Community Center Task Force

The City of Presque Isle has created a Task Force to explore the unique and exciting opportunities a new Community Center would offer “The Star City”. The committee is comprised of 11 members from various areas of the community, as well as representatives from neighboring communities. Members will serve as analysts, visionaries and planners of the facility and are charged with shaping the vision of a comprehensive Community Center that will serve the needs of our citizens.

Many efforts have been made prior to the creation of this task force including the creation of a committee to explore the replacement of the existing facility. The first committee formed recommended the use of our Chapman St. location for a new facility after reviewing 40 different locations and sites. Since then, the City has continued to pursue their recommendation by:

- Securing ownership of the railroad parcel of approximately 7.43 acres.
- Securing ownership of the stand alone parcel in the center of the railroad site, approximately .34 acres.
- Securing ownership of the Webber parcel of approximately .65 acres.
- Securing a federal Brownfield grant to clean up the Webber Oil site.
- Securing ownership of the former Beaulieu’s Hardware property of approximately .26 acres.
- Purchased five private residents that abutted the proposed site and the existing recreational property on Chapman St. approximately 1 acre.
- Removed the five private residents to clear the property.
- Negotiated a release from the railroad allowing the City to sell the recreational property on Main Street and use the proceeds for recreational purposes.

As of this date, the only remaining item that needs to be accomplished is the cleanup of the former Webber Oil property by utilization of the Brownfield grant funding. To be in compliance with the grant, all cleanup work will need to be completed in 2011. The work to date has been almost exclusively focused on one purpose; the replacement of the community center. Given the limited financial resources, it is critical that all expenditures be reviewed with a creative eye. The newly formed Community Center Task Force will be meeting twice a month to do just that. Some questions they will be considering are:

- Are there other benefits not directly related to the proposed expenditure that could be obtained?
- Are there other goals/objectives that could be obtained by changing the plans slightly?
- Can a minimal additional investment in the short term save significant future costs?
- Could we maximize this opportunity to connect our riverfront, the walking path and the downtown with this project?

There will be many other questions discussed throughout this process in the hopes of capitalizing on this opportunity to make Presque Isle’s community center the best it can be. The committee plans to bring their recommendations to the Council in September, 2011.
Northern Maine Regional Airport - Scott Wardwell, Director

Northern Maine Regional Airport
650 Airport Drive, Suite 11
Presque isle, ME 04769
(207) 764-2550
www.flypresqueisle.com

In March, the leading indicators at the airport are pointing to a slowdown due to high fuel costs and severe winter weather. These include;

- Boardings for March 2011 down 5% over March 2010.
- Paid Parking Receipts down 16% over March 2010.
- Aviation Gas Sales down 10% over March 2010.
- Jet A Sales to Airline down 60% over March 2010.
  - Due primarily to Boston Weather and 4 fewer operations than in 2010
- Jet A Sales to General Aviation customers were down 16% over March 2010.

Activities completed or continuing to be worked on in March included the following;

- Installation of several programmable thermostats in the passenger terminal by airport staff.
- Completed market area presentation for prospective airline.
- Staff began developing a specification for a snowplow to replace the 1989 airport truck. All but 2.5% of the cost of the truck will be State and Federally funded.

In April, the leading indicators at the airport with a few exceptions are pointing to a continued slowdown in the economy due to high fuel costs. This was typical of what we saw in 2008 as oil prices spiked. These include;

- Boardings for April 2011 down 16% over April 2010.
- Paid Parking Receipts up 16% over April 2010.
- Aviation Gas Sales down 12% over April 2010.
- Jet A Sales to Airline down 16% over April 2010.
- Jet A Sales to General Aviation customers were up 37% over April 2010.

Activities completed or continuing to be worked on in April included the following;

- Staff began developing a specification for an Airport Fire Truck to replace the 1998 vehicle. All but 2.5% of the cost of the truck will be State and Federally funded.
- The Airport Director attended an Essential Air Service (EAS) summit in Washington, DC. The purpose of meeting was to develop strategies for the continued funding of the EAS Program.
MARCH 2011

City Clerk Office
Bev Labbe, the City’s new City Clerk is still in the process of transitioning over from her current position as Administrative Assistant to the Solid Waste Director. She will assume her full duties as City Clerk on April 11.

One of the City Clerk’s responsibilities is to maintain and safeguard the vital records of the citizens of the municipality. Some of these responsibilities are gradually being assumed by the State, the first of which is the centralization of processing of death records.

On March 17, there was a training session sponsored by the Maine Center for Disease Control-Vital Records Unit to introduce their new Electronic Death Registration System (EDRS). Under this system funeral directors and doctors will be required to enter their data directly into the State’s database via the internet—in the past this information was brought to the City Clerk who was responsible for registering it with the State. EDRS was rolled out by the State on March 30, 2011 and after a short transition period it will become mandatory for all municipalities.

This training session was organized by Sue Skidgell of the Mapleton Town Office and Theresa Roberts of the Maine CDC – Vital Records Unit. Over thirty area town clerks attended including our City Clerk, Bev Labbe and Deputy Clerks Sharon Barclay, Christina Olsen, DJ Milton, and Deborah Ouellette.

Tax Department
Preparations for the 2010 municipal tax lien process have been ongoing during the month of March. This involves reviewing mortgages, discharges, assignments and other related documents recorded at the Registry of Deeds. These title updates are done to correctly identify the current property owners and other parties of interest that should be included in the lien process.

Thirty-day lien notices were sent on March 31, 2011 on tax accounts with an unpaid 2010 tax balance. Notices were sent by certified mail to the assessed owners of record as required by state law. If properties were sold or transferred since the assessment, a copy of the 30-day notice was sent to the new owner(s) to make them aware of the unpaid taxes.

Taxpayers have until April 29, 2011 to pay their unpaid 2010 tax balance in full and avoid a lien. Payments postmarked on that date will also be accepted. Liens will be recorded at the Registry of Deeds on or around May 6.

Thirty-day notices were sent on 416 tax accounts with a total outstanding balance of $584,521. In comparison, in 2009 notices were sent out on 429 properties with an outstanding balance of $548,563.

If you have any questions about the tax lien process, please give us a call at 760-2700. You can also reach the Tax Collector, Deborah Ouellette, at 760-2741.

