

This report covers the period of 11/15/14 to 11/26/14. The information contained in this report is intended to inform the Board of Selectmen and town Department Heads of the current activities taking place within the manager's office. All topics are open for discussion.

- ◆ **Department Head Introductions** - Code Enforcement Officer Ryan Keith and Fire Rescue Chief Greg Payson.
- ◆ **Public Works** - There is a correction to the information you received in your last meeting packets regarding the All Traffic Solutions report. Item #4 should read as follows: *The sign is slowing traffic. **When observing the sign once it is set up at a location, the sign displays the speed and the brake lights come on.** The sign can be set to not display the speed and only gather statistics. Traffic speed may rise a little without the display, but I think it is important to display the speed back.*
- ◆ **Fire Rescue** - Chief Payson has had a full plate since his first day on the 24<sup>th</sup>. During the storm with much of the town without power, he kept me up-to-date on the planning and possible need for provided shelter for residents. Fortunately power was restored to many areas fairly quickly and a shelter was not needed. The Chief has also taken the initiative to set up a meeting with the dealer of the pump truck to discuss the pump issues (which are still under warranty) and the scheduling of likely repairs. The apparatus has only gone back to the dealer once since purchased. The Chief's full report is included with my report.
- ◆ **Municipal Services** - The Town Clerk has reported to me that the Board of Selectmen will need to hold a special meeting on Tuesday, April 28, 2015 to counter sign the Warrant for the Budget Validation Referendum for MSAD 51. The public hearing and voting will take place at Greely High School on Thursday, May 14, 2015 with the final ballot vote in June. Cumberland has been asked to do the same. I am very pleased to announce that Administrative Assistant, Caitlin Anderson, received her Certified Maine Assessor's license on November 20, 2014.
- ◆ **Code Enforcement** - CEO Keith has completed his inspection of the Gallant junkyard and the required upgrades to the property have been completed. The Board has not called for a Public Hearing to be held therefore the permit shall be released.
- ◆ **MMEHT** - The new insurance rates have been released. They are as follows: POS Health Plans - 7% increase; Dental Plans - 4% increase; Income Protection - 7.37 increase (ee pay only). Life, Vision & LTD had no changes. From what I have been able to determine a 10% increase was provided in the budget for the health insurance and 5% for the dental. A savings in both areas. I will have actual numbers when the financial report is given at the next meeting.
- ◆ **Electricity Supplier** - In reviewing the electrical costs for the NYMS I noticed that the electrical supplier was still CMP. Upon further investigation it was found to be the same for all of the town facility electrical accounts. With the help of staff I was able to contract with Electricity Maine for a price of 0.09800 per kwh for 12 months effective December 1<sup>st</sup>. Our rate having stayed with CMP would have been 0.11989 for December. Included with this report is a list of the CMP rates we

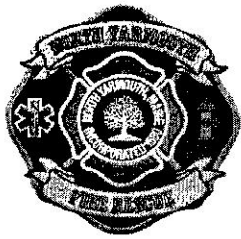
have been paying and how they are projected to increase. I will look at this each year to insure we are paying the most cost effective rates.

- ♦ **ACO costs** - Back in October the question was asked as to whether the new ACO services were falling into what was budgeted for the year. According to the contract the town is billed biannually. We budgeted \$16,579 and to date have paid 3,161. I will wait until the second invoice is received before making any final savings conclusions. I expect to receive that invoice in January.
- ♦ **Future Land Reserve** - from the Annual Town Meeting - March 9, 1996 - that ***“The Town establish to raise and appropriate up to \$50,000 to be set aside in a dedicated fund, for the future purchase/development of any additional land and property for the specific purpose of acquiring municipal and/or recreational facilities for the use of the residents of the Town of North Yarmouth; and to transfer to this account the balance of funds held in the “Tricentennial Account”.*** I believe that the actions taken by the Board in reference to the Knight's Pond / Blueberry Hill acquisition to be true to the above action taken at the annual town meeting regarding the Future Land Reserve.

Respectfully,



Rosemary E. Roy  
Town Manager



# North Yarmouth Fire Rescue Monthly Update

November 1 – November 26, 2014

## Rosemary

I have hit the ground running and starting to settle in. Chief Robitaille has been a huge help and I have thank him for all of his support. We will be sitting down in the next week or two to go over the grant to formulate a plan on future purchases, as well as looking at all the previous expenditures. Next Tuesday at 10:00 AM I will be meeting with Deputy Stoddard and Greenwood Fire Apparatus (the dealer who hold the warranty) to discuss possible issues with Engine 52. I know Deputy Stoddard does not like the truck and would sooner sell it. Doing a little homework on it, the truck has only been to Greenwood once in its lifetime. I am told there are issues with the pump not pumping where it should. There is a 5 year warranty on the pump and if there is an issue with it, it will go back to get the problem corrected. I will also meet with Deputy Stoddard to finalize the office/bedroom swap out that same day as the student is gone for the holiday break.

