

**TOWN OF ROCKPORT
DEPARTMENT REPORTS
FEBRUARY 2009**

General Government

Thomas Ford, Planner/Community Development Director
Linda Greenlaw, Town Clerk
Virginia Lindsey, Finance Director
Judith Mathiau, Assessor

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 – Off Duty
Bruce Woodward, Fire Chief

Office of Planning and Community Development
Monthly Report – February 2009

Permits

Miscellaneous Permits: Fourteen permits were issued in February 2009. This figure included renovations, sheds, decks, a chicken coop along with four (4) use permits, and five (5) sign permits. Sixteen permits were issued in January 2008.

Plumbing and Subsurface Wastewater Permits: Five internal plumbing permits were issued in January 2009. Four permits were issued in January 2008.

Boards & Committees

Planning Board: The Planning Board did not meet in February of 2009. In February 2008 the Planning Board reviewed the applications of Dierdre Gramas, M.D. for a change of use and Pen Bay Medical Center for a 3,652 s.f. utility building.

Zoning Board of Appeals: The Zoning Board of Appeals did not meet in February 2009. In 2008 the Zoning Board of Appeals considered an application for an expansion of a grandfathered non-conforming structure.

Harbor Committee: A short meeting was held by the Harbor Committee on February 17th. The Committee discussed: the opening on the Committee for another member; the position of Deputy Harbormaster; the Harbor Park gift shop; and the mooring field.

Conservation Commission: The Conservation Commission met on February 13th to review the Build-Out Analysis Project, the letter of support for the Eagle Scout Project and the Pesticide Letter.

Ordinance Review Committee: The ORC met on February 5th to review LUO Section 1000, Section 808 and Section 1400; February 26th to review LUO Section 808, Section 1415.3, Mapping of Tidal Waterfowl and Wading Bird Habitat and Section 800 for bees.

**TOWN CLERK
MONTHLY REPORT
FEBRUARY 2009**

- We issued 2 (0) Hunting Licenses, 3 (6) Fishing Licenses, 9 (2) Hunting and Fishing Licenses, 2 (0) Spring Turkey, 1 (0) Junior Hunting License, 1 Duplicate and 0 (1) Complimentary Resident License for Spring Turkey, Pheasant Hunt, Bear, Muzzleload and Migratory Waterfowl License, 1 (0) SuperSport, and 1 (0) SuperPak. Fees collected totaled \$659 (\$202.00).
- 10 (16) Boat Registrations, 19 (17) Snowmobiles and 0 (1) ATV Registration and 2 (5) Milfoil Stickers (Preserve Maine Waters) were issued. Fees collected were \$1,471.80 (\$766.00), which includes \$632.80 (\$30.05) for sales tax.
- We issued 39 (39 (58 dog licenses and 1 Service/Search Dog (Boomer)) license at a fee of \$166.00 (\$195.00). Starting February 1st, a \$15.00 late fee per dog in addition to the regular license fee became effective. Beginning March 9th, the Dog Warrant will be signed and the late fee will increase to \$25.00.
- Processed 6 (10) transfers, 165 (149) passenger cars, 0 (2) antique vehicles, 13 (15) commercial vehicles, 16 (56) trailers, 1 (1) motor home, 2 (2) farm trucks, 0 (7) tractor/special equipment, 0 (1) motorcycle, 8 (11) special equipment, 1 (5) duplicate registrations and 6 (4) duplicate stickers. Monies taken in for these transactions (excise tax) totaled \$39,325.12 (\$48,985.24). This represents 19.72% less than last year.
- We processed \$97,772.26 in real estate taxes this month compared to last months' \$60,230.20. We sent 32 foreclosure notices last month. These automatically foreclosed on February 27th. This was for 2006 unpaid real estate taxes. We will now send last chance letters to 2 mobile home owners, 1 commercial property owner and 6 timeshare owners.
- Harbor Fees are coming in due to bills being mailed last month. We collected \$8,770.00 (\$8,188.00) for mooring, tie-off, dinghy rack space, etc. and waiting lists fees. We also collected \$1,045.60 (\$1,375.70) in boat excise tax. We sent out 125 letters for the 2009 wait list for moorings, winter boat storage, dinghy rack space, and tie-offs.
- I attended and took minutes for two Select Board meetings. Stacey and I attended a Wellness Luncheon Meeting at the YMCA.