General Assistance
March disbursements totaled $7,537, compared with $6,428 in February and $3,354 in March 2010. Rent continues to be the most common request for assistance with Food second. The State reimburses the City for half the amount the City pays out. General Assistance payments have significantly increased since last year, primarily for Rent and Food.

Two clients successfully completed 130.25 hours of Workfare at The Forum and Library for a value of $976.87.
Finance - Pat Webb, Director (cont’d)

Finance Director/Treasurer/Payroll Department

- The City received notification that it has once again received an award for excellence for its 2009 Comprehensive Annual Financial Report (CAFR).
- During the month of April, the Finance Director spent a significant amount of time writing the Management Discussion and Analysis and Letter of Transmittal that becomes a part of the 2010 CAFR.
- Accounts Payable Clerk finished reconciling and printing the final 2011 Budget—after all of the departmental reallocations for the reorganization.
- We finished inputting the monthly spreads for the 2010 budget so that we can now produce monthly Budget to Actual Analysis Reports for the Council.
- The Payroll Clerk began compiling data from the departments for the 2012 Capital Improvements Program that will be presented to the Council in May.
- Request for Bids for the 2011 Tax Anticipation Note were sent to various financial institutions in the area, opened, analyzed and a recommendation was made to the Council on May 4 to accept the bid from Katahdin Trust.
- We continued coordinating computer upgrades and began to coordinate the networking of the computers in City Hall to the copiers.
- Kellie Chapman, Payroll Clerk attended Payroll Law Training in Augusta.

Assessing

March was a busy month in the assessor’s office with a lot of people coming in and/or calling for information.

**Assisant Assessor, Marria Bagley**

Completed the deed work for January. There were 15 warranty and/or quitclaim deeds, 29 mortgages and 37 discharges.

Began her annual review of the mobile home parks. We need an accurate list of the mobile homes on each site as of April 1st. A permit is required to move a mobile home in Presque Isle but, sometimes mobile homes are moved in or out without permits.

**Assisttant Assessor, Tony Michaud,**

Continued to process business equipment reports. We have had 162 reports returned so far. With LD1, BETR and BETE all added to the old task of making an accurate list of the equipment, the process has become complex. Tony reviewed each of the reports that were returned to see that we have an accurate list of equipment before we complete our tax commitment. He reviewed each report to determine whether the equipment added is new growth or whether the equipment is replacing older equipment that is being deleted (for LD1). He reviewed each report to see whether or not they qualify for the business equipment tax reimbursement (BETR) and he reviewed any business equipment tax exemption (BETE) applications that were submitted.

Attended 4 one-day “Certified Maine Assessor” study sessions in Caribou in preparation for taking the CMA exam on Friday April 1st.

**Tax Assessor, Lona LaFrancis**

- Reviewed 3 applications for exemption under the “benevolent and charitable” classification
- Reviewed 6 applications for recertification under the “tree growth tax law program”
- Checked to see that our TRIO program has the current tree growth rates and whether or not other tree growth land owners need a recertification reminder
- Reviewed the building permit file for properties that need to be inspected for their status “As Of” April 1st
- Responded to taxpayer requests for review
- Worked on the Northern Maine Spring Assessor’s workshop with assistance from the Maine Association of Assessing Officers, Maine Municipal, Maine Revenue Service and Northern Maine Community College
- Reviewed the 2010 commitment book that just came back from the book binder and attaching the commitment papers and supplemental tax information

“The Finance department will assure the effective management and financial integrity of the City of Presque Isle by developing, implementing and monitoring City policies, using the latest computer technology and following generally accepted accounting principles in the areas of budget administration, accounting and internal controls.”

MARCH 2011

The department responded to 24 requests for service during the month. The department also completed 32 Life Safety Inspections for the month.

On the 17th Deputy Chief Rich Wark, Acting Police Chief Laurie Kelly and I attended the table top exercise involving opening and operating the Cities Emergency Operations Center which was held in Caribou. This exercise was in preparation of the hands on or full scale exercise being held later this summer. During this table top we have identified some areas that we will need to improve on and have begun the process of setting training dates to strengthen those areas identified. Some of the other identified improvements are items that have financial cost associated with them we look carefully at the Cities needs and work to find funding assistance to make those improvements if after the exercise we determine that indeed we need to even make changes. The exercise will be our guide in this process.

For the month our Call Firefighters spend the first training night learning the proper procedures for search in rescue within a structure and then doing hands on training in full turnout gear and SCBA. On the second night they worked on self rescue which teaches firefighters how to rescue themselves in the event they become lost or trapped within a building. This is also done in full turnout and SCBA, I can tell you this they worked hard during this training exercise and our new members learned quickly just how physical firefighting really is. I will add here that I have heard a lot of positive feedback on this type of training not only for how much they learn but enjoyed the training. It is this type of training and experience that helps us to keep our Call Firefighters interested not only in learning this trade you might say but keeping them on our staff.

With March now behind us we will begin to bring out the forest and grass fire equipment and ready ourselves for the quickly approaching forest fire season. As always if you have any questions or would like a tour of your station and equipment please stop by.

APRIL 2011

In the month of April the department responded to 27 requests for service. As you all have probably heard by now we responded to DuPont St. for an apartment fire upon our arrival the first floor apartment was fully involved and heavy fire was traveling up the exterior of the complex, spreading the fire to the second floor apartment and attic space. We were able to bring this fire under control quickly, sadly though we did have one civilian fire casualty. We all should be very proud of the department’s response and actions that day as without their aggressive response and interior attack on this fire it could have been an even bigger tragedy for the community.

On a more positive note the department brought out of storage our safety trailer and readies it for the Kiwanis weekend show at the forum. Again I would like to thank all the firefighters who helped cover time at the show passing out fire prevention material and giving the kids a quick but important fire safety message in how to get out of their homes safely and quickly during a fire.

The three firefighters who have been training on the new Maine Uniform Building and Energy Code adopted by the State of Maine spent a couple of days this month in training classes and nearing the end of the actual training requirements leaving only testing to complete the necessary requirements for code enforcement. It is our hope that they will be completed by year’s end.

The department staff continues to do maintenance on our vehicles to keep them ready for a response, again this month 30 life safety inspections were completed this number does not include revisits for items found and needing corrections. With no snow on the ground the department readies its brush and fire equipment in anticipation of the forest fire season. We have responded to one grass fire, but really except to see most of the call volume in May when it is dryer and the fields haven’t fully greened.
Library - Sonja Plummer-Morgan, Director

March & April 2011 Monthly Report

MARCH 2011

Building Project:
The Building Project Committee met this week to discuss the status on the library project. Approximately 69% of the project is complete, including installation of the elevator. On May 13th, the new section of the library will be operational and the old section closed off for the renovations planned (windows, sprinkler system, etc.). There will be a few days that we will close to the public, advertised well in advance, to accomplish the move.

