



# Town Manager's Report to the Town Council

Submitted by:  
Michael W. Heavener  
October 8, 2013

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

## FORMER PW GARAGE

In 2007 we enrolled in the Brownfield Program administered by KVCOG. The reason for enrolling was to determine if hazardous soil contamination had occurred at the site of our former Public Works Garage. The former garage had been used by our Public Works Department since 1967.

In December of 2011, Weston & Sampson Engineers issued the results of their environmental assessment of the site. In January of 2012, Maine DEP proposed some amendments to the assessment and in May of 2012 the assessment was amended.

Included with my report is Maine DEP's January 2012 response and proposed amendments to the assessment. As you will see, harmful vapors were detected in the soils of the site. I met with representatives from DEP and I concluded it would be beneficial to install an active subslab depressurization system in the garage on the site. It was likely the system would stop and reverse the outward migration of harmful vapors from the site.

Public Works installed the system in the spring of 2013 and in the summer of 2013 Maine DEP conducted follow-up testing at the site. The follow-up testing verified that the system was working effectively.

The Maine DEP is recommending that we now complete their Voluntary Response Action Program (VRAP). If we successfully complete the program then DEP would issue us a "No Action Assurance" letter indicating DEP would take no enforcement action against the Town.

Once we receive the VRAP certification we will be free to sell the property. We will likely have some restrictions placed on the site such as the following:

1) No groundwater extraction or use without

DEP approval.

- 2) Construction of future buildings should include a vapor intrusion assessment and/or vapor barrier.
- 3) A soil management plan will need to be developed for future subsurface excavation.

DEP has indicated that we can now rent or lease the site for commercial use.

In the Council packet is Resolution No. 30-2013, which if approved will authorize me to submit a VRAP application to the Maine DEP.

## AGRICULTURAL WORKING GROUP

Earlier this year the Town Council formed the Town's Agricultural Working Group. The Council also authorized me to sign an agreement with the Maine Farmland Trust to do the following:

- Look at town policies and procedures to make sure they are farm friendly.
- Review our land use ordinances to make sure they are farm friendly.
- Explore opportunities for conserving important farm soils that are as yet undeveloped to ensure the community's long term ability to grow food.

The Working Group has conducted a survey of property owners in Winslow who own farmable land. The results of the survey have been compiled into a report and the report will be shared at the event described below.

The Agricultural Working Group and the Maine Farmland Trust are hosting a "Kennebec Region Farming Open House and Forum". The event will be held on October 25th from 5:00 pm to 8:30 pm at the Winslow VFW. A flyer for the event is attached to my report and Council members are encouraged to attend.

## COURT STREET LAND

This past summer we put the remaining 4+ acres on Court Street out to bid and we did not receive any offers for the land. At this point I recommend that we contract with a realtor to sell the property for us (*see Resolution No. 31-2013 in the Council packet*).

## FORT HALIFAX PARK GRANT OPPORTUNITY

The Maine Bureau of Parks and Land is currently accepting grant applications for the Land and Water Conservation Fund. The grant deadline is in November and recipients of the grant will have two years to complete the project.

Our project costs are as follows:

Design/Engineering/Permitting:  
\$ 18,720

State and Federal Review(s):  
\$ 3,000

Construction:  
\$156,000

Construction Oversight/Engineering:  
\$ 15,600

Total Cost **\$ 193,320** (*see attachment*)

There is a 50% match requirement so our share of the project would be **\$96,660**. Since we have two years to complete the project we could spread our share of the cost out over two budget cycles.

The Fort Halifax Park Implementation Committee is agreeable to conducting fund raising activities to help fund the Town's share of the project.

In the Council packet is Resolution No. 32-2013, which if approved will authorize me to submit the grant to the Maine Bureau of Parks and Land.

## SEWER ACCOUNT FORECLOSURES

On August 1st we foreclosed on two properties due to nonpayment of sewer liens (*see attached for description of properties*). I have put this matter as a discussion item on our agenda for the October 15th Council meeting. I would like to know if the Council would support amending our Tax Acquired Property Ordinance to allow sewer customers to reacquire their property as well. If so, I will be asking to make the amendment retroactive to sewer foreclosures in 2013.

## KV GAS DISTRICT

There has been an ongoing discussion about the formation of the KV Gas District among area town managers. At this point it is being recommended that the communities of Fairfield, Oakland Waterville and Winslow form an advisory committee called the Municipal Natural Gas Advisory Committee. The purpose of the committee will be to:

- 1) Explore costs and benefits related to the establishment of a municipal Natural Gas District that has been created by the Maine Legislature.
- 2) Explore costs and benefits of establishing a tax increment financing district and the potential uses of those funds for the benefit of the municipalities and their residents and businesses.
- 3) Explore options to assist the public, including residents and businesses, with a comprehensive approach to energy efficiency programs and assistance, including public advocacy and consumer protection related to heating system conversions.

It is recommended that each town manager be appointed to the committee and one representative from each community. We can discuss this further at our meeting on the 15th.

### **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.

We currently have an opening for an alternate Board member. I advertised the vacancy on our website and received one request for more information on the board position. At this point no one has volunteered to fill the vacancy. We can discuss this further at our meeting.

### **PARKS & REC DIRECTOR POSITION**

As you know I have advertised for the Parks & Rec Director position. The deadline for applications is Monday, October 28th. I will be forming a selection committee consisting of representatives from the Park & Rec Board and the School Department. I would also like to have at least one Council member participate in the process. We can discuss this further at our meeting.

### **TOWN OFFICE FLOORING**

I would like to improve the flooring at the entrance to the town office on the parking lot side of the building. First, I would like to have a thick mat installed between the two doors. The mat should be sufficient to collect all sand, snow and ice. Secondly, I would like to have a smooth ceramic tile installed from the second interior door to the basement door. The tile is low maintenance and does not require waxing. The cost for this improvement will be approximately \$2,000. We can discuss this further at our meeting.

### **TOWN OFFICE ROOF RE-ENFORCEMENT UPDATE**

Becker Structural Engineers have completed their drawings of the roof repair. They are now preparing the construction documents so the project can be put out to bid. I hope to have a ball park estimate to do the project by our meeting next week.