

AGENDA

Cumberland Town Council Meeting

Town Council Chambers

MONDAY, March 11, 2019

5:30 P.M. Finance Committee Budget Workshop

7:00 P.M. Call to Order

I. CALL TO ORDER

II. APPROVAL OF MINUTES

February 25, 2019

III. MANAGER'S REPORT

MMA Essay Contest Winner, Lucie Noonan

IV. PUBLIC DISCUSSION

V. LEGISLATION AND POLICY

19 – 036 To appoint Peter Bingham as Recreation Director.

19 – 037 To appoint Helene DiBartolomeo as Finance Director.

19 – 038 To reappoint William Longley as Code Enforcement Officer and Dan Small as alternate from April 1, 2019 to March 31, 2020.

19 – 039 To set a Public Hearing date of March 25th to consider and act on sending an application to the Planning Board for a new compost, brush facility and salt shed to be located on Greely Road near the railroad tracks.

VI. NEW BUSINESS

Budget Workshop Schedule:

Saturday, March 16th 8:00 a.m. to noon

March 25th or April 8th Town Council budget adoption

Nomination papers available on March 4th and due by April 15th

Joint meeting of Town Council and Planning Board on March 19th at 6:00 p.m. re: proposed Contract Zone Agreement amendment for Heritage Village

VII. ADJOURNMENT

MINUTES

Cumberland Town Council Meeting
Town Council Chambers

MONDAY, February 25, 2019

5:30 P.M. Finance Committee Budget Workshop

7:00 P.M. Call to Order

Present: Councilors Bingham, Edes, Gruber, Stiles, Storey-King and Turner

Tardy: Chairman Copp (arrived at 8:27 P.M.)

I. APPROVAL OF MINUTES

Motion by Councilor Gruber, seconded by Councilor Turner, to accept the February 11, 2019 meeting minutes as presented.

VOTE: 6-0 UNANIMOUS

II. MANAGER'S REPORT

Curtis Ingraham presented Councilor Gruber with a donation of \$1,000 to the food pantry. The Fire Department collected donations for the food pantry during their Christmas tree sale and matched the donations.

III. PUBLIC DISCUSSION

John Law of 7 Baxter Lane said that he is here this evening on behalf of the Village Green neighborhood. Since the last Town Council meeting, Village Green is pleased to see that the Town Council has included a line item in the 2020 budget to relocate the brush and compost piles from the Public Works area. Also, thank you to the Town Manager and Town Council members for moving up the construction schedule to this week to install new methane gas vents near the Public Works building and the adjacent landfill site. Village Green sincerely appreciates the Town Council's concern for our community's health and safety by addressing this as quickly as possible. Mr. Law asked two questions:

- 1) Will the brush and compost piles be relocated in 2019, and
- 2) Will the salt shed and sand pile that is under a temporary permit be included in the 2020 budget and relocated in 2019?

Town Manager Shane responded that the Town Council has authorized moving the brush and compost pile in 2019. We have started the permitting process with DEP and hope to be before the Planning Board in April for permitting of the site, which could take up to 6 months. In regard to the funding for the sand and salt shed, that will not be included in the FY20 budget, it will be part of a bond included in the FY21 budget.

IV. LEGISLATION AND POLICY

19 – 026 To hear a report from M.S.A.D. 51 Superintendent, Jeff Porter.

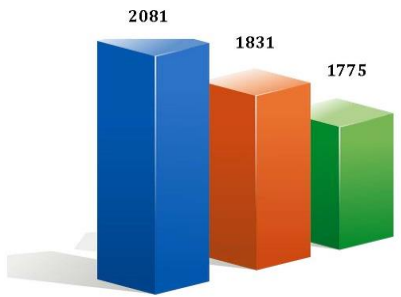
M.S.A.D. Superintendent, Jeff Porter presented the following:



MSAD #51 Major Budget Drivers

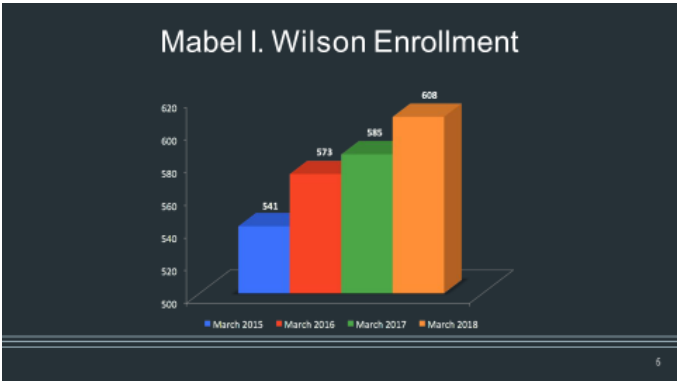
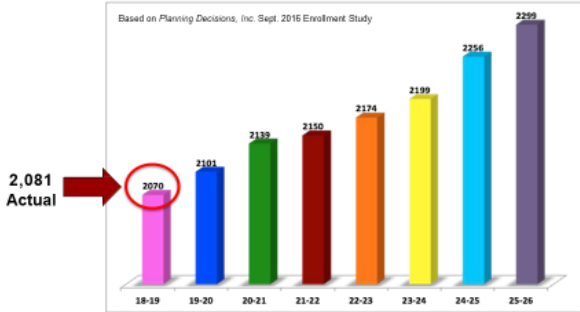
- Enrollment
- State Aid
- State & Federal Mandates
- Per-Pupil Costs
- Personnel
- Capital Expenses
- Shifting Budget Areas

2018-19 Enrollment



3

Enrollment Projections for MSAD #51 2018-19 to 2025-26

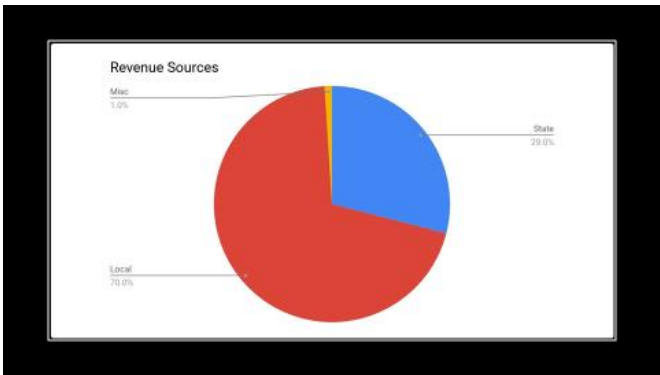


5

New Student Registrations Sept. 2018



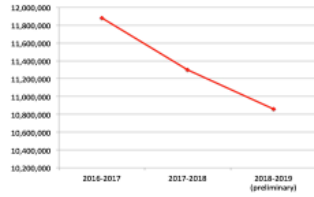
1-3	22
4-5	14
6-8	18
9-12	20
1 Year Variance	74