Circulation for March:
- Internet use 2,287 uses
- Book/material check outs 2,984
- Book/material renewed 1,394
- Book/material checked in 2,782
- Number of current persons with a library card 5,232
- Reference questions asked: 433

Grants/Donations:
- Library received a grant from the Stephen and Tabitha King Foundation for $7,500 to purchase 6 public-access computers and a printer.
- Memorial donations for expertise by two authors writing books about ereader programs in libraries. Among the programming offered at the library this month, author Ben Sprague gave a book talk, genealogist Ann Cushman offered a well attended workshop on genealogy basics, and the Library had a frequently visited booth at the Northern Maine Community College job fair.

Children’s Services:
As the snow begins to melt, the children’s library is eagerly developing this year’s Summer Reading Program, which is working with the theme ‘One World, Many Stories.” Working with last year’s successful model, community members will be invited to provide presentations on Presque Isle’s local heritage and the “many stories” that make up our city.

On March 16, Youth Librarian Dianna Leighton provided a library tour for local Girl Scout Troop #1213. The tour ended one of the busiest days that the children’s library has seen in over a year with 93 visitors and 7 new library cards issued. One of the visiting Girl Scouts has also joined the library’s Tween Book Club.

For April, the Youth Librarian will be meeting with local families at ACAP's Early Years Resource Fair being held in Caribou on Saturday April 16th and local teens at the Teen Open House being held at the library on Friday April 29th. The children’s library has also applied for a $5000 grant through Better World Book’s LEAP program that would allow for continued family literacy education in the community. Grantees will be announced on April 29th.

Library Volunteer Information for March 2011
Gratefully, our total in-kind volunteer hours for March 2011 is: 462¼ hours

ABLE/Senior Community Service Employment Program (SCSEP):
We were fortunate to acquire a third ABLE staff member who started mid-March. Though this Program is suffering cut backs like many other agencies, we were provided a 3rd worker because she had been enrolled in the Program previously and transferred from another work site. ABLE staff are: over 55, work an average of 20-hours per week, and are paid minimum wage by a grant from the U. S. Department of Labor, administered by the National ABLE Network. ABLE staff show up on time for their work schedule and are happy to be here. In March, our 3 ABLE staff worked a total of 232 hours.

The Library recently received a preliminary report from the ABLE Program stating that the federal government may cut funding beginning July 1, 2011. This proposes a $525 million cut for the program – which is 64%, equaling the loss of 82,700 jobs. We don’t know yet how these cuts will affect us – losing 1 ABLE program participant means the loss of 80 monthly hours worked and
will impact our volunteer projects greatly.

Addison Point Program: One volunteer worked **6½ hours** in March in the Children’s Section of the Library – she helps out with bulletin boards, displays and other assigned duties. Her activities are pre-planned with her ‘teacher’ and the Children’s Librarian.

**ASPIRE:** In March, three ASPIRE volunteers worked. Our ASPIRE volunteers have worked a total of **117¾ hours**.

**Court-Refereed:** The Library hosted two very young men who were doing Court-Refereed Community Service. One of them completed his 33 hours in early March. The second young man is currently working off a 50-hour sentence, he will be here for at least another month. Total Court-Refereed for March: **33 hours**.

**MSAD #1 Diploma Program:** Our young student who is volunteering at the Library has accumulated enough credit hours for the semester with the 6 hours she completed in early March. We were contacted March 28th by a young man who would like to begin his credit hours with us beginning as early as next week. In March, our total in the MSAD #1 Diploma Program was **6 hours**.

**Non-Affiliated:** In February, 4 non-affiliated volunteers—people who simply want to volunteer at the Library – worked a total of **52 hours**.

**Work-Fare:** One General Assistance volunteer worked **15 hours** this month; however, this volunteer was not a good fit for the Library and was referred back to General Assistance for placement at a new site.

**RSVP:** The RSVP representative contacted us about a new volunteer who would like to make book deliveries to patrons who are homebound, etc. We do have a few patrons who have requested book delivery and pick up, so we plan to implement this service soon.

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**Want more information about events and services the library offers?**

Check them out online at: [www.presqueislelibrary.org](http://www.presqueislelibrary.org)

Or on Facebook at: [www.facebook.com/presqueislelibrarians](http://www.facebook.com/presqueislelibrarians)

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**APRIL 2011**

**Circulation Statistics:** Usage remains heavy despite the construction with 2,839 items checked out by patrons during the month of April. An additional 1,533 items were renewed. Wireless and internet work stations are as popular as ever but more traditional services are steady as well. These include local history research, student homework, medical research, microfilm services, surveyors using maps, job searching, tax form printing, fax services, and DVDs or other media such as books on CD. We continue to collect food for local pantries in lieu of fines for the month of May with libraries all over the state.

**Construction:** The library is now primarily located on three floors in the new building. As of Monday the 23rd, we reopened our doors to the public. There are maps of the temporary floor plan given out at each level and volunteers are posted at each floor to assist patrons. Overwhelmingly positive comments are shared by visitors. The construction crew is rehabilitating the older part of the building according to plan and an estimated 8-12 weeks, we begin phase 4. During that phase, most of the building will be usable, but focus will be on the children’s section.

The Trustees continue their efforts to raise funds. They are preparing for the last major round of fundraising effort within a few weeks. So far, they have raised approximately $40,000 in funds, in-kind donations, and organizations donating furniture or goods. We were short-listed for Rotary’s Special Projects and selected as one of three organizations to prepare a presentation, but regretfully didn’t make the final cut. Despite this, we continue to seek an additional $10,000 to reach our goal.

**Reference:** The Reference Department, currently located on the third floor during this phase of construction, received and processed 34 inter-library loan requests from patrons in the month of March.

Two notarizations were performed and eighteen passport applications were processed. In addition, an average of seven reference questions were asked per day, including electronic requests regarding local history, genealogy, and assistance with electronic communications.

Three requests were received for access to grant databases. Six patrons accessed the Maine InfoNet downloadable books service through our website in the month of April, and 24 digital books were downloaded by our patrons in that same month.

