

**HAMPDEN ENVIRONMENTAL TRUST
COMMITTEE MEETING**

Wednesday May 23rd, 2018

2 P.M.

HAMPDEN TOWN OFFICE

A G E N D A

1. Call to Order
2. Approval of Meeting Minutes – May 10, 2018
3. Continuation of May 10, 2018 discussion regarding proposed FY19 budget related to Environmental Trust, including discussion of proposed drainage and roadway improvements on Schoolhouse Lane
4. Set date for next meeting
5. Adjourn

HAMPDEN ENVIRONMENTAL TRUST

COMMITTEE MEETING

Thursday May 10th, 2018

2 P.M.

HAMPDEN TOWN OFFICE

MEETING MINUTES - DRAFT

Attending:

Ken White, Chair

Mayor Ivan McPike, Committee Member

Kerry Woodbury, Committee Member

Angus Jennings, Town Manager

Jessica Albee, Office Clerk

Hampden Resident, Doug Poulin

1. Call to Order

The Environmental Trust Meeting was called to order at 2:00 pm

2. Approval of Meeting Minutes – December 12, 2017

Mayor Ivan McPike moved that the Meeting Minutes be approved from the December 12, 2017 Meeting, Committee Member Kerry Woodbury seconded and all in favor was yes at 2:01 pm.

3. Review of financial statements from Institutional Trustee (Bangor Savings Bank)

No questions or concerns were noted. Mayor Ivan McPike mentioned that he was finally receiving bank statements by mail like originally requested.

4. Review of proposed FY18 costs for reimbursement or payment from Environmental Trust, Principal \$490.00

a. General Fund (Host Community Benefit) payments for landfill post-closure monitoring totaling \$490.00 since November 30, 2017

Mayor Ivan McPike made the motion to send to Council the request to pay \$490.00 from the Environmental Trust Principal account. Committee Member Kerry Woodbury seconded the motion and all in favor was yes at 2:03 pm.

5. Review of proposed FY18 costs for reimbursement or payment from Environmental Trust, Income

a. General Fund payments for Stormwater Management totaling \$34,156.24 since November 30, 2017.

Manager Jennings mentioned that this is going to work slightly different than times before because we are not getting something reimbursed that was already paid. Instead we are planning on a major expense that is coming for drainage improvements on Coldbrook Road, and included in the current year's budget. The contract was awarded after a bid process and receipts showing the expenses incurred will be available after the work is complete. Committee member Woodbury asked what side of Coldbrook Road and Manager Jennings mentioned that it is the Anglers side to Laskey Lane. Coldbrook Road is due for repaving in about a year and the goal is to get the drainage structures installed prior to the road paving. Mayor McPike made the motion to Approve and Committee Member Kerry Woodbury seconded the motion and all in favor was yes at 2:10 pm.

5. Review of citizen and consultant correspondence related to landfill

It was agreed to meet and Tour the Pine Tree Landfill for informational purposes on Thursday May 17, 2018 at 9:00 am. It was agreed that the public also be welcome to attend the tour and feel free to ask questions at the meeting after the tour. Manager Jennings has coordinated the timing with Casella, whose technical consultant will be present, as well as with the Town's peer review consultant from Drumlin LLC.

6. Review of 2017 Annual Report for the Pine Tree Landfill

Manager Jennings showed the bound DEP Annual Report and said that the Town is fortunate to have Drumlin under contract to review in detail and submit a report on their findings, since there is no one on staff with the expertise to knowledgeable review. Mayor McPike asked if we will get a yearly presentation to the Council in the future. Manager Jennings said yes, around June once the report is out.

7. Confirm objectives for proposed informational meeting and landfill tour with Casella and Drumlin LLC, and set date and time for May or June 2018

Drumlin Engineers, and Sevee and Maher (Casella's engineers) will be available to meet May 17, 2018 at 9:00 am at the Pine Tree Landfill. The public will also be notified of the tour and meeting which will include a time for Questions, and as a public meeting, Minutes will be taken. The Tour and Meeting will be 2 to 2 ½ hours and will get done no later than 11:30 am. Residents Doug Poulin and Bill Lippincott will help spread the word to the public.