State Aid History

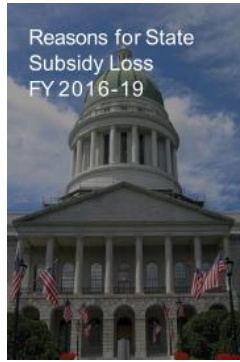
FY2016-19

School Year	State Allocation
2016-2017	11,883,466
2017-2018	11,300,772
2018-2019	10,858,682
Variance since 2016	(1,024,784)



10

Reasons for State Subsidy Loss FY 2016-19



- Less state aid for K-12 education overall
- Shift of state retirement cost to districts
- Charter schools
- Class size ratios increased (EPS)
- Less support for administration (EPS)
- Property values rising in both towns
- Would have lost more except student enrollment up over last 3 years

11

State Aid Forecast FY 20

FY 20 Preliminary Increase \$957,452

- Minimum special education reimbursement rate 45% (was 40%)
- Enrollment increasing
- Land valuation 3 year average (was 2 years)
- Local mill rate expectation dropped 8.48 to 8.28. State getting closer to goal of funding 55% total education



State & Federal Mandates

State & Federal Mandates

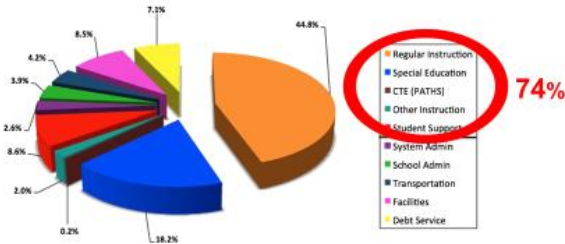


Special Education
Section 504
Response to Intervention
Maine Learning Results



Per-Pupil Expenses

MSAD #51 Expenditures by CostCenter



19

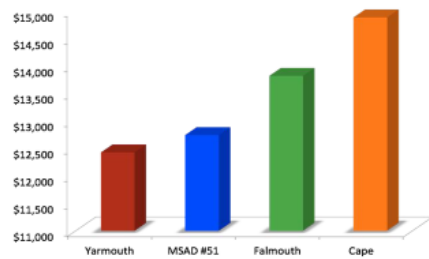
FY 19 Cohort Assessment Comparison

	FY 19 Gross Budget	Less Revenue	Tax Assessment	# Students 2017-18	FY 19 Adjusted Per Pupil
Yarmouth	24,836,358	4,449,155	20,337,203	1,637	12,424
MSAD#51	37,329,795	11,305,814	26,023,981	2,043	12,738
Falmouth	36,905,389	7,912,245	28,993,144	2,099	13,813
Cape	25,641,276	1,768,977	23,872,299	1,605	14,874

Source: Most updated information on comparison districts' websites

20

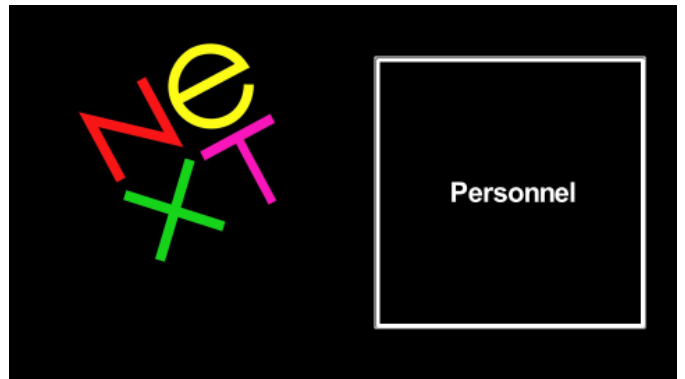
Another View: FY 19 Assessment Comparison



21

Personnel

- ❑ 387 FTE Staff
- ❑ 411 Total Staff (excludes temporary & seasonal)
- ❑ 5 Bargaining units
- ❑ Salaries & Benefits 78-80% of budget
- ❑ Health Insurance variance 0-13% year to year



Short-Term Capital Expenses

- ❑ Health and Safety
- ❑ Maintaining infrastructure
- ❑ Energy projects: Campus & MIW
 - ❑ 45% reduction in carbon footprint
- ❑ Accommodating increasing enrollment
 - ❑ Modular classrooms
 - ❑ Interior space reconfigurations

Long-Term Capital Expenses

- ❑ Maintaining infrastructure
- ❑ Enrollment Growth and Sustainability
- ❑ Pre-K
- ❑ Turf Field
- ❑ Bus Garage



Shifting Budget Areas Year to Year

- ❑ Personnel changes
- ❑ Enrollment increases & class size
- ❑ Out of District placements
- ❑ Facility repairs
- ❑ Legal issues



NOTE: District carries \$438,000 contingency, or about 1% of total budget, in Instruction cost center to address issues that arise during fiscal year.

FY 20 Budget Calendar

March 18	7 PM	Proposed FY20 Budget Presentation
April 1	6PM	Board Budget Workshop
April 22	7 PM	Public Hearing
May 6	7 PM	Board Approval of Budget
May 23	7 PM	District Budget Meeting
June 11		Budget Referendum



19 – 027 To hear a report from Steve Moriarty (Planning Board) re: amendments to Chapter 250 (Subdivision).

Steve Moriarty of the Planning Board reviewed the amendments. The Planning Board voted unanimously last week to propose that the amendments included in the meeting materials this evening, as a replacement for the existing Chapter 250, which implements a conservation subdivision not as a mandate, but as an option in the two rural zones. He said that he believes that this achieves the goals and purposes of the Comprehensive Plan, the public survey, and much of the input that the Council and Planning Board has heard over the years as to what kind of a Town we want to continue Cumberland to be.

Councilor Bingham pointed out that under the conservation subdivision, a developer would get the same number of house lots that they would if they were building under a traditional development style. There is no loss in the number of lots that can be developed based upon whichever model is used. This is an important detail for the public to know.

19 – 028 To hold a Public Hearing to consider and act on amendments to Chapter 250 (Subdivision of Land) to include a Conservation Subdivision option, as recommended by the Planning Board.

Vice-Chair Storey-King opened the Public Hearing.

