

**TOWN OF GRAY
GRAY TOWN COUNCIL
AGENDA • MAY 21, 2024**

**Gray Town
Council Regular
Meeting**

**Town Council Chambers
24 Main Street, Gray, ME 04039
Microsoft Teams: <https://graymaine.link/TC-Meeting>
Phone 469-708-0487 / Meeting ID: 453 459 936#**

7:00 PM

I. OPENING STATEMENT

This meeting will be held in person and online with the link provided in the agenda header. For the Public Hearings, residents can click in to participate or call in using the number provided during the Public Hearings as detailed in the agenda.

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. CONSENT AGENDA 5 MINS

1. Approve Minutes from the May 7, 2024, Town Council Meeting.

V. PUBLIC COMMENTS OF NON-AGENDA ITEMS (LIMIT 3 MINS PER PERSON) 10 MINS

Comments are intended for information sharing, not discussion. Comments in excess of three minutes are welcome at the end of the agenda prior to adjournment. Call 469-708-0487 / Meeting ID: 453 459 936#

VI. ADJUSTMENTS TO THE AGENDA 5 MINS

VII. ACTION ITEMS 7:20PM

1. Second Reading - To Review and Act Upon proposed amendment to the Building Code Ordinance (Chapter 201) with regards to updated ordinance language, references and reorganization. **10 MINS**

Proposed motion:

Ordered, the Gray Town Council approves the proposed amendment to the Building Code Ordinance (Chapter 201) with regards to the updated ordinance language, references and reorganization.

2. Second Reading - To Review and Act Upon proposed amendment to the Parking Ordinance

(Chapter 502) with regards to Seagull Drive. **10 MINS**

Proposed motion:

Ordered, the Gray Town Council approves the proposed amendment to the Parking Ordinance (Chapter 502) with regards to Seagull Drive.

VIII. REPORT FROM THE COUNCIL CHAIR 5 MINS - 7:40PM

IX. REPORT FROM THE TOWN MANAGER 5 MINS

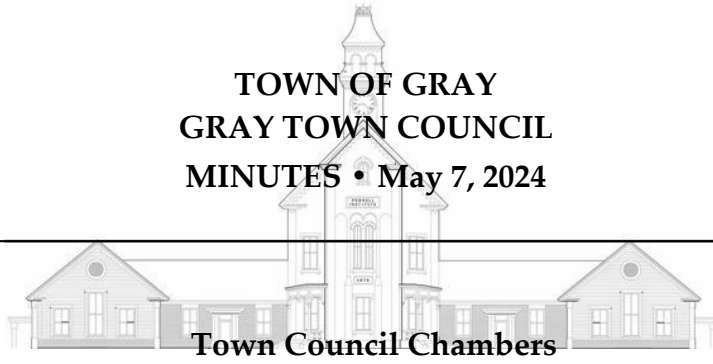
X. COMMITTEE REPORTS 10 MINS

XI. COUNCIL CORRESPONDENCE/ACTIVITIES/PRIORITIES 10 MINS

XII. ADJOURNMENT 8:15PM

** The Town of Gray is an equal opportunity employer and complies with all applicable equal access to public accommodations law. If you are planning to attend a Town Council or Town committee or board meeting and need assistance with a physical disability, please contact the Town Manager's office at least 48 hours in advance of the meeting to have the Town assist you. 657-3339. TTY 657-3931.*

**TOWN OF GRAY
GRAY TOWN COUNCIL
MINUTES • May 7, 2024**



**Gray Town Council
Regular Meeting**

**Town Council Chambers
24 Main Street, Gray, ME 04039**

7:00 PM

I. OPENING STATEMENT

This meeting will be held in person and online with the link provided in the agenda header. For the Public Hearings, residents can click in to participate or call in using the number provided during the Public Hearings as detailed in the agenda.

II. ROLL CALL

Attendee Name	Title	Status
Krista Chappell	Chair	Present
Matthew Hight	Council Member	Present
Anne Gass	Council Member	Present
Dan Maguire	Vice Chair	Present
Martin Meaney	Council Member	Present

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. CONSENT AGENDA

1. Approve Minutes from the April 9, 2024, Town Council Meeting.

Clerical edits were given to staff.

RESULT:	PASSED 5-0
MOTION BY:	Martin Meaney
SECOND BY:	Dan Maguire
AYES:	Krista Chappell, Dan Maguire, Martin Meaney, Anne Gass, Matthew Hight

2. Approve Minutes from the April 23, 2024, Town Council Meeting.

Clerical edits were given to staff.

