



SELECTMEN'S e-Packet
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August 7, 2007

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**BOARD OF SELECTMEN
AGENDA**

Tuesday, August 7, 2007

7:00 p.m.

JSMS Broadcast Studio

423 Webbs Mills Road

SPECIAL TOWN MEETING

To consider miscellaneous amendments to the Raymond Land Use Ordinance as adopted May 21st, 1994 and amended through May 21st, 2006. Copies of the Special Town Meeting warrant, including the complete text with the changes, are available at www.raymondmaine.org or at the town's legal posting locations, or upon request at the Raymond Town Office. (See warrant dated June 19, 2007.)

SELECTMEN'S MEETING

- 1) Call Selectmen's meeting to order.
- 2) Minutes of previous meeting dated July 10, 2007.
- 3) New business.
 - a) Presentation of certificates of appreciation to Eagle Scout candidates Kyle Woodbrey and Steven Lentine in recognition of their public service Eagle Scout projects / Raymond Town Office reader board sign and Veteran's Memorial Park Walkway
 - b) Insurance Review proposal with Scott Simmons, CPCU, ARM – Selectman Joe Bruno
 - c) Annual Election of Maine Municipal Association (MMA) Vice President and Executive Committee
 - d) Fiscal year 2006/2007 municipal budget year-end budgeted adjustments – Finance Director Nancy Yates
- 4) Old (unfinished) business.
 - a) none
- 5) Town Manager Report and Communications.
- 6) Fiscal Warrants – Payroll and Appropriation Warrants – August 7, 2007.
- 7) Adjournment.

The Selectmen may take items out of order at their discretion.



BOARD OF SELECTMEN AGENDA SUMMARY

Tuesday, August 7, 2007

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JSMS Broadcast Studio

423 Webbs Mills Road

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SELECTMEN'S MEETING

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- 3) New business.

a) Presentation of certificates of appreciation to Eagle Scout candidates Kyle Woodbrey and Steven Lentine in recognition of their public service projects / Raymond Town Office reader board sign and Veteran's Memorial Park walkway

Eagle Scout candidate Kyle Woodbrey is responsible for the project planning, fund raising, design, material selection, and construction of the town's new reader board sign at the Town Office. This sign is designed to accommodate a future conversion to electronic "white board technology" and has a value of approximately \$20,000.

Eagle Scout candidate Steve Lentine is responsible for the planning, design, and construction of the brick walkway to the town's new Veteran's Memorial. The walkway is made up of over 3,000 red bricks and over 70 engraved granite pavers. The project took over five months from the first meeting to completion and included help from another scout, family members and friends.

b) Insurance Review proposal with Scott Simmons CPCU, ARM – Selectman Joe Bruno

After the recent insurance bid process, Selectman Bruno recommended that the Town of Raymond take the additional step of completing an expert "due diligence" insurance review. Upon investigation of qualified consultants, that have successfully performed such reviews locally, town staff is recommending Scott Simmons, CPCU, ARM, a consultant from Saco. Mr. Simmons will complete a review of town insurance policies, including property, liability, directors & officers, crime, employment practice liability, errors & omissions, umbrella liability, business auto

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policies, workers compensation, boiler & machinery, and other related insurance policies. This project will make specific recommendations to remediate any coverage deficiencies and assist in implementing any adjustments that the town wishes to make to our current insurance program. The project will result in the following outcomes: Increased comfort in the quality of insurance protection, based upon an unbiased knowledgeable review; a greater understanding of the risk base and how our insurance policies respond to those risks; unlimited assistance implementing the adjustments that the Board of Selectmen approve, and objective advice on future renewals and insurance program management strategies. The fee for this project is \$3,500 which would be payable at the commencement of the project and could be applied to a bid package program within the next three years. All ordinary consultant expenses are included and the consultant has indicated that his work is guaranteed to meet the town's objectives. If the consultant fails in that regard, he will refund all or part of the fee, if exercised within a 45 day period. It is the recommendation of the Town Manager and Finance Director that a "due diligence" insurance review be completed on the aforementioned outlined terms and that the town then proceed on a reasonable time table toward another bid solicitation proposal done by staff, using the report recommendations for the town's insurance services. Adequate funds exist in the insurance account line group as the town saved 11% or \$11,063 over quoted budget estimates through the previous competitive bidding process. Selectman Joe Bruno, the sponsor of this initiative, will be speaking to the agenda item.

