

**TOWN OF ROCKPORT
DEPARTMENT REPORTS
FEBRUARY 2010**

General Government

Thomas Ford, Planner/Community Development Director
Linda Greenlaw, Town Clerk
Virginia Lindsey, Finance Director
Assessor – No Report (Vacant)

Culture and Recreation

Susan Dates, Rental Agent, Rockport Opera House
Molly Larson, Librarian

Public Safety

Stephen Beveridge, Public Works Director
Craig Cooley, EMA Director
Mark Kelley, Police Chief
Abbie Leonard, Harbor Master - No Report (Winter Siesta)
Bruce Woodward, Fire Chief

Office of Planning and Community Development

Monthly Report – February 2010

Permits

Miscellaneous Permits: Twelve Building Permits were issued in February 2010 – one single family dwelling; one E-911 permit; one sign; filling & excavating; home occupation; and renovations. Fourteen permits were issued in February 2009.

Plumbing and Subsurface Wastewater Permits: Six Plumbing Permits were issued in February 2010 – one subsurface wastewater disposal permit and five internal plumbing permits. Five internal plumbing permits were issued in February 2009.

Boards & Committees

Planning Board: The Planning Board did not meet in either February 2010 or February 2009.

Zoning Board of Appeals: The ZBA met in February 2010 to review the application of Peter Giustra for an administrative appeal of the Code Enforcement Officer's decision to deny a building permit application. The ZBA did not meet in February 2009.

Harbor Committee: The Harbor Committee did not meet in February 2010. The Harbor Committee discussed the Harbor Budget; mooring field; pump-out station; floats and gift shop and the Timberwind lease in 2009.

Conservation Commission: The Conservation Committee did not meet in February 2010. In February 2009 the Conservation Commission reviewed: a Clam Cove update; a pesticide letter for Select Board approval; a build-out analysis project report; a MEACC meeting to discuss updating local Shoreland Zoning Ordinances and the future aims and goals of the Rockport Conservation Commission.

Ordinance Review Committee: The Ordinance Review Committee met on February 16th and 23rd as part of their winter semester work plan approved by the Select Board. They reviewed Land Use Ordinance Sections 1300 – Site Plan Review, Section 913 – Downtown District, Section 1003 – Architectural Standards and Section 907 and 907M – height and bulk standards.

Projects

Energy Efficiency Grant: The Planning Office was informed that the Town of Rockport was awarded a \$10,000 energy efficiency grant. A portion of this grant will be utilized to conduct an energy audit of the Opera House.

Lime Kilns Grant: Work has begun to complete a needs assessment of the Marine Park Lime Kilns that will assess the existing condition of the kilns, create a conceptual design of the recommended work and develop specifications for the long term restoration and preservation of the kilns.

Business Toolkit Group: Tom Ford is participating with a business toolkit team organized by the Chamber of Commerce. The group is working on a project to develop a resource for businesses which hope to expand or relocate to the Mid-Coast area.

*Applications, permits, and supporting documentation are available
for public review at the Planning and Community Development Office*