**Youth Services:** For April, the children’s library began offering a new story time program called “Baby & Me” that is geared toward parents of newborns/infants due to increased attendance at weekly Toddler Time sessions. Although infants are still welcomed at Toddler Time, Baby & Me provides more age-appropriate programming, including
rhymes, songs, and shorter stories. This program will be offered every Wednesday at 9:15 a.m.

On Friday April 29th, the Youth Librarian Dianna Leighton worked with students from the Community Service Initiative student group from Presque Isle High School, along with PIHS English teacher Jennifer Bourassa and PIHS Library Media Specialist Gretchen Asam, in offering a Teen Open House at the library. The event attracted over 60 teens who explored library services, took part in a creative writing workshop, socialized, and provided vital feedback that will be used in developing future teen programs.

In addition, the library hosted a table at ACAP’s first annual Early Years Resource Fair held on Saturday April 16th at the Caribou Wellness Center, providing information on library services and early literacy information. Youth Librarian Dianna Leighton also met with members of Presque Isle Wesleyan Church’s MOPS (Mothers of Preschoolers) group on Friday May 6th to provide a story time for children and answer questions regarding early literacy practices at home. In coming weeks, the library looks forward to the start of Summer Reading Registration, slated to begin Tuesday May 31st.

Library Volunteer Information for April 2011

ABLE/Senior Community Service Employment Program (SCSEP): This month, our 3 ABLE staff have had their allowable service hours trimmed to 18 hours, rather than 20 per week. This change enabled them to rethink their work schedules, which have been put into effect. The Library’s reportable ABLE hours have been cut by about 24 hours a month. (ABLE staff are: over 55, work an average of 18 hours per week, and are paid minimum wage by a grant from the U. S. Department of Labor, administered by the National ABLE Network. ABLE staff are dependable and anxious to work.) In April, our 3 ABLE staff worked a total of 222 hours.

Addison Point Program: One volunteer worked 9 hours in April in the Children’s Section of the Library. Her activities are pre-planned with her teacher and the Children’s Librarian.

ASPIRE: In April, we started out with 3 ASPIRE volunteers but ended the month with 2. One of the volunteers dropped out of the ASPIRE program, even though she had accumulated 19½ hours with us. Most ASPIRE volunteers are young single parents, do great work, but are often absent. Despite their personal issues, our ASPIRE volunteers have worked a total of 78½ hours.

MSAD #1 Diploma Program: Diploma candidate has accumulated enough credit hours for the semester. In April, her total was 3 hours. We expect her back when the new semester starts.

Non-Affiliated: 3 non-affiliated volunteers—people not affiliated with any program but who simply want to volunteer at the Library—gave the Library a total of 38 hours.

Court-Referred: The Library hosted two Court-Referred Community Service volunteers. Early in the month, one very young man worked the 13 hours he needed to complete his 50-hour sentence. By mid-April, another community service person contacted us about volunteering; so far she has worked 12 hours. Total Court-Referred for April: 25 hours.

MSAD #1 Diploma Program: Diploma candidate has accumulated enough credit hours for the semester. In April, her total was 3 hours. We expect her back when the new semester starts.

Non-Affiliated: 3 non-affiliated volunteers—people not affiliated with any program but who simply want to volunteer at the Library—gave the Library a total of 38 hours.

Work-Fare: No work-fare volunteers for April.

RSVP: We have a new volunteer in-waiting to make book/media deliveries to patrons who are homebound, etc. We have a few patrons who have requested book delivery and pick up, so his offer to volunteer will be a great service to them.

Gratefully, our total for April 2011 is: 337½ hours

Construction for the new entrance to the library.
Northern Maine Community College Wind/Alternative Energy Re-zoning

The Planning & Development Department staff has also been working with the local planning board and representatives of Northern Maine Community College to prepare an expanded Industry Zone-Conditional district adjacent to the Community College campus which will allow the establishment of a wind turbine training facility to support the college’s current wind technology program. The planning board worked on a possible boundary for the district and held a required public hearing in April. After further refinement, the final zone description and criteria will be recommended to the City Council for adoption.

General Development Shoreland Zone forwarded to DEP

In late April, the Maine Department of Environmental Protection issued a conditional approval for an amendment to the City’s shoreland zoning guidelines. This new “General Development Zone” along the Presque Isle stream will allow construction of certain land uses to within 25 ft. of the stream between the State Street dam and city owned parkland in the vicinity of Summer Street along the Presque Isle stream. This small area is already intensely developed and this amendment will concentrate certain commercial uses in this limited area, so long as environmental impacts are controlled and minimized.

Vision Statement

The Planning and Development Department will direct and coordinate a planning and development process that engages residents and stakeholders; identifies appropriate goals and objectives, assesses community planning and development opportunities, preserves and enhances our city’s unique character and heritage and addresses issues of importance to residents and stakeholders.

PACE Program Underway

In early March, the City Council adopted a residential energy conservation program, which encourages local qualified homeowners to apply for substantial energy saving loans. The program is offered and administered by Efficiency Maine. Brochures are available in the lobby of City Hall or applications for a loan can be found on the Efficiency Maine website.

Expanded Downtown Master Planning Effort (RFP/RFO)

In early April, the Planning & Development Department staff began to prepare a “Request for Proposal/Request for Qualifications” for a second phase for redevelopment of the City’s downtown core. This process is intended to hire a consultant well versed in traffic mobility and pedestrian safety to evaluate a number of potential projects which may substantially impact downtown redevelopment. These range from the construction of an easterly truck by-pass, the possible construction of the newly proposed community center, the 2nd phase of the Riverside Drive redevelopment area, etc. Publication of the RFP/RFO in various media occurred in mid-April with official proposals scheduled to be received by a May 6, 2011 deadline. A team of reviewers will score the submissions in late May and several transportation consultants will be interviewed in early June, 2011.

Expanded Bike/walking path Planning & Development

The city’s staff has been working diligently on possible routing alternatives for the “northern portion” of the citywide bike/walking path.

Connectivity of the downtown commercial core to the adjoining residential neighborhood is a primary goal of this recreational planning project. Based upon early discussions, it is anticipated that approximately $1-1.6 million will be needed to complete the perimeter loop around the community.

The city staff will also be preparing a grant application to a recently approved state bond program is hopes of garnering some additional funding for this proposed bike/walking path system. More details will be unfolding over the next few months.