Public discussion: Mike Schwindt of the Conservation Subdivision Committee said that much thought and time has been put into this ordinance. The committee worked on it for the better part of 3 years and he thinks that it is ready “for prime time” and he recommended approval.

Vice-Chair Storey-King closed the Public Hearing.

Councilor Stiles pointed out a typo on page 23, section A, it reads RR1 twice (should read RR1 and RR2).

Motion by Councilor Gruber, seconded by Councilor Edes, to amend Chapter 250 (Subdivision of Land) to include a Conservation Subdivision option, as recommended by the Planning Board, including the correction mentioned by Councilor Stiles.

VOTE: 6-0 UNANIMOUS

19 – 029 To hold a Public Hearing to consider and act on repealing Chapter 315 (Zoning), Section 43 (Clustered, dispersed and traditional residential developments) of the Cumberland Code, as recommended by the Planning Board. *TABLED TO MARCH 11th*

Motion by Councilor Stiles, seconded by Councilor Bingham, to table.

VOTE: 6-0 UNANIMOUS

19 – 030 To hear a report from the Fire Truck Committee.

Chief Small, Deputy Chief Copp and Brian Cashin presented the following:

CUMBERLAND FIRE DEPARTMENT QUINT TRUCK REPLACEMENT PRESENTATION



Monday, February 25, 2019

Introduction

- **Purpose of this Presentation – Quint Replacement Purchase Process Update**
- **Overall Project Time Line – +/- 28 Months**
- **Timeline:** Research – 4 months (Completed), Design – 4 months, Vendor Submittal Review – 2 months, Approval, Order/Build – +/- 18 months, Delivery Spring 2021*
- **Committee Formed October 2018**
- **Members:**
 - Deputy Chief Copp - Chairman
 - Deputy Chief Stewart
 - Captain Copp
 - Lt Pelsinski
 - FF Dunn
 - FF Weeman
 - FF Cashin

* If we proceed today

Ladder Truck History in Cumberland

Purchased in 1987.
In service until 1999.
A 1977 - 100' Thibbeau/Quint (12 years at CFD, 22 years over all)



Ordered and Cancelled in 1999.
109' Ferrara Ladder ONLY



Purchased in 2000
Current 77' Quint Ferrara

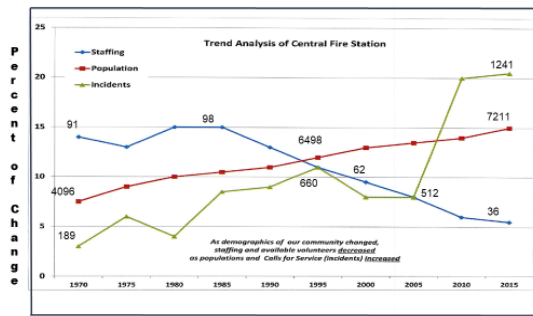
QUINT DEFINITION

- First patented in 1912, a Quint is a five function apparatus that serves the dual purpose of an Engine and a Ladder Truck.
- The five functions that a Quint provides are: Pump, Water Tank, Fire Hose, Aerial Device and Ground Ladders. The cost is significantly less than the purchase of both an Engine (pump, water storage and hose) and a Ladder Truck (aerial device and ground ladders).
- In addition, the Quint can be staffed with a smaller crew which makes this apparatus extremely attractive in suburban and rural communities where financial and staffing resources are in decline.
- Because of this unit's versatile capabilities, this apparatus is the first to respond to any suspected structure fire which includes responding to smoke alarms, gas leaks, etc.

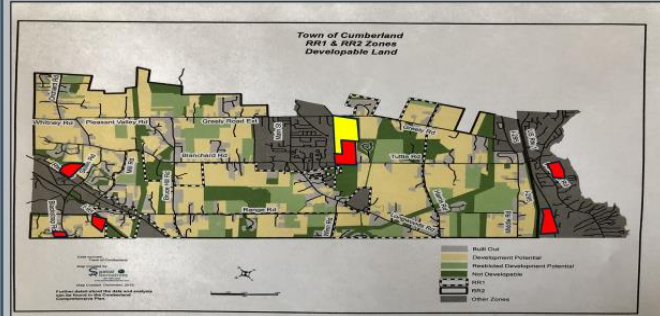
Ladder 107 Maintenance

Year	Annual Maintenance Cost	Resale Value	Out of Service
2019	\$ 49,945.00 (written est.)	\$ 25,000 Quote	30-45 days
2020	\$ (5,000-8,000 estimate)	\$ 20,000	Avg. 10-15 days per year if no Major repairs
2021	\$ ½ Year	\$ 15,000	

Trend Analysis



Comprehensive Plan



Comprehensive Plan

3. Work with potential developers to create rental housing for young people (ages 20-30) so that they have affordable and flexible option for housing Should they wish to live in Cumberland following high school or college.
4. Consider establishing an Affordable Housing Overlay Zone in West Cumberland near the Industrial District. This would allow greater density thereby Reducing the cost per unit of new housing.
5. Continue to work with potential developers for the construction of Phase 2 of The Village Green Revitalization plan. This phase could include rental housing to fit the needs of the growing number of single resident households. Studio (efficiencies) and one bedroom units located above ground floor retail or office space would be desirable.
6. Continue to expand options for the creation of accessory dwelling units. These units could be created within larger family homes, or in detached structures on a parcel with an existing house located on it.

New Housing Square Footage

New Houses in Cumberland 2000-2018 (654)



Project Approach

- Solicited Seven Vendors - Four Responded
- Met with the four vendors on multiple occasions
- Visited neighboring Departments who have these vendors' vehicles
- Inventoried all Ladder 107 Equipment, evaluated which items to retain, items to discard and what gaps, if any, exist in the current apparatus.
- Developed Requirements – based on new and existing building constructions, population trends, and projected fire department staffing.

