

**TOWN OF ORONO  
FINANCE & OPERATIONS COMMITTEE MEETING**

**TUESDAY, JANUARY 8, 2019 AT 8:00 A.M.  
COUNCIL CHAMBER – MUNICIPAL BUILDING**

**MINUTES**

**1. Roll Call**

Present: Tom Perry (Finance Chair), Council Chair Cindy Mehnert, Town Manager Sophie Wilson, Public Works Director Rob Yerxa and Finance Director Connie Thorne.

**2. Scope of Work and Budget for Capital Infrastructure Improvements to North Main Avenue**

Town Manager Sophie Wilson and Public Works Director Rob Yerxa reviewed the scope of work and budget needed for infrastructure improvements to North Maine Avenue (from College Avenue to Pond Street). Mr. Yerxa noted the original budget was \$312,000, but the revised budget is \$909,000 due to significant drainage issues and the need to reconstruct the stormwater system. The Committee discussed the options of doing the project all at once by borrowing some of the funds or fixing the road in sections. Mr. Perry questioned what a phased project would do to the long-term plan. **Ms. Wilson suggested having the engineer develop a phased project to bring back to the Committee for review. The Committee agreed.**

**3. Review Analysis and Costs Related to Purchasing and Converting Existing Streetlights to Improve Energy Efficiency and Lighting Quality for the Public**

Mr. Yerxa reviewed details of Tanko's streetlight analysis with the Committee. He explained that the conversion to LED lighting will have a net saving of \$37,000 per year, with a 7-year payback and increased lighting quality with LED lights. Mr. Yerxa described the three phased process: audit the system, acquire the fixtures and convert the streetlights to LED lights.

Ms. Wilson described possibly funding the project with a loan for the \$211,000 total project cost with a \$34,000 payment per year for 7-years. She noted that the Town can also apply for grants and rebates, and possibly use some of the remaining overlay funds.

Mr. Perry commented that the streetlight budget savings and loan payment are fairly equal, the Town will get improved LED lighting and will use less electricity.

**Staff will bring the contract to the Finance Committee meeting on February 5<sup>th</sup> with a recommendation to forward it to the February 11<sup>th</sup> Council Meeting.**

**4. Public Works Capital Equipment Plan to Replace Trucks in FY2020 & FY2021**

Mr. Yerxa described the need to replace the 2005 tandem wheeler and the 2006 6-wheeler due to age and increasing repair costs; He noted the importance of both to the fleet. Ms. Wilson stated that by ordering the trucks in March they will be available by November 2019. She noted that

one truck would be ordered in the 2020 budget and one in FY2021, unless there was significant savings by ordering both this year.

**The Committee granted the Public Works Director permission to go through the bid process and bring the results to the March 11<sup>th</sup> Council Meeting.**

**5. Orono Police Department Accreditation through Commission on Accreditation for Law Enforcement Agencies (CALEA) vs. Maine Law Enforcement Accreditation Program (ME-LEAP)**

Police Chief Josh Ewing spoke of the overwhelming amount of labor involved in the national CALEA accreditation process. He noted that Maine has simplified the process and developed an accreditation process of its own with ME-LEAP. He provided details of the program.

**Ms. Wilson noted that this is a preliminary discussion of considering changing from CALEA to ME-LEAP. She noted that more details will be given during the annual Council budget discussion process. The Committee agreed to have Council consider the change.**

**6. Contract Renewal for Animal Control Officer Services from Penobscot County**

Police Chief Ewing spoke of the ongoing need for expertise Animal Control Officer (ACO) Services from the Penobscot County to assist the Police Department with certain situations.

**The Committee agreed to move the contract renewal for ACO services from Penobscot County to the February 11<sup>th</sup> Council Meeting.**

**7. Distribute and Review Highlights of December Financial Reports**

Ms. Wilson stated that the financial reports will be distributed at a later date.

**8. Brief Town Manager Update**

Ms. Wilson gave a brief update on the following items:

- Budget documents are being simplified.
- Council Workshop, January 28, 2019 – Retail marijuana discussion and an executive session to discuss collective bargaining with the Fire Union.
- New personnel in the Town Office – Mia Caballero.
- Public Works resignation and long-term leave. The job opening will be advertised.
- Public Safety building heating issues.

**9. Schedule Next Meeting - 2/05/2019 at 8:00AM**

**10. Adjourned at 9:45 a.m.**

Minutes are summary only. An audio recording of the meeting is available on the Town's website at [www.orono.org](http://www.orono.org) under Agendas and Minutes.

Respectfully submitted, Nancy Ward, Executive Assistant