*The first number represents 2009 and the second one in parenthesis 2008

Virginia B. Lindsey
Rockport Finance Director
Monthly Report - March 10, 2009

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 January 2009 includes the following:

- Investments dropped again in February by 3.81% Since July of last year the investment portfolio has decreased by more than \$120,000.
- Interest earned on general funds continues to decrease significantly—3.61% Feb '08 v. 0.20% Feb '09.
- Cash on hand at month end 40.97% lower than last February.
- Taxes paid to date represents 51.63% of taxes committed, compared to 52.94% collected Feb 2008.

	February- 2008	February - 2009	Difference		
Budget					
Wages	\$ 111,848.64	\$ 103,737.80	\$ (8,110.84)	-7.25%	
Other Expenses	\$ 722,237.29	\$ 811,719.85	\$ 89,482.56	12.39%	
Total Expenses	\$ 834,085.93	\$ 915,457.65	\$ 81,371.72	9.76%	
Total Revenue	\$ 1,910,080.12	\$ 1,247,131.49	\$ (662,948.63)	-34.71%	
NET	\$ (1,075,994.19)	\$ (331,673.84)	\$ 744,320.35	-69.18%	
Cash on Hand Balance					
General Fund	\$ 1,895,180.15	\$ 1,118,632.43	\$ (776,547.72)	-40.97%	
Taxes Paid (for the month)	\$ 64,712.98	\$ 57,279.02	\$ (7,433.96)	-11.49%	
Taxes Paid (to date)	\$ 5,573,542.92	\$ 5,628,701.32	\$ 55,158.40	0.99%	
Investments					
Public Assistance	\$ 275,780.45	\$ 226,824.39	\$ (48,956.06)	-17.75%	
Cemeteries	\$ 358,347.85	\$ 272,441.19	\$ (85,906.66)	-23.97%	
Wastewater	\$ 144,598.43	\$ 118,927.90	\$ (25,670.53)	-17.75%	
Total Investments	\$ 778,726.73	\$ 618,193.48	\$ (160,533.25)	-20.61%	
Note: \$20,000 was withdrawn from Cemeteries for support of Cemeteries Budget (FY 08-09 Revenue)					
Wastewater					
Expenses	\$ 53,731.60	\$ 41,889.62	\$ (11,841.98)	-22.04%	
Revenue	\$ 109,454.39	\$ 79,454.72	\$ (29,999.67)	-27.41%	
NET	\$ (55,722.79)	\$ (37,565.10)	\$ 18,157.69	-32.59%	
Wastewater Cash on Hand Balance					
WW General Fund	\$ 194,616.88	\$ 271,380.07	\$ 76,763.19	39.44%	
WW Accounts Receivable					
	30 Day	60 Day	90 Day	Over 120 Days	
	\$ 24,380.59	\$ 22,530.23	\$ 3,169.46	\$ 40,952.07	
	TOTAL WW Accounts Receivable Feb 2009			\$ 91,032.35	-13.98%
	Accounts Receivable Feb 2008			\$ 105,829.98	

**FEBRUARY 2009
DEPARTMENT HEAD REPORT**

**Judy Mathiau
Assessor**

- Our office prepared the annual personal property mailing which included a cover letter, a declaration form and the new brochure designed for businesses. Almost 400 businesses will receive this mailing. This year we are requesting brand new detailed lists of all business equipment for tax purposes. In past years, businesses only needed to notify us of any changes or deletions to their original listing in 2002. Several businesses still operate with used equipment that was either acquired at little or no cost or may even have been handmade, therefore we are also asking the business owners to declare an estimated value for these items.