Requirements

- Quint Apparatus – (5) functions
- Mid-Mount – Ease of positioning and drivability
- Platform – Safety of firefighters
- Tandem Axle – Better weight distribution and braking safety
- Hose, Pump and Ground Ladder Capacity – Must have capabilities of existing Quint
- 100' Aerial reach – Reach, not height is the need

Contemporary Housing



Multiple Dwelling



Reach Requirements



New Housing Square Footage

New Houses in Cumberland 2000-2018
(654)



Historical 1999/2000 - Fleet Reduction



Purchased 2000 Quint to replace the 1977 Quint

1999



* Reduced the need for future Purchase of an Engine *

Historical 2007 Fleet Reduction

1250 gallon tank



2007



Engine 5 pump w / 1000 gallon tank



New Purchase 2007 Pump w / 2000 gallon tank



Moved Engine from Central To West Cumberland, Reducing Fleet by 2 Apparatus

Future Apparatus Consolidation Plans

- We are constantly planning for the future, we are looking at further consolidation of the Cumberland Fire Department fleet. This Quint, however, would not change in it's design or function. This is a stand alone piece of equipment, which is the most important apparatus in function and capability when responding to fire emergencies.
- Delaying purchase options?
 - We would need to invest significant dollars in repairs to extend the life of the current Quint (current estimates are +/- \$49,000.00 dollars)
 - Decreased value of the trade in value of the current Quint
 - Increased cost of replace 3-4% annually – 2 years \$100,000.00

Next Steps

- Research (Completed)
- Approval to Proceed (This Evening)
- Vehicle Design (4 months)
- Vendor Submittal Review (2 months)
- Final Cost Presentation (August 2019)
- Purchase Approval
- Order to Build (18 months)
- Delivery – Spring 2021

Thank You

Questions / Comments

"Always plan ahead. It wasn't raining when Noah built the ark."

— Richard Cushing

"The time to repair the roof is when the sun is shining."

— John F. Kennedy, former U.S. President

Chairman Copp arrived at 8:27 P.M.

Town Manager Shane said that this truck is scheduled for bond in the FY23 budget.

Chairman Copp said that he looked the current truck over when it was up on the lift. His opinion would be to “put a Band-Aid on it” for a couple of years and see how it goes. If something happens to it in the meantime, we can deal with it then.

19 – 031 To hold a Public Hearing to consider and act on a Credit Enhancement Agreement with Belted Cow Company.

Town Manager Shane said that we are very excited to have Belted Cow Company’s headquarters here in Cumberland. This lot is the one closest to Casco Bay Drive and they will be ready to break ground in the spring. Credit Enhancement Agreements allow businesses within our TIF districts to move and thrive in Cumberland.

Jim Taylor of Belted Cow Company said that he started his company in 2004 and it is currently located near Yarmouth High School. The company sells accessories such as belts and pet products. They are looking forward to moving to Cumberland.

Vice-Chair Storey-King opened the Public Hearing.

Public discussion: none

Vice-Chair Storey-King closed the Public Hearing.

Motion by Councilor Stiles, seconded by Councilor Turner, to authorize a Credit Enhancement Agreement with Belted Cow Company for 50% of the annual taxes capped at 20 years or a maximum of \$500,000, as recommended by the TIF Committee.

VOTE: 7-0 UNANIMOUS

19 – 032 To hold a Public Hearing to consider and act on a Credit Enhancement Agreement for Dr. Sean McCloy of Integrative Health Center of Maine.

Town Manager Shane said that this was approved by the TIF committee back in 2014, but the project was put on hold until now. Dr. McCloy has since found a tenant for his building, so it will be a shared space. This is a 20 year agreement for 50% of the property taxes.

Vice-Chair Storey-King opened the Public Hearing.

Public discussion: Dr. McCloy said that Integrative Health Center of Maine is a collection of different kinds of health care practitioners, both conventional and holistic medicine under one roof. He is a medical doctor who practices family medicine. It has been a long road, but they broke ground last year and they are hopeful to open in July. He is looking forward to moving to Cumberland.

Vice-Chair Storey-King closed the Public Hearing.

Motion by Councilor Bingham, seconded by Councilor Stiles, to authorize a Credit Enhancement Agreement for Dr. Sean McCloy of Integrative Health Center of Maine for 50% of the annual taxes capped at 20 years or a maximum of \$500,000, as recommended by the TIF Committee.

VOTE: 7-0 UNANIMOUS

19 – 033 To authorize the Town Manager to execute an amended lease agreement with Rachel’s On the Green.

Town Manager Shane explained that this is a 5 year agreement that is unique to us, in that additional improvements and maintenance to all the equipment and the facility will be the responsibility of the owners of Rachel’s. Any improvements that they make will be financed over the 5 year term of the agreement and would become part of the facility and the payments would be pro-rated based on the number of months left on the lease.

Motion by Councilor Bingham, seconded by Councilor Stiles, to authorize the Town Manager to execute an amended lease agreement with Rachel’s On the Green.

VOTE: 7-0 UNANIMOUS

19 – 034 To appoint members to an Ad Hoc Historical Society Building Committee.

Motion by Councilor Copp, seconded by Councilor Turner, to appoint the following to the ad hoc Historical Society Building Committee: Carolyn Small and Linda Fulda from the Historical Society, Eli Rivers and Dave Echeverria from the Prince Memorial Library Advisory Board, and Councilors Gruber and Stiles as Council Liaisons.

VOTE: 7-0 UNANIMOUS

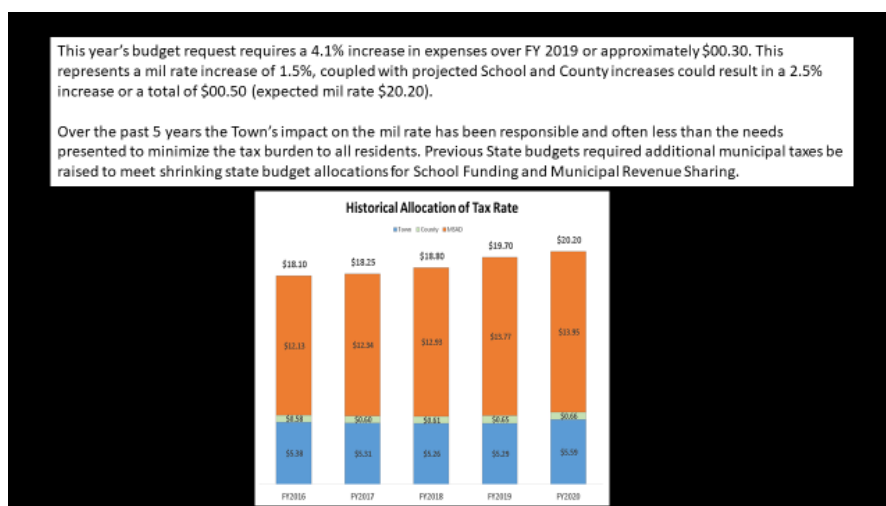
19 – 035 To hear a report from the Town Manager re: Budget FY2020.