Items I am working on and Calls for the Month:

- 15 EMS calls
- 7 Fire calls ranging from car accident to gas in the building
- Updating Emergency Action Plan, Respiratory Protection Plan, HAZCOM Plan, SOG Review, Annual Human resources and Safety training, any other plan that needs my name added to
- Rescue 56 had tires replaced yesterday
- Pumps class is going great. Personnel spent 7 hours Sunday November 23, 2014 pumping the trucks, experienced numerous problems and was able to adapt and overcome.
- Met with Rusty Googins to go over electrical issues from Safer Works, awaiting estimate to see if can move forward know or need to wait for next budget season
- Memorial School will have its extinguishers inspected On December 1<sup>st</sup> or 2<sup>nd</sup>

Respectfully Submitted

Gregory A Payson

Fire Rescue Chief

## **CMP Electricity Supply Rates**

<b>15-Feb</b>	<b>\$ 0.14438</b>
<b>15-Jan</b>	<b>\$ 0.14956</b>
<b>14-Dec</b>	<b>\$ 0.11989</b>
<b>14-Nov</b>	<b>\$ 0.08673</b>
<b>14-Oct</b>	<b>\$ 0.06216</b>
<b>14-Sep</b>	<b>\$ 0.06136</b>
<b>14-Aug</b>	<b>\$ 0.07109</b>
<b>14-Jul</b>	<b>\$ 0.07490</b>
<b>14-Jun</b>	<b>\$ 0.07360</b>
<b>14-May</b>	<b>\$ 0.06182</b>
<b>14-Apr</b>	<b>\$ 0.07209</b>
<b>14-Mar</b>	<b>\$ 0.09476</b>
<b>14-Feb</b>	<b>\$ 0.09418</b>
<b>14-Jan</b>	<b>\$ 0.10015</b>

Date: November 26, 2014

To: Board of Selectmen  
Fr: Rosemary E. Roy, Town Manager *RR*  
Cc: Melissa Henes - Coordinator

**RE: Appointments**

**Town Manager Appointments:** Gregory A. Payson has been appointed as North Yarmouth's Fire Rescue Chief and EMA Director. The Director of the Bureau of Forestry for Maine shall appoint Chief Payson as North Yarmouth's Forest Fire Warden in accordance with 12 MRSA § 8902. (Board Confirmation)

Debbie Allen Grover will be reappointed as the town's Registrar of Voters - 2 year term (statute) 1/1/2015 to 12/31/2017. (Board Confirmation)

I am also looking for an individual who would be interested in serving as the town's representative to the Portland Area Comprehensive Transportation System aka PACTS. The appointment would be subject to Board approval.

**Committee Appointments:** The following residents are seeking appointment and or reappointment to the following committees; terms to expire 06/30/15.

- |                     |                                              |
|---------------------|----------------------------------------------|
| ▪ Jim Faunce        | Events Committee                             |
| ▪ Diane Burnell     | Flag Committee                               |
| ▪ Linc Merrill      | Wescustago Hall Committee                    |
| ▪ Clark Baston      | Wescustago Hall Committee                    |
| ▪ Jeanne Chadbourne | Wescustago Hall Committee                    |
| ▪ Blaine Barter     | Wescustago Hall Committee                    |
| ▪ Earle Edwards     | Wescustago Hall Committee                    |
| ▪ Susanne Lee       | EDSC Committee (New Resident / bio included) |

The Board may act on these appoints in one motion as presented or may act on each appointment on an individual basis.

**Current Board and Committee Vacancies:**

- |                           |                                               |
|---------------------------|-----------------------------------------------|
| ▪ Zoning Board of Appeals | 1 Alternate Vacancy                           |
| ▪ Flag Committee          | 1 Vacancy                                     |
| ▪ EDSC*                   | 1 Vacancy (possibly 2 - 1 member is pending ) |

\*At this point in time given that the final development plan has been delivered by PDI I am encouraging the Board to consider increasing the membership of the EDSC from five (5) to seven (7). By doing so, it will provide the additional administrative structure and support both the Selectmen and Town Manager will need going forward with the village development. All vacancies will be advertised in all available forms of media.