Development Projects

Finally, it should be mentioned that a number of economic development projects are being advanced within the city, by private sector investors. In the period, our Department staff has worked on several job loan closings which will add jobs and tax dollars to our community, as well as working with a developer interested in constructing additional residential condominiums within the city. We believe these represent the “tip of the iceberg” for likely investments in the city’s economic base over the next year,
Planning & Development - Code Enforcement: March 2011

Education:  On March 9th & 10th, George attended a Healthy Homes Seminar in Augusta.  On March 22nd, George attended a Radon Workshop in Presque Isle.

In March, there was (1) building permit(s) for Residential Construction.  Permit revenue for the City was $75.00.  Construction cost was $15,000.00.

In March, there was one (1) building permit(s) for Commercial Construction.  Permit revenue for the City was $568.00.  Construction cost was $35,480.00.

Zoning Board of Appeals:  The next Zoning Board of Appeals meeting is scheduled for April 12th.

Litigation:  Walter Gogan vs. City of Presque Isle
# Planning & Development - Code Enforcement: March 2011

## MARCH - ACTIVE CODE ENFORCEMENT "POTENTIAL VIOLATIONS" STATUS

<table>
<thead>
<tr>
<th>Owner of Violation</th>
<th>Problem/Violation</th>
<th>Date Contacted</th>
<th>Status of Problem/Violation</th>
</tr>
</thead>
<tbody>
<tr>
<td>198 &amp; 200 Parsons Road</td>
<td>Property Maintenance</td>
<td>6/8/2010</td>
<td>In Foreclosure</td>
</tr>
<tr>
<td>202 Parsons Road</td>
<td>Property Maintenance</td>
<td>7/8/2010</td>
<td>Unresolved - Tax Acquired ??</td>
</tr>
<tr>
<td>121 Parkhurst Siding Rd</td>
<td>Property Maintenance</td>
<td>8/9/2010</td>
<td>In Foreclosure</td>
</tr>
<tr>
<td>Aroostook Band of Micmacs</td>
<td>No Permits Issued to erect wind generator</td>
<td>10/29/2011</td>
<td>Bennett, City Manager tentatively to meet with Micmac representatives on 12/2/10 and give them &quot;Stop Work Order&quot;. 2/3/11 Spoke w/owners. 2/4/11 Inspected. 2/11/11 Compliance Inspection. Still need 2nd Means of Egress</td>
</tr>
<tr>
<td>85 Dyer St., Apt. B</td>
<td>Property Maintenance</td>
<td>2/11/11</td>
<td>Inspected. 2/23/11 Ltr. Sent to Owners giving them until 3/7/11 to make temp. repairs &amp; given to 6/13/11 to complete all repairs. 3/31/11 Compliance inspection performed temp. repairs have been made.</td>
</tr>
<tr>
<td>42 Winter Street</td>
<td>Property Maintenance</td>
<td>2/18/2011</td>
<td>Inspected. 2/23/11 make necessary repairs.</td>
</tr>
<tr>
<td>54 Sunset Loop</td>
<td>Health Issue</td>
<td>3/3/2011</td>
<td>Inspecting helps to clean up issue.</td>
</tr>
<tr>
<td>227 State Street</td>
<td>No Heat</td>
<td>3/13/2011</td>
<td>Inspected &amp; Found that there was heat in the Apt.</td>
</tr>
<tr>
<td>33 Twilight Drive</td>
<td>Civil Issue Between Tenant and Landlord</td>
<td>3/15/2011</td>
<td>Tenant being Evicted</td>
</tr>
<tr>
<td>23 Lenfest Street</td>
<td>Garbage</td>
<td>3/15/2011</td>
<td>Telephone contact attempted left messages.</td>
</tr>
<tr>
<td>13 Morning Side Drive</td>
<td>Garbage</td>
<td>3/15/2011</td>
<td>One garbage bag picked up by Code Enforcement with newspaper &amp; floor tiles and four garbage bags picked up by PIPD</td>
</tr>
<tr>
<td>Corner of Reach Road &amp; Higgins Road &amp; by Lane's Construction</td>
<td>Garbage</td>
<td>3/29/2011</td>
<td>that had animal waste in it.</td>
</tr>
<tr>
<td>687 Main Street</td>
<td>Furnance Problem</td>
<td>3/31/2011</td>
<td>Inspected by Fire Dept. contact made to Code Enforcement and contact was made to owner by phone. Owner stated that Daigle Oil has been contacted 3 times to come look at the furnace.</td>
</tr>
</tbody>
</table>

**RESOLVED**
Planning & Development - Code Enforcement: April 2011

Education:  On April 13th, & 14th, George attended a JETCC Seminar in Presque Isle.

In April, there were four (4) building permit(s) for Residential Construction. Permit revenue for the City was $345.00. Construction cost was $63,500.00. In April, there were eight (8) building permit(s) for Commercial Construction. Permit revenue for the City was $2,818.00. Construction cost was $295,300.00.

Zoning Board of Appeals: The next Zoning Board of Appeals meeting is scheduled for May 10th.

Litigation: Walter Gogan vs. City of Presque Isle
### Planning & Development - Code Enforcement: April 2011