Town Manager Shane presented the following:

FY 2020 Budget Proposal

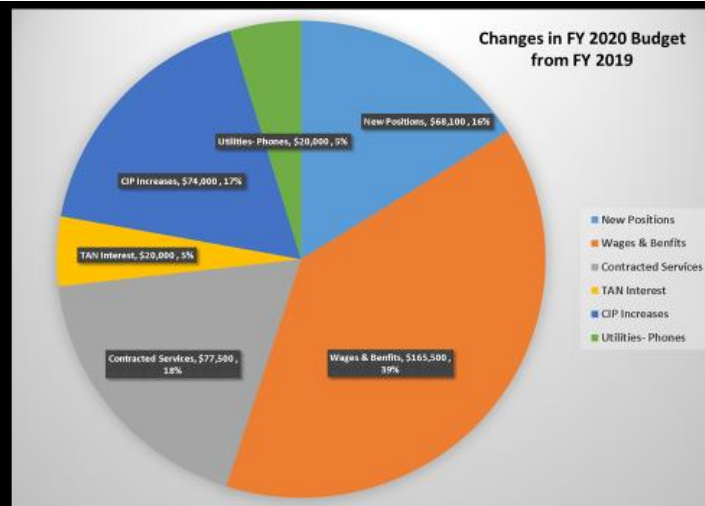
Town Council Meeting
February 25, 2019

Presented by:
William R. Shane, P.E.
Town Manager



The Proposed Budget includes:

- Contracted Union increases for Police and Public Services of 2% and 3.5%.
- Wage adjustment for all non-union employees of 2.75% (avg. of above)
- Insurance premium increase of 10% - presently 85% experience statement (awaiting Feb.)
- Increase in solid waste for trash & recycling (first increase on over 5 years)
- Two new employees in Public Services (Winter at Highway-Summers at Parks – Val Halla)
- 0.5 Detective – funded over two years – start of positon Jan 2020- (from TIF)
- 0.5 Paramedic - funded over two years – start of positon Jan 2020



\$ of Tax Rate	FY2016	FY2017	FY2018	FY2019	FY2020		
County	\$ 0.58	\$ 0.60	\$ 0.61	\$ 0.65	\$ 0.66	\$ 0.07	
MSAD	\$ 12.13	\$ 12.34	\$ 12.93	\$ 13.77	\$ 13.95	\$ 1.82	
Town	\$ 5.38	\$ 5.31	\$ 5.26	\$ 5.29	\$ 5.59	\$ 0.21	
	\$ 18.10	\$ 18.25	\$ 18.80	\$ 19.70	\$ 20.20	\$ 2.10	
\$ Change in Tax Rate	FY2016	FY2017	FY2018	FY2019	FY2020	5 YEARS	
County	\$ 0.02	\$ 0.01	\$ 0.02	\$ 0.04	\$ 0.01	\$ 0.10	3.5%
MSAD	\$ 0.63	\$ 0.21	\$ 0.58	\$ 0.84	\$ 0.18	\$ 2.45	87.4%
Town	\$ 0.05	\$ (0.07)	\$ (0.05)	\$ 0.03	\$ 0.31	\$ 0.26	9.2%
	\$ 0.70	\$ 0.15	\$ 0.55	\$ 0.90	\$ 0.50	\$ 2.80	100.0%
	4.0%	0.8%	3.0%	4.8%	2.5%		

The Proposed Budget Does Not include:

- New Solidwaste Contract – estimated to be \$40,000 additional
- New bonding of any kind
- New Fire Ladder Truck funding or Repairs
- Town Garage Upgrade Funding – Compost Pad is funded
- Town Hall or Library Parking Lot Paving
- Funding for Railroad Quiet zones (\$62,000 each or \$186,000)
- Town Hall Parking lot expansion
- Town Hall space reconfiguration for Elections
- New dollars for Brown Tail moths

Budget Information can be found at www.cumberlandmaine.com
click on Departments and Finance Located at the top of the screen

Next Budget Workshops

Monday, March 4, 2019 5:30 PM Council Chambers

Monday, March 11, 2019 5:30 Pm Council Chambers

Saturday, March 16, 2019 8:00AM until completed (noon +/-)

Public is Invited to Attend all Budget Meetings

V. NEW BUSINESS

Councilor Bingham – in this internet age, there are very few things out there now that are holding communities together. The one thing that is left is high school basketball, which unites communities, especially our rural communities. Here in Cumberland, besides the Memorial Day parade, basketball is the other thing that gets 3,000 + community members out together, uniting all the generations.

Councilor Gruber – he was elected Chairman once again to the Municipal Oversight Committee for the community involvement block grant.

Councilor Edes – none

Councilor Storey-King – nomination papers for Town Council and School Board seats are available on March 4th. They are due back by April 8th.

The Recreation office has tickets available for the playoff game in Augusta on Friday (Greely boys and girls basketball).

Chairman Copp – condolences to the Butterworth family.

One of the transformers near his shop blew today, sending 440 volts into his building, frying every piece of equipment that had a circuit in it, including garage door openers and furnace. He commended the local contractors in Town who he called. David Small, Dews Doors and Chris DeSimone all showed up to help within 30 minutes of him calling them.

Councilor Stiles – none

Councilor Turner – there was an article in MMA's Townsman magazine by George Mitchell that every American should read. He wrote about when he was first elected Majority Leader and he immediately went to see Bob Dole, who was the Minority Leader at the time, and they became confidants over the years. It is unfortunate that that atmosphere has lost its way these days.

Town Manager Shane – at the next Council meeting the Council will appoint a new Department Head. Peter Bingham has been promoted to Recreation Director. Pete has done a phenomenal job with the Recreation Department, especially the after school program.

Brian Bickford has accepted the position of Director of the Maine State Golf Association. We wish Brian well in his new job.

Nick Plummer will be taking over as the Golf Operations Manager at Val Halla. He will also be working in the Recreation department when the golf course is closed. Nick is a great young man with an exciting career ahead of him.

VI. ADJOURNMENT

Motion by Councilor Gruber, seconded by Councilor Edes, to adjourn.

VOTE: 7-0 UNANIMOUS

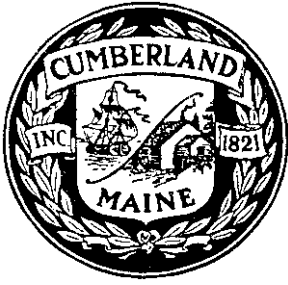
TIME: 9:49 P.M.