9. Town Manager presentation of proposed FY19 budget related to Environmental Trust, including discussion of potential projects for full or partial reimbursement from the Trust, including but not limited to drainage improvements on Schoolhouse Lane

Manager Jennings is hoping for a Dollar for Dollar motion for budgeted stormwater expenses, as has been done in the FY17 and FY18 budgets. The committee is not asked to formally vote but these expenses are included in the stormwater expense budget. The budget is relying on the Environmental Trust to offset storm water expenses/Projects. This year's Trust contribution is also proposed to include Schoolhouse Lane, where drainage problems became apparent when the Water District replaced a water main. There are real problems with flooding in peoples basements. This all created a very bad situation. The Public Works Director Sean Currier came up with a fix with a \$310,000 price tag. There are two proposed options. A. Partial fix - \$90,000-100,000 or B. Full Fix - \$310,000-\$330,000. There is division on the Council as to what level of fix can be absorbed since there is not borrowing authorization to spread the cost over multiple years and there is inadequate reserve funding. The goal is to make things right for the people on Schoolhouse Lane. Mayor McPike mentioned the Council is split on how to fix the problem but a majority agrees with option A. \$90,000-\$100,000. Chair Ken White asked if this was due to poor work/engineering. Manager Jennings suggested following up with Jamie at the Water District to see if there is evidence of a flaw in design or construction and if so whether this could be established and whether the Town could have any recourse. It was agreed to talk to the Water District and Engineer to get their own documentation on when and how it happened. Chairman White would like to make sure the insurance and or Contractor is exhausted first before coming out of the Trust, although he acknowledged that this would take time to play out and the Trust funds would need to be available sooner than later with the potential for future reimbursement in part. Manager Jennings suggested holding a short single issue meeting in two or three weeks to report on the issue. He hopes to have a solid commitment by the last week of May in order to get the right number in the FY19 town budget. Manager Jennings said that with the help from the Environmental Trust it will ease some of the taxpayer burden. He is also hoping this will help in the next several years as well. He mentioned this is a tough budget season 9% County tax, 22% increase in water rates, and 13% proposed school increase. We are looking at a 1 million dollar plus budget increase. The net impact of \$30,000 tax payer burden if the Trust is willing to fund the stormwater piece of \$80,000. If the Council ended up choosing the more expensive fix (option B), this would have a total price of \$310,000 with the stormwater related expenses comprising \$150,000 of this amount, so if the Trust paid this amount the net expense to taxpayers would be \$160,000.

10. Set date for next meeting

It was agreed to set a short meeting on Schoolhouse Lane Wednesday May 23, 2018 at 2:00 pm.

