

MINUTES
Cumberland Town Council Meeting
Town Council Chambers
MONDAY, January 9, 2012
6:00 Workshop
7:00 p.m. Call to Order

6:00 P.M. WORKSHOP I: re: Crossing Brook subdivision silent second mortgages.

7:00 P.M. Call to Order

Present: Chairman Perfetti, Councilors Moriarty, Turner, Storey-King, Gruber, Copp & Stiles.

I. APPROVAL OF MINUTES

December 12, 2011

Motion by Councilor Gruber, seconded by Councilor Turner, to accept the minutes as presented.

VOTE: 7-0

UNANIMOUS PASSAGE

II. MANAGER'S REPORT

The police department sent out a community warning recently regarding a series of break-ins on the Foreside. A male suspect was spotted after one of the break-ins (white, 6' tall, approximately 180 lbs. 25-40 years old). He may have been traveling in a silver, compact, 4 door vehicle. The Manager reminded residents that if they notice any strangers who don't quite seem to fit in the neighborhood, call the police to report it (829-6391 or 911). Please keep an eye on your neighbor's property as well.

We will be closing on the Doane Property within the next couple of weeks and Bateman Partners will be building 59 new homes. They expect to have 6 of the homes occupied by early June.

The Manager and Public Services Director met with MDOT recently and got some good news. There is a section of Blanchard Road that was never completed (from the fair grounds to Skillin Road). MDOT has agreed to fund 50% of the road repair. This is approximately a million dollar project. The work will include drainage and paved shoulders. This will connect paved shoulders all the way from Route 100 to Route 88. This project would likely be done during the summer of 2013 or 14.

Town Planner, Carla Nixon was recently certified as an American Institute Certified Planner. This is very exciting for Carla as there are only a handful of Planners in the State who have received this certification.

Councilor Moriarty read the following proclamation for Health Officer, Eileen Wyatt on behalf of her resignation:

WHEREAS, Ms. Eileen Wyatt has served as the Town of Cumberland's Health Officer for nearly thirty-four years;

WHEREAS, Eileen has protected and educated thousands of residents with her reporting on all health related issues from Influenza to West Nile Virus and has diligently shared important health warnings with Town Staff to insure that the information would be disseminated throughout Cumberland;

WHEREAS, Eileen has inspected and educated thousands of businesses and vendors at Cumberland recreation facilities and at the Cumberland Fairgrounds on an annual basis for compliance with food preparation and health safety practices;

WHEREAS, Eileen's service has exemplified true professionalism and commitment to her community throughout her career, to include the final transitional period when she actively recruited for her future successor to guarantee that the Town would have continuing coverage;

NOW, THEREFORE, BE IT ORDERED BY THE CUMBERLAND TOWN COUNCIL THAT:

On this 9th day of January, 2012, the Cumberland Town Council with sincere gratitude thanks its longtime Health Officer, Eileen Wyatt, for her many years of service and accepts her resignation with all best wishes for the future, and offers as a token of its esteem and appreciation, an official Town of Cumberland chair on behalf of all the residents of the Town.

III. PUBLIC DISCUSSION

None

IV. LEGISLATION AND POLICY

12 – 001 To hold a Public Hearing to consider and act on draft amendments to the Site Plan Ordinance, as recommended by the Planning Board.

Town Manager Shane presented the following to the Council explaining that this creates a new level of staff review for minor projects, making the review process much easier and faster for the applicant.

Site Plan Revisions 1/9/12

Carla Nixon
Town Planner

Site Plan Review: Simplified

Major Changes:

- Creates a new level of Staff Review for VERY minor projects.
- Reduces review/approval time from 15 (*working*) days to 10 (*regular*) days for the following types of projects.....

Site Plan Review: Simplified

Reduces review for:

- New structures less than 1,000 sq. ft.
- Expansion of less than 1,000 sq. ft. (includes construction of an accessory bldg.)
- Impervious surface construction (e.g., pad, parking area) of less than 1,000 sq. ft.
- Conversion of use for approved, existing structures without increased floor area or parking.

