

To: Mayor Isganifis and Members of the Council
From: James D. Chaousis II, City Manager
Date: November 20, 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

- Attended the Economic Development Council of Maine's quarterly meeting on Creative Places, Projects and Financing.
- Meetings with 3 businesses on the potential to locate and/or expand operations in Rockland.
- Organized a meeting of the Knox County Microloan Review Committee to review applications by 3 businesses.
- Prepared listing information for brownfieldlistings.com for properties on Tillson Avenue. This is another avenue to try and attract developer interest as per the Tillson Ave RFI.

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.
- The new Ukulele Club for all Ages and Skills met for its second session; this is hosted by music teacher Celia Jones. The program is part of The Arts... for Kids and their Families...series
- Catinka Knoth's Children's Art Class drew Native American designs and motifs, while the Adult classes drew wild turkeys and pheasants this week.
- On Tuesday evening, the Library hosted a talk by new author Olivia Howe.
- Wednesday Storytime was twice as nice; in response to their request, Jean Young presented one at the YMCA with preschoolers and teacher Marisa Marquis. Jean brought the "Old Woman" doll with all the items she swallowed - and read [There was an old lady who swallowed a fly](#) by Simms Taback. The children spent loads of time singing the song and inserting all the animals inside the doll. Jean read a few Thanksgiving stories as well. A bit later, back at the ranch—err, Library, Judith Andersen read Knuffle Bunny, by Mo Willems, The Itsy Bitsy Spider as told by Iza Trapani, and Thanksgiving stories. Also present were Steve Seekins and therapy dog, Faelan. Jean presented large pictures of turkeys to color, and each child also received four colorful feathers, to glue onto their artwork.
- I attended the monthly meeting of the Friends' Board of Directors.
- The Thursday Evening Arts and Cultural Event was a Film: Mata Hari, the dramatized story of the legendary spy, who used her beauty and sexuality as weapons in the clandestine world of espionage. Greta Garbo starred; the movie was hosted by local film maven Erica Pfander.
- Jean Young offered Baby Storytime on Friday.

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- Nicholas Theriault from Tilson and I reviewed/chased the Library's cabling run, one of the steps for completion of the fiber project from the Maine School Library Network/MaineInfoNet.
- Thanks, Public Services staff (Arthur Hutchinson and Keith Heal) for removing outdoor furniture for winter storage, and for checking on the water situation during Friday's rainstorm.
- 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. 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.
- Also on Saturday, Jessie Blanchard presented the Cornerstones of Science Animal Tracks Trunk: Winter is coming! Let's look for animal tracks! Activities included making plaster tracks, animal signs discussion, drawing animal tracks, mammal track match up, and un-molding plaster tracks.
- 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
- 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)

OFFICE OF THE FIRE CHIEF

Over the past week, in addition to the response to 29 Fire and EMS calls, conducting apparatus checks, daily cleaning, routine repairs and maintenance to the fleet and of the quarters, the following occurred:

- Met with the project manager at the Lyman-Morse Hotel project to answer a few questions.
- A/C's Miceli and Mazzeo visited the vendor area at the Maine EMS seminar to speak to ambulance manufacturers and sales staff for our upcoming bid process. The specifications were completed this week and are being readied for advertisement.
- On Saturday we had the Red Cross here at RFD conducting another smoke detector installation class, and then their personnel fanned out through the area and worked on previously scheduled installations. Larry French the Mid-coast area director reports that the program had seen over 273 detectors installed locally, and 152 of those were here in Rockland.

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- Over the past month our Car Seat Safety Team (Lt. Johnson and FF Anderson) conducted 8 car seat inspections and installed 5 new units for those who were in need.
- Paramedic Mullane conducted an in-service training for each shift on the use of a "new" IV solution that will reduce potential tissue death issues in diabetic emergencies.
- CEO Root and I conducted a brief site inspection for a small renovation project on Main St.
- CEO Root and I attended the Rockport Planning Board meeting Wednesday evening to answer questions regarding our experience in the utilization and enforcement of the Maine Unified Building and Energy Code. It appears the adoption of MUBEC in some form will be a question for Rockport voters as their population does not rise to the mandatory threshold of 4000 residents. From a FD standpoint the adoption of some form of consensus building code is vital in ensuring buildings and structures are safe.
- RFD personnel conducted Rapid Intervention Team evolutions in a vacant house Wednesday evening. Under the direction of FF Whytock, crews practiced rescuing firefighters utilizing the parameters from a firefighter fatality where the rescuers had many challenges that delayed removal after the firefighter became disoriented and trapped. The "Denver Drill" as it has become known, was designed to ensure all firefighters learned innovative alternative actions from this tragedy. These are some of the most physically challenging drills our personnel undertake and thankfully it was "all smiles" afterward.

OFFICE OF THE CHIEF OF POLICE

Officers responded to 176 calls for service. Rockland Police Officers responded to 6 motor vehicle crashes and 10 animal complaints. Twenty-eight (28) traffic stops and traffic violations were conducted. Fifty-two (52) parking violations were issued. Officers charged or made arrests of 11 individuals for various offenses, to include Warrants of Arrest, Bail violations, Traffic offenses, Theft, Domestic Assault and Operating under the Influence.

Administration-

- Deputy Chief Young and I met with Gordon Page (Rockland Main St. Inc.) to prepare for the annual Parade of Lights Festivities occurring on 11/27 and 11/28.
- DC Young met Fraud Investigator DHHS. This meeting was to discuss Rockland P.D.'s involvement in EBT fraud investigation and a plan to put Rockland P.D. Detectives as a main point of contact for DHHS Fraud investigators so that more cases could be tried through the local D.A.'s Office and not just the Attorney General's Office. More meetings will take place with DHHS and the District Attorney.
- DC Young attended the monthly 1 Park Drive Condo Association meeting. It was discussed about the replacement of the failing heating system and what options we have for replacement.