# North Yarmouth Fire Rescue

Gregory A Payson, Fire Rescue Chief

## Dry Hydrant Certification / ISO Report

During the month of October, St. Germain Collins was hired to perform an analysis of ten water supply sources as identified by North Yarmouth Fire Rescue. These sources will be used in the event of a fire in the town that is out of our hydrant district. To be certified Insurance Services Office's (ISO) requires a minimum flow rate of a minimum of 250 gallons per minute for a 2 year period under 50 year drought conditions. St. Germain Collins tested 7 flowing and 3 impounded (rivers and ponds) for evaluations. The river locations are as follows: Mill Rd, Route 9, Royal Rd, Wescustogo Park, Milliken Rd, West Pownal Rd, and North Rd. The pond locations are as follows: 1537 North Rd, Milliken Rd, and Mountford Rd. Nine of the ten sites became certified as result of this analysis. The site that did not pass was 1537 North Road. This analysis is invaluable as it confirms that in the event of a major fire we can sustain enough water to continue the fire fight without the need to set up a new site during the event.

My understanding of this process was to lower the Town of North Yarmouth's ISO rating. The major reasoning for lowering the towns ISO rating is to lower the citizens of North Yarmouth insurance premiums. This will take place, but not at the substantial savings as explained by previous administration. Chief Robitaille during his interim time period and myself have been in contact with Cross Insurance (this company represents 39 insurance companies) to see what the average premiums may be for different towns and cities based on their ISO rating. We used a wide variety of towns and cities, ranging from a class 2 department to a class 10 department. Portland is a class 2 department with a class 10 in an unorganized department or department without water sources. North Yarmouth has a class rating of 5/9. We are a class 5 in the hydrant district, a class 9 out of the hydrant district. Attached in this packet, we picked one house in the Town of North Yarmouth valued at \$285,000.00 and ran a check to see what the premium would be for the different ISO ratings.

The results are as follows:

- |                                        |                                                                   |
|----------------------------------------|-------------------------------------------------------------------|
| 1. Portland, Protection Class 2        | \$688.00 (within hydrant district)                                |
| 2. Yarmouth, Protection Class 5        | \$700.00 (within hydrant district)                                |
| 3. North Yarmouth, Protection Class 5  | \$700.00 (within hydrant district)                                |
| 4. North Yarmouth, Protection Class 9  | \$726.00 (not in hydrant district but within 5 miles of station)  |
| 5. North Yarmouth, Protection Class 10 | \$890.00 (not in hydrant district and outside 5 miles of station) |

As you can see the huge savings in premium is in the range from a class 10 department to a class 9 department. We can improve our ISO rating in the areas of town in the Class 10 district. We can make up some points in the rating process with the Dry Hydrant certification but this alone is not enough.

The ISO rating schedule is broken down into many categories with water supply being only one portion. Other areas being rated include the following: Organization (organized or unorganized), Public Fire Prevention and Suppression, Individual Property Fire Suppression (Sprinkler systems), Firefighter responses to alarms (time to get apparatus and personnel on scene), department training, apparatus, Local code enforcement, Community outreach programs, etc. This is only a small portion of what ISO looks at for departmental rating. One of my goals in the future is to develop community outreach programs, fire prevention and educational programs for the public. This will be bring fire prevention and educational programs to the daycares in our community, Continuing with our training programs set forth by previous administration, and life safety inspections at our business's.

In closing, the goal is to lower our ISO class rating over the next few years. The process can be very lengthy as you need established programs in place. There are many areas that need work, however we will get there over time, with a lot of effort. Once all your paperwork is in place and ready to go, ISO will come in and go over all of our