The personal property mailing this year also offers information on how to apply for tax relief through two different State programs. One program requires the business owner to apply for an exempt status on or before May 1st each year. The other program requires an application later in the year detailing the personal property actually paid in the previous year and then they are reimbursed on those taxes paid.

- Processed and certified new homestead and veteran applications. We have received to date, 21 new homestead applicants and two veteran exemption applications, all were approved. Last year the homestead exemption provided a tax bill savings of \$146.64 compared to 2007 at \$146.12.
- The Mid-Coast Assessors met in Belfast with an overwhelming 40 in attendance. Mike Rogers, Supervisor of Municipal Services at the Property Tax Division spoke to us on the declining real estate market and our role as an Assessor. It has been substantiated through court decisions that one should not act on the fleet of the moment. An Assessor should wait and review the sales as they come in to see if this is a lasting trend and to measure the types of properties selling. If over time, it appears that one type of property is deflating more rapidly than another type, then one or the other should be adjusted. Assessors at the meeting agreed that the most difficult task in this recession is to identify the type of sale, whether it is truly an arms length transaction or a distress sale.
- The deadline for filing for abatement of property tax was February 19th. This marks the 185 days from commitment when a taxpayer legally may file. We have been able to commit our tax earlier each year therefore the filing deadline is that much earlier.
- The Board of Assessment Review recently accepted Susan Wilson as their newest member. Susan used to work in the Town Office and she lives in Rockport. Susan fills the vacancy left by her brother Peter Hart and will bring a great perspective to the Board.

TO: Robert Peabody, Jr., Rockport Town Manager & Board of Selectmen
FROM: Sue Dates, Rental Agent
RE: **Opera House Department Head Report**
DATE: **February 2009**

During the month of February Bay Chamber rented the Opera House for Odeon rehearsals on some Mondays and Tuesdays, held lessons for students on Mondays, and had one Saturday concert. Cerial Concerts, Inc. held a Cheryl Wheeler Concert. They like our facility and will be using it for concerts in the future.

Revenue was \$1,130.00 for February.

A hopeful note for future rentals – I have been quite busy answering questions about renting the Opera House and have shown the Opera House a number of times this month for concerts and wedding receptions. This month and some of last month have been busy with inquiries, rentals, and possible rentals.

Town meetings held in the Opera House Meeting Room this month were 1 Select Board meeting. The second meeting was moved to the Town Office due to heat problems. The Planning Board and the Zoning Board both canceled their meetings. The Library sponsored a Camden Conference lecture.

Maintenance this month included shoveling snow and chipping ice from the sidewalks and emergency exits. Patrick put 4 bags of calcium on the ice on the stairway of the emergency exit, but could not clear all of it. The following week Daryl and Gene from Public Works came over with more calcium and chipped and dug until they cleared the stairway of ice. Before Feb. 25 the ice was back and there were huge icicles hanging from the cover over the lower back door with ice in front of the door from the melting from the roof. Patrick has been trying to clean the grout between the old floor tiles in the kitchen. This is a long, tedious job as it must be done on your hands and knees with a brush. After this is done he will pick a time when we don't have people coming into the building for a couple of days and seal both the kitchen and the front hall tile with a product we recently purchased from Floor Magic. Patrick is doing his best to keep the downstairs parquet floor looking good through all the sand and salt deposits. Due to a power outage on the 22/23rd Bruce had to bring the sprinkler/generator people back. The system doesn't like no power scenarios-it fills up with water and could be set off. This could cause much water damage. So far this has been averted by Bruce! Bruce hopes to rectify this situation with an alarm at the Fire Station. The one of the heating system circulator pumps overheated. It will be replaced with a different product that is readily available in our area. We hope this will make the heating system easier and less costly to maintain. For this reason the only place that seems to have heat is the meeting room. We are leaving all lower doors open and opened one to upstairs. The custodian closet has a water faucet in it. On Friday the 27th David got the parts for the heating system and was installing them. Don Frye worked on an electrical outlet problem that we had with the large refrigerator. It is now plugged into a new outlet and has a separate breaker in the box.