**TOWN CLERK
MONTHLY REPORT
FEBRUARY 2010**

- We issued 0 (2) Hunting Licenses, 6 (1) Fishing Licenses, 3 (9) Hunting and Fishing Licenses, 1 (2) Spring-Fall Turkey, 0 (1) Junior Hunting License, 0 (1) Duplicate, 0 (1) SuperSport, and 0 (1) SuperPak. Fees collected totaled \$296.00 (\$659.00).
- 12 (10) Boat Registrations, 9 (19) Snowmobiles and 4 (0) ATV Registration and 0(2) Milfoil Stickers (Preserve Maine Waters) were issued. Fees collected were \$1,159.00 (\$1,471.80), which includes \$435.00 (\$632.80) for sales tax.
- We issued 70 (39) dog licenses, 1 (0) replacement tag and 1 Kennel License at a fee of \$310.00 (\$166.00). Starting February 1st, a \$15.00 late fee per dog in addition to the regular license fee became effective.
- Processed 7 (6) transfers, 159 (165) passenger cars, 0 (0) antique vehicles, 6 (13) commercial vehicles, 10 (16) trailers, 2 (1) motor home, 0 (2) farm trucks, 0 (0) tractor/special equipment, 0 (0) motorcycle, 0 (8) special equipment, 4 (1) duplicate registrations and 0 (6) duplicate stickers. Monies taken in for these transactions (excise tax) totaled \$36,850.63 (\$39,325.12). This represents 6.29% less than last year.
- We processed \$97,259.58 in real estate taxes this month compared to last months' \$69,019.38. We sent 40 foreclosure notices last month. These automatically foreclosed on February 15th. This was for 2007 unpaid real estate taxes. We sent last chance (redemption) letters to 2 (2) residential properties and 9 (6) timeshare owners.
- Harbor Fees are coming in due to bills being mailed last month. We collected \$10,193.00 (\$8,770.00) for mooring, tie-off, dinghy rack space, etc. and waiting lists fees. We also collected \$1,335.30 (\$1,045.60) in boat excise tax.
- I attended and took minutes for one Select Board meeting. I attended the Green Party Caucus held here at the Town Office. I also verified several petitions this month for the candidates running for the Governor's Office, Sheriff's Office, etc.

*The first number represents 2010 and the second one in parenthesis 2009

Virginia B. Lindsey
Rockport Finance Director
Monthly Report - January 2010

The finance department is responsible for the administrative and accounting work necessary to maintain the town's finances. Work involves maintaining the chart of accounts, preparing monthly financial reports, preparing payrolls (including all required state and federal payroll reports and taxes), preparing accounts payable warrants, reconciling bank statements, preparing insurance renewals, and submitting claims (auto, property and casualty, workers compensation claims), and a number of other bookkeeping requirements. Annually, the finance director assists the town manager in the preparation of the town's budget.

The report for the month of February 2010 includes the following:

- Investments increased during the month of February from the previous month by 1.19% and were up overall for the year thus far by 10.87%.
- Interest earned on general funds remained at the low rate of 0.20%. The interest rate earned over 12 months ago - January 2009 was also 0.20%. The interest rate has remained unchanged for 14 months.
- Taxes paid to date represents 51.49% of taxes committed for FY 09-10, compared to 51.63% collected February 2009 for FY08-09 taxes.
- \$100,000 of the funds expended and collected during the month represented the award of the CDBG for Farmers Fare.