Respectfully submitted by,

Brenda L. Moore
Council Secretary

ITEM 19-036

To appoint Peter Bingham as Recreation Director



M E M O R A N D U M

TOWN OF CUMBERLAND, MAINE
290 TUTTLE ROAD
CUMBERLAND, MAINE 04021
TEL: 207-829-2205 FAX: 829-2224

To: Town Council
From: William R. Shane, Town Manager
Date: March 7, 2019
Re: 19-36 Appointment – Peter Bingham

Pursuant to Article IV Section 4 of the Town's Charter, I'm recommending for your consideration and approval the appointment of Peter Bingham as our new Recreation Director. Peter has done an outstanding job in his support role as Assistant Director. The hiring of an employee at any level with roots to our great community has consistently brought us greater dividends in future achievements and customer service. Peter is a Greely Graduate and a life-long resident. He exemplifies all the positives characteristics and traits of our organizational attitude of "Cumberland First". He is the architect of the Recreation's Department most successful offering – "The After School Program". He is a **True Team Player** in every sense and also has earned Employee of the Year honors. There are many accolades he has earned in his distinguished professional career I have missed, but this is perhaps the easiest recommendation I have ever had before you as a Council.

ARTICLE IV

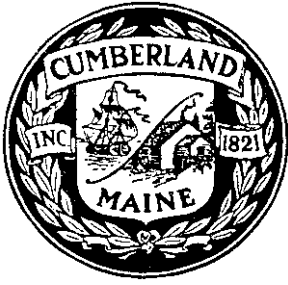
Personnel Management

Section 4. Town Council: Appointments

A majority of the Town Council must approve the initial appointment of all department heads when recommended for employment by the Town Manager. Except as specified above, the Council shall not otherwise participate in appointments, and neither the Council nor any of its members shall direct or request the appointment of any person to office by the Manager.

ITEM 19-037

To appoint Helene DiBartolomeo as Finance Director



M E M O R A N D U M

TOWN OF CUMBERLAND, MAINE
290 TUTTLE ROAD
CUMBERLAND, MAINE 04021
TEL: 207-829-2205 FAX: 829-2224

To: Town Council
From: William R. Shane, Town Manager
Date: March 7, 2019
Re: 19-37 Appointment – Helene DiBartolomeo

Pursuant to Article IV Section 4 of the Town's Charter, I'm delight to recommend for your consideration and approval the appointment of Helene DiBartolomeo as our new Finance Director. Helene successfully outshined nearly 20 candidates who qualified for this position. She holds a CPA License, one class shy of her master's degree in business, has worked for a variety of Public and Non-Profits in her career. She is strategic in her thought process, conservative in her financial strategies and displays an uncanny knack for technology. She and her family live in Topsham. Her husband is a professor at USM (I believe in the Finance Dept.).

Upon your approval, Helene will begin work with us on April 1, 2019.

ARTICLE IV

Personnel Management

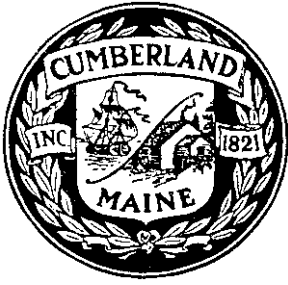
Section 4. Town Council: Appointments

A majority of the Town Council must approve the initial appointment of all department heads when recommended for employment by the Town Manager. Except as specified above, the Council shall not otherwise participate in appointments, and neither the Council nor any of its members shall direct or request the appointment of any person to office by the Manager.

ITEM

19-039

To set a Public Hearing date of March 25th to consider and act on sending an application to the Planning Board for a new compost and brush facility and salt shed to be located on Greely Road near the railroad tracks



M E M O R A N D U M

TOWN OF CUMBERLAND, MAINE
290 TUTTLE ROAD
CUMBERLAND, MAINE 04021
TEL: 207-829-2205 FAX: 829-2224

To: Town Council
From: William R. Shane, Town Manager
Date: March 7, 2019
Re: 19-039 Sand Salt & Compost Area Greely Road

Attached are the conceptual layout plans for the proposed location of for the Sand/Salt and Compost/Brush area off Greely Road next to the Railroad Tracks.

The proposed project would be built in two phases as follows:

Phase I

April 2019	Planning Board Review
May- September 2019	DEP Review & approval
October 2019	Compost Pad & Brush Area Construction
November 2019	Open Brush & Compost Area

Phase II

Spring 2020	Bond Anticipation Note \$2,000,000 – Sand Salt Building
May 2020	Construction of Sand & Salt Building
Summer 2020	Opening of new building
Summer / Fall 2020	Restoration of Drowne Road Area

The Annual Cost for operations would be similar to the existing facility at Drowne Road. Sand is hauled in over the summer months, mixed with salt (10:1) and stacked inside the building. Salt is delivered via contracted tractor trailer vehicles in 20+/- Ton loads.

Hours of Operation are typically day time for stacking of Sand & Salt and for storm preparation activities. Brush Facility will be open Saturdays and typically Tuesday afternoons April 1 through Thanksgiving weekend. Compost (to be loaded) is only available on Saturdays.

Power will be brought into the site underground from Greely Road for the indoor lighting of the sand salt building during Storm Operations.

I expect the increase in costs per year for the Sand/Salt Operation will be as follows:

Power: \$2,000
Plowing: \$2,000 with Town Vehicles
Maintenance: \$ 500 - sweeping- patching – striping- All with Town Crew
Misc.: \$1,000
\$5,500 Annually + \$500 Insurance

