

**To: Mayor MacLellan-Ruf and Members of the Council**  
**From: Audra Caler-Bell, Interim Acting City Manager**  
**Date: October 7, 2016**  
**RE: City of Rockland Weekly Report**

**OFFICE OF THE ACTING CITY MANAGER/COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR**

- I have been working with the Harbor Master/Assistant Harbor Master and Public Services Director on moving the project forward to make improvements to the Fish Pier. This project has become more complex due to a number of factors including hesitance from the Maine Department of Transportation to come on board as a funding partner. However, we're trying to find creative ways to reduce the costs associated with the repairs needed as well as seek alternative funding sources and partners to help complete this project.
- We have completed Rockland's first Brownfields Assessment Program and are in the process of closing out this grant which the City received in 2012. This funding has been used to do environmental assessments on a number of properties in Rockland that either have been contaminated, or are perceived to have been contaminated by hazardous substances or petroleum including many properties on Tillson Avenue and the former Rockland Street junkyard. However, we still have Brownfields Assessment Program funding available and will continue to assess potential environmental issues on properties and find ways to remediate these issues.
- I would like to thank the Library Director and Public Works Director & Assistant Director for working with Casco Bay Engineering and Gartley and Dorsky to present on the Library repairs and road repair bond projects. Their presentations were informative and gave very clear and simple overviews of the proposed projects and their necessity.
- The City will have an intern from Oceanside High School joining us starting next week or the week after. City staff are looking forward to working with a very eager and engaged young person who wants to know more about local government and public service.
- I would like to thank the Council for their patience and understanding while we have so many staff members on leave. The last few weeks have been incredibly difficult for a number of our staff who have lost family members. I would also like to thank the staff in City Hall who have done an amazing job filling in for their co-workers while they're on leave.

**OFFICE OF THE CHIEF OF POLICE**

Officers responded to 184 calls for service, investigated 10 traffic accidents and conducted 20 traffic stops. As a result, 8 people were either summonsed or arrested for various violations OUI, Warrant of Arrest, Probation violations, Trespassing, Traffic Offense,

**Administration\_**

- DC Young attended a Knox County Local Emergency Planning Committee Meeting.
- Held a department supervisor meeting.
- DC Young training at Safety Works that provided guidance on establishing a Safety Committee within a municipality.
- Chief Boucher attended Husson University Career Day event.

## City Manager's Weekly Report

- Met with officers and two local martial arts instructors. The purpose of this meeting was to discuss developing an outline and curriculum for a women's self-defense course to be sponsored by Rockland PD.
- Conducted several media interviews and other Public Information Officer duties surrounding the arrest of Shane Hall for the kidnapping of a Rockland woman.
- Met with Gordon Page, Rockland Main Street, to discuss and plan for the upcoming Christmas Festivities, including the Parade of Lights.
- Reviewed Street encumbrance plans for construction along Main St.

### **Criminal Investigation Division –**

- Assisted the Patrol Division with conducting interviews, obtaining and executing search warrants related to the Shane Hall kidnapping arrest.
- Completed the background investigation on the potential new hire candidate for the department.
- Coordinated with out of state police agency's regarding ongoing investigations.

### **Patrol Division –**

- Officer Redden attending leadership and supervisor development training.
- Officers conducted alcohol compliance checks at local liquor establishments.
- Officers conducted foot patrols on Main St. and made sure businesses were secured.
- Officers conducted bail compliance checks on those people living in Rockland.
- Officers conducted nightly checks of the restrooms on Tillson Ave. and secured same.
- Officers conducted school visits at schools located in Rockland. The purpose of these visits is to interact with students and staff.
- Officers conducted speed enforcement details at various locations throughout Rockland. Those locations included, Main St., school zones and Old County Rd.
- Officer Schmitz attended Husson University career day event.
- Officers continue to deploy on the bicycle and motorcycle when weather and staffing levels permit.

### **Parking Enforcement and ACO -**

- 51 parking tickets issued. 1 handicap space violation, 1 no parking area, 1 permit only ticket; and 48 overtime tickets.
- ACO answered 2 calls -stray dogs and stray cats.

