



Town Manager's Report to the Town Council

Submitted by:
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Town of Winslow - In the heart of Central Maine representing People, Pride and Progress.

POLICE DEPARTMENT PROJECT & TOWN OFFICE PROJECT UPDATE

Attached to this report is a cost summary for the Police Department Project (Phase I) and the Town Office Project (Phase II). The cost for the Police Department Project remains unchanged at \$638,408. Peachey Builders have agreed to add the required ADA and Life Safety Code improvements to their original scope of work without adding the cost of the improvements to their Guaranteed Maximum Price. The Fire Marshal's Office required these improvements after reviewing the architectural drawings for the project.

When reviewing the Police Department Project the Fire Marshal's Office noted that our existing municipal building did not meet current ADA and Life Safety Code requirements. It was pointed out that our town facility has not met these requirements for a number of years. As a result, the Fire Marshal's Office is requiring that certain improvements be made to the town office facility

As you will see in the attached document the Town Office Project (Phase II) will cost \$96,013. The improvements include:

1. Making the town office bathroom ADA compliant.
2. Installing a sprinkler system in the town office and Fire Department.
3. Installing a Fire Alarm in the town office and Fire Department.

Peachey Builders will be doing the work for Phase II and will incorporate this work into their Phase I work schedule.

The Fire Marshal's Office also required that the Benton Avenue entrance to the town office be made ADA compliant which we will need to do in the next year or two. The cost for this improvement is estimated at \$10,049.

The total cost for Phase I and Phase II is

\$734,421. Peachey Builders expects to complete both Phases by January 14, 2013.

At our Tuesday, Oct. 9th, meeting the Council will need to accept an amendment to Order #14-2012 that reflects the new total of \$734,421. The Council will also need to accept an amendment to Order #17-2012 which reflects the new borrowing amount of \$234,421.

SPORTS TRACK UPDATE

Last month I reported that the earthwork portion of the Sports Track project was over budget by \$6,740. This month I am happy to report that the resurfacing portion of the project has been completed within the budgeted amount.

I will be working with the School Department to address the earlier budget overages. I will also work with the School Department to develop an MOU that addresses on going track maintenance, as well as, bond payment responsibilities. I hope to have this complete by the November Council meeting.

FAIRPOINT COMMUNICATIONS CONTRACT RENEWAL

In the Council Packet is Order # 20-2012, which if approved will authorize me to renew our existing contract with FairPoint Communications for an additional three (3) years.

Over the past few months I have explored our phone service options. Continuing our service with FairPoint is the most cost effective option at this time. Attached to this report is a Cost Comparison Analysis comparing FairPoint's agreement to another local vendor. As you will see, the cost for FairPoints service is \$41 less per month.

ANNUAL FINANCIAL AUDIT PRELIMINARY NUMBERS

I have received a draft financial statement from our auditors regarding our FY 2012 audit. The numbers are encouraging and the highlights are as follows:

- *Our assets exceeded our liabilities at the close of FY2012 by \$35,943,931 (net assets). Of this amount, \$7,308,883 (unrestricted net assets) may be used to meet our ongoing obligations to citizens and creditors.*
- *Our total net assets increased by \$1,226,963. A portion of this increase was due to revenues exceeding expenses and a portion was due to the purchase of capital assets which are expensed over the life of the asset.*
- *Our governmental funds had combined ending fund balances of \$7,356,065, an increase of \$948,852 in comparison with the prior year.*
- *Our unassigned fund balance (including School Department Operations) for the general fund was \$5,005,196 or 21% of total general fund expenditures.*

It is important to note that our unassigned fund balance (or surplus) increased by \$665,455 when compared to the prior FY. I am working on our Management's Discussion & Analysis Report and hope to have the final audit report available at the November Council meeting.

SALE OF TOWN OWNED PROPERTY

In the Council packet is Order # 19-2012, which if approved will authorize me to sell a small strip of land measuring 11' x 98.4' to an abutter. This is the only remaining strip of land in the Sunset Heights Subdivision that has not yet been sold to an abutter.

CDBG PUBLIC HEARING

At next Tuesday's Council meeting we will be conducting a final Public Hearing on the Orion RopeWorks CDBG Economic Development project. Orion Ropeworks received grant funding of \$400,000 to acquire rope making equipment in Mexico and to relocate that equipment to their facility here in Winslow. In exchange, Orion RopeWorks was to create 15 new jobs.

I am happy to report that Orion RopeWorks have completed their acquisition and have in fact created at least 15 new jobs here in Winslow. I hope to be finalizing the required grant documents within the next week.

TOWN WEBSITE

For the past several months I have been working with Website Developer Ben Greeley on the design and implementation of a new website for the town. The new site will allow us to more easily keep the information on the site up-to-date. For example, department heads will have the ability to manage the information on the site related to their department, which currently cannot be done. In addition, outdated information will automatically be removed from the site when the expiration date setting is reached. I hope to go live with the site sometime in November. Below is a glimpse of the homepage.