c) Annual Election of Maine Municipal Association (MMA) Vice President and Executive Committee – Don Willard Town Manager

I am enclosing the annual MMA voting ballot for your consideration. The candidates were all nominated by the MMA Nominating Committee. There are no contested elections this year as no candidates were entered onto the ballot through the outside nomination process, which allows for additional candidates to be considered. I am acquainted with two of the town manager candidates but do not know them well enough to offer any information as to their suitability for these offices or interest in obtaining the same. Summary biographical information has been provided by MMA for each of the candidates and is enclosed in the e-packet.

d) Fiscal year 2006/2007 municipal budget year-end budgeted adjustments – Finance Director Nancy Yates

A memorandum is enclosed from Finance Director Nancy Yates outlining two areas overspent in the fiscal 2006/2007 municipal budget. The amount of \$121.99 was overspent in the Animal Control account due to an unforeseen increase in the contract cost which occurred mid-year during the town's budget cycle. The other overdraft occurred in the Technology Department, which was exceeded by \$2,846.80, largely on account of the unforeseen installation of the Broadcast Studio air conditioning system and general equipment purchases related to the regional Naples dispatch center upgrade/support work. The Board of Selectmen, through authority granted each year by town meeting, have the ability to transfer funds among accounts to address such overdrafts. The Town Manager and Finance Director are recommending that the two outlined overdrafts totaling \$2,968.79 be covered through a transfer from the administrative salaries account line, where there is a \$16,085.76 balance. Although the entire budget is still awaiting the annual audit, by Wayne Smith & Associates, it does appear as though the town will realize a budgetary surplus of approximately \$150,000. The auditors will be arriving during mid-August and will make available, as soon as possible, a final determination as to the level of undesignated fund balance to go to the surplus fund for the 2006/2007 fiscal year. Since the Finance Director will be unable to attend the meeting due to a

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staffing shortage at the Town Office on Tuesday evening, the Town Manager will present this item.

4) Old (unfinished) business.

a) none

5) Town Manager Report and Communications.

6) Fiscal Warrants – Payroll and Appropriation Warrants – August 7, 2007.

7) Adjournment.

The Selectmen may take items out of order at their discretion.



Town of Raymond, Maine "Due-Diligence" Insurance Review

Scott Simmonds, CPCU, ARM

20 Sofia Road, Saco, Maine 04072

Phone: 207-284-0085, Fax: 801-991-4027

Email: Scott@ScottSimmonds.com Web: www.ScottSimmonds.com

July 12, 2007

Overview

Simply put, I provide your organization with an objective, expert analysis of your insurance program based on your unique exposures to loss.

The project consists of a review of your policies including: property, liability, directors and officers, crime, employment practices liability, errors and omissions, umbrella liability, business auto policies, workers' compensation, boiler and machinery, and other related insurance policies.

The project includes recommendations to remediate coverage deficiencies and assistance in implementing any adjustments you make to your insurance program.

Expressions of Value

The project will result in the following value for you:

- Increased comfort in the quality of your insurance protection based on an unbiased, knowledgeable review.
- A greater understanding of the risks faced and how your insurance policies respond to those risks.
- Unlimited assistance implementing the adjustments you approve.
- Objective advice on future renewals and insurance program management strategies.

Methodologies and Accountabilities

You agree to furnish all insurance records, policies, and business information necessary for this project. The success of this project is dependent upon the information you provide being complete and accurate. All information provided by you is confidential. You agree to facilitate the cooperation of your current agents and insurers.

I receive no compensation of any kind from any of the insurance companies or agents I deal with in my work for you. My obligation, fidelity, and loyalty are only to you, my client.

This project includes your unlimited access to me by phone and email. We will meet in person when it is mutually agreed that such is the best way to address issues. All phone calls during business hours will be returned in 90 minutes. All emails will be replied to within one business day.

I will make recommendations and provide advice. However, you are the ultimate decision maker in the purchase of your insurance. I will provide you with a written report outlining my findings as required by insurance law.

Terms

The fee for this project is \$3,500, payable at project commencement. This fee can be applied to a bid project completed in the next three years. All ordinary expenses are included. My work is guaranteed. If I don't meet your objectives, and cannot meet them after your notification and an attempt to correct the shortcoming, I will refund all or part of your fee. This offer expires in 45 days.

