

TO: Camden Select Board
FROM: Roberta Smith, Town Manager
RE: Agenda Notes for February 15, 2011
Washington Street Conference Room
DATE: February 10, 2011

6:00 PM

1. **Meeting with Bill Allen of R.M. Davis to review the town's Endowment Fund.** Mr. Allen will review the 2010 year-end reports and then provide a 2011 update.

AS SELECT BOARD – 7:00 PM

1. **Public input on non-agenda items.**
2. **Discussion about concerns with parking for funeral services on Friday, February 18, 2011.**
3. **Approval of Board Minutes from February 1, 2011.**
4. **Consideration of proposal from Cordjia for Retro-Commissioning for Integrated Mechanical, Electrical, and Ancillary systems at the Camden Opera House, and approval of the use of Contingency Funds in the amount of \$3,750 to cover the local share of the proposal.** The enclosed proposal for “retro-commissioning” the systems at the Opera House is another effort to fine-tune the current HVAC systems and look for ways to improve energy efficiency. The proposal is recommended by the Energy Committee. The total cost of the proposal is \$7,500. 50% of the cost will be covered by an Efficiency Maine Incentive program.

It is further recommended that the funds for the local share of this proposal be designated from current Contingency funds in order that the work can be completed prior to finalizing the FY12 budget. This will allow us to include funding in the budget for any recommendations.

Action required: *A motion to approve the Professional Services Agreement with Cordjia in the amount of \$7,500, and to approve the designation of \$3,500 in Contingency Funds to cover the local share of the Agreement.*

5. **Approval of the Efficiency Maine State Energy Program Grant Agreement for improvements to Seabright Hydroelectric Facility.** The detail for the Agreement for the \$50,000 Demonstration Grant with Efficiency Maine to complete the repairs and improvements at Seabright Hydro has been completed and incorporated into the Agreement for signatures. It is anticipated that the work will begin shortly and that the second turbine will be operational before Spring.

Action required: *A motion to approve the Grant Agreement with the Efficiency Maine Trust.*

6. **Consideration of the following Victualers License renewal applications:** The applications have been reviewed and approved by the Codes Officer and the Fire Department has verified that the facilities comply with the Camden Fire Prevention and Protection Ordinance.

- a. **Joshua Hixson, d/b/a 40 Paper at 40 Washington Street**
- b. **Ralph B. Fisher, d/b/a Mike's Catering at the Camden Snow Bowl**

Action required: *A motion to approve the renewal of the victualer license for a & b*

7. **Consideration of the renewal food concession agreement with Mike's Catering (French & Brawn) for the 2010-11 winter season at the Snow Bowl.** Please see enclosed agreement.

8. **Consideration of resignation from Rick Bates from the Budget Committee.** See enclosed correspondence.

Action required: A motion to accept the resignation from Rick Bates with regret.

9. **Consideration of the Taxicab Business License renewal application for Christopher M. Merritt of Rockland d/b/a Schooner Bay Taxi.** Please see the enclosed application that has been signed by the Police Chief.

10. Committee Reports

11. Manager's Report

AS WASTEWATER COMMISSIONERS

1. **Approval of the quarterly Certificate of Commitment of Sewer User Rates in the amount of \$181,776.89.** This represents the user billing for the period October 9, 2010 through January 9, 2011.

Action required: *A motion to approve the quarterly Certificate of Commitment.*

2. **Approval of the first year cost-sharing with the Town of Rockport of the Rawson Avenue Pump Station upgrade, as recommended by the Interlocal Sewer Administering Committee.** The Interlocal Sewer agreement provides for cost sharing on any wastewater capital project when the improvement is part of a facility that carries Rockport wastewater. The cost-sharing is determined to be an average of the dry weather flows at the time of construction. Please see the attached memo from Ross Parker and supporting documentation regarding this calculation. The project has been bonded and the cost-share percentages will apply to annual debt payments. The Interlocal Sewer Administering Committee recommends that the Rockport cost-share percentage be 11.3% for the first year and that the Committee review the data as recommended in one year to determine a final cost-share percentage once Rawson Avenue flow data is available.