463 Walnut Hill Road, North Yarmouth, Maine 04097

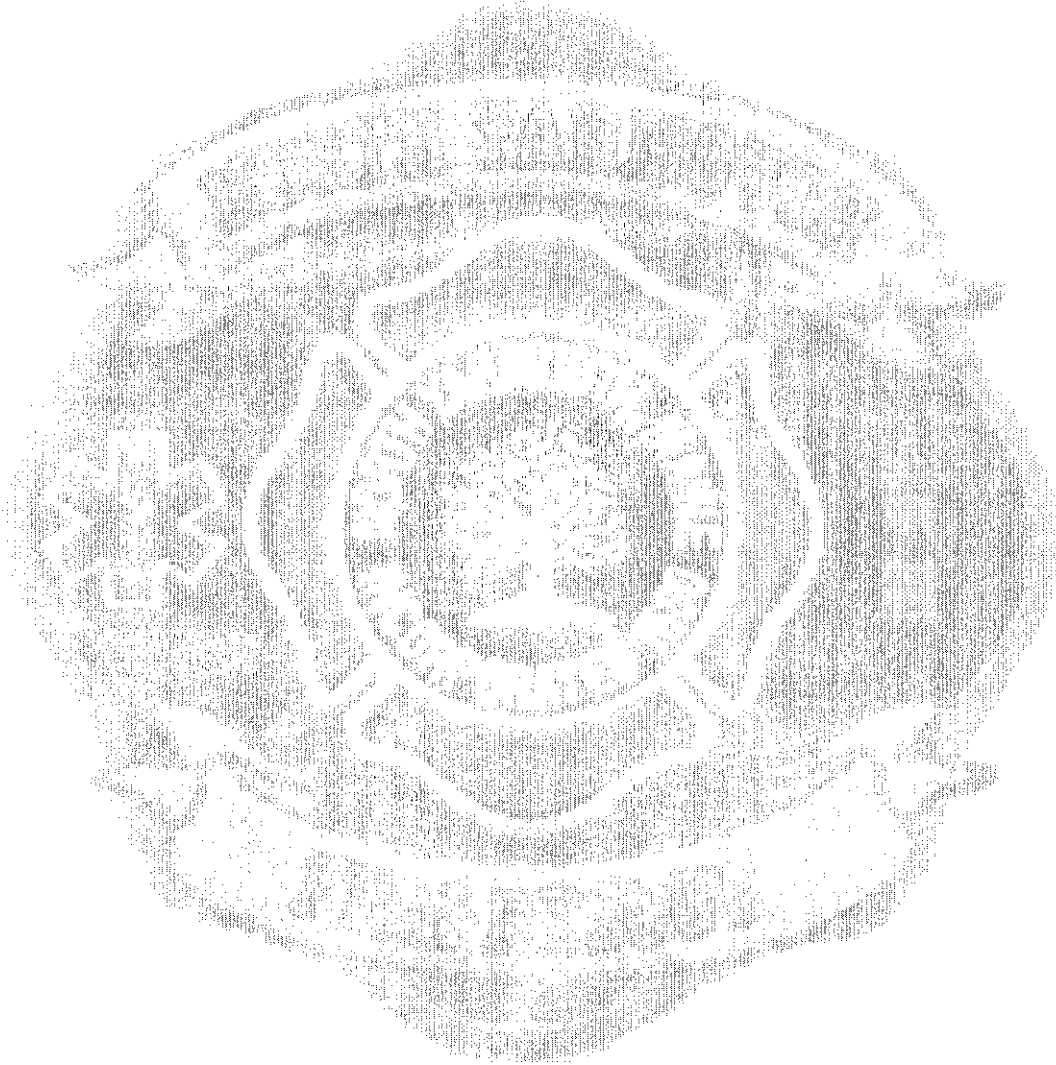
Station - 207-829-3025

Fax - 207-829-4893

Mailing Address: 10 Village Square Rd., North Yarmouth, Maine 04097

paperwork to ensure we get all the credits we can. They will also come in and test the department to make sure we can flow the required minimum of 250 gallons a minutes for 2 hours within and outside of the hydrant district. This is where the hydrant certification comes in. We now have predetermined sites in town that can handle this required flow and will pass that portion without difficulty.

Sincerely  
Gregory A Payson  
Fire Rescue Chief



463 Walnut Hill Road, North Yarmouth, Maine 04097

Station - 207-829-3025

Fax - 207-829-4893

Mailing Address: 10 Village Square Rd., North Yarmouth, Maine 04097



Vermont Mutual Insurance Group®

Since 1828

**Homeowners Policy - Premium Indication****Agent:** 18152 - Desmond & Payne Inc., DBA William R. Goddard Insurance Agency**Named Insured:****Location:** 121 NORTH ROAD, <sup>NY</sup>PORTLAND, ME <sup>04097</sup>04110**Policy Form:** HO0003 Special**Effective Date:** Nov 20, 2014**Expiration Date:** Nov 20, 2015**Company:** Vermont Mutual Insurance Company ☒**Protection 02**  
**Class:****Total Policy Premium****\$688.00**