Acceptance

Your signature below indicates acceptance of this proposal and agreement with its terms. This project cannot be cancelled for any reason.

Signed: _____ Date: _____

Print Name: _____ Title: _____



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Nicholas Mavodones, MMA President

DATE: July 17, 2007

SUBJECT: Annual Election for MMA Vice President & Executive Committee
Deadline for Receipt of Voting Ballot – 12:00 noon on Friday, August 17, 2007

Each year member municipalities have an opportunity to vote on the election of MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee is appointed to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying and interested in serving as the MMA Vice President. The MMA Nominating Committee completed its task to put forth a Proposed Slate of Nominees for 2008. This information was mailed to member municipalities along with information on the petition process as established in the MMA Bylaws. *It is now time for each member municipality to cast its vote.*

Enclosed you will find the Voting Ballot which includes the Slate of Nominees to serve on the MMA Executive Committee as proposed by the MMA Nominating Committee. There were no nominees by petition who received support by at least five member municipalities. A brief biographical sketch on each nominee listed on the Voting Ballot is enclosed for your reference.

The Voting Ballot must be signed by a majority of the municipal officers and received by the Maine Municipal Association **by 12:00 noon on Friday, August 17, 2007.** We have enclosed a self-addressed self-stamped envelope for your convenience. The Voting Ballots will be counted and the election results confirmed under my direction as President of the Association.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Friday, August 17, 2007, after 4:00 p.m. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held Thursday, October 4, 2007, at 11:00 a.m., at the Augusta Civic Center. Newly elected Executive Committee members will be introduced at the MMA Annual Business Meeting and formally assume their positions on January 1, 2008.

If you have any questions on this information, please contact Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428. Thank you.

Please return the Voting Ballot to:

MMA Election Process
c/o Theresa Chavarie
Maine Municipal Association
60 Community Drive
Augusta, ME 04330
FAX: 207-626-3358



**Maine Municipal Association
Executive Committee
Election of Officers & Directors**

VOTING BALLOT

Deadline for Receipt of Voting Ballots - 12:00 noon on Friday, August 17, 2007



VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Galen Larrabee, Selectman, Town of Knox

☐

DIRECTORS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

John Anderson, Town Manager, Town of Boothbay

☐

William Reed, Town Manager, Town of Veazie

☐

Sophia Wilson, Town Manager, Town of Brownville

☐

DIRECTORS - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

George Richardson, Jr., Selectman, Westport Island

☐

(OVER)

BIOGRAPHICAL SKETCH OF PROPOSED SLATE OF NOMINEES FOR 2008

MMA VICE PRESIDENT FOR 1-YEAR TERM

GALEN LARRABEE

- Selectman, Town of Knox (1st term – 7 years; 2nd term 3 ½ years)
- Member, Town of Knox Planning Board (12 years); Chair (8 years)
- Chairman, Town of Knox, Comprehensive Planning Board (3 years)
- Member, Maine Municipal Association Executive Committee (2002-2004; 2006-present)
- Member, Maine Municipal Association Strategic & Finance Committee (2002-2004; 2006-present)
- Member, Maine Municipal Association Property & Casualty Board of Directors (2002-2004; 2006-present)
- Member, Maine Municipal Association Workers Compensation Board (2002-2004; 2006-present)
- Member, Maine Municipal Association Legislative Policy Committee (2002-2003; 2007)
- Member, Mid-Coast Regional Planning, Executive Board (13 years), Vice President (4 years)
- Member, Eastern Maine Development Corp. (5 years)
- Member, Regional Transportation, Advisory Group (5 years); Co-Chair (2 years)
- Member, Maine Educational & Municipal Work Group (2 years)
- Member, Homeland Security Work Group (2002)
- County President, Maine State Farm Bureau, State Young Farmers
- Member, National Young Farmers, Advisory Committee
- Chairman, Mt. View Bum League (6 years)
- President, Board of Directors, Maine State Holstein Association (2 years)
- Member, Maine Dairy Industry Board (9 years); Legislative Director (4 years); Vice President (2 years)
- Member, University of Maine, Board of Agriculture (5 years)
- Chairman, Ag way Store Committee (9 years)
- Maine Animal Welfare Board (2006-2007) – Representative of Maine Municipal Association
- Appointed by Maine Municipal Association to E-911 Board (3 years)
- Maine Department of Agriculture 2005 Commissioner's Distinguished Service Award
- Dairy Farmer