RESULT:	PASSED 5-0
MOTION BY:	Martin Meaney
SECOND BY:	Dan Maguire
AYES:	Krista Chappell, Dan Maguire, Martin Meaney, Anne Gass, Matthew Hight

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS (LIMIT 3 MINS PER PERSON)

Public comments opened at 7:04pm

Gary Foster of Weymouth Rd. expressed concerns about the audit company Ron L. Beaulieu & Company and the budget “not to exceed \$100,000 for their services.”

Fran Monroe expressed concerns about the audit company Ron L. Beaulieu & Company and the budget “not to exceed \$100,000 for their services.” Fran Monroe asked when the letter from Randy Cookson will stop being displayed at Town Hall. She discussed using the funds from the Enercon TIF.

Public comments closed at 7:11pm

VI. ADJUSTMENTS TO THE AGENDA

None.

VII. PUBLIC HEARING(S)

1. First Reading - To Review and Act Upon proposed amendment to the Building Code Ordinance (Chapter 201) with regards to updated ordinance language, references, and reorganization, with a Second Reading and Public Hearing before the Town Council on May 21, 2024.

MOTION: Ordered, the Gray Town Council approves a Public Hearing and Second Reading at the May 21, 2024, Town Council meeting to review and approve the proposed amendment to the Building Code Ordinance (Chapter 201) with regards to the updated ordinance language, references, and reorganization.

Tammy Munson, Code Enforcement Officer, explained the changes to the ordinance.

Public hearing opened at 7:15pm

No comments.

Public hearing closed at 7:16pm

RESULT:	PASSED 5-0
MOTION BY:	Dan Maguire
SECOND BY:	Martin Meaney
AYES:	Krista Chappell, Dan Maguire, Martin Meaney, Anne Gass, Matthew Hight

2. Public Hearing and First Reading - To Review and Act Upon proposed amendment to the Parking Ordinance (Chapter 502) with regards to Seagull Drive, with a Second Reading and Public Hearing before the Town Council on May 21, 2024.

MOTION: Ordered, the Gray Town Council approves a Public Hearing and Second Reading at the May 21, 2024, Town Council meeting to review and approve the proposed amendment to the Parking Ordinance (Chapter 502) with regards to Seagull Drive.

Public hearing opened at 7:16pm

No comments.

Public hearing closed at 7:17pm

Chief Elkanich explained that this amendment will help with the issue of cars and trucks parking on the side of the road on Seagull Drive.

Councilor Maguire asked if the Rt. 26 designation can be made as part of the amendment.

RESULT:	PASSED 5-0
MOTION BY:	Dan Maguire
SECOND BY:	Matthew Hight
AYES:	Krista Chappell, Dan Maguire, Martin Meaney, Anne Gass, Matthew Hight

VIII. ACTION ITEMS

1. To Review and Act Upon Approving the Auditing Services Agreements with Ron L. Beaulieu & Company for fiscal year ended June 30, 2023.

Chair Chappell addressed public comments and concerns about the auditing firm and the budget.

The Town Manager addressed the comments and concerns, and clarified information about Ron L. Beaulieu & Company.

Councilor Maguire addressed the comments and concerns about the auditing firm.

Council discussed the audit firm and the need for a set of new eyes and a deeper dive into the finances.

MOTION: Ordered, The Gray Town Council authorizes the Town Manager to sign the proposed auditing services agreements with Ron L. Beaulieu & Company not to exceed \$100,000 in services for fiscal year ended June 30, 2023.

RESULT:	PASSED 5-0
MOTION BY:	Martin Meaney
SECOND BY:	Matthew Hight
AYES:	Krista Chappell, Dan Maguire, Martin Meaney, Anne Gass, Matthew Hight

2. To Review and Approve the Interlocal Agreement with the Town of North Yarmouth for Code Enforcement Officer support.

MOTION: Ordered, the Gray Town Council authorizes the Town Manager to sign the Interlocal Agreement with the Town of North Yarmouth for Code Enforcement Officer Support.

The Town Manager explained why the assistance is needed and how this works.

Tammy Munson commented that it has been going well so far, and has minimal impact on our office.