11. Adjourn

Meeting was adjourned at 3:07 pm

Schoolhouse Lane Rebuild

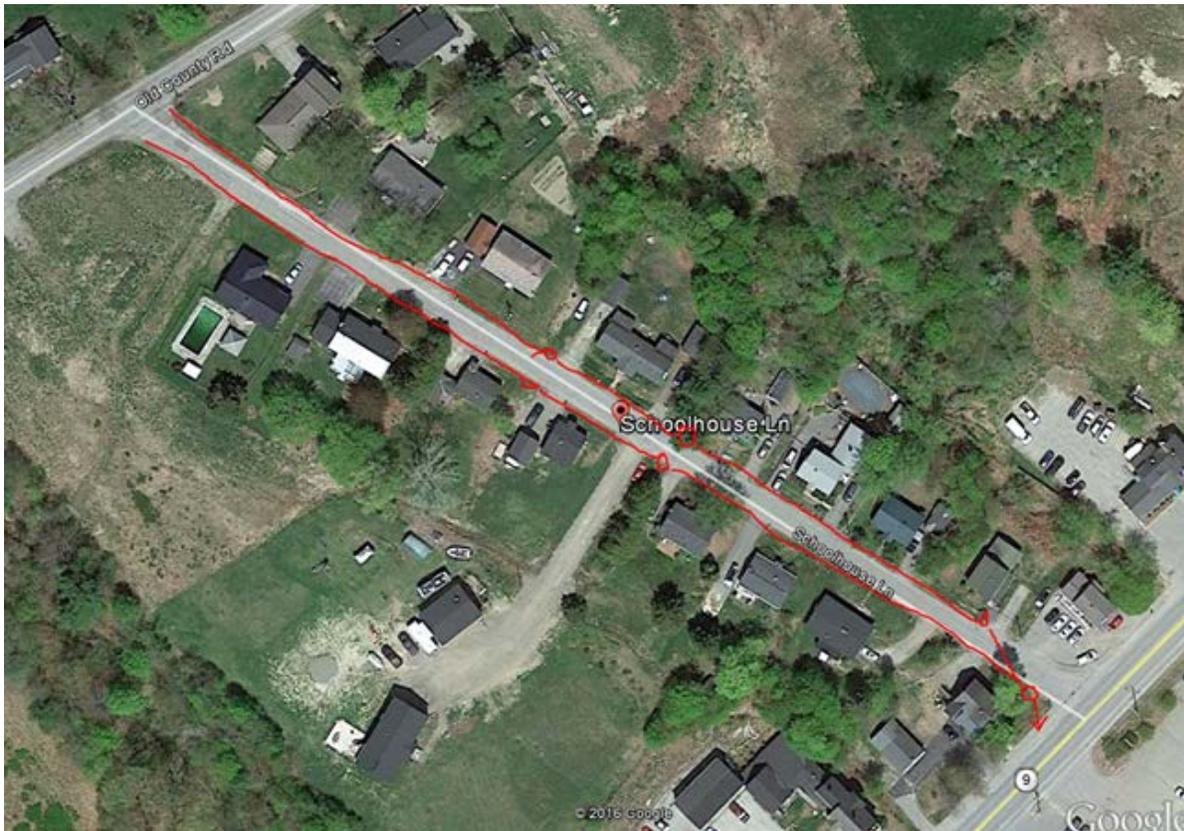
Existing road is approx. 860' long and 20' wide with a steep grade.

Preliminary Draft Scope of Work, full depth reconstruction:

- Add 2' width to road and install curb
- Box cut to waste
- 8" Type C underdrain, both sides of street
- Six precast 4' diameter concrete catch basins
- 18" Subbase
- 6" Base
- 4" pavement (2.5" binder and 1.5" surface)
- Striping
- Erosion control measures, dewatering
- Traffic control and signage
- Slipform concrete curb
- Loam, seed and mulch shoulders

Estimated cost to construct: \$275,000

With cost added for contingency, 8% engineering and inspection: **\$310,000**





TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

April 25, 2018

To: Angus Jennings
From: Sean Currier
Subject: 2018 Schoolhouse Lane Storm Water

The Public Works Department has responded to numerous complaints about storm water on Schoolhouse Lane over the past few years including basement flooding, ditch erosion and road condition. This year, the issues continue with erosion. Schoolhouse lane has been discussed in Infrastructure meetings and the Council has heard from residents on the matter multiple times.

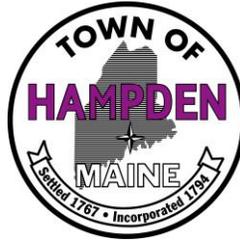
I would like to recommend that the Council take steps to solidify funding to repair the current condition of Schoolhouse Lane in a timely manner. The two options discussed last year were:

- 1) Installation of storm drain catch basins, piping and curbing on one side of Schoolhouse Lane. Road to be curbed on the other side and full depth road reconstruction to take place in the future. Cost approx. \$90,000-\$100,000.
- 2) Installation of storm drain catch basins, piping and curbing on both sides of Schoolhouse Lane, full depth road reconstruction and paving to take place, and ditching, loam, mulch and seed where applicable to complete reconstruction of Schoolhouse Lane. Cost approx. \$310,000-\$330,000.

Thank you for your consideration taking steps to rectify issues on Schoolhouse Lane.