MMA EXECUTIVE COMMITTEE
THREE FOR 3-YEAR TERMS

JOHN P. ANDERSON

- Town Manager, Town of Boothbay (2000 – present)
- Town Council Administrator, Town of Barnstable (1994-2000)
- Town Meeting Member, Town of Falmouth, Massachusetts (1998-2000)
- City Council, City of Pittsfield, Massachusetts (1988-1992)
- Member, Maine Municipal Association, Legislative Policy Committee (2001 – present)
- Executive Committee Member, Range Rider Committee Chair, Nominating Committee Chair, Membership Chair, Maine Town and City Managers Association (2004-present)
- Chair and Member, Boothbay Region Refuse District Board of Directors (2001-2004)
- Board of Directors, Executive Committee, President, Mid-Coast Economic Development District (2004-present)
- Board of Directors, Lincoln County Economic Development (2001-2004)
- Member, Mid-Coast Pine Tree Zone Advisory Board (2004-present)
- Member, Bike Path Committee – Falmouth, MA (1998-2000)
- Council, UMASS Amherst Alumni Admissions (1986-present)

WILLIAM REED

- Town Manager, Town of Veazie (1993-present)
- Town Manager, Town of Exeter (1990-1993)
- Member, Maine Municipal Association Legislative Policy Committee (2007)
- Trustee, Maine Municipal Employee Health Trust (1996-2003)
- Chairman, BACTS (2007)
- Board Member, PVCOG (1993-present)
- Member, Penobscot River Restoration/Partnership
- Member, Veazie Land Association/Land Trust

SOPHIA WILSON

- Town Manager, Town of Brownville (2000 – present)
- Superintendent, Brownville Water and Wastewater Systems (2001 – present)
- Executive Committee Member and Past President, Piscataquis County Economic Development Council (2000 – present)
- Member and Current Co-Chair, Penquis Leadership Institute Steering Committee (2006 – present)
- Member, Piscataquis County Tourism Task Force (2005; 2007 – present)
- Director and Current Chair, Penquis Solid Waste Corporation (2000 – present)
- Director, Municipal Review Committee (2006 – present)
- Member, Maine Rural Water Legislative Committee (2003 – present)

MMA EXECUTIVE COMMITTEE
ONE FOR 1-YEAR TERM

GEORGE RICHARDSON, JR.

- Selectman, Westport Island (1994-present)
- Member, Maine Municipal Association Legislative Policy Committee (2004-2005)
- Member, Lincoln County Budget Committee (2003-present)
- Chairman, Wiscasset Transfer Station Committee (2005-present)
- Chairman, School Board (1987-1974)
- Harbor Master (1987-1997)
- Member, Selection Committee Marine Resources (1987-1989)
- Member, Conservation Commission (1968-1974)
- Member, Westport Island Shellfish Committee (3 years)
- Moderator of Town Meetings (3 years)
- 2006 Winner of the Maine Municipal Association Ethel Kelley Memorial Award
- Active Duty with US Navy (1959-1960)
- Member, Board of Directors, East Coast Tuna Association

Aug 7 BOS
Agenda

Nancy,

Thank you for the report and your ongoing efforts to monitor and manage the budget this past year. I credit your strong financial management and control for what looks like another successful year for the town's finances.

I will add the two necessary overdraft adjustments to the August 7th BOS meeting agenda for their consideration.

Don Willard
Town Manager
Town of Raymond
401 Webbs Mills Road
Raymond, Maine 04071

(207) 655-6994 v
(207) 655-3024 f
(207) 650-9001 m

don.willard@raymondmaine.org

-----Original Message-----

From: Nancy Yates [<mailto:nancy.yates@raymondmaine.org>]
Sent: Friday, July 27, 2007 2:09 PM
To: 'Donald Willard'
Subject: Year End Memo.doc



401 Webbs Mills Road
Raymond, Maine 04071

Town Office 655-4742
Fax 655-3024

Assessing 655-4712
Code Enforcement 655-3066

Fire/Rescue/Dispatch
(non-emergency) 655-7851

Public Works Garage
655-2018

July 27, 2007

To: Don Willard
From: Nancy Yates

Re: 2006-2007 Municipal Budget

I would like to bring to your attention some information regarding the 2006-2007 year-end municipal budget.