	Previous Month January 2010	Current Month February 2010	Difference	% Change	One Year Ago February 2009	Difference	% Change
Budget							
Wages	\$ 112,459.37	\$ 102,171.41	\$ (10,287.96)	-9.15%	\$ 103,737.80	\$ (1,566.39)	-1.51%
Other Expenses	\$ 877,336.36	\$ 864,105.09	\$ (13,231.27)	-1.51%	\$ 811,719.85	\$ 52,385.24	6.45%
Total Expenses	\$ 989,795.73	\$ 966,276.50	\$ (23,519.23)	-2.38%	\$ 915,457.65	\$ 50,818.85	5.55%
Total Revenue	\$ 220,891.09	\$ 308,872.69	\$ 87,981.60	39.83%	\$ 1,247,131.49	\$ (938,258.80)	-75.23%
NET	\$ (768,904.64)	\$ (657,403.81)	\$ 111,500.83	-14.50%	\$ 331,673.84	\$ (989,077.65)	298.21%
Cash on Hand Balance							
General Fund	\$ 892,105.85	\$ 234,933.14	\$ (657,172.71)	-73.67%	\$ 1,118,632.43	\$ (883,699.29)	-79.00%
Taxes Paid (for the month)	\$ 59,703.45	\$ 78,911.86	\$ 19,208.41	32.17%	\$ 57,279.02	\$ 21,632.84	37.77%
Taxes Paid (to date)	\$ 5,665,993.10	\$ 5,744,904.96	\$ 78,911.86	1.39%	\$ 5,628,701.32	\$ 116,203.64	2.06%
Investments							
Public Assistance	\$ 272,955.98	\$ 276,204.01	\$ 3,248.03	1.19%	\$ 226,824.39	\$ 49,379.62	21.77%
Cemeteries	\$ 339,747.57	\$ 343,790.38	\$ 4,042.81	1.19%	\$ 272,441.19	\$ 71,349.19	26.19%
Wastewater	\$ 143,115.48	\$ 144,818.48	\$ 1,703.00	1.19%	\$ 118,927.90	\$ 25,890.58	21.77%
Total Investments	\$ 755,819.03	\$ 764,812.87	\$ 8,993.84	1.19%	\$ 618,193.48	\$ 146,619.39	23.72%
Wastewater							
Expenses	\$ 44,039.25	\$ 21,366.00	\$ (22,673.25)	-51.48%	\$ 41,889.62	\$ (20,523.62)	-48.99%
Revenue	\$ 61,247.75	\$ 92,205.13	\$ 30,957.38	50.54%	\$ 79,454.72	\$ 12,750.41	16.05%
NET	\$ (17,208.50)	\$ (70,839.13)	\$ (53,630.63)	311.65%	\$ (37,565.10)	\$ (33,274.03)	88.58%
Wastewater Cash on Hand Balance							
WW General Fund	\$ 276,084.33	\$ 346,923.46	\$ 70,839.13	25.66%	\$ 271,380.07	\$ (33,274.03)	27.84%
Certificate of Deposit	\$ 100,000.00	\$ 100,000.00					
Total Cash	\$ 376,084.33	\$ 446,923.46	\$ 70,839.13	18.84%	\$ 271,380.07	\$ 33,274.03	64.69%
WW Accounts Receivable							
30 Day		60 Day	90 Day	Over 120 Days			
\$	35,243.94	\$	20,575.20	\$	2,285.37	\$	24,803.12
			TOTAL WW Accounts Receivable February 2010		\$	82,907.63	-8.93%
			Accounts Receivable February 2009		\$	91,032.35	

TO: Robert Peabody, Jr., Rockport Town Manager & Board of Selectmen
FROM: Sue Dates, Rental Agent
RE: **Opera House Department Head Report**
DATE: **February 2010**

During the month of January Bay Chamber rented the Opera House for Odeon rehearsals on Monday and Tuesday, for music lessons on Wednesday in the green room, and for a daytime filming project.

Revenue for February was \$110.00.

Town meetings held in the Opera House Meeting Room this month were the Select Board, the Planning Board, and the Zoning Board. The Library sponsored a show in the auditorium. The Value in Education Committee used the Meeting Room.

The Opera House was used only 11 of the 28 days this month. Typically February is a slow month at the Opera House.

Maintenance this month included: a thorough cleaning of the auditorium and setting the auditorium up and cleaning and setup of the Meeting Room after the January dance. Randy has been working on the back stair case, which is no easy task due to the stairs and the height of the ceiling. He has taken off the peeling tape, retaped the seams, and mudded and sanded them. This has been a time consuming process because he couldn't leave the ladders and everything up and out. He had to clean everything up for the first week in March, but will be painting the entire hall and woodwork this spring. This will be done as events allow.

Last year the Opera House revenue was \$1,130.00 due to one private concert, one Bay Chamber Concert and an event in the meeting room. The Opera House was used 9 of the 28 days.

Maintenance included: heat problems due to a power outage that caused major equipment problems, repairs to the sprinkler system due to the power outage, chipping of ice from the emergency staircase outside the auditorium and around the meeting room door roof, shoveling snow from the other emergency exit, keeping the front stairway free of ice from the melting snow for events, and the large refrigerator was put on its own designated outlet. The ice and stormy weather caused much damage and man hours to keep ahead of this month.

