



Town Manager's Report to the Town Council

Submitted by:
Michael W. Heavener
September 4, 2013

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

PROPOSED FINANCE POLICY

In the Council Packet is Ordinance No. 1-2013, which if approved will establish a Post-Issuance Compliance Policy for the Town's Tax Exempt Obligations. Jim Saffian, our Bond Attorney, is advising us to adopt this policy. He has indicated that the IRS will be requiring cities and towns to adopt compliance policies for tax exempt bonds they issue.

As you will see, the policy requires me to receive compliance officer training, however, there is currently no such training available in the State. Mr. Saffian said he will work with me to give me the resources I need to comply with the policy.

ORDER TO CONVEY TAX ACQUIRED PROPERTY

In the Council Packet is Order No. 7-2013. The Order authorizes me to convey a 0.04 acre of land on the Abbott Road to the abutting property owners, William and Peggy Benedict. The land is the former site of the East Winslow Baptist Church and we foreclosed on the property this past February. The assessed value of the property is \$100 (*see attached property card*).

SKILLS INC. RECYCLING FACILITY

At last month's Council meeting I reported that we had received a letter from Thomas Davis of Skills, Inc. In the letter Mr. Davis noted that Skills Inc. is required to give Waterville and Winslow the option to purchase their facility for \$35,000 less than the assessed value since they are closing their facility. Waterville has the facility assessed at \$221,700 so Waterville and Winslow could purchase the facility for \$186,700. The City of Waterville is not interested in purchasing the facility.

At last month's meeting I was asked if we had any equity in the facility. I have been told by City Manager Mike Roy that neither Waterville or Winslow have any equity in the facility. Therefore, I have prepared Resolution No. 29-2013 authorizing me to issue a Municipal Quitclaim Deed that releases any and all interest we may have in the facility.

VASSALBORO SEWER BILLING

At last month's Council meeting I reported that the Vassalboro Sanitary District would like to contract with us to do their sewer billing. They have 200 customers and we are capable of adding those customers to our billing process.

I have since met with Vassalboro Town Manager Mary Sabin and Vassalboro Sanitary District Trustee Marshal Roy. I presented them with a draft Sewer Billing Fee calculation formula (see attached) that could be used to determine their costs for us to provide the sewer billing service. They have indicated that they are agreeable with the formula.

As you will see in the attached document, their quarterly share of our software cost is \$191.00 and their quarterly share of other costs is \$134.60 which totals \$325.60. If we add the proposed 70% Administration/Handling fee of \$227.92 their total quarterly cost will be \$553.52. Once we begin issuing lien and foreclosure notices their quarterly costs will go up accordingly.

If the Council is agreeable with this cost calculation formula then I will begin working with the Vassalboro Sanitary District to develop a written agreement. I will ask that they cover all our costs associated with developing the agreement, such as attorney fees. We can discuss this further at our meeting on the 9th.

MMA ANNUAL BUSINESS MEETING

In the Council packet is a memo from MMA Executive Director Christopher Lockwood. As you will see we have the opportunity to designate a voting delegate to represent our interest at the annual MMA business meeting on October 2nd. Included with the memo is a proposed agenda for the meeting, as well as, proposed by-law amendments.

We can discuss this further at our meeting on the 9th.

KRDA BOARD VACANCY

Howard Mette and Michael Byrne currently represent the town on the Kennebec Regional Development Authority (KRDA) Board. The Board oversees the operations at FirstPark.

Don Plourde has served as an alternate on the board, however, he has informed me that he is moving out of town and can no longer serve as an alternate.

We can discuss a suitable replacement for Mr. Plourde at our meeting on the 9th.