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- We finished a comprehensive review of the City of Rockland Safety Manual. Some minor updates / corrections need to be made to this manual for its future implementation.
- Coordinated the annual Taser recertification processes. Some minor updates were to training were discussed with the Taser instructors. These updates are being implemented.
- In the process of having all department members complete mandatory MJCA training for 2015. This training includes 8 online classes.

C.I.D. –

- Both members of C.I.D. are department Taser instructors and have been busy with annual Taser recertification.
- Conducted the annual review of evidence processing supplies / equipment. Purchased supplies that needed to be replaced.
- Continued to work criminal investigations as needed.

Patrol Division –

- All members of the Patrol Division have been busy with their annual mandatory training. This training is mandated by the Criminal Justice Academy.
- All officers have been receiving annual Taser recertification.
- Officers have been busy with court appearances this week.
- Officers continue to conduct school visits and radar details.

Parking Enforcement-

- Forty (40) letters were sent out this past week concerning vehicles that are subject to being "booted" should they be found in violation of city parking ordinances once more.
- Two hundred fourteen letters were sent to those vehicle owners who have multiple outstanding parking tickets owed to the city.
- Issued 40 parking tickets for parking violations around the city.

OFFICE OF THE CODE ENFORCEMENT OFFICER

- John attended the Personnel Board interviews for potential candidates to fill the Assistant Code Officer position 11/17/15.
- John attended a MUBEC meeting on 11/18/15.
- John attended the MBOIA Board Meeting in Augusta on 11/19/15.
- John met with the Executive Director of Mid Coast Habitat for Humanity to discuss building two Habitat Homes on Brewster Street.
- License inspection was done with the Fire Dept. at the Limerock Inn.
- There was one complaint filed this week.
- The following permits were received by the Code Office this week:
 - 5 Building permits
 - 4 Electrical permits
 - 1 Plumbing permit
 - 1 Sewer Connection permit

OFFICE OF THE WASTEWATER TREATMENT FACILITY DIRECTOR

- Average flow through the plant was 2 MGD.

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- Completed annual Fisher Engineering Pretreatment sampling and analysis.
- Compiled data to formulate response to draft permit issued by Maine DEP.
- Responded to a sewer back-up at Broadway and Chestnut. Problem was located in a private lateral line.
- Completed inspection of 200' of sewer main on Franklin Street. Line is in good condition with no major deficiencies noted.
- Completed inspection of 500' of sewer main on Masonic and Claremont Streets.
- Performed Dig Safe check on Granite Street for Maine Water.
- Completed 1,400' of sewer line inspection on Limerock Street. Identified a major source of I&I in a leaking pipe joint between High and Claremont streets.
- Contractors assisted with replacement of defective valves in the stormwater Vortex pump room.
- Removed the #1 pump at the Park Street Pump Station due to vibration. Upon inspection it was noted that debris had lodged in the impeller and the pump seals had failed. Pump was sent out for rebuild.
- 2 employees attended JETCC pump system optimization training offsite .
- Repaired the skimmer arm in the #2 clarifier.
- Rebuilt 2" gas powered portable pump.
- CSO Storm event occurred Friday November 20th.

OFFICE OF THE PUBLIC SERVICES DIRECTOR

- Reviewed site plan and physical location for the new Fisher Engineering Parking lot. Signed off with conditions.
- Street sweeping was undertaken all week.
- Worked on building maintenance at the Community Building and City Hall.
- Conducted chain saw safety training and actual hands on demonstration.
- Conducted sidewalk plow training.
- Leaves, leaves and more laves were collected and taken to the compost area.
- Completed the west side of the sidewalk modification and crosswalk relocation at the intersection of Main and Tillson.
- Conducted shouldering/road preventative maintenance on Park, Pleasant, Oliver and Orange Street.
- Completed ditching on 79 Acadia Drive.
- Conducted Stormwater monitoring at Solid Waste Facility.
- Changed housing on leaf blowers.
- Completed SOP & JHA for Brine Maker.
- Removed waste oil from fire department.
- Replaced cutting edge on sidewalk plow.
- Changed cutting edges on loader bucket.
- Replaced front caliper on pickup truck.
- Winterized cement trailer.
- Painted door trim and deck to office trailer.
- Attended Old County Road project meeting.
- Contacted Mike Vannah of CMP to provide a measurement and safe operating distance between the powerlines transecting quarry landfill. Mike Vannah also

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indicated that the last of the lower powerlines and poles will be raised and replaced.

- Contacted Woodard and Curran to schedule a meeting with CMP to begin incorporating the powerline distance into the final buildout plan and modifying the cell development plan as well scheduling the site specific training and conducting a site walk in preparation to closure.
- Scheduled arborist to removed stressed tree on James Street for next week.
- Carried out Governor LePage's instruction that Flags to be lowered to Half Staff in honor of the victims of the Paris attacks.
- Reset the public clock on Water Street.

OFFICE OF THE MUNICIPAL FISH PIER DIRECTOR

- Completed final cleanup of pallet on pier and placed into a huge pile for pick up by public services sometime next week.
- Still collecting the signed larger user permits for next year. All permits for herring carriers large and small, lobster buyers, and bait dealer are due in by November 25, 2015 for consideration for 2016 renewal.
- The lobstermen have over half of their gear hauled out and stored in the upper lot.
- The price per pound for lobster is still \$4.20 a pound.