Rockport Public Library Director's Report
February 2010

Circulation	Children / YA	Adults	Total	% Change
February 2010	1645	3277*	4922	+ 7.0 %
February 2009	1299	3300	4599	

includes 98 honor system books

Attendance	Children / YA	Adults	Total	% Change
February 2010	290	1798	2088	+ 9.3 %
February 2009	196	1714	1910	

Interlibrary Loan	February 2010	February 2009	% Change
Incoming	462	488	- 5.3 %
Outgoing	349	320	+ 9.1 %

Internet Usage	February 2010	February 2009	% Change
	287	253	+ 13.4 %

Reference	February 2010	February 2009	% Change
	255	257	- 0.8 %

Programs	Program type	No. of Programs	Participants
	Adult	11	287
	Child	11	Adults 35 Children <u>109</u>
	Total	22	Total 144 431

Volunteers

- Volunteers gave 86 hours of support in February.

Desk Income, Gifts, Grants, or Donations

- \$ 1,721.38 (Among the gifts was one for \$1,000.00 from the Cascade Foundation. This gift will support the purchase of a desk for the children's librarian for the children's room. In addition the gift will help to underwrite an on-site movie license pending more information on the cost. As of this writing the director was researching the cost of the license. This license will allow a family movie night, among other programming opportunities for the community).

Items of Interest:

- Writing group for Middle and HS students every other Monday with Liza Walsh
- Weekly community outreach to area organizations
- Monthly book group
- Monthly Art @your library program
- Weekly French Conversation Group
- Weekly story time and after-school read aloud
- Camden Conference Community event at Rockport Opera House
- Girl Scout Troop and letterboxing
- Youth Advisory Board meeting
- For current and upcoming programs: view the Events Calendar and "What's Happening" at www.rockport.lib.me.us

TO: Robert Peabody, Jr., Rockport Town Manager & Board of Selectmen
FROM: Steve Beveridge, Director **Public Works** Department
RE: **Department Head Report**
DATE: **February 2010**

1. Worked on: sanders- '09 F550, extensive work to the '04 Freightliner, '04 #2 F550, '04 #1 F550; changed some cutting edges on plows and wings; '09 F550 – changed hydraulic oil; '04 #1 F550 – hose replaced; '08 F350 – new tires
2. Town Office: worked on odor from the furnace
3. Library: moved old trash box and put in new one
4. Garage: greased the new salt shed door, cleaned the garage of sand and cleaned out some of the drains, helped pull the water pump in well because it wasn't working and purchased a new pump & had it installed; put a catalyst on the furnace for fuel efficiency, cleaned bathroom vents and fans; rebuilt the furnace room door by putting in vents, some emergency lights replaced in the garage.
5. Meetings: MPMP Dept. Head meeting, regular Dept. Head meeting, met with Bob & Ginny about the budget, met with several homeowners about property issues
6. Opera House: met with the Opera House Committee and met with McCormick Construction and their door contractor at the Opera House about new doors & frames for the maintenance bid
7. One salt delivery
8. RES East- the police reported that a door was open. Upon investigation Steve found that it seems the frost has pushed the locked door open-somehow. After some adjusting the door closed and locked tightly. Thank you to PD for checking, as this was not a door anyone used; had the fire alarm hooked up – we were waiting for Fairpoint to hook up the phone line.
9. Posted roads & mailed out 18 letters
10. Storm that lasted for three days at the end of January – beginning of Feb. This was mostly a nuisance storm because it wasn't constant and required sanding, salting and plowing at intervals. Chased drifts from this storm for a couple of days.
11. Hauled 6 loads of wood and 5 loads of brush on 2-1 and 2-9
12. Hauled brush from around Town
13. Cold patched pot holes through Town several times
14. Got equipment ready for a snow storm that did not come
15. Picked up waste oil for our furnace
16. Cleaned drains around Town to get ready for rain
17. Got the '01 F450 ready to sand and plow for the next storm
18. Repaired several shoulders on roads and filled road side wash outs with 18 cy stone
19. Started working on 5 new picnic tables for parks – purchased wood and cut the boards to put tables together
20. Got equipment ready for a major rain/snow event
21. Possible FEMA storm – Friday the 26th thru Sunday the 28th - sanded 4 times on Friday the 26th

Man hours available this month – 1,204.5; Approximate man hours on the above projects – 1108 hours. This does not include the small extra projects, errands, and twice a week trash removal.