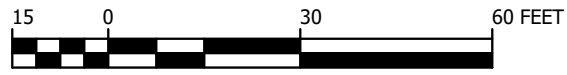
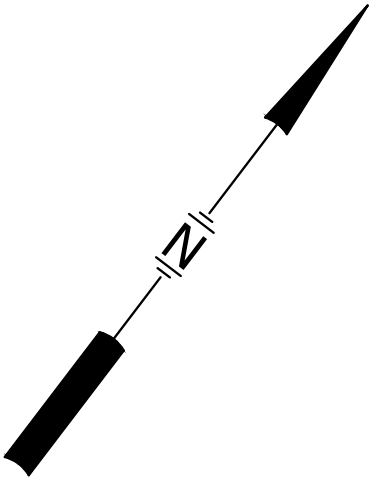
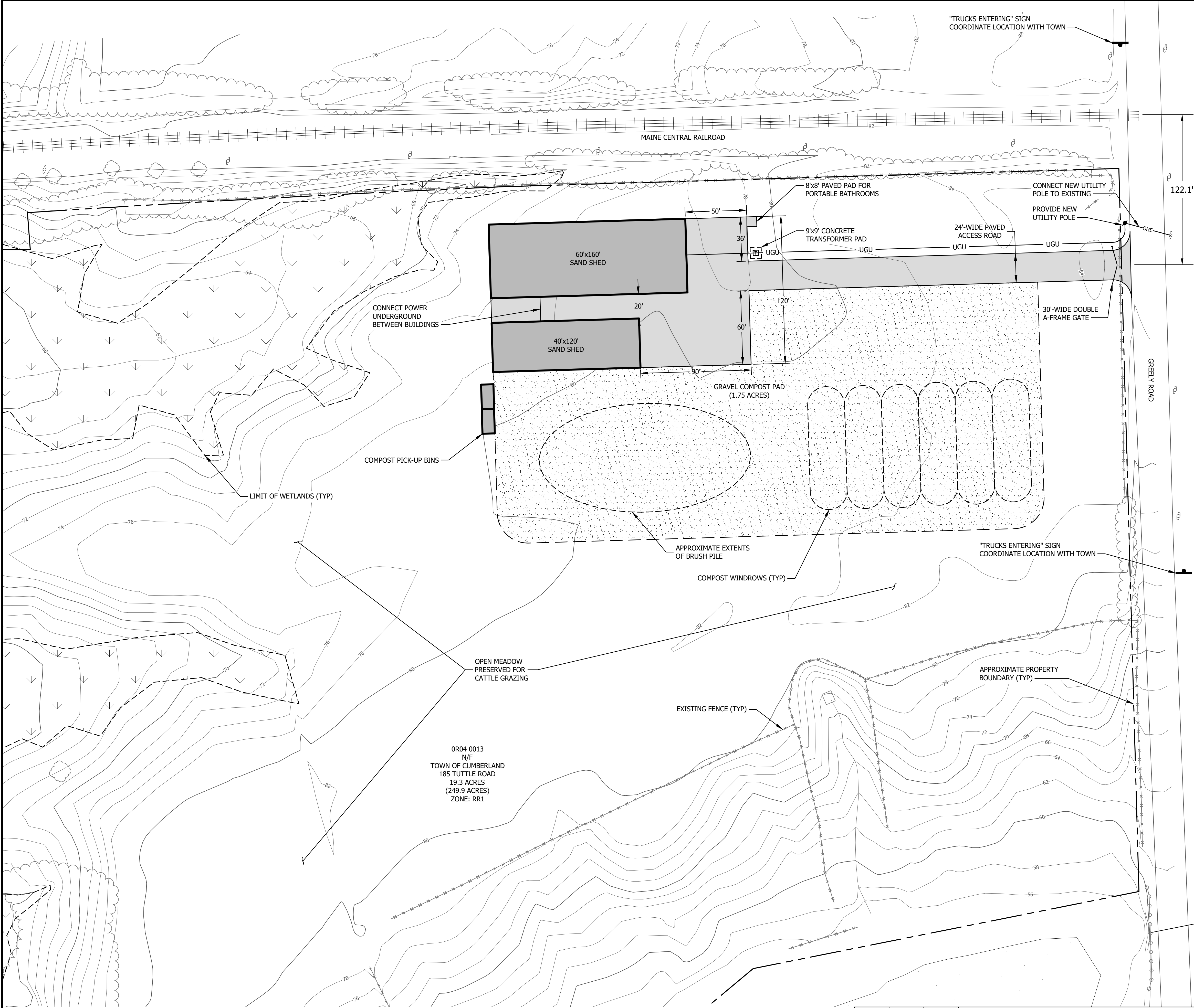
I believe the Buildings will have a 25 year life for the cover and 50 years on the frame:

\$ 75,000 cover / 25 years = \$3,000 per year
\$200,000 framing / 50 years = \$4,000 per year
Total = \$ 7,000 per year depreciation

\$13,000 overall cost – minus \$3,500 for current Salt Shed replacement costs= **\$9,500**

Storm events over the past 5 years where Sand and or Salt were needed:

2014	2015	2016	2017	2018	2019
43	35	21	27	36	28



- NOTES:
1. EXISTING CONDITIONS BASE MAP FROM 2006 AERIAL PHOTOGRAPHY PROVIDED BY THE TOWN OF CUMBERLAND AND PERFORMED BY BRADSTREET CONSULTANTS, INC., MANCHESTER, MAINE IN OCTOBER, 2006.
 2. WETLAND DELINEATION BY WOODLOT ALTERNATIVES INC., TOPSHAM, MAINE, DATED 2006.

RELOCATED COMPOST FACILITY
CUMBERLAND, MAINE

SITE LAYOUT AND UTILITIES PLAN



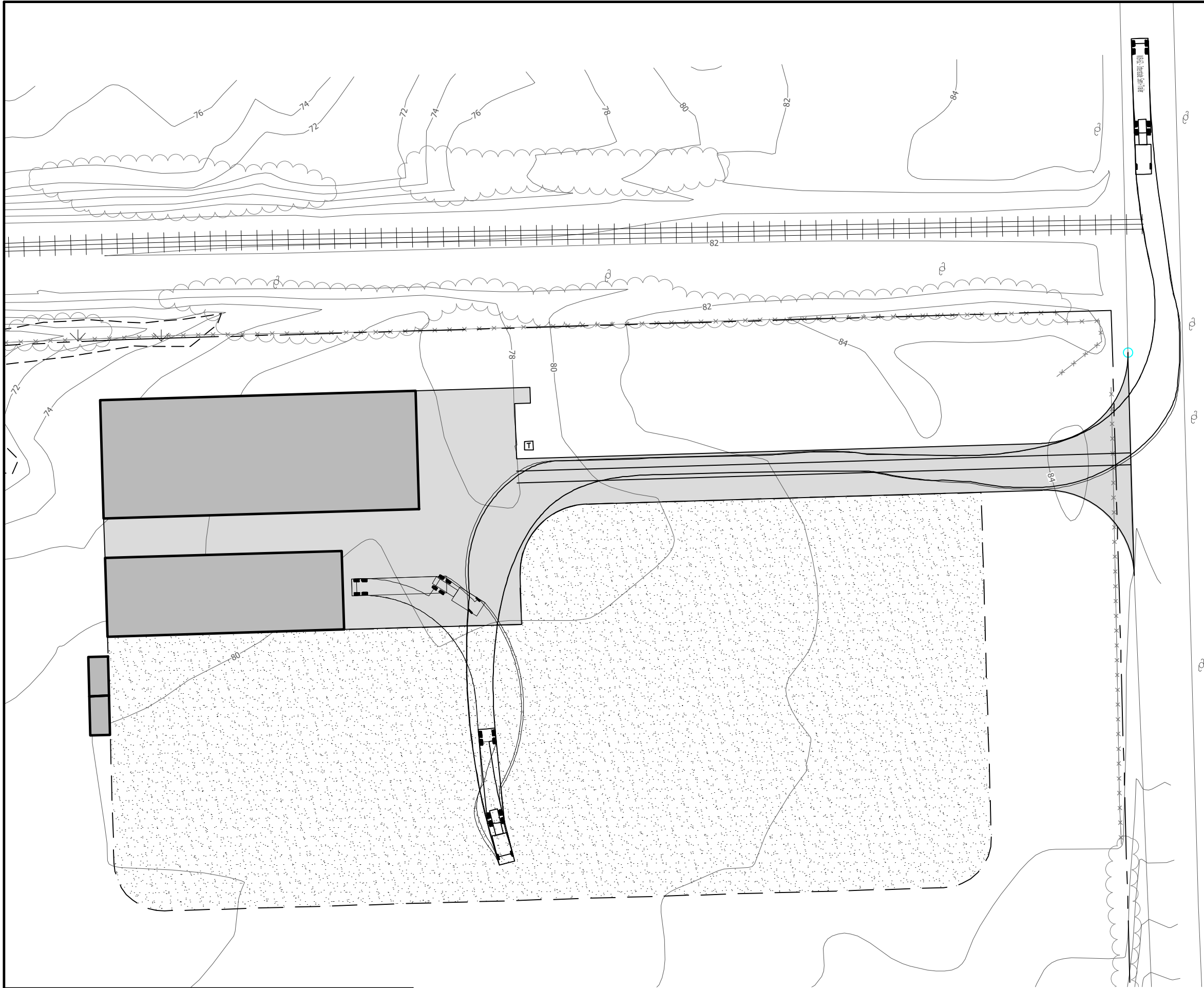
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE
4 Blanchard Road, PO Box 85A, Cumberland, Maine 04021
Phone 207.829.5016 • Fax 207.829.5692 • smemaine.com