Approved Staff Review Projects

- Graphx Signs (Middle Rd.)
- Learning Time Child Dev. Ctr. (Middle Rd.)
- DJ Small Plumbing & Heating (Rt. 100)
- AT&T Equip. Cabinet (Cong. Church)
- Range Road Telecom. Tower: 2 projects
- Twist Family Auto Sales (Corey Rd)
- (Under review now: Hart Animal Shelter Ventilation System)

Public discussion: None

Motion by Councilor Copp, seconded by Councilor Storey-King, to amend the Cumberland Site Plan Ordinance, as recommended by the Planning Board.

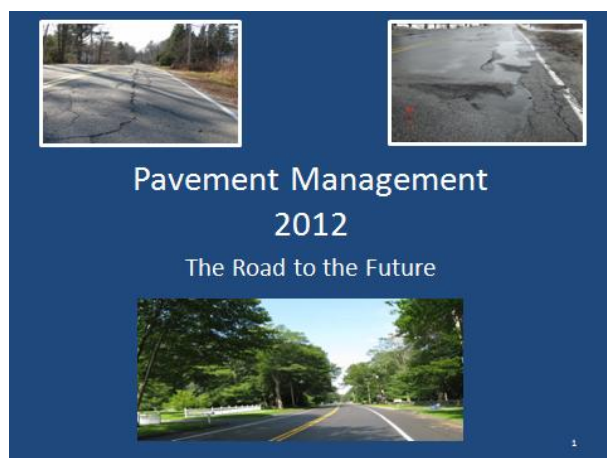
VOTE: 7-0

UNANIMOUS PASSAGE

12 – 002 To hear a report from Public Services Director, Chris Bolduc re: Town Roads.

Town Manager Shane explained that the Town maintains 70 miles of roads. Most roads have had their first and only coat of pavement when they were new subdivisions. The Manager instructed the Public Services Director to develop a pavement plan, which Mr. Bolduc will present.

Mr. Bolduc presented the following to the Council:



Paving Costs

Maintenance Category				
		Paving	Incidentals	
Paving 2" x 5280 x 22' wide x \$75/ ton	1550	Paving	\$116,250	per mile
Driveway Aprons 20' wide x 6' Deep x 3" at 100' one side - 2.5 Tons ea	133	Driveway	\$19,950	per mile
Shoulder Material for edges 3' wide loam or reclaim	175 CY	Shoulder	\$5,425	per mile
Centerline Stripes-Crosswalks, stalls, etc. 10 CL .05 Edge x 2 = \$.20/ft	Varies	Stripes	\$1,100	per mile
Adjustment of Drainage/Sewer Structures-Avg 2 per 500' Town wide	\$500 Ea	WH Covers	\$10,500	per mile
Curbing \$7/ft @ \$37,000 per mile not included- No Drainage			\$116,250	\$36,975
				\$153,225