Last year BCC rented for a community sing and Odeon auditions and rehearsals and we had one non-profit rental for a board meeting. Revenue was \$350.00. Maintenance included the sanding and finishing of the stage, painting some of the maroon in the auditorium, painting the downstairs walls, and we turned off the large refrigerator and gas stove to save on utilities. This practice has continued and seems to have worked very well!

**Rockport Public Library Director's Report
February 2009**

Circulation*

	Children / YA	Adults	Total	% Change
February 2009	1299	3300	4599 **	- 7.1 %
February 2008	1493	3458	4951	

***Includes 57 additional items in paperback and honor system books*

Attendance*

	Children / YA	Adults	Total	% Change
February 2009	196	1714	1910	- 7.6 %
February 2008	224	1842	2066	

Interlibrary Loans*

	February 2009	February 2008	% Change
Incoming	488	405	+20.5 %
Outgoing	320	370	- 13.5 %

Internet Usage*

February 2009	February 2008	% Change
253	260	- 2.7 %

Reference*

February 2009	February 2008	% Change
257	253	+ 1.6 %

**We had several stormy days in February and 2 in particular (19th and the 23rd) when the library either closed early due to the storm or we were cleaning up snow from the night before making early part of the day slow. This has an impact on all of our numbers. Given the average daily in both circulation and attendance these would have been comparable to the same numbers reported this time last year.*

Gifts and Grants

The library received **\$736.35** in desk income in February. Desk income includes donations, photocopy charges, fines, and non-resident card renewal fees.

Programs & Community Outreach

In total the library had 20 programs or community outreach activities during the month of February. There were 9 programs and community outreach activities for adults, and 11 programs and community outreach activities for children. 188 people attended the adult programs and 100 (21 adults and 79 children) attended the programs for children.

Volunteers: Volunteers gave 70 hours of support in February.

Program highlights:

- Twice weekly French conversation group.
- Weekly story time and craft
- Community outreach to Coastal Workshop
- Camden Conference program with 125 in attendance
- Community outreach to local daycare centers
- After school read-aloud
- Artist Trading card workshop and swap
- BookLovers' Café

TO: Robert Peabody, Jr., Rockport Town Manager & Board of Selectmen
FROM: Steve Beveridge, Director **Public Works** Department
RE: **Department Head Report**
DATE: **February 2009**

1. Worked on: extensive work on the '99 F550 & inspected; serviced the '04 FL 80; serviced the Loader & changed the cutting edge; the #2 '04 F550 had a wheel bearing and front hub assembly that put it out of commission for a while.
2. Several nighttime light snow events that brought the crew in and 2 large snow storms almost back to back – the 19th/20th and the 22nd /23rd
3. The storm of the 23rd was a large one with many limbs down and power lines down. Many area residents, businesses, and our buildings and pump stations lost power during the storm. It took CMP workers at least 3 days to get power on. It took Public Works many days to remove 66 tri-axle loads of snow, clean up limbs and trees, set back snow banks, scrape and sand roads and get ready for the next storm – forecast is for rain.
4. On Monday the 16th we were called in to sand
5. Spot sanded/ salted several times during the month
6. Had more winter sand delivered – this can only be done when the weather is warmer and Hall's can screen dirt and rocks to make sand
7. Placed salt/ calcium/ sand on sidewalks and walkways many times during the month
8. Attended a meeting in Augusta
9. Replaced a plow on the '04 F550 #1
10. Cleaned and opened catch basins - as many as we could- to get ready for rain
11. Due to a rain event, we patrolled the roads for water problems
12. Cold patched pot holes
13. Changed cutting edges on several plows
14. Hauled 31 tri-axle loads of snow from the village area on Saturday the 21st and hauled snow again after the storm of the 23rd and during the last week of Feb. hauled more than 35 loads.
15. Opera House - helped out the Opera House with ice removal from the back exit stairs, borrowed the lift from the CSD to change the overhead spot light bulbs and refocus them
16. Town Office – Mel's desk, shoveled out front windows from snow coming from the roof, plowed around the building after heavy snow fall to clean snow buildup away from the building,
17. Library – delivered calcium for the outside, shoveled snow from the roof at least 3 times
18. Used the CSD lift to change an overhead bulb at the garage
19. Reclaimed Mt. Pleasant
20. Set back snow banks and readied for big storms
21. Picked up the new '09 F550 and got it ready to plow for the upcoming storm
22. Had 2 pallets of Calcium Flakes delivered/ 4 deliveries of salt totaling 138 tons