**ACTIVE CODE ENFORCEMENT "POTENTIAL VIOLATIONS" STATUS**

<table>
<thead>
<tr>
<th>Owner of Violation</th>
<th>Problem/Violation</th>
<th>Date Contacted</th>
<th>Status of Problem/Violation</th>
</tr>
</thead>
<tbody>
<tr>
<td>198 &amp; 200 Parsons Road</td>
<td>Property Maintenance</td>
<td>6/8/2010</td>
<td>In Foreclosure</td>
</tr>
<tr>
<td>202 Parsons Road</td>
<td>Property Maintenance</td>
<td>7/8/2010</td>
<td>Unresolved - Tax Acquired ??</td>
</tr>
<tr>
<td>121 Parkhurst Siding Rd</td>
<td>Property Maintenance</td>
<td>8/9/2010</td>
<td>In Foreclosure</td>
</tr>
<tr>
<td>Aroostook Band of Micmacs</td>
<td>No Permits Issued to erect wind generator</td>
<td>10/29/2011</td>
<td>going. Jim Bennett, City Manager tentatively to meet with Micmac representatives on 012/2/10 and give them &quot;Stop Work Order&quot;.</td>
</tr>
<tr>
<td>12 Midway Drive</td>
<td>Property Maintenance</td>
<td>2/23/2011</td>
<td>Inspected. Owner informed and given until 3/21/11 to make necessary repairs. Owner has installed Vents, but tenant still is having moisture issues.</td>
</tr>
<tr>
<td>527 Main Street</td>
<td>Flashing Sign</td>
<td>4/12/2011</td>
<td>4/12/11 inspection with no flashing sign found.</td>
</tr>
<tr>
<td>387 Main Street</td>
<td>Flashing Sign</td>
<td>4/12/2011</td>
<td>4/12/11 inspection with no flashing sign found.</td>
</tr>
<tr>
<td>473 Main Street</td>
<td>Flashing Sign</td>
<td>4/12/2011</td>
<td>4/12/11 inspection with a flashing sign. 4/12/11 Ltr. Sent to owner. 4/13/11 owner contacted office stated that sign is no longer flashing.</td>
</tr>
<tr>
<td>149 State Street</td>
<td>Flashing Sign</td>
<td>4/12/2011</td>
<td>4/12/11 inspection with a flashing sign found. 4/13/11 ltr. Sent to owner. 4/14/11</td>
</tr>
<tr>
<td>157 State Street</td>
<td>Flashing Sign</td>
<td>4/12/2011</td>
<td>4/12/11 inspection with a flashing sign found. 4/13/11 ltr. Sent to owner. 4/14/11</td>
</tr>
<tr>
<td>PI Trailer Park</td>
<td>Garbage</td>
<td>4/18/2011</td>
<td>4/18/11 inspection and spoke with owner explained that garbage need to be cleaned up by 4/25/11. 4/20/11 compliance inspection performed and garbage removed.</td>
</tr>
<tr>
<td>25 Davis Street</td>
<td>Garbage</td>
<td>4/18/2011</td>
<td>4/18/11 inspection and spoke with owner explained that garbage need to be cleaned up by 4/22/11. 4/27/11 compliance inspection performed and garbage removed.</td>
</tr>
<tr>
<td>29 Epworth Street</td>
<td>Property Maintenance</td>
<td>4/28/2011</td>
<td>Inspected with garbage and debris found. 4/28/11 spoke with owner and 4/28/11 gave until 5/30/11 to clean up property.</td>
</tr>
<tr>
<td>10 Delmont Street</td>
<td>Garbage</td>
<td>4/29/2011</td>
<td>Inspected. 4/29/11 Telephone contact made with owner who stated that he</td>
</tr>
<tr>
<td>10 Delmont Street</td>
<td>Garbage</td>
<td>4/29/2011</td>
<td>has contacted his tenant and told him to clean up property.</td>
</tr>
</tbody>
</table>

**RESOLVED**
Since having that first month under my belt as the new police chief, I have begun to better understand the issues of crime in this community combined with the expectations for police services by our citizens. Immediately upon my arrival in Presque Isle, I met with many people, both inside the department and out. I learned there was great concern over the police department’s perceived focus on traffic enforcement. I spoke with each of the officers and expressed my belief that police officers have a responsibility to exercise good judgment and discretion when working traffic enforcement. I expect my officers to conduct all appropriate traffic stops to ensure the safety of this community; however, I have asked them to consider a variety of factors before citing any driver, including: 1. The egregiousness of the offense 2. How was public safety compromised and 3. The driving history of the violator. O.U.I.’s, whether alcohol or drug related, will continue to be enforced with zero tolerance due to the danger they pose to public safety. As you can see by the chart below, the number of citations decreased significantly in April. While these numbers will fluctuate from month to month, we will continue to exercise good judgment and appropriate discretion in these matters.

Traffic Related Information

<table>
<thead>
<tr>
<th>Category</th>
<th>Mar-11</th>
<th>Apr-11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Stops</td>
<td>331</td>
<td>243</td>
</tr>
<tr>
<td>Citations Issued</td>
<td>111</td>
<td>35</td>
</tr>
<tr>
<td>OUI Summons</td>
<td>7</td>
<td>6</td>
</tr>
<tr>
<td>Traffic Accidents</td>
<td>18</td>
<td>20</td>
</tr>
</tbody>
</table>
Concerning the “Criminal Related Information” graph below it becomes evident that the police department personnel have been busy the last two months. During the first week of April, a cab driver reported he was robbed at knife-point. Ultimately, three subjects were arrested and confessed to the crime. On the last day of April, the police department received several phone-in complaints of a reckless driver who nearly caused a variety of accidents. The suspect driver was located but failed to stop as directed. He fled until his car failed, at which time he was arrested and charged with several crimes including Trafficking in Cocaine. The other more anonymous domestic disturbances, sex crimes, drug cases, and physical fights all factored into the calls for service below.
Police - Matt Irwin, Chief

I have directed our officers to begin conducting nightly security checks of our local businesses to reduce the possibility of burglaries during the evening and midnight shifts. The officers will be leaving “Security Check Forms” at each business they visit so that the proprietor knows we were there and when. The officers will be shaking the doors and checking windows to ensure the business is secure. This was initiated within the past week and already we have found many business doors unsecured and had to notify the responder to come lock up. I anticipate conducting similar checks for residents who leave town on vacation and would like the police department to periodically check their homes for them.

The arrest chart below provides some insight into the time consuming events, not to mention the occasional dangerous events, faced by our officer’s everyday. Each arrest depicted below accounts for a minimal amount of time from one half hour to three hours or more, depending on the nature of the case. After the arrest, in many instances, the investigation just gets under way. For instance, a sex crimes case where our detective confirms a crime and arrests the suspect now has to review evidence found on a seized computer; this process may take days or weeks. There may be other victims or additional search warrants, interviews, and criminal charges to be filed. In the previously mentioned cab robbery, we later learned the suspects had also burglarized a local convenience store and stole a variety of items. This case then had to be reviewed, investigated, and the persons properly charged.

The latest round of the “Drug Take-Back” program concluded in April. Maine collected over 11,900 pounds of drugs which was the second highest amount in New England, behind Massachusetts, who had just over 12,300 pounds. Let’s not forget Massachusetts has about five times the population of Maine! Numbers specific to the County have not yet been made available.