Sean Currier

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3337
Fax: (207) 862-5067
email: Publicworks@hampdenmaine.gov

October 2, 2017

Re: Schoolhouse Lane drainage issues

Dear Residents:

On June 26 of this year, the Town Council's Infrastructure Committee held a meeting with public input on the water situation and road condition on Schoolhouse Lane. There were several issues discussed at that meeting, including how to alleviate or reduce surface run-off and groundwater from entering basements. Following additional discussion at the Committee's July 24 meeting, the Committee directed the Town Manager to work with DPW to design and implement an interim fix as feasible within this year's budget, and to propose a more complete fix for next budget year.

With regard to surface water, the Public Works Department is proposing to place a low height, narrow berm of pavement along the North side of the street to keep surface run-off on the pavement and channel it to a ditch that will be repaved this fall. This would at least minimize the visible water from leaving the road right-of-way.

Minimizing ground water issues will require a more significant construction project. It is believed that with the recent water line project, the disturbed soils may be channeling ground water in the new water line trench and allowing the water to follow pipes to basements. A more permanent fix would include installing a storm drain system necessary to reduce groundwater levels in the affected areas. This was considered in previous budget cycles but was not funded. The funding for this will be discussed and brought to the Council for consideration in the FY19 budget process. Thanks to public comments from affected residents, Councilors are aware of the importance of addressing this matter.

If you would like to receive notice when this issue will be discussed at meetings of the Council or Infrastructure Committee, please contact Rosemary Bezanson at the number above, in person, or at adminasst@hampdenmaine.gov. If you have additional questions regarding Schoolhouse Lane, Public Work Director Currier can be reached at 862-3337.

Thank you for your input and patience.

Sean Currier,

Public Works Director

INFRASTRUCTURE COMMITTEE MEETING

Monday, June 26, 2017

MINUTES

Attending:

*Councilor Greg Sirois
Councilor Ivan McPike
Mayor David Ryder
Councilor Terry McAvoy
Councilor Mark Cormier
Councilor Dennis Marble
Councilor Stephen Wilde*

*Town Manager Angus Jennings
DPW Director Sean Currier*

Mayor Ryder called the meeting to order at 6 PM.

1. **MINUTES – May 22, 2017 Meeting.** *A motion to accept minutes as written was made, the vote was unanimous.*

2. **OLD BUSINESS**

a. **Discussion of financing options for Schoolhouse Lane and potential other capital improvements, and whether borrowing authorization may be proposed for November 2017 referendum ballot – Mayor Ryder opened the discussion for the public.** *Jim Larson of 26 Schoolhouse Lane spoke about the problems he has seen while Schoolhouse Lane was under construction replacing the water line last year. Mr. Larson stated that he did not think the curbing was done properly. The ground gave way when the paving equipment was repaving the sections of road that had been torn up during the construction. Water now runs down Schoolhouse Lane with no ditch for the water flow to follow. The road seems narrower after the contractor completed the project. People seem to be driving on the lawn areas, especially at the top of Schoolhouse Lane where it meets Old County Road.*

Mayor Ryder asked when the water problem started? Was it after the water project? Mr. Larson stated that after the project completion he experienced water in his basement.

Public Works Director Sean Currier stated that he would propose to put underdrains on both sides of Schoolhouse Lane. Director Currier explained that he thought the water was following the ditch along Schoolhouse Lane.

Tom Silver of 18 Schoolhouse Lane spoke about the amount of water in his basement and the measures he had taken to keep his basement dry.

(This past October he left for the winter, after returning to his property, had been home three (3) weeks when sewer backed up.) There was a lake of water on his property when he arrived this spring. The contractor Mr. Silver hired to dig up his sewer line found the sewer pipe had been severed at the pavement edge.

Ken Stevens of 19 Schoolhouse Lane stated that the contractor did a terrible job. There are safety issues at the intersection of Schoolhouse Lane and 1A with the amount of gravel, sand and dirt being deposited there.