Last year we were chasing snow storms about every three days with a record snow fall over the entire season. We had 11 storms – some lasting two days or more with a total snowfall of 26.5 inches and rainfall of 6 inches per AquaMaine. We hauled salt (have not done that this year) on top of the deliveries due to the constant snow. Completed all 3 budgets and assisted in the Cemetery budget. Steve attended meetings on the RES West school and on sewer upgrades – some due to new subdivisions. We worked on sanders many times during the month and worked on the trucks and the loader. Snow banks were set back several times during the month and brush was cut on some streets. There were many extra sandings and many cutting edges changed.



Town of Rockport

**Department Head Report
FEBRUARY, 2009**

Nothing Significant to report this Month.

**Craig Cooley
EMA Director**

ROCKPORT POLICE DEPARTMENT

FEBRUARY, 2009

OFFICER PRODUCTIVITY REPORT:

OFFICER:	# of Arrests:	Warnings:
201 / Chief Kelley	0	03
202/ Sgt. T. Ford	13	12
203/J.McCarthy	25	30
204/W. Butler	23	08
205/ D. Smith	01	01
211/ C.Cooley	30	10

VEHICLE STATS:	Mileage:	Gals. of Gas.	M.P.G.
	6,872	410.4	16.7

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03/03/09
08:06

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

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Nature of Incident	Total Incidents
911 Hangup	9
Administrative	17
Agency Assistance	14
Alarm	26
Animal Problem	2
Animal Welfare	2
Assault	1
ATV Operation Problem	2
Violation of Bail Conditions	2
Car/Deer 10-55	1
Check In Per Court Order	14
Citizen Assist	11
Civil Problem	1
Criminal Mischief	2
Deliver Message	1
Disorderly Conduct	3
Domestic	4
Controlled Substance Problem	3
Traffic - Erratic Oper Vehicle	9
Escort	2
Fall	1
Fraud	2
Harassment	1
Information Report	12
Intoxicated Person	2
Juvenile Problem	1
Lost Property	1
Mental Health Issue	2
Miscellaneous CAD Call Record	1
Nuisance	1
DUI Alcohol or Drugs	2
Paperwork Servd For Othr Agenc	2
Parking Problem	5
Traffic Accident w/ Damage	18
Probation/Bail Check	3
Property Check	7
Public Works Referral	3
Radar Detail	2
Stalking	1
Suspicious Vehicle	1
Suspicious Person/Circumstance	8
Theft	4
Threatening	1
Traffic Hazard	7
Traffic Violation	59
Traffic Stop	4
Trespassing	2
Utility Problem	14
Vehicle off roadway no damage	5
Vehicle Search	2
Wanted Person	3
Weapon Offense	1
Well-Being Chck	3