RESULT:	PASSED 5-0
MOTION BY:	Matthew Hight
SECOND BY:	Martin Meaney
AYES:	Krista Chappell, Dan Maguire, Martin Meaney, Anne Gass, Matthew Hight

VIII. REPORT FROM THE COUNCIL CHAIR

Reminder about the workshop on 5/14 at 6pm. Community Day is 5/19. Volunteer Appreciation Award Ceremony will be held in the fall. Reminder about GPCOG general assembly on May 30th. The School Board town meeting vote on their portion of the budget is on 5/16 at 6:30pm. Kyle Hadyniak is working on creating a candidate forum and election day is June 11th.

IX. REPORT FROM THE TOWN MANAGER

Reminder about the open positions at the Town of Gray. Reminder about the Town Office extended hours. There is a Memorial Day Parade and Ceremony on 5/27.

X. COMMITTEE REPORTS

Councilor Chappell:

- Ordinance Advisory Committee met 4/25 and meets on 5/14 and 6/13.
- Quarterly Joint Leaders Meeting
- GPCOG Executive Committee meets 5/14 finalizing items for general assembly. 5/8 she will join them to nominate executive committee members.
- VTP meets 5/8.

Councilor Maguire:

- No committee reports.

Councilor Hight:

- Recreation Committee met last night and is working on fundraising for scholarships for camps.
- Library Trustees met 4/30.
- Dry Mills Committee met 4/27 at the schoolhouse.
- GCTV Committee met 4/24. Meets 5/22.

Councilor Gass:

- Open Space Committee meets tomorrow.

- Resiliency Committee meets Monday.
- CEDC has no quorum.

Councilor Meaney:

- Zoning Board of Appeals does not meet in May.
- Finance Committee meets 5/14.
- Wild Blueberry Festival Committee meets 5/8.
- Planning Board had a site walk on 4/30 at Ramsdell Rd.
- Community Day Committee scheduled 5/19 12-3pm.

XI. COUNCIL CORRESPONDENCE/ACTIVITIES

Councilor Chappell: Received emails from several residents about the budget and using TIFs for the economic development department, specifically the engineer position. Attended the ribbon cutting at Beyond Fitness, the new gym on Main St. Received communications regarding Randy Cookson’s apology letter.

Councilor Maguire: Had an email from Rachel Edson who had spoken with other citizens about Randy Cookson’s letter. Received an email from Scott Libert about a supreme court ruling on development fees from this past April. Received an email from Collette about the engineering position and MEDOT.

Councilor Gass: Received an email from Rachel Edson regarding the Randy Cookson letter. Had a couple of comments from community members regarding an issue on facebook regarding the Town budget and a Town employee. Has not yet met with New Gloucester about a “safe streets for all” grant but is hoping to after 5/20. Received and invite from Jen Dupuis to a meeting about the Trex recycling program this Friday, but she cannot make it.

Councilor Hight: Accepted the invitation to the GPCOG Summit.

Councilor Meaney: None.

XII. ADJOURNMENT

MOTION: Ordered, the Gray Town Council adjourns at 7:59pm.

RESULT:	PASSED 5-0
MOTION BY:	Martin Meaney
SECOND BY:	Matthew Hight
AYES:	Krista Chappell, Dan Maguire, Martin Meaney, Anne Gass, Matthew Hight

CLZ

MEMO

Tuesday, April 29, 2024

TO: Gray Town Council & Town Manager
FROM: Tammy Munson, Lead Code Officer
RE: Building Code Amendments

Background

The Town of Gray currently has a Building Code Ordinance, Chapter 201. The changes before you are updates to clarify when permits are required and to recognize the state adopted International Mechanical Code (currently 2015 edition).

Review/ Summary of Changes

Town staff have reviewed the new ordinance language as compared with the existing ordinance, and support taking the changes.

The ordinance language provided by the staff includes updated references, and some reorganization that helps with clarity.

Section 201.0: Clarification of “equipment”

Section 201.2: No changes

Section 201.3: Addition of “equipment” and mirror 402.9.1(D) for completed work.

Section 201.4: No changes

Section 201.5: No changes

Section 201.6: No changes

Section 201.7: Addition of Mechanical Installations

Section 201.8: Adds requirement for permit as the National Electrical Code (NEC) (NFPA 70).

The NEC does not contain an administrative section therefore permits need to be required by ordinance.

Section 201.9: No changes

Section 201.10: Language / grammar changes and formatting corrections no substantive changes

Sections 201.11 – 201.17 No changes

Staff Recommendation

The town staff recommends that the council endorses the changes suggested.