Last year we did extensive work on the '99 F550, serviced the '04 FL80 and the Loader, and replaced the #2'04 F550 wheel bearing and front hub assembly, which took quite a while due to parts availability. We had several nighttime light snow events and 2 large snow storms almost back to back with limbs down and power lost on the second one. We had to remove at least 66 tri-axle loads of snow from the village area and Fire Dept. lots. Spent much time sanding/salting, setting back snow banks, scraping the roads and plowing snow. Had more winter sand delivered, 2 pallets of calcium flakes, and 4 delivering of salt totaling 138 tons. Picked up the new '09 F550 and got it ready to plow. Reclaimed Mt. Pleasant road after the snow storms. Cleaned and opened catch basins to get ready for predicted rain.



Town of Rockport

**Department Head Report
FEBRUARY 2010**

Attended meeting of local directors, worked on radio updates for pending narrow band compliance, review of grant funding options.

**Craig Cooley
Director**

ROCKPORT POLICE DEPARTMENT

FEBRUARY 2010

OFFICER PRODUCTIVITY REPORT:

OFFICER:	# of Arrests:	Warnings:
201 / Chief Kelley	05	18
202/ Sgt. T. Ford	10	05
203/ W. Butler	21	06
204/ D. Smith	46	31
205/ D. Brown	05	0
211/ C. Cooley	14	05

VEHICLE STATS:	Mileage:	Gals. of Gas.	M.P.G.
	7,329	458.9	15.9

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03/03/10
13:41

Rockport Police Department
Law Total Incident Report, by Nature of Incident

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1

Nature of Incident	Total Incidents
911 Hangup	4
Administrative	17
Agency Assistance	19
Alarm	35
Alcohol Offense	3
Animal Welfare	1
Assault	1
Non-sufficient Funds Check	1
Violation of Bail Conditions	1
Car/Vehicle Fire	1
Car/Deer 10-55	2
Check In Per Court Order	25
Citizen Assist	8
Civil Problem	1
Criminal Mischief	1
Custodial Interference	1
Deliver Message	2
Detail Assignment	1
Disorderly Conduct	4
Domestic	1
Controlled Substance Problem	10
Traffic - Erratic Oper Vehicle	2
Escort	1
Fail	1
Fingerprinting	1
Fire Alarm	2
Found Property	2
Harassment	15
Information Report	2
Intoxicated Person	3
Juvenile Problem	1
Lost Property	3
Mental Health Issue	1
Miscellaneous CAD Call Record	1
Missing Person	1
Burglary of a Motor Vehicle	1
Nuisance	2
DUI Alcohol or Drugs	8
Paperwork Servd For Othr Agenc	3
Traffic Accident w/ Damage	2
Traffic Accident, w/ Injuries	1
Probation/Bail Check	21
Property Check	4
Public Works Referral	11
Radar Detail	1
Recovered Stolen Property	1
Convulsions or Seizures	1
Stalking	5
Suspicious Vehicle	10
Suspicious Person/Circumstance	3
Theft	4
Threatening	2
Traffic Detail	13
Traffic Hazard	76
Traffic Violation	10
Traffic Stop	2
Trespassing	2
Unsecure Premise	7
Utility Problem	4
Vehicle off roadway no damage	1
Vehicle Search	3
Wanted Person	3
Well-Being Chck	