Total Incidents for This Report: 307

03/03/09
08:03

Rockport Police Department
CAD Calls by Day and Time

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Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
00:00-00:59	2	1	0	1	0	4	0	8
01:00-01:59	2	2	0	3	0	3	3	13
02:00-02:59	1	0	0	1	0	1	0	3
03:00-03:59	2	2	3	0	2	0	1	10
04:00-04:59	1	1	0	0	1	0	0	3
05:00-05:59	2	1	1	2	0	1	0	7
06:00-06:59	0	0	3	0	0	2	0	5
07:00-07:59	3	4	1	4	3	1	0	16
08:00-08:59	3	2	3	4	2	2	0	16
09:00-09:59	3	2	1	1	2	4	1	14
10:00-10:59	3	2	0	1	3	5	1	15
11:00-11:59	4	5	2	1	3	2	3	20
12:00-12:59	1	1	2	3	1	0	1	9
13:00-13:59	1	1	3	5	5	4	4	23
14:00-14:59	4	1	2	4	4	2	1	18
15:00-15:59	1	2	2	4	2	1	4	16
16:00-16:59	1	4	4	2	3	0	3	17
17:00-17:59	2	2	1	4	5	4	2	20
18:00-18:59	3	2	1	1	3	1	4	15
19:00-19:59	0	1	0	2	1	3	3	10
20:00-20:59	5	1	2	2	1	2	0	13
21:00-21:59	3	1	0	0	6	2	2	14
22:00-22:59	1	2	1	0	4	3	2	13
23:00-23:59	2	3	2	0	1	2	0	10
Total by Day	50	43	34	45	52	49	35	308

Report Includes:

- All reported dates between `00:00:01 02/01/09` and `23:59:59 02/28/09`
- All nature of incidents
- All respond to addresses
- All respond to cities
- All agencies matching `0704`

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BRUCE WOODWARD, FIRE CHIEF

The heavy winter snows continued with lots of snow shoveling of fire hydrants and the two fire stations. Thanks to the Rockport highway department for using their bucket loader to remove the big snow banks from the two fire stations and the fire hydrants throughout town. They made the hydrant shoveling much easier by removing the large frozen snow banks. At the drill on February 26, firefighters shoveled many of the hydrants.

The overhead door at the West Rockport Fire Station was retrofitted with an electric eye beam to prevent the door from closing if someone is in the way. This upgrade was requested by our insurance carrier to prevent a crush hazard. As part of the upgrade we now have a remote door closer. This will also help prevent slipping injuries when since nobody has to run back to close the door in cold weather.

The wet heavy snow storm on February 23 kept us busy with tree limbs on power lines, fire alarms related to the outage and the dry pipe sprinkler valve at the Opera House tripped since there was no power to run the air compressor. The Public Safety building was on emergency power for about 17 hours. We also worked with the highway department and police department to use a fire truck to clean snow off the traffic light lenses at PBMC, Old County Road & Route 1, Meadow Street & Route 90 and Route 90 & 17.

So far this year the number of alarms has been less than last year and there have been no working structure fires. We have been very fortunate, since extreme cold weather and deep snow conditions can put a lot of extra strain on our firefighters.

Report Period: 01/1/09-02/28/09

Comparables: 01/1/08-02/29/08

Calls by Incident Type	Percent of Total Calls 2008	Percent of Total Calls 2009	Total Incidents 2008	Total Incidents 2009
Building Fires	5.56%	0%	2	0
Vehicle Fires	0%	0%	0	0
Other Fires	0%	0%	0	0
Overpressure Ruptures, Explosion, Overheat	0%	0%	0	0
Emergency Medical Treatment	0%	0%	1	0
All Others	2.78%	0%	1	0
Hazardous Condition Calls	22.22%	30.77%	9	8
Service Calls	0%	11.54%	0	3
Good Intent Calls	19.44%	15.38%	8	4
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	0%	3.85%	0	1
Other False Calls	50.00%	38.46%	19	10
Total Calls	100%	100%	40	26
Total Fire Dollar Loss	\$0	\$0	\$0	\$0
Total Dollar Loss	\$0	\$0	\$0	\$0