Recommended Next Steps

1. The council must decide if they support the amendments to this ordinance.
2. If the council endorses the changes suggested by the town staff, a draft motion is provided below for your consideration:

The Town of Gray hereby ordains the amendments to the Building Code, Chapter 201, as adopted April 20, 1993.

CHAPTER 201
BUILDING CODE
TOWN OF GRAY MAINE

Adopted March, 1963
Amended December 6, 1968
Amended August 14, 1984
Amended January 20, 1989
Amended March 5, 1996
Amended January 1, 2001
Amended February 1, 2022

EMERGENCY PREAMBLE

Style Definition: Heading 1

SECTION 201.0 – TITLE AND SCOPE

This ordinance shall be known and may be cited as the Building Code of the Town of Gray, Maine (hereinafter the “Code”).

This Code relates to the design, materials of construction, alteration, repair, and use of buildings and structures or parts thereof, all to promote the health, safety, and general welfare of the occupants and users of such buildings and structures and of the public, and for the protection against ignition and spreading of fires and prevention of accidents.

Buildings and structures, parts thereof and equipment (including but not limited to mechanical, electrical, and plumbing) in or on or in connection with buildings or structures, shall not be constructed, altered, installed, repaired, moved, demolished, removed, used, or changed as to use contrary to the provisions of this Code; but the provisions of this Code shall not apply to buildings or structures constructed or maintained within the limits of a public highway by public authority; to railway bridges or trestles, to buildings or structures owned or to be owned by the United States, to the State of Maine, or county of Cumberland; and shall not apply to an existing building or structure, its existing equipment or appurtenances unless and until such building or structure, its existing equipment or appurtenances are to be enlarged, altered, moved, converted to other uses or demolished, or unless otherwise provided in this Code.

In the event that any provision of this Code shall conflict or otherwise be inconsistent with the provisions of any other ordinance or code promulgated or enforced by the Town of Gray, including but not limited to Section 402.9.1 of the Town of Gray Zoning Ordinance, the more restrictive provision shall apply and control.

SECTION 201.2 – ADMINISTRATION

- A. The Office of Code Enforcement is hereby created. The office will be headed by a Code Enforcement Officer who acts as Building Inspector, Plumbing Inspector, and Residential Electrical Inspector and who may be assisted by a designated member of the Fire Department and such other personnel as is deemed necessary by the Code Enforcement Officer or by the Town Council and then only after authorization and appointment by the Town Manager pursuant to the applicable provisions of the Town Charter. The Code Enforcement Officer shall be appointed, by the Town Manager for a fixed term of one-year or more period as established by the Town Manager upon appointment and shall serve under the direction of the Town Manager as set forth in the Town Charter.

- B. The Code Enforcement Officer, serving as Building Inspector, shall inspect all buildings or structures during activities permitted under this Code, to ensure that the provisions of applicable law, code, ordinance, and this Code are complied with and that such activities are performed safely.

Whenever, by reason of defective or illegal work in violation of a provision of this Code, the continuation of a building is contrary to public welfare, the Code Enforcement Officer may order all further work to be stopped and may require suspension of work until the condition in violation has been remedied.

SECTION 201.3 – CONSTRUCTION PERMITS

- A. No building or structure, or part thereof, and equipment (including but not limited to mechanical, electrical, and plumbing) shall be built, enlarged, demolished, removed, altered, or moved without a permit from the Building Inspector. In connection with the issuance of any permit under this section, the Building Inspector may require an application, a plan of the proposed work, a statement of the materials to be used, a description of the intended use of the land and building, confirmation of utility service connections or disconnections, evidence of right, title and interest in and to the land and/or building; and any other forms or information as the Building Inspector deems necessary to issue a permit. Prior to the issuing of a permit by the Building Inspector, the applicant must satisfy the Building Inspector that soil conditions are or will be suitable for a sanitary absorption of waste materials from proposed septic tanks if the same are to be used in conjunction with the construction work. The expense of soil surveys that may be required will be borne by the applicant. No permit shall be issued where the proposed work would violate any provision of the Zoning Ordinance or any other ordinance, code or statute. No permit or renewal thereof granted hereunder shall be valid unless the work for which it is issued is commenced within six (6) months from the date of issue or renewal, ~~and the work so commenced is completed within one (1) year- and if the work or change is not substantially completed within one (1) year of the date on which the permit is granted.~~ If requested and, subject to applicable fees, a renewal may be issued for (one) 1 year. If any permit is not issued within six months of being submitted, including receiving payment, the application and/or permit shall be considered null and void.