DESIGN BY: DPD
DRAWN BY: SJM
DATE: 2/2019
CHECKED BY: BDP
LMN: SITE LAYOUT
CTB: SME-STD

JOB NO. 19035.00 DWG FILE BASE

C-101

REV.	BY	DATE	STATUS



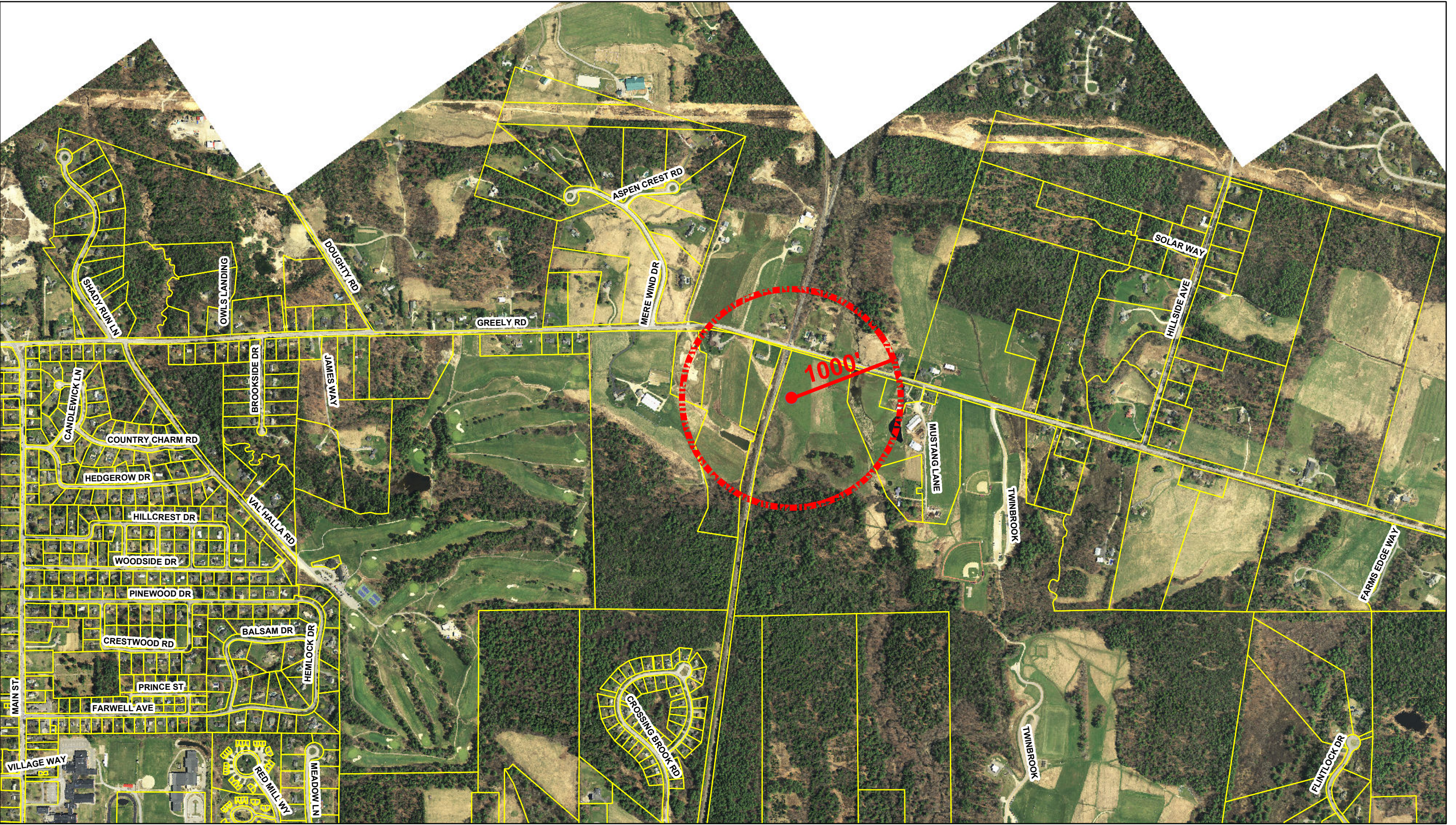
NOTES:

1. AERIAL IMAGE FROM GOOGLE EARTH, DATED MAY 4, 2018.




GREELY ROAD
RELOCATED COMPOST FACILITY
CUMBERLAND, MAINE





Future Compost - Brush and Sand/Salt Facility

 Cumberland Landowners - all non-yellow
either North Yarmouth or Yarmouth property owners

 Location of Buildings and Compost