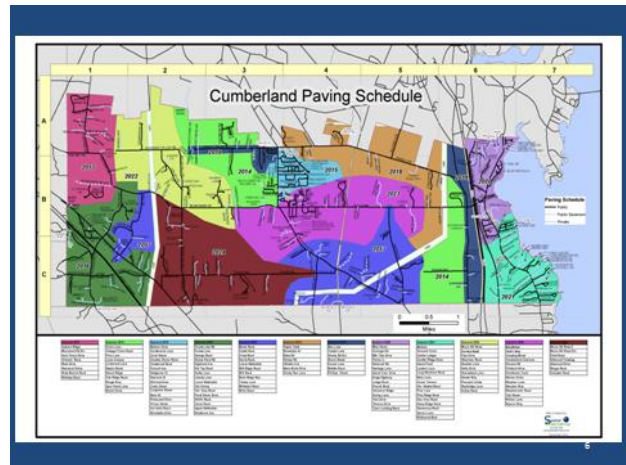
Paving Costs

Reconstruction Category				
		Paving	Incidentals	Drainage
Paving 4" x 5280 x 22' wide x \$75/ ton	3100	Paving	\$232,500	per mile
Reclaim Pavement- \$2.50/ no Ca d	12,900 sq	Reclaim	\$33,300	per mile
Driveway Apron 20'x 6'x 4" at 100' one side- 50/mile	133	Driveway	\$19,950	per mile
Shoulder Material for edges 3' wide loam or reclaim	175 CY	Shoulder	\$5,425	per mile
Centerline Stripes-Crosswalks, stalls, etc	Varies	Stripes	\$1,100	per mile
Adjustment of Drainage/ Sewer Structures- Avg 2/500' Town wide	\$500 Ea	WH Covers	\$10,500	per mile
Drainage, Sidewalks, & other incidentals \$45 Foot or \$238/km	2000' Total	Drainage	\$95,000	per mile
Curbing \$9/ft @ \$26,000 per mile not included			\$232,500	\$70,275
				\$95,000
				\$397,775

Paving Plan by Area of Town

- 2009 - Center
- 2010 - Foreside/
Center
- 2011 - Foreside
- 2012 - Transition
- 2013 - West
- 2014 - Center
- 2015 - Center
- 2016 - West
- 2017 - West
- 2018 - Center
- 2019 - Center
- 2020 - Foreside
- 2021 - Foreside
- 2022 - West
- 2023 - Center
- 2024 - West

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Transition Year

Friar Lane
Greely Road
Middle Road
Miles 4.69
Cost \$410,364



Friar Lane



Middle Road



Greely Road



Greely Road



Greely Road

Summer 2013

Autumn Ridge
Blanchard Rd Ext
Kerri Fams Drive
Orchard Road
Rose Drive
Stonewall Drive
West Branch Road
Whitney Road

Miles 3.61
Cost \$614,035



Whitney Road



Orchard Road



Blanchard Road Ext.

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Pavement Preparation



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Summer 2014

Acorn Lane
Cottage Farms Road
Friar Lane
Lawn Avenue
Lockwood Lane
Maple Street
Newel Ridge
Oak Ridge Road
Range Way
Spar Hawk Lane
Wood Circle

Miles 6.20
Cost \$699,928



Woodside





Maple Street

Summer 2015

Balsam Drive
Candlewick Lane
Carol Street
Country Charm
Crestwood Road
Farwell Ave
Hedgerow Dr
Hemlock Dr
Hillcrest Drive
Linda Street
Longview Street
Pinewood Drive
Prince Street
Val Halla Road
Woodside Drive

Miles 4.31
Cost \$700,330



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Summer 2016			
Forest Lake Rd			Mill Road
Forest Lane			
George Road			
Goose Pond Rd			Old Gray Road
Highland Ave			
Hill Top Road			
Kathy Lane			Upper Methodist Rd
Liberty Lane			
Old Gray Road			
Old Colony			
Pond Shore Drive			
Skillin Road			
Union Road			
Upper Methodist			
Miles	4.73		
Cost	\$724,452		

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Summer 2018			
Aspen Crest			Aspen Crest
Brookside Dr			
Edes Rd			
Greely Rd			Mere Wind
Hillside Ave			
Mere Wind Drive			
Shady Run Lane			Shady Run
Miles	5.10		
Cost	\$781,250		

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Summer 2020			
Blue Heron			Hallmark
Carriage Rd			
Ebb Tide Drive			
Hallmark Rd			Town Landing
Heritage Lane			
Island View Drive			
Ledge Road			
Ocean Terrace			
Pine Lane			
Powell Road			
Schooner Ridge			
Surrey Lane			
Sylvan Lane			
Teal Drive			
Thomas Drive			
Town Landing Road			
Miles	3.38		
Cost	\$536,346		