B. Fee Collections

Permit Fees, as established in the most current Town of Gray Fee Schedule, will be collected and accounted for by the Building Inspector and submitted to the Town as they are collected.

SECTION 201.4 – UNSAFE AND ABANDONED BUILDINGS AND STRUCTURES

- A. In addition to applicable standards in the Maine Uniform Building and Energy Code (MUBEC), the Town may require corrective action to be taken regarding “dangerous buildings,” as defined in Title 17, Section 2851 of the Maine Revised States and “abandoned buildings,” as defined in Title 30-A, Section 3106-B of the Maine Revised Statutes.
- B. When, in the opinion of the Building Inspector, a building or structure or portion thereof is in an unsafe condition so that life is endangered thereby by further habitation of the same, the Building Inspector shall order and require the owners or occupants thereof to vacate the same forthwith and to not reoccupy the same building or structure until the Building Inspector has later certified that the same has been repaired consistent with a permit issued under this Code, in a manner that is consistent with MUBEC, and is therefore safe and secure for further human habitation. When necessary for the protection of public safety, the Building Inspector may temporarily close sidewalks, streets, buildings, structures and places adjacent to such buildings or structures, and prohibit the same from being used.

SECTION 201.5 – ADOPTION OF BUILDING CODE

In accordance with Title 30-A, Section 3003 of the Maine Revised Statutes, the Town of Gray hereby adopts the Maine Uniform Building and Energy Code (MUBEC) as defined in Title 10, Section 9724 of the Maine Revised Statutes, as the applicable building code for the control of all buildings and structures in the Town of Gray, Maine. The Town Clerk shall keep one (1) copy of the MUBEC available for public use and inspection.

SECTION 201.6 – RESERVED
SECTION 201.7 – RESERVED MECHANICAL INSTALLATIONS

The following standards and specifications for mechanical installation and all work in connection with the installation, alteration, repair, maintenance of, or additions to mechanical equipment of any nature whatsoever in the town shall comply with the most recent edition of the International Mechanical Code, that is duly adopted by the State of Maine, pursuant to Title 30-A, Section 3003 of the Maine Revised Statutes and all administrative regulations promulgated thereunder, as may be amended from time to time. The Town Clerk shall keep on file one (1) copy of the most recent edition of the International Mechanical Code, available for public use and examination.

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SECTION 201.8 – ELECTRICAL INSTALLATIONS

The following standards and specifications for electrical installation and all work in connection with the installation, alteration, repair, maintenance of, or additions to electrical equipment of any nature whatsoever in the town shall comply with the most recent edition of the National Electrical Code, that is duly adopted by the State of Maine, pursuant to Title 32, Section 1153-A of the Maine Revised Statutes and all administrative regulations promulgated thereunder, as may be amended from time to time. The Town Clerk shall keep on file one (1) copy of the most recent edition of the National Electrical Code, available for public use and examination. An electrical permit from The Town of Gray (for residential) or State of Maine (for commercial) is required before commencing any work.

SECTION 201.9 – RESERVED
SECTION 201.10- PLUMBING INSTALLATIONS

The standards and specifications for plumbing installation and all work in connection with the installation, repair or maintenance of plumbing and equipment to be used in connection therewith in the town shall comply with the most current version of codes duly adopted by the State of Maine pursuant to Title 32, Section 3403-B of the Maine Revised Statutes, as may be amended from time to time, specifically including the 2021 edition of the Uniform Plumbing Code and Maine Subsurface Wastewater Disposal Rules from the Maine Department of Health and Human Services, 10-144 C.M.R. ch. 241, as both may be amended from time to time. The Town Clerk shall keep on file one (1) copy of the Uniform Plumbing Code and the Maine Subsurface Wastewater Disposal Rules, available for public use, inspection and examination.

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~~The Town Clerk shall keep on file one (1) copy of the Uniform Plumbing Code and the Maine Subsurface Wastewater Disposal Rules, available for public use, inspection and examination.~~

SECTION 201.11 – RESERVED
SECTION 201.12 – RESERVED
SECTION 201.13 – RESERVED
SECTION 201.14 – RESERVED
SECTION 201.15 – APPEAL

- A. Appeals from any decision of the Code Enforcement Officer made under this Code shall be to the Board of Appeals, in a manner consistent with Section 402.9.2 of the Town of Gray Zoning Ordinance.
- B. The Town Council with the advice of Code Enforcement, the Fire Department, and the Planning Staff shall have authority to regulate the cost of inspections and permits under this code as established in the most current Town of Gray Fee Schedule.