Lastly, our department canines were engaged in random bag checks at the airport and bus terminal and also did some training searches over the past month.
MARCH 2011

After twenty five years of service, fifteen of which have been as the Director, Gerry James has resigned from his position with the Presque Isle Public Works Department. To fill this vacancy, City Manager, Jim Bennett, has initiated a Public Works Selection Process. The position of Public Works Director is a critical role in the community as maintenance of roadways and infrastructure affects every resident, business owner and visitor to the City of Presque Isle. Gerry will be greatly missed by the City of Presque Isle.

Jim Kaiser has been named Acting Director of Public Works until the position is filled.

APRIL 2011

A late winter storm caused most of the road cleaning already accomplished to be undone. Since then we have been continuously hampered by rain which has put our winter cleanup behind schedule.

Beavers have moved back into the swamp on the Tompkins Road with minor flooding occurring 3 times in one week. I have contacted Barry McCafferty to remove them. I contacted Inland Fisheries and Wildlife about the beaver dam on the outlet of Arnold Brook Lake but will receive no help removing it. The beavers have been removed but the dam has seriously backed water up under the Chapman Road and on the other side. Hopefully the high water will take it out but if not we will have to do it ourselves when we can get to it.

During the frequent rain showers we experienced I have had the crew removing, cleaning and painting the plow equipment.

We opened 3 bid packages. A ¾ ton crew cab pickup was awarded to Carroll’s Auto Sales, culverts were awarded to Maine Water Works and catch basins went to Team E. J. Prescott. The Paving and Milling bids went out and were opened May 2nd and received a low bid from Lane Construction Corp and will be awarded shortly. Sand bids have been mailed.

Permission has been received to remove the stones across from City hall to facilitate widening the sidewalks.
MARCH 2011

- The 5th & 6th Grade County Basketball Tournaments took place this month. The boy’s team traveled to Caribou and the girls competed in Fort Fairfield for the annual tournaments. Both teams had a strong showing at the event.
- The department’s annual high school indoor soccer tournament had to be cancelled due to a snow storm. Twelve teams had registered for this day long event. Unfortunately it was not able to be rescheduled.
- Registration for the Mini Hoopers basketball program began. A total of sixty six 4 & 5 year olds have registered to make up the eight team league. Practices began on the 28th.
- The William V. Haskell Community Center was host to four birthday parties this month.
- A new session of dog obedience classes began this month. Classes are put on by the Kennel Club and are held on Monday evenings. Therefore, our volleyball group had to move to Sunday evenings from 7:00 to 9:00 pm.
- An advisory board meeting was held on the 14th at the Forum.
- Brad Boyles attended the monthly Northern Maine Recreation & Parks Association meeting in Mars Hill this month.
- Chris Beaulieu and Brad Boyles attended the annual Maine Recreation & Park Association conference in Northpoint, Maine.
- Staff have begun to prepare for summer programs. Returning summer staff are being determined and work on the summer brochure is ongoing. Registration begins May 18th for Presque Isle residents and May 31st for non-residents.
- The Northern Maine Figure Skating Club’s Musical on Ice Show was held this month. That event marks the end of the winter ice season at The Forum, as the ice was removed just after the event. McCluskey’s RV & Trailer Show and the Agri-Business Trade Fair where held on the following consecutive week-ends.
- In the month of March, 1,838 swimmers utilized the Indoor Pool. Usage breakdown by community for the month was as follows: Presque Isle - 44.6%, Caribou - 17.6%, Mapleton/Chapman/Castle Hill - 10.4%, Woodland/Connor - 12%, Easton - 3.5%, Fort Fairfield - 5% with the remaining users from varying other communities. Usage breakdown by activity was as follows: General/Lap Swim – 44.6%, Swim Lessons – 21.8%, Water Exercise – 14.6% and the remaining usage being for rental and various other programs.

<table>
<thead>
<tr>
<th>William V. Haskell Community Center <a href="http://www.pirec.org">www.pirec.org</a></th>
<th>Indoor Pool</th>
<th>The Forum</th>
</tr>
</thead>
<tbody>
<tr>
<td>270 Main Street, Presque Isle, ME 04769</td>
<td>84 Mechanic Street, Presque Isle, ME 04769 (207) 764-2564</td>
<td>84 Mechanic Street, Presque Isle, ME 04769 (207) 764-0491</td>
</tr>
</tbody>
</table>

APRIL 2011

- Many of our winter programs finished up in April including: special needs basketball, youth open gym and the adult evening activities. Also wrapping up a successful season was the Pre-K and K basketball league Mini-Hoopsters.
- The April Vacation activities were the highlight of the month. Although the annual Peanut Carnival is the largest draw, a variety of offerings combined to make this years April Vacation week very successful. In 2010 there were 419 kids that took part in our week long programs. This year there were a record 495 kids!
- The Spring Open Market, MPG Farm Days, Trash & Treasure, and the Kiwanis Home and Recreation Show were at the Forum this month. Each show requires specific set up arrangements and keeps staff very busy in preparations.
- The men’s and coed softball league captains meetings were held this month. Games will begin the week after Memorial Day.
- Our recreation programmer, Brad Boyles attended a Connect 5-2-1-0 conference at the Crow’s Nest Conference Center. This program promotes healthy living and life styles for our youth which we try to incorporate in our programs. He also attended the monthly N.M.C.R.A. in Easton.
- Five birthday parties were held at the Community Center and the Lion’s Club and Kennel Club utilized the Riverside Building this month.
- In the month of April, 2,587 swimmers utilized the Indoor Pool. Usage breakdown by community for the month was as follows: Presque Isle 44%, Caribou – 18.2%, Mapleton/Chapman/Castle Hill – 11.8%, Fort Fairfield – 4.8%, Washburn – 3.9%, with the remaining users from varying other communities. Usage breakdown by activity was as follows: General/Lap Swim – 43.1%, Swim Lessons – 31.3%, Water Exercise – 13.3% and the remaining usage being for rental and various other programs.
Resources - LaNiece Winslow, Director

MARCH 2011

Wellness Committee events:
- We purchased Hope Health newsletter for every employee for the year.
- Participating in Union negotiations and mediation.

Job openings/retirements:
- Sandra Fournier was offered the Administrative Assistant position with the Solid Waste department.
- Ads were placed for the Dispatcher positions and a Patrol Officer.
- Roger Ellis, Patrol Officer, retired.
- Gerry James and Ron Soucier have given their notices to retire in April.

Preparation of documents for retired employee complaint on the vacation time payout.