Jim Larson of 26 Schoolhouse Lane stated that Jamie Holyoke of the Hampden Water District tried to shore up the ditches with bales of hay, so they would not wash the road out.

Ken Stevens of 19 Schoolhouse Lane pointed out trouble areas on a map provided for tonight's meeting.

Councilor Wilde pointed out that the rain is not being conveyed in the ditches, when torrential downpours happen, the water runs down Schoolhouse Lane.

Mayor Ryder pointed out the inspector on the job had signed off on the work.

Doing the underdrain would help with the water issue. The road surface is a separate issue. Putting the road repairs on a referendum would not be the way to go, due to the few people on Schoolhouse Lane and other people in Town would not want to issue a bond to pay for 800 feet of road. Residents are concerned that the water is going to ruin the foundations of the houses on Schoolhouse Lane.

Councilor Wilde asked if Schoolhouse Lane repairs could be put with other projects.

Jim Larson asked if the Town could come up with some good loam for property owner lawns.

Director Currier could look at the cost of underdrains on one side and widen the road by not ditching.

Councilor McPike asked if the water and sewer was on the opposite side of the road. Director Currier stated that water and sewer are on the opposite side of the road. Location of the underdrain was discussed and the price of catch basins.

Mr. Larson stated, residents would like to be informed of when a project is starting. This item will be on July 24th agenda.

Tom Silver asked if he could be reimbursed for the cost of his sewer line repair. Since it was a Water District project contractor that created the problem, he was advised to ask the Water District.

- b. Written update from consulting engineer regarding projected timing and costs of Grist Mill bridge replacement; discussion of financing options for sewer main replacement –** *(Councilor Wilde asked if 2c could be taken up next. Item 2b was taken up after item 2c was concluded. Town Manager Jennings continued with item 2b after item 2c was concluded.)*

Town Manager Jennings explained the range difference from the text memo and table for the project cost of the bridge replacement to the Committee. The higher price tag was with 6 months of bypass pumping. Discussion of the cost needs to be put in a referendum to the voters. How do we pay for it?

DPW Director Currier stated that some small issues have been found with the sewer, there is time to plan project work. Sagging and broken pipes were found, nothing extremely costly. Director Currier stated that there are some issues with the pump stations.

DPW Director Currier has some discussion on the elevation issue with the pump station. He explained to the Committee the problems he has with the pump station elevation and the grinder, not pumping completely dry due to the elevation.

A lot of sewer users have been added to the sewer system over the years.

Town Manager Jennings discussed with the Committee the engineering cost and where the funds would come from, asking whether it would be a bond for the sewer repairs.

- c. Review of repealed “jake brakes” ordinance – request of Councilor Wilde –** *Councilor Wilde had an update on the Jake Brakes, stating that there was still a problem with the noise from truck engine brakes.*

Theresa Hart from 361 Old County Road stated that there is a lot of loud noise between 11 pm and 3 am coming from the Main Road (1A) direction. She wanted to know what if anything can be done.

Mayor Ryder stated that there is a construction company working in Bangor at night, that stockpiles material in Hampden.

Town Manager Jennings stated there are a couple of issues; one) it could be a grandfathered lot that pre-dates the zoning and two) there's no noise ordinance in the town.

If they could pin point where the noise was coming from, they could ask the contractor to ease up on the truck noise of tailgates banging.

- d. Discussion of Pine Tree Landfill April 2017 Water Quality Results and pending report from Drumlin LLC (to be available for July 2017 meeting) –** *Manager Jennings updated the Committee. He stated that while the Environmental Trust will be getting more information about the landfill water quality monitoring, it is also important for the Council, via the Infrastructure Committee, to remain focused on post-closure monitoring. It was agreed that, for the time being, information will continue to be shared with both the Infrastructure Committee and the Environmental Trust Committee.*