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Summer 2021			
Birch			Wildwood
Ferne Lane			
Lantern Lane			
Road			Sea Cove
Mary Lane			
Ocean Terrace			
Ole Musket Road			Powell Road
Pine Ridge Road			
Sea Cove Road			
Stony Ridge Road			
Stornoway Road			
Wildwood Blvd			
Miles	3.51		
Cost	\$580,600		

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	King's Highway		Route 88

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Summer 2022			
Bruce Hill Road 1			Bruce Hill Road
Fox Run Road			
Frye Drive			
Glenview Road			Bruce Hill to Range Rd
Heather Lane			
Holly Drive			
Homestead Lane			Fox Run Road
Hunter Way			
Pleasant Valley			
Sturbridge Lane			
Valley Road			
Miles	4.54		
Cost	\$695,740		

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Summer 2023			
Broadmoor			
Chet's Way			
Crossing Brook			
Cumberland Common			
Drowne Rd			
Flintlock Drive			
Hawthorne Court			
Marion Circle			
Meadow Lane			
Meadow Way			
Meadowview Road			
Oak Street			
Willow Lane			
Miles	3.52		
Cost	\$539,891		

Summer 2024	
Bruce Hill Road 2	
Bruce Hill Road Ext.	
Field Road	
Idlewood Crossing	
Idlewood Drive	
Range Road	
Miles	5.24
Cost	\$802,893



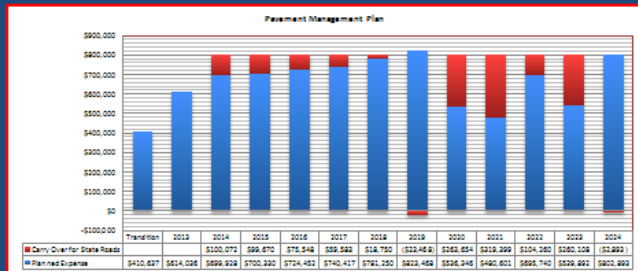
Range Road

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Year	Budget	Planned Expense	Carry Over for State
Transition	\$410,637	\$410,637	
2013	\$614,036	\$614,036	
2014	\$800,000	\$699,928	\$100,072
2015	\$800,000	\$700,330	\$99,670
2016	\$800,000	\$724,452	\$75,548
2017	\$800,000	\$740,417	\$59,583
2018	\$800,000	\$781,250	\$18,750
2019	\$800,000	\$823,468	(\$23,468)
2020	\$800,000	\$536,346	\$263,654
2021	\$800,000	\$480,601	\$319,399
2022	\$800,000	\$695,740	\$104,260
2023	\$800,000	\$539,892	\$260,108
2024	\$800,000	\$802,893	(\$2,893)

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- Paving Plan Budget based on:
- Transition Year of \$410,637
 - First Year budget of \$614,036
 - Each Remaining Year \$800,000



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It is critical that Cumberland develops and maintains a better than adequate road system that can accommodate future growth in population, vehicle travel and economic development.



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Councilor Gruber said that good roads improve property values and that should not be overlooked. It is important to point out that this is a paving plan, not a major road reconstruction plan.

Councilor Storey-King asked if the figure for Middle Road is correct. It seems very low. The dips and dangers on that road seem much more than the \$36,000 estimated. She is fearful that the planned fix for Middle Road may not be adequate. How much do traffic numbers factor in?

Town Manager Shane explained that it is a band aid, filling in the ruts and making it safer for travel, much like the repair that the State did to Tuttle Road. This type of repair is planned for Greely and Middle Roads, making them safer until the Town gets more money to do major reconstruction.

The Manager said that it used to be that traffic numbers were the only factor in determining which roads would be repaired, but we found that we were bouncing back and forth repairing only the highly travelled roads. With the new paving plan, the focus is on entire neighborhoods, repairing every road in 12 years' time. This will always be a work in progress, but now we have a plan that will work and a plan that the community can support.

12 – 003 To set a Public Hearing date (January 23rd) to consider and act on the road acceptance of Autumn Ridge Road.