The Animal Control account was overspent by \$121.99, only because the contract with the Animal Refuge increased mid-year.

The Technology Department expenditures exceeded budget by \$2846.80.

Because we did not use the entire amount budgeted for the Administration Salaries account, we do have money in that account that can cover these two overages, should the Selectmen decide to do that as they have been authorized to do at Town Meeting.

All other accounts came in at, or under, the budgeted amount. At this time, it appears that there will be an overall surplus realized from the 2006-2007 municipal budget of approximately \$150,000. The auditors will be here in August and at that time will make the final determination as to the amount added to the undesignated funds.

The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner.

COMMISSIONERS' MEETING

MINUTES

June 25, 2007

The Board of Cumberland County Commissioners, Esther B. Clenott, Richard J. Feeney and Malory Shaughnessy convened a meeting at the Bridgton Town Hall Council Chambers.

Chairman Feeney called the meeting to order at 5:30 PM and the following business was conducted.

Minutes of the Cumberland County Regular Meeting of June 11, 2007 were read and approved unanimously.

Comments from the County Manager:

Peter Crichton, County Manager, indicated he will pass on his comments in order to conserve time for the informational presentations and agenda items.

Comments from the Commissioners:

Commissioner Clenott:

Commissioner Clenott indicated she will also pass on her comments.

Commissioner Shaughnessy:

Commissioner Shaughnessy indicated she will also pass on her comments to conserve time for the agenda items and informational presentations.

Chairman Feeney:

Chairman Feeney indicated he wanted to inform the citizens about what was going on at the Civic Center. Since May 1st, the Civic Center has been a major community activity center for the Greater Portland region. There have been almost 3,000 college and high school students using the Civic Center to graduate and there were an estimated 28,000 people who passed through the Civic Center doors. Many of these people paid for parking at public and private parking lots around the Civic Center and patronized the restaurants, motels, and hotels in the Portland area. There were 5,000 Jehovah's Witnesses who gathered in Portland for their annual

two weekend period at the Civic Center which also provided a significant shot in the arm to the greater Portland economy.

Performing groups such as the Celtic Women, TOOL, White Stripes, WWE Wrestling, James Taylor and American Idol are scheduled to perform. Please check the Cumberland County Civic Center website for upcoming events.

Informational Item: A) Redistricting Forum

Chairman Feeney asked County Manager to present the Redistricting Forum update.

The County Manager reported the Assistant County Manager Bill Whitten has been staffing the Redistricting commission but is unable to attend tonight; therefore he will present the information.

He reported the redistricting process for Cumberland County was discussed during the Strategic Plan in 2001 and one of its recommendations. The current initiative has been going on for about a year with Rep. Chris Barstow bringing it to fruition with a series of meetings around the County discussing the idea of redistricting in order to have more commissioners for greater representation to the citizens. The concept is do we want 3, 5, or 7 commissioners to represent the County? There have been a series of public hearings to discuss this question and get feedback for the commissioners to decide whether to present 5 or 7 commissioners in a referendum question this November. The plan must be submitted by the commission to the Clerk of the House of Representatives no later than January 15, 2008 for enactment by the Second Regular Session of the 123rd Legislature. The election of Cumberland County Commissioners in the reapportioned districts will take place on the first Tuesday after the first Monday in November 2008. If it is turned down, the 3 present commission districts will remain the same. We have held the following public forums:

Portland - Peter J. Feeney Room - May 29th at 5:30 PM - Forum and Commissioners Meeting

Brunswick - Old Brunswick High School - 44 McKeen Street on June 4th at 4:30 to 5:45 PM - Forum only

Cape Elizabeth - Town Hall on June 11th at 5:30 PM - Forum and a Commissioners Meeting

Gorham - New Town Hall Council Chambers 75 South Street - on June 14th at 5:30 PM - Forum only

Yarmouth - At the American Legion 196 Main Street (Log Cabin) on June 18th at 5:30 PM - Forum only

Bridgton - Bridgton Town Hall - June 25th at 5:30 PM - Forum and a Commissioners Meeting

The Town of Raymond will hold the next Redistricting Forum at their Town Hall on July 10th in the Raymond Council Chambers.

These meetings will be listed on our website www.cumberlandcounty.org. They will be video taped and there will be a live broadcast in Bridgton and possibly Yarmouth and Gorham.