3. NEW BUSINESS

- a. Update regarding Sargent Corporation substantial completion of Business Park infrastructure pursuant to 2014 Development Agreement –** *Manager Jennings gave a brief informational statement on Sargent's progress on the infrastructure of the Business Park.*
- b. Review of prior and current DPW vehicle and equipment Capital Program and discussion of potential FY18 reserve cost –** *Manager Jennings shared with the Committee the 2010 capital program that the Town had been working toward. The Town did not meet the funding goals in that document. It is a problem that was inherited by this Council. It was suggested that the Council meet at the Public Works garage to view the vehicles and equipment condition. There should be money put away for vehicle replacement rather than financing the vehicles. It was asked whether leasing may be a better option. The town should be setting capital funds aside.*

It was asked should the town consider contracting out the mowing and plowing. The plowing cost per mile was provided. There was discussion of Director Currier's research regarding other towns' contracted costs and the cost of DPW personnel to plow.

One idea was to contract out mowing for the big fields like the VFW, Pool field, Dorothy Dix Park, Ballfield Road fields. The level of service was discussed.

The lead time on a new truck for plowing is limited. This is July, the Town needs to have plowing covered for this winter.

The Town needs a working Public Works not a patching Public Works.

The Committee discussed getting some numbers together on contracting services.

DPW Director Currier asked the Council Committee for direction on the Public Works Department.

The Council Committee needs to have some thoughts on direction for the next Infrastructure meeting in July. A date of July 18th at 4 p.m. was set for the Council to view the trucks and equipment at Public Works.

Mayor Ryder asked about the plastic flowers at the cemeteries.

4. PUBLIC AND STAFF COMMENTS

5. COMMITTEE MEMBER COMMENTS

6. ADJOURNMENT

There being no further business, the meeting was adjourned.

*Respectfully Submitted,
Angus Jennings, Town Manager*

INFRASTRUCTURE COMMITTEE MEETING

Monday, July 24, 2017

MINUTES

Attending:

*Mayor David Ryder, Chair
Councilor Ivan McPike
Councilor Greg Sirois
Councilor Terry McAvoy
Councilor Mark Cormier*

*Councilor Stephen Wilde
Town Manager Angus Jennings
DPW Director Sean Currier
Tracy Thibodeau, Maine Ground Dev.
Schoolhouse Lane Residents*

Mayor Ryder called the meeting to order at 6 PM.

1. MINUTES – June 26, 2017 Meeting – Tabled.

2. OLD BUSINESS

- a. Update on review of potential work scope and costs for Schoolhouse Lane improvements** – *DPW Director Sean Currier met with a couple of contractors on site. He got preliminary cost estimates for re-installation of one side of Schoolhouse Lane with storm/underdrain, and installation of a clay berm to prevent water channeling along water and sewer lines. Average cost quote around \$105,000. This would include two (2) catch basins and curb to channel water.*

Councilor McAvoy asked if it would involve any repaving. Director Currier stated that ditching would be outside of pavement, would add 3 – 4 feet of pavement and curb to road width. Jim Larson of 26 Schoolhouse Lane asked could he see a diagram. Mayor Ryder asked if the water is following along the sewer lines. Director Currier stated that sewer is 6" subsurface, water is building up in trench. Councilor McPike asked if we have any monies in the budget for the repairs. Town Manager Jennings stated that we do not.

Mayor Ryder stated that if the town did excavate it would not solve the problem. Director Currier stated it is a surface water issue not groundwater. Councilor McPike asked how we would pay for it. Town Manager Jennings stated that unless we borrowed (referendum), it would need to be budgeted for in FY19.

A resident at 22 Schoolhouse Lane stated he has lived there 37 years. About a year and a half ago the water line broke. He said the contractor tore up his

driveway and yard. He thinks it's mostly surface water, still haven't had his yard fixed. Discussed putting in a curb about two (2) years ago.

Councilor McPike asked could anything be done this year. Director Currier stated if we channel the water, there is no place for it to go. No good solution without underdrain and storm drain. Maybe a 2-inch lip along the side of the road. Residents present tonight okay with that.

Mr. Silver of 18 Schoolhouse Lane, asked about getting reimbursed for sewer line. (He was referred to attend the Hampden Water District Board this Thursday at 4 p.m. at the water District.) He said that crowning his driveway would help his situation.

