

## **Poland Town Manager's Report**

**TO:** Board of Selectmen  
**CC:** Town Department Heads  
**FROM:** Rosemary Kulow, Town Manager  
**DATE:** October 27, 2011  
**RE:** Town Manager's Report

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### **Code Enforcement Officer**

Chris Hanson informed me this week that he will not return for another Monday office day as Poland's interim CEO. He promised to tie up a few loose ends during the week, but the work here is interfering with his work at the Town of Raymond. Although our ad for a full-time CEO/Planner is out with a due date for applications of November 3<sup>rd</sup>, I am searching for another interim CEO to at least conduct residential construction inspections. This would enable buildings under construction to continue to move forward in their construction processes.

### **Ricker Trust Update**

Town Attorney, Natalie Burns, reported that she attended the hearing at the Cumberland County probate Court October 19<sup>th</sup>, at which time the judge listened to both the AG's and the Poland town attorney's concerns about the private foundation, the extra costs of hiring a trustee as opposed to a financial advisor, and the fact that the town was in court for the second time in three years on a trustee issue. The AG had some concerns about Selectmen serving as trustees, but thought that the parties should revisit whether they could agree to conditions in the Order that would address some of the AG's concerns. A conference call was to be set up for this week; however, the town attorney was not aware of any new developments as of Tuesday.

The judge indicated that he may ask for a briefing about some of the legal issues before he made a decision if the parties could not reach an agreement. He indicated concern that a trustee would be subject to legal action if he failed to meet the standards for prudence, and a selectman might be exempt. The judge talked about the possibility of requiring a bond for selectmen in their role as trustees. Town staff is attempting to connect with MMA to determine if current insurance coverage for selectmen is adequate or if they would need to be further bonded or insured.

### **Public Works Equipment Operator/Driver's Resignation**

I regret to inform you that seven-year employee with the town, Mike Whittier, has given notice of his impending resignation from the Poland Public Works Department to the Public Works Director. We're very sorry to learn that we are losing this valued employee to a neighboring town, but we will move forward with seeking a replacement immediately. It is imperative that we have a full crew on board before the onslaught of winter, especially since it will take time to get the new employee up to speed about departmental operations and plow routes.

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### **Road Shoulder Repair on Newly Paved Schellinger Road**

Public Works is in the process of repairing the shoulders along Schellinger Road and is about half done. They want to complete the entire job while they have access to a rented roller. A few other roads also need shoulder work done, and they include Outlet Road, Perkins Road, and Saunders Road. The shoulders on these roads will also be done while the town has the rented roller on hand.

### **Trash Removal at 16 North Raymond Road**

The town became the owner of this tax-acquired property through a foreclosure process, and I understand there has been significant trash and metal goods on the property for a long time. Public Works crews plan to remove the trash with a loader and sort it for the transfer station as soon as road shoulder work has been completed.

### **Personnel Issues**

The deadline to receive applications for a temporary clerk position in the front office is tomorrow. The front office has been short-staffed for several weeks, and it is a hardship on the two remaining staff members. We hope to interview applicants and fill the position temporarily after the November election.

I am working on a few other time-consuming and complex personnel issues, as well.

### **Library Budget**

Yesterday, Cherie Sargent, Rose Roy, and I met with Cathy Tetenman to discuss library financial accounting and investment issues. After discussion, we agreed that the next Town budget should display the Library budget similarly to other town department budgets, as it is actually a department of the Town.

### **Power Outage & Generator at Library**

When the power went off this week, the Fire Chief attempted to start up a generator at the Library. It kept tripping the breaker, so an electrician was called to investigate. It was determined that the wiring was not done properly in the first place, so the electrical repair work will be done this Sunday when the Library is closed. The Fire Chief will test the generator on the new wiring Monday.

### **Met with Bob Thompson of AVCOG**

Monday morning I met with AVCOG Executive Director, Bob Thompson, to discuss the services AVCOG provides to its members and learn about current regional projects that affect the Town of Poland. I asked Mr. Thompson if he would attend a Board of Selectmen's meeting

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to explain AVCOG's services and current initiatives, and he graciously agreed to attend the November 15<sup>th</sup> meeting. Bob provided the sample letter of support for the rail extension grant application that is on the Selectmen's agenda for November 1. I will also meet with Mr. Thompson again this Friday if time allows to learn more about the planned airport expansion.

**Met with Town Auditor**, Ron Smith on Monday afternoon and again Thursday afternoon.

**Met with Town Attorney, Natalie Burns and Consulted with Town Attorney, Pat Dunn**  
Tuesday and

Wednesday of this week. I was briefed about current litigation and advised which lawyers handle which specialties of municipal law in their firm. I also sought legal advice about two personnel issues.

### **Regional Dispatch/County Commissioners' Meeting**

This week I attended another County Commissioners' meeting to see a presentation from the Town of Lisbon regarding its offer to provide regional emergency communication service. This is the third option I have heard about, in addition to service scenarios at the Lewiston/Auburn Communication Center and the Androscoggin County Communications Center/PSAP. Both Lisbon and the County need to invest considerable capital in new equipment, as they have identical communications equipment which is old and out of date.

If the County's communication system is not funded and disappears, the PSAP designation would go away with it. Lisbon's communication center does not intend to become a PSAP due to higher costs associated with such a designation, but L/A could and would most likely seek PSAP status.

What concerns me about making a decision about a preferred alternative at this time is that a governance structure for a new, regional communication center does not currently exist. Those attending the Commissioners' meetings do not necessarily possess the authority to officially represent their communities; and a representative body to determine policy for the communications center does not exist yet, either. Neither is there a plan for how to choose or implement a chosen alternative at this time. Another caution is that each contract between a municipality and any communication center would need to be approved by the legislative body of each municipality, and the cost to each depends on the participation of the listed municipalities. The bottom line is that much remains to be determined about this issue.

### **Management Team Meeting**

Today town department heads and I – the town's Management Team – participated in a very productive Management Team meeting. We discussed everything from my expectations and style, to employee relations, to job descriptions, to the budget and CIP, to reporting to current departmental activities and annual safety training. We will hold these meetings at least monthly to encourage optimum performance among town departments, develop new ideas for efficient

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and effective public service delivery, and address problems and challenges as they present themselves to us. We are very fortunate to have such valuable professionals working for the Town of Poland, and I look forward to working with all of them on municipal government issues.

### **CMP Smart Meters**

CMP governmental liaison, Sue Bell, has informed us that the rate of smart meter installation for CMP customers in Poland is at more than ten percent. As of October 19<sup>th</sup>, 309 of the 3,127 customers had received smart meters. Ms. Bell says that installation for residential customers is expected to continue fairly consistently in the coming weeks.