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

- Working with Gordon Page ordering holiday wreaths, we have received three quotes and have placed our order.
- The sand and salt storage building project is moving forward and is on schedule. Next week RUBB will be in to set the building bases in place.
- The ROAM controller for the downtown streetlights has been installed and the ROAM representative will be arriving on 10/25/16 to complete the final phase of the streetlight controls. After the 10/25/16 we will have the ability to dim the streetlights to the specific light intensity that specified. Currently the lights are powered at 100%
- Basins structures on Broadway Shaw Avenue and Pleasant were replaced.
- Rubber crack sealer was applied on Broadway starting at North Main Street.
- Basin arrows were painted.
- Two trucks were cleaned and undercoated with fluid film.
- Mowing at the landfill and islands around town.
- Stormwater site inspections.
- Temperature readings on the compost piles were taken.

*City Manager's Weekly Report*

- MSDS's were worked on converting over to SDS's as part of the new global harmonization.
- Trimmed brush around town and at snow marine park, harbor trail, ferry terminal and the Samoset.
- 449 storm water catch basins have been cleaned of grit thus far.
- Coated rub blocks before they are to be assembled next week.
- Performed street sweeping city wide.
- Repaired trim and vent at city hall.
- Painted trim at recycle building.
- Completed fall pick-up informational flyer.
- Met with DEP about beneficial use of dredge spoils project.
- Met with Waste Watcher's group to discuss composting workshop and upcoming waste audit.
- Attended parks commission meeting.
- Performed informational presentation on upcoming street bond.
- Reviewed parking lot improvements that are part of the harbor trail easement.
- Coated sand and salt building basins.
- Completed new street opening permit with guidance illustration.
- Completed break job on waste trailer.
- Install street sign on Tillson Ave and install not right turn for trucks at the intersection of Main and Tillson.
- Attended safety incident investigation training as part of the new safety committee.
- Performed Lockout tagout training.

**OFFICE OF THE HARBORMASTER**

- Preparing to remove the floats possibly this weekend depending on how Hurricane Matthew tracks. If the Hurricane tracks away from us, we plan on removing the docks on the 16<sup>th</sup> of Oct.

**OFFICE OF THE FIRE CHIEF**

Over the preceding week, in addition to the response to 39 Fire and EMS calls, shift training, conducting apparatus checks, daily cleaning, routine repairs and maintenance to the fleet and of the quarters, the following occurred:

- A few members of the public have contacted the fire station to offer their assistance with the warming shelters that Rockland will have in place during a major storm or power outage. I will be contacting the press sometime next week with the hopes of making a big public awareness piece about what exactly Rockland will need for volunteers. Neighbors helping neighbors in times of need are how this will be successful. Please stay tuned for the information.
- In connection with the upcoming winter weather, pamphlets will be available at both City hall and the fire station with good information to help you prepare. It is recommended that you are to prepare for up to a 72 hour event, having food and water to self-sustain within your homes for that time.

*City Manager's Weekly Report*

- Repairs have been made to Tower 3 and the rear brake lines. The State Vehicle Inspection found the rear brake lines to be in very poor condition. New lines were installed and Tower 3 was back in service within 24 hours.
- Engine 2 and Engine 1 both had preventative maintenance performed by C-shift in order to keep them running proficiently.
- We had a few firefighters out of town for the weekend for training. FF Cole, FF Lowe, and FF Anderson were all in Brunswick for the weekend attending the orientation for their Fire Officer 1 and 2 class. They will now begin an intense course designed to reinforce the skills needed to be effective fire officers. We are looking at a large turnover of fire officers within the Rockland Fire Department over the next 5-6 years and this training will help prepare the next generation of fire officers moving up in the ranks.
- FF Sullivan was also attending a "hands on" class in Wells over the weekend titled Ladder Company Essentials. Brian honed his skills and the class was well attended.
- Crews responded to a fire at 12 Gay Street on Wednesday. The fire came in at shift change so we had both A and B shifts here in the firehouse. A full first alarm assignment was struck and Chief Whytock was first on scene with smoke showing from the second floor. The guys and girls made quick work of the fire and damage was contained to a small utility closet and minor damage to the kitchen. Mutual Aid from Rockport and Camden responded to the scene. Thomaston and South Thomaston Fire responded to the Rockland fire station for coverage, along with North East Ambulance. As a fire chief, I couldn't be happier with Rockland Fire and EMS and how the men and women operate every day. Rockland truly has amazing firefighters and EMT's and are backed up by some of the most talented mutual aid companies around. Thanks everyone for your hard work and dedication to your profession.