The MainePers cost of payroll was elevating substantially. The issue was brought to the Council after considerable research and the amortization period was changed for this year only. Even though the City’s liability will increase, it will not increase as much as was originally proposed.

Aided in the data compilation for the compensation study.

Searched for an appropriate performance appraisal system for Jim to use for the management team.

Participated in NMCC Job Fair

APRIL 2011

Wellness Committee events:
Attended a wellness regional meeting at ACAP.

Job openings/retirements:
- Ads were placed for the Dispatcher positions and a Patrol Officer. Twenty applications were received for the dispatcher position and 11 for the patrol officer.
- Don Soucier retired from the Solid Waste department so we were down two positions at the recycling center; one for a 20 hour part-time position and a full-time position. Ads were placed.
- Ads were placed for a Public Works Director and Foreman at the Public Works department. A selection committee will be assembled for the Director position and the new Director will select the Foreman position from the applications after an interview process.
- Jim Kaiser and I visited the Solid Waste facility after receiving complaints of safety issues with the new recycling. Either the citizens still do not understand what is recyclable or they are speaking out against it by placing hazardous products in the bags. Dana has authorized the recycling staff to order any safety equipment they may need to keep clean and safe, such as gloves to handle sharps, rubber aprons to keep them from getting waste on their clothing etc.

Attended Human Resource Professionals Day at the State House in Augusta as proclaimed by Governor LePage.

Participated in a resume workshop held for UMPI seniors.

Attended the Maine Municipal Association Risk Management recognition dinner. The City received recognition in the form of certificates for length of time we have been doing business with MMA.

LaNiece Winslow and Lisa Neil-Shaw at the NMCC Job Fair

Community:
- Chair of the Home and Recreation Show at the Forum.
- I was invited to serve on the NMCC Alumni board. The board will vote to accept on the first week in April.

Business as usual, employee consultations, department head consultations, 125 plan check registers, workers compensation, drug and alcohol testing, income protection claims, employee forms, FMLA, etc.

Participating in Union negotiations and mediation.

Business as usual, employee consultations, department head consultations, 125 plan check registers, workers compensation, drug and alcohol testing, income protection claims, employee forms, FMLA, etc.
We would like to remind everyone that there will be a Household Hazardous Waste (HHW) Collection event on Saturday, June 11, 2011 from 8:00 am-12 noon at the Presque Isle Recycling Center located at 655 Missile Street on the Industrial Park. There is no cost to participate and all residents of Aroostook County are welcome. Please pre-register no later than June 9th by calling Connie at 498-8736. The simplest definition of hazardous waste is that the container will have the words poison, danger, warning, or caution on it. Some examples of HHW include antifreeze, adhesives, solvents, acids, gasoline, pesticides, drain cleaners, pool chemicals, and turpentine. This will be the only HHW collection event in the County this year, so take advantage of this free opportunity.

March 7th marked the first week of the new Pay As You Throw (PAYT) waste disposal program in Presque Isle as well as the member communities of Mapleton, Chapman, Castle Hill, Washburn, Wade, and Perham. After several months of preparation following approval of the program by the City Council in December 2010, the waste haulers began picking up PAYT bags and blue bags of recyclables as planned. The collection went well considering the degree of change that took place in the 5,000 plus affected homes.

One of the immediate impacts that has resulted from PAYT is that the volume of recyclables received at the Recycling Center appears to have doubled. It will take several months for the full impact of the increase in recycling to show in our data because of the time it takes to accumulate a semi-trailer full of plastics or cans, but we anticipate substantial increases in the quantity of recyclables sold in the coming months. One indicator of the degree of recycling now with PAYT is that we distributed approximately 38,000 blue bags to residents in the first 10 days of March compared to the 25,000 blue bags distributed annually in the past.

The Recycling Center marketed 11 trailer loads (254 tons) of recyclables during the 2-month period compared to 12 loads (207 tons) one year ago. Cumulative tons marketed for January-April this year total 20 loads (430 tons) compared to 22 loads (421 tons) in 2010. The member towns’ recycling tonnage for January-April is 9 tons higher (+2.1%) this year compared to last year. The month of April 2011, which was the first full month of PAYT, had the fourth highest tonnage of recyclables marketed in the 22 years of the recycling program.

The other major impact due to the start of PAYT has been at the landfill. Tonnages of landfilled waste are down dramatically compared to the same time frame in 2010. March and April landfilled waste tonnages decreased 21.8% and 35.2%, respectively, compared to the same time period last year. For the time period of January - April, landfilled tonnage is 19.8% less this year compared to last year. PAYT is resulting in more recycling and less waste being landfilled, which will extend landfill life.

The Solid Waste Department's Administrative Assistant, Bev Labbe, moved into her new role as City Clerk in April after putting her much appreciated expertise into use during the transition into PAYT. Bev handled most of the estimated 2,000 phone calls primarily related to PAYT and countless visitors that the Department received during the first 3 months of the year. She will be greatly missed after providing a decade of service to the Department. Sandra Fournier was hired to fill the Administrative Assistant position and started her duties in early April. Sandra comes to us with an Associate Degree in Business, years of experience in financial reporting, and strong computer skills. We are pleased to have Sandra on staff as she looks forward to continuing to provide excellent customer service to our residents.
City of Presque Isle's Mission Statement:

It shall be the mission of the city of Presque Isle to maintain its regional economic, educational, medical and cultural significance, to provide a wide range of municipal services to make Presque Isle a safe, prosperous and attractive city in which to live, work and to visit; meeting needs by planning aggressively and by partnering with local, county, state and federal government, while involving the citizens of Presque Isle.

Feedback and a Thank You Letter Received by LaNiece in Resources

It was helpful to have feedback from people who might be considering me for a job in the future.

It was nice to see what worked and what needed improvement. I enjoyed knowing what professionals thought would be impressive.

It was helpful because they really knew what employers are looking for.

It was great to have a professional opinion and someone who regularly deals with resumes look at and critique mine.

It was greatly helpful and appreciated. 😊

I liked getting someone else’s opinion so I can better my resume when I apply for a job.

They helped me organize my resume and show me what businesses are looking for.

I learned a bunch of great tips!

It was very interesting to get an honest, professional perspective.

They were honest and gave constructive criticism which helped a lot.

Dear LaNiece,

Some people are “constant” and require one. Thanks for always finding time to review student resumes and work with them individually. It is very meaningful to them as you can see from the enclosed comments.

Best,

[Signature]