There was a discussion as to the expense associated with adding more commissioners to the County. Chairman Feeney reported it will be approximately \$10,000 to \$15,000 per commissioner plus travel expenses, and benefits. The County Manager indicated there would also be the cost of putting it on the ballot which would be approximately \$30,000 to \$40,000. Mr. Crichton added there will be costs to inform and educate the citizens prior to the vote. A discussion followed.

Informational Item: B) CDBG Update Regarding Bridgton

Chairman Feeney asked Aaron Shapiro, Director of the Community Development Block Grant (CDBG) to present his informational item.

Mr. Shapiro reported he was in Bridgton last mid-February to introduce the Community Development Block Grant to the Bridgton selectmen and the community. Since that time we've received our 2007 allocation award announcement from HUD of approximately \$1.5 million. Bridgton will receive a special set-aside allocation of \$225,385 by a formula agreed to during the design team phase of the program. He met earlier this afternoon with Town Manager Mitch Berkowitz and Economic Development Director Micah Neimy to review the contract between Cumberland County and the Town of Bridgton for the CDBG funds.

The contract will be finalized in the next few days and will be on the Selectmen's agenda for their July 10th meeting. Administrative program funds will begin to flow this summer. The funds will be used to expand and improve the "Dodge" septic/leach field on Wayside Avenue that serves the downtown. The soils analysis and report is just now being completed with engineering to be completed in the fall. Construction bidding will occur over the winter with the project commencing in the late spring-early summer of 2008. The project will be completed in the fall of 2008.

Other projects funded in the area include a playground at Harrison Elementary School, a project to expand transit service to North Windham with feeder service from Bridgton and surrounding towns, and a region-wide housing rehabilitation program managed by PROP. The near-by towns of Casco and Baldwin will be joining the program for the 2008 program year.

The funding looks pretty good for 2008 with the potential for a modest increase or at least level funding. A discussion followed.

Action Items:

07 - 072 Approval, Cumberland County Sheriff's Office - Chebeague Island Contract

Chairman Feeney asked the County Manager for comments.

The County Manager indicated Chebeague Island has decided to form their own community and they have decided to enter into a contract on law enforcement services. He concurs with this recommendation and asked the Finance Director Vic Labrecque to present the agenda item.

Mr. Labrecque indicated Chebeague Island will become a town on July 1, 2007. This contract is slightly different from other law enforcement contracts in that there is a summer

contract for services plus additional deputy coverage starting September 10, 2007 and running through June 29, 2008. Starting July 1, 2007 and ending on September 3, 2007. Deputy Scott Secord will be living on the Island and providing 40 hours a week of law enforcement coverage. From September 10, 2007 through June 8, 2008, the Sheriff's Office will provide law enforcement services to the Island for 8 hours per week. This coverage will be provided as an overtime assignment and will be filled by a patrol deputy. From June 9 through June 29, 2008, the Sheriff's Office will provide 40 hours per week of coverage. This coverage is based on Deputy Secord returning to the Island and paid at his regular rate of pay. Chebeague Island will directly pay for any costs associated with boat/barge cost to transport the patrol vehicle to and from the Island as well as mainland parking fees for the Deputy. The Island also will directly pay the cost for vehicle gasoline. The total contract payable to Cumberland County is \$26,696.59. A discussion followed.

Commissioner Shaughnessy made a Motion that the County Commissioners approve the 2007 - 2008 Town of Chebeague Island Patrol Contract for \$26,696.59 for the time period July 1, 2007 through June 29, 2008 and the Chairman sign the contract. Commissioner Clenott seconded the Motion. All voted unanimously.

07 - 073 Approval, Public Health Legal Research Consultant Hiring

Chairman Feeney asked the County Manager for comments.

The County Manager indicated this agenda item is asking the Commissioners for permission to hire a public health legal research consultant to work with the Cumberland County Public Health Coordinating Council that has been set up involving a partnership between the City of Portland, Cumberland County, and municipal officials that grew out of our Strategic Plan in 2006. He concurs with this recommendation. He asked Elizabeth Trice, Grants and Special Projects Coordinator, to present the agenda item.