Motion by Councilor Moriarty, seconded by Councilor Gruber, to set a Public Hearing date of January 23rd to consider and act on the road acceptance of Autumn Ridge Road.

12 – 004 To hear a report from the Finance Committee re: 2nd quarter financials.

Councilor Gruber said that the Finance Committee met last week and reviewed the 2nd quarter financials. As a new member of the Finance Committee, he said he is very impressed at how close we are to being on budget. The committee set some goals and strategies for the FY'13 budget. Councilor Gruber introduced Alex Kimball to make a presentation.

Finance Director, Alex Kimball presented the following:

2nd Quarter Budget Summary Fiscal Year 2011-12

Town of Cumberland		Year To Date Expenses			
Through December 31, 2011					
Department	Budget	2011-12 YTD Expenses	Used	2010-11 Used	
General Administration	\$ 1,018,843	\$ 591,922	58.1%	54.9%	
Public Safety	\$ 1,865,778	\$ 938,839	50.3%	51.3%	
Public Works	\$ 1,557,165	\$ 699,397	44.9%	42.4%	
Parks & Recreation	\$ 658,242	\$ 367,832	55.9%	62.7%	
Library	\$ 363,875	\$ 167,046	45.9%	50.1%	
Other Expenses	\$ 351,355	\$ 179,817	51.2%	51.4%	
Controllable Expense Total	\$ 5,815,258	\$ 2,944,852	50.6%	50.6%	
		Budget	YTD Expenses	Used	Used
Other Expenses					
MSAD #51	\$12,354,475	\$ 6,168,682	49.9%	49.9%	
Debt Service	\$ 951,583	\$ 661,835	69.6%	58.0%	
County Tax	\$ 601,242	\$ 601,242	100.0%	100.0%	
Capital Imp. Plan	\$ 333,485	\$ 333,485	100.0%	100.0%	
Insurance	\$ 263,275	\$ 184,601	70.1%	80.2%	
Other Expense Total	\$14,504,060	\$ 7,949,844	54.8%	54.4%	
All Expenses Total	\$20,319,318	\$ 10,894,696	53.6%	53.3%	

Revenues Through 12/31/11				
Description	Budget	2011-2012 Actual	Percent Collected	2010-11 %
Misc Revenues	\$ 2,401,116	\$ 1,186,338	49.4%	48%
Dept Revenues	\$ 1,091,300	\$ 434,742	39.8%	35%
Total Revenues	\$ 3,492,416	\$ 1,621,080	46.4%	44%
Assorted Revenue Lines				
Excise Tax	\$ 1,330,446	\$ 697,311	52%	54%
State Revenue Sharing	\$ 550,000	\$ 307,784	56%	57%
Building Permits	\$ 40,000	\$ 33,484	84%	49%
Bags/Universal Waste	\$ 300,000	\$ 91,997	31%	29%
Rec Totals	\$ 409,057	\$ 214,888	53%	36%

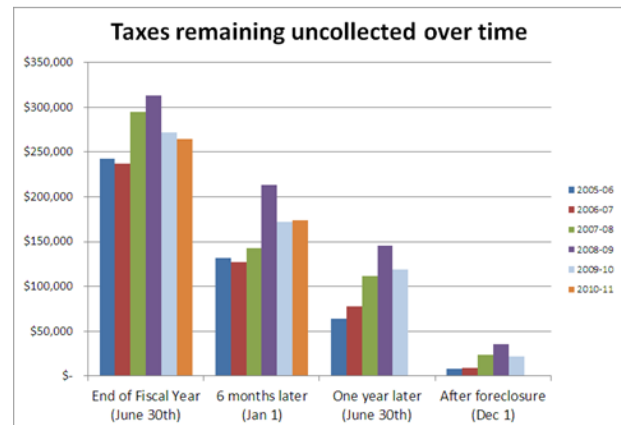
So Far, So Good

Year by Year Comparison				
	2010-11		2011-12	
	1st half	Full Year	1st half	Full Year*
Revenues	44.0%	101.0%	46.4%	106.5%
Expenses	50.6%	100.1%	50.6%	100.1%

*Projected

Road Salt is always volatile

Road Salt expenses by year				
	2008-09	2009-10	2010-11	2011-12
1st half	\$ 67,814	\$ 52,092	\$ 17,607	\$ 44,833
Full Year	\$127,405	\$ 80,864	\$100,715	NA
Budget	\$ 60,500	\$ 78,000	\$ 87,000	\$ 95,000



12 – 005 To set a Public Hearing date (February 13th) to consider and act on amendments to the Small's Brook Crossing loan agreement.