3. NEW BUSINESS

- a. Update on timing for review of Drumlin LLC consultant report regarding post-closure monitoring of Pine Tree Landfill** – *This item will be on the Planning & Development Committee agenda for their August 16, 2017 meeting.*

- b. Review of draft revisions to Bid Procedure Guidelines** – *Manager Jennings gave a summary to the proposed revisions to the bid guidelines. This would give the Town Manager authorization to purchase less than \$10,000.00. The Town would maintain a vendor book. Would circulate bids to at least 3 vendors. The Town Clerk would maintain a file for all purchases made. Hopefully would allow more vendors to the bid process. Town Manager Jennings will work toward August 7 draft, and review to ensure consistency with the Town Charter.*

- c. Discussion of DPW vehicle replacements proposed for FY18 in DPW Vehicle Capital Improvement Program including request for authorization for use of up to \$42,000 from DPW Equipment Reserve Fund (3-717-00) for initial year cost to finance purchase of plow truck to replace Unit #20; request for authorization for use of up to \$5,280 from Building & Grounds Reserve Fund (3-775-00) for initial year cost to finance purchase replacement of Unit #52 cemetery pickup truck; and potential multi-year financing from DPW Equipment Replacement operating budget (10-01-20-01) to purchase replacement of Unit #13, Plow Truck** – *Manager Jennings, stated that in the near term the needs are for (2) two plow trucks, (1) cemetery truck. The real need is for the plow trucks. Mayor Ryder advised to seek financing terms for a 5 year plan. He asked what is coming out of the operating budget. Councilor McPike stated that we are bringing it to the finance committee. Recommendation to finance*

from infrastructure motion moved by Councilor McPike, Councilor Sirois 2nd motion, vote 6 in favor none against. Further financing of Town trucks was discussed.

- d. Review of draft “delete and replace” Solid Waste Flow Control Ordinance** – *Manager Jennings stated that this will allow the Town to prescribe where solid waste haulers take their waste. Right now it states that it all has to go to PERC until 2018. Councilor Sirois made a motion to refer the ordinance to Town Council, seconded by Councilor McAvoy, the vote was six in favor and none against.*
- e. Preliminary consideration of request from Maine Ground Developers regarding potential public acceptance of proposed new (to be constructed) sewer lines in Ammo Park** – *This item was taken up after item 2a. Director Currier stated he had met with Tracy Thibodeau of Maine Ground Developers (Ammo Park) on the sewer line. He described that the sewer lines would need to be inspected when installed, and that other lines would be capped and abandoned. One backflow preventer – if lines remained private. 30-foot easement would be fine. He would recommend waiver of sewer connection for the lot near the force main since it could not tie in to a force main. May want 2nd opinion re line abandonment, if we had each building use and would bill each building based on Hampden Water District records. Mr. Thibodeau stated would leave structures in place. Looking to replace 859 feet of lines and would prefer Town to take over infrastructure. Director Currier stated we would have Woodard and Curran review. Would check if single backflow preventer is all that is needed. Town inspects construction. Town Manager Jennings asked if all properties were on public water. Mr. Thibodeau stated that they were. Mayor Ryder made a motion to accept plans of Ammo Park subject to Woodard and Curran review and Director Currier acceptance. This was seconded by Councilor Wilde. The vote was unanimous.*
- f. Review of draft amendments to Cemetery Ordinance** – *Manager Jennings stated the initial issue is the signage on artificial flowers, since it was not in the ordinance. Would like to see the Ordinance revised to reflect current practices. Director Currier stated that on June 15th artificial flowers were pulled. Decorations get torn or blow away. He would like to add location for plantings. Photos were circulated. Mayor Ryder asked why June 15th why not the fall? No different than potted plant that dies. Manager Jennings referred to September 10th in the ordinance, June 15th has been the current practice for some time. Councilor McAvoy stated there ought to be a standard for the number of decorations allowed. Councilor McPike explained about the UV toll*

on artificial flowers. Councilor Cormier stated that September is good. Manager Jennings stated about the no dogs allowed, signage. Mayor Ryder stated there is a sign that says “clean up after dogs”. Director Currier stated he thinks it’s disrespectful having dogs in a cemetery. Councilor Wilde stated he thinks that less restrictions in this area the better.

