to have the light repaired and installed prior to 11/26/15.
- Curb in front of Methodist Conference Home was installed loamed and seeded.
- Catch basin was installed behind the Thorndike Building wrapping up stormwater installation project.
- Worked on RFP for Snow Removal. RFP was sent out with the assistance of the City Attorney.
- The final floats/docks were removed at Snow Marine Park.
- Elm and Museum Streets were paved where the stormwater infrastructure was installed.

### **OFFICE OF THE MUNICIPAL FISH PIER DIRECTOR**

- The f/v Western Sea has finished mending their net and loaded the net on a truck for storage off site.
- The two salt water wash down pumps have been remove from the pier. Maintenance has been performed on the pumps so they will be ready to go back in place for next season. The pumps are stored on site.
- The fresh water supply for the pier has been shut off and all fresh water lines have been drained.
- The lobstermen have about half of their gear hauled out. In another week all user gear should be stored in the upper lot for the winter.
- The price per pound for lobster is still \$4.20 a pound.