Councilor Moriarty said that the Council should meet one more time in workshop to discuss this item.

Councilor Storey-King said that she prefers to discuss this item publically.

Councilor Turner agreed and added that he feels this item does not need to be as complicated as it is projected.

Chairman Perfetti said that the Public Hearing is 5 weeks away so there is time to decide if a workshop is necessary.

Motion by Councilor Storey-King, seconded by Councilor Copp, to set a Public Hearing date of February 13th to consider and act on amendments to the Small's Brook Crossing loan agreement.

VOTE: 7-0 UNANIMOUS PASSAGE

12 – 006 To set a Public Hearing date (January 23rd) to consider and act on the expansion of TIF District #3.

Town Manager Shane said that the TIF Subcommittee has met and unanimously approved the expansion of TIF District #3. This district begins near the Falmouth town line and ends near Seafax (on Route One). We have an opportunity to work with a company that was not able to be located in David Chase's subdivision and would like to locate on the lot that abuts Lucinda's (which is currently not in a TIF District). A TIF District will give them some financial incentives and tax credits. There is no loss to the community, but there is a huge gain by having Maine Standards move their business to Cumberland.

Motion by Councilor Copp, seconded by Councilor Gruber, to set a Public Hearing date of January 23rd to consider and act on the expansion of TIF District #3.

VOTE: 7-0 UNANIMOUS PASSAGE

12 – 007 To accept donations of \$205.00 on behalf of the Fire Department in memory of William Sanborn to be used for equipment.

Motion by Councilor Turner, seconded by Councilor Moriarty, to accept donations of \$205.00 on behalf of the Fire Department in memory of William Sanborn to be used for equipment.

VOTE: 7-0 UNANIMOUS PASSAGE

12 – 008 To reappoint Planning Board member Peter Sherr.

Motion by Councilor Copp, seconded by Councilor Turner, to reappoint Peter Sherr to the Planning Board.

VOTE: 7-0 UNANIMOUS PASSAGE

V. NEW BUSINESS

Councilor Turner – None

Councilor Copp – None

Councilor Storey-King – There will be a rabies clinic at Town Hall this Saturday from 9 – 11 a.m.

Condolences to the family of Lynette Seekins Cameron who passed away recently from a long, hard battle with cancer. They were friends while growing up and she will miss her smile.

Councilor Moriarty – He feels that the Council acceptance of gifts policy may need to be updated to add a minimum amount. He said it is not necessary for the Council to approve small amounts and perhaps the Manager can make the Council aware of the smaller donations during Manager's Report rather than a Council action item.

Town Manager Shane agreed.

Chairman Perfetti – The Council and the Housing Authority will hold a joint workshop on January 23rd @ 6:00 p.m.

Councilor Stiles – He has had some inquiries and requested making a future agenda item to allow licensed pyro-technicians to do firework displays in Cumberland at parties, weddings, etc.

Councilor Gruber – He continues to represent Council on the M.S.A.D. 51 Strategic Planning & Thinking Committee.

The Lands & Conservation Commission is still in need of new members.

Town Manager Shane - None

VI. ADJOURNMENT

Motion by Councilor Storey-King, seconded by Councilor Gruber, to adjourn.

VOTE: 7-0 UNANIMOUS PASSAGE

WORKSHOP II Finance Committee re: Budget goals for FY'13.

Respectfully submitted by,

Brenda L. Moore
Council Secretary