Total Incidents for This Report:	382

03/03/10
13:42

Rockport Police Department
Law Incident Analysis, Time Reported

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Page: 1

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
00:00-00:59	4	2	2	1	4	1	4	18
01:00-01:59	1	2	1	0	2	1	2	9
02:00-02:59	1	3	3	1	4	3	1	16
03:00-03:59	0	0	0	0	0	1	3	4
04:00-04:59	2	2	1	3	1	2	1	12
05:00-05:59	1	4	1	0	0	1	0	7
06:00-06:59	2	1	0	2	0	2	1	8
07:00-07:59	6	5	1	4	1	0	0	17
08:00-08:59	5	5	2	5	3	5	4	29
09:00-09:59	3	4	0	3	6	5	4	25
10:00-10:59	3	5	2	1	4	3	4	22
11:00-11:59	3	6	2	4	5	9	1	30
12:00-12:59	4	2	4	2	3	3	2	20
13:00-13:59	3	3	1	2	3	1	0	13
14:00-14:59	2	3	1	2	4	2	5	19
15:00-15:59	3	4	4	5	3	3	1	23
16:00-16:59	7	2	1	2	1	3	3	19
17:00-17:59	2	6	1	4	3	2	1	19
18:00-18:59	0	0	0	3	3	1	4	11
19:00-19:59	2	5	1	0	3	1	5	17
20:00-20:59	1	3	0	1	2	1	0	8
21:00-21:59	0	0	1	0	3	1	0	5
22:00-22:59	1	2	3	3	2	4	2	17
23:00-23:59	3	1	2	3	3	1	1	14
Total by Day	59	70	34	51	63	56	49	382

Report Includes:

- All dates between `00:00:01 02/01/10` and `23:59:59 02/28/10`
- All agencies matching `0704`
- All offenses observed
- All offenses reported
- All offense codes
- All nature of incidents
- All location codes

*** End of Report /tmp/rptlvYgia-rplwia.rl_1 ***

BRUCE WOODWARD, FIRE CHIEF

Two firefighters, Michael and Ian Robertson participated in a “hands on” cold water rescues class in Union at Seven Tree Pond. They became more proficient at use of our cold water rescue suits and use of a special ice rescue sled that Union Fire Department uses.

As part of our drilling program we visited the Shepard Block at 18 Central Street where we observed the building renovations as they would pertain to fighting a fire in the building. The building walls were framed, but open, so that steel reinforcement, piping, wiring and other features were visible. The building is going to be retrofitted with a sprinkler system and elevator.

I took a week of vacation time and Deputy Chief Charles Knight worked for four days. He gave all the apparatus a thorough cleaning, issued burning permits, and repaired fire equipment, charged portable radios and thermal imaging cameras.

The lack of snow during the month of February was a welcome change from previous years. Normally fire hydrants need a lot of shoveling during the month.

Report Period: 02/01/10-02/28/10

Comparables: 02/01/09-02/28/09

Calls by Incident Type	Percent of Total Calls 2009	Percent of Total Calls 2010	Total Incidents 2009	Total Incidents 2010
Building Fires	0.00%	7.41%	0	3
Vehicle Fires	0.00%	0.00%	0	0
Other Fires	0.00%	0.00%	0	0
Overpressure Ruptures, Explosion, Overheat	0%	0.00%	0	0
Emergency Medical Treatment	0.00%	0.00%	0	0
All Others	0.00%	0.00%	0	0
Hazardous Condition Calls	30.77%	48.15%	8	13
Service Calls	11.54%	11.11%	3	3
Good Intent Calls	15.38%	7.41%	4	2
Severe Weather or Natural Disaster Calls	0%	0%	0	0
Special Incident Calls	0%	0%	0	0
Unknown Incident Type	0%	0%	0	0
Malicious Calls	3.85%	0%	1	0
Other False Calls	38.46%	25.93%	10	8
Total Calls	100%	100%	26	29
Total Fire Dollar Loss	\$0	\$0	\$0	\$0
Total Dollar Loss	\$0	\$0	\$0	\$0