Ms. Trice reported that establishing a Public Health Pilot was one of the recommendations of the 2006 Strategic Plan. Since the fall of 2006 Julie Sullivan, Director of the Public Health Department for the City of Portland, has convened a large group of non-profits, health care providers, and representatives from local, county and state government as the Cumberland County Coordinating Council for Public Health (C4PH) to assess, coordinate and expand public health activities for the Cumberland County Region. There are regular meetings of the C4PH, as well as Governance, Health Data, Fundraising, Legislative, Healthy Cumberland County, and Steering Committees. The legal consultant will investigate the medium and long-term feasibility of building local public health infrastructure based on a four-part study: 1) Legal analysis and feasibility; 2) Economic analysis; 3) Evaluation and recommendations for structure and governance; and 4) Legislative reform measures. The group has raised almost \$20,000 from local non-profits, as well as \$25,000 in CDBG planning funds and \$25,000 in CDBG programming funds which are expected to deliver a pilot starting January 2008. The CDBG funds were awarded to the City of Portland and the County as co-applicants, and the County will administer the funds for the initiative. An RFP went out earlier in June and one proposal was received from the Muskie School. The first two phases would be conducted concurrently and would cost a maximum of \$22,900. The chairs of the C4PH will report back to the Commissioners in September 2007. There is no fiscal impact to the taxpayer. It is requested the

County Manager establish a contract with the Muskie School with Barbara Shaw as legal consultant for the Cumberland County Coordinating Council for Public Health (C4PH) for a maximum of \$22,900 combined CDBG and privately raised funds. A discussion followed.

Commissioner Clenott made a Motion to authorize the County Manager to establish a contract with the Muskie School to afford us a legal consultant for the Cumberland County Coordinating Council for Public Health for a maximum of \$22,900 which will be a combination of CDBG and privately raised funds. Commissioner Shaughnessy seconded the Motion. All voted unanimously.

07 – 074 Approval, County of Cumberland Jail – HVAC Control Repair

Chairman Feeney asked the County Manager for comments.

The County Manager reported this is an emergency situation and it is very rare that we have utilized our contingency account, which the County has in the amount of \$40,000. This is a situation where we have a problem with our heating ventilation system at the jail. The County contingency account is precisely for this kind of emergency. He concurs with this recommendation. He asked Bruce Tarbox, Facilities Manager to present the agenda item.

Mr. Tarbox reported there is currently an eleven-year-old HVAC (Siemens) control system at the jail. Replacement parts are unavailable for the current system. If the failed parts were sent out for repair this would shut down the HVAC system. This would be unacceptable. The system is broken into zones: A, B, C, etc. One zone has failed and is currently in manual operation. This can not continue to be done effectively much longer. We need to upgrade one zone to new components. All components must be changed within a zone to operate. The remaining existing components will be used as spare parts. The total cost for this project is \$25,710. The project must be sole sourced to Siemens Corporation as it is their system. The breakdown is \$14,710 for SCU panel #4 in B-Mechanical which includes labor and materials. The Software/PC cost is \$11,000 which is necessary to run the system. He is recommending that we use Siemens Corporation for \$25,710. He recommends that this be paid for thru Emergency Funding as this was not a planned expense. He also reported previously he had signed the SCUFF rebate program, which is good until 12/31/07, which means we will receive the parts at 50% of their cost. A discussion followed.

Commissioner Shaughnessy made a Motion that the Commissioners recommend that we use the Siemens Corporation for the repair at a cost of \$25,710 through the emergency funding as this was not a planned expense. Commissioner Clenott seconded the Motion. All voted unanimously.

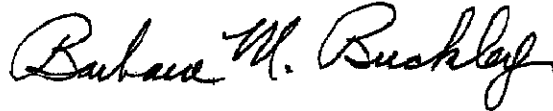
07 – 075 Approval, Cumberland County Sheriff's Office Commissions

Chairman Feeney asked for a Motion.

Commissioner Clenott made a Motion that a commission be granted for a new Patrol Deputy Benjamin Quinnell, a commission for a Gorham Police Department Officer Brian Key, and for Richard Ireland and Jason Wilmot both Corrections Officers at the jail. Commissioner Shaughnessy

There being no further business Commissioner Clenott made a Motion to adjourn the meeting at 6:50 PM. Commissioner Shaughnessy seconded the Motion. All voted unanimously.

ATTEST:



Barbara M. Buckley
Deputy Clerk

The next regular Commissioners meeting will be held at 5:30 PM on Monday, July 9, 2007, in the Peter J. Feeney Conference Room, 1st floor Annex, at the Cumberland County Courthouse.