- g. Report on status of DPW personnel attainment of Class 2 commercial driver’s licenses** – *Mayor Ryder stated that last year, while people were out sick there was limited personnel on who could drive what truck. Manager Jennings and Director Currier agree with objective of getting all DPW personnel to hold Class 2 licenses. Manager Jennings stated that it is already in job descriptions, in some cases upon hiring and in other cases it provides the Town the ability to establish a timeline within which new hires must obtain their Class 2 licenses.*

Manager Jennings asked about bidding out mowing for 2018. Councilor Sirois asked why not cemeteries? Councilor McPike asked will it free up people from mowing. Director Currier stated that one mower has a Class A license, 30 years. Councilor McAvoy asked are we trying to shift duties. Director Currier said this would reduce by 1 temp employee for the summer. Councilor McPike stated he was in favor. We have people out mowing lawns. Councilor Sirois stated that you outsource because it can be done cheaper, or to reallocate resources.

- h. Proposed policy regarding Town employee use of Town vehicles** – *Mayor Ryder stated that this has been discussed several times over the last several years. What it boils down to is the foreman’s use of a town vehicle. Councilor McPike stated he has a problem with municipal vehicle use. Director Currier explained that the foreman is first response to calls after hours for hazardous material on road – we have 2 hours to report spills to DEP. Additionally, he would see what other personnel is needed. It’s response time to the after-hours calls. Mayor Ryder asked if the foreman is on call every other week. Does it rotate? Director Currier stated that it has not rotated since he’s been here (2 years). Mayor Ryder stated the foreman gets the call, meets someone at the garage. Councilor McPike asked if the foreman is on call every weekend. Mayor Ryder asked why have a Town vehicle to go back and forth to lunch? Director Currier stated that the Foreman calls somebody in if needed. The Police call him 2 -3 times a week. Councilor McAvoy asked if the Foreman goes out decides how to handle it? Director Currier stated that the foreman needs to see the situation. Councilor Wilde stated when someone is on call, they should have a vehicle. Councilor McPike stated that someone should not be on call all the time.*

Councilor Wilde stated if he's on call, I have no problem with him taking the Town truck home. Councilor Cormier asked if we should wait until personnel turnover. Councilor McPike asked if we should clarify on call responsibilities. Manager Jennings asked if the Committee would like next year's budget to break out the foreman's use of the vehicle as a separately budgeted expense. Councilor McAvoy asked how frequently the foreman gets called in. Director Currier stated about 2 -3 times a week. Councilor McAvoy stated he would like to see 6 month of the GPS data for that pickup. Councilor McPike asked about correlating the vehicle to on-call, not to a specific employee. Councilor Wilde stated what are the on-call rules under Federal labor law? Manager Jennings to verify pay needed if employee is on call.

- i. Update on addition of new customers to sewer billing based on reconciliation of sewer accounts with Water District accounts** – *Manager Jennings stated that this is still in the research stage, we have a hand full of customers that have buildings in the sewer service area that are not being charged. Letters would be mailed out stating a sewer charge will be imposed. This is something staff is working on.*

4. PUBLIC AND STAFF COMMENTS

- a. Correspondence from MDOT regarding FY18 Local Road Assistance Funds** – *Director Currier stated that the annual report is due by August 1st.*

- 5. COMMITTEE MEMBER COMMENTS** – *Councilor McAvoy asked about Rte. 69 project (State). Director Currier stated that is supposed to be next year. Councilor McPike comments re good side of the road mowing is this year. Sewer update for I/I issues and update on the camera. Director Sean update the Committee on the T.V. the sewer system, and a few issues they have found. Director Currier thanked the Committee for coming to the Public Works Garage last week.*

6. ADJOURN

There being no further business, the meeting was adjourned at 8:18 p.m.

Respectfully Submitted,
Angus Jennings, Town Manager