A. Dwelling:	\$285,000
B. Other Structure:	\$28,500
C. Personal Property:	\$142,500
D. Loss of Use:	\$57,000
E. Personal Liability:	\$500,000
F. Medical Payments:	\$5,000
Fixed Deductible:	\$1,000
Theft Deductible:	\$0
Wind Deductible:	\$0

Forms and Endorsements

HO0446	Inflation Guard
18CEA	Homeowner Coverage Enhancement

*This is a premium indication only.*





Vermont Mutual Insurance Group®

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**Homeowners Policy - Premium Indication**

**Agent:** 18152 - Desmond & Payne Inc., DBA William R. Goddard Insurance Agency

**Named Insured:**

**Location:** 121 NORTH ROAD, NORTH YARMOUTH, ME 04097

**Policy Form:** HO0003 Special

**Effective Date:** Nov 20, 2014

**Expiration Date:** Nov 20, 2015

**Company:** Vermont Mutual Insurance Company



**Protection 05**

**Class:**

**Total Policy Premium**

**\$700.00**

A. Dwelling:	\$285,000
B. Other Structure:	\$28,500
C. Personal Property:	\$142,500
D. Loss of Use:	\$57,000
E. Personal Liability:	\$500,000
F. Medical Payments:	\$5,000
Fixed Deductible:	\$1,000
Theft Deductible:	\$0
Wind Deductible:	\$0

**Forms and Endorsements**

HO0446	Inflation Guard
18CEA	Homeowner Coverage Enhancement

*This is a premium indication only.*

**Vermont Mutual Insurance Group®**

Since 1828

**Homeowners Policy - Premium Indication****Agent:** 18152 - Desmond & Payne Inc., DBA William R. Goddard Insurance Agency**Named Insured:****Location:** 121 NORTH ROAD, NORTH YARMOUTH, ME 04097**Policy Form:** HO0003 Special**Effective Date:** Nov 20, 2014**Expiration Date:** Nov 20, 2015**Company:** Vermont Mutual Insurance Company**Protection 09**  
**Class:****Total Policy Premium****\$726.00**

A. Dwelling:	\$285,000
B. Other Structure:	\$28,500
C. Personal Property:	\$142,500
D. Loss of Use:	\$57,000
E. Personal Liability:	\$500,000
F. Medical Payments:	\$5,000
Fixed Deductible:	\$1,000
Theft Deductible:	\$0
Wind Deductible:	\$0

**Forms and Endorsements**

HO0446	Inflation Guard
18CEA	Homeowner Coverage Enhancement

*This is a premium indication only.*

**Vermont Mutual Insurance Group®**

## Homeowners Policy - Premium Indication

**Agent:** 18152 - Desmond & Payne Inc., DBA William R. Goddard Insurance Agency


**Named Insured:**

**Location:** 121 NORTH ROAD, NORTH YARMOUTH, ME 04097

**Policy Form:** HO0003 Special

**Effective Date:** Nov 20, 2014

**Expiration Date:** Nov 20, 2015

**Company:** Vermont Mutual Insurance Company 

**Protection:** 10  
**Class:**

**Total Policy Premium**

**\$890.00**

A. Dwelling:	\$285,000
B. Other Structure:	\$28,500
C. Personal Property:	\$142,500
D. Loss of Use:	\$57,000
E. Personal Liability:	\$500,000
F. Medical Payments:	\$5,000
Fixed Deductible:	\$1,000
Theft Deductible:	\$0
Wind Deductible:	\$0

**Forms and Endorsements**

HO0446	Inflation Guard
18CEA	Homeowner Coverage Enhancement

*This is a premium indication only.*

## **MEMORANDUM**

Date: November 28, 2014

To: Board of Selectmen

Fr: Rosemary E. Roy, Town Manager *RR*

**RE: Town Meeting/Election Dates & Locations**

In accordance with the town's Charter the Board must select a Saturday in April for the next Annual Town Meeting. Although you have until February 1<sup>st</sup> to select this date there are other factors I am asking the Board to consider in selecting the date now.

The first being the budget schedule which is now proposed to coincide with the second Saturday in April (11<sup>th</sup>) and the second being if you choose to hold it in the NYMS gym we need to get the facility approved through the SOS's office (could be time consuming) as an adequate election/voting facility. This also applies to the annual town election that takes place in June.

The CLDS is still an option but out of courtesy, should we choose to use that facility, I would prefer to take care of it earlier rather than later.

Therefore, to better prepare for both of these events my recommendation to the Board is to set these dates and location(s) during the month of December.