SECTION 201.16 – PENALTIES AND LEGAL PROCEEDINGS

Failure to comply with any of the terms of this Code, or with the terms and conditions of any permit issued under this Code, shall be considered to be a violation of this Code, which may subject the property owner and/or other violator to enforcement action consistent with 30-A M.R.S. § 4452.

SECTION 201.17 – VALIDITY AND APPLICATION

Should any section, or part thereof, of this Code be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this Code as a whole or any part thereof, other than the part so declared to be invalid. All laws or parts of laws of this Town in conflict with this Code are hereby repealed but only to the extent of such conflict.



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

PUBLIC SAFETY DEPARTMENT

Kurt Elkanich
Kelkanich@graymaine.org
(207) 657-3931

Reference amending the Town of Gray Parking Ordinance #502

Councilors,

There have been increasing instances of people parking on Seagull Drive making passage difficult and dangerous, especially to Public Works vehicles and Emergency vehicles. While not an everyday occurrence, when it does happen it can be very difficult for traffic to safely navigate. Seagull Drive is not wide enough to permit two-way traffic while allowing for parking along one side of the road and there should not be any reason for anyone to need to park on Seagull.

Posting Seagull as no parking will allow our County Deputies the option to request parked vehicles be moved and if the owners do not comply the vehicles may be towed at the owner's expense as per the ordinance as currently written. I'm sure the citizens that use the transfer station will appreciate the posting of Seagull Drive.

CHAPTER 502 PARKING ORDINANCE TOWN OF GRAY MAINE

Adopted June 7, 1973

Amended May 3, 1979

Amended February 7, 1984

Amended November 20, 1984

Amended March 18, 1988

Amended June 19, 1994

Amended August 6, 1996

Emergency Amendment September 16, 2008 – Amended November 10, 2008

Amended September 2, 2014

Amended September 6, 2016

SECTION 502.1 – TITLE

This ordinance shall be known and be cited as the Parking Ordinance of the Town of Gray, Maine.

SECTION 502.2 – RESTRICTIONS

- A. All ordinances or parts of ordinances in conflict with or inconsistent with or duplicating the provision of this ordinance are hereby repealed.
- B. There shall be no parking allowed on either side of the North Raymond Road from the Camp Gregory driveway to Pole #28.
- C. There shall be no parking on either side of Mayberry Road within the road limits for a distance of 500 feet from the intersection of the North Raymond Road.
- D. Parking along the northwesterly side of U.S. Route 202, or Main Street from the fire station northeasterly to State Route 26 shall be restricted to parallel parking only.
- E. All parking along U.S. Route 100 shall be parallel parking only, except in the Municipal Parking lot.
- F. Parking is prohibited within 25 feet of the terminus of the corner radius along the curb line at street intersections except at the junction of Route 26 and North Raymond Road at Dry Mills. There shall be no parking on the south bound side of Shaker Road from Central Maine Power Pole #5S in a southerly direction to the North Raymond Road intersection. There shall be no parking from the North Raymond Road intersection for 200 feet on the west bound side of the North Raymond Road.
- G. There shall be no parking from the Village traffic lights on Route 26 northerly on both sides of the street as far as the lot line of SAD#15 (approximately five hundred ten (510) feet), Map U02, Lot 47. Any vehicles parked in a no parking zone shall be towed at the owner's expense.
- H. There shall no parking on the northerly side of Gray Park (Grange Street) for two hundred ninety (290) feet.
- I. There shall be two (2) hour parking on the east side of Route 26, Map U02, Lot 47, SAD#15, approximately four hundred fifty (450) feet to Map U02, Lot 44 (Enercon).
- J. There shall be no parking in front of Map U02, Lot 44 (Enercon) for approximately seventy five (75) feet.
- K. There shall be no parking from Pine Tree Telephone to the north side of Map U02, Lot 13, driveway.
- L. No person shall stop, stand or park a vehicle in any of the following places:
 1. Within 10 feet of a public or private driveway.
 2. Within 15 feet of a fire hydrant.

3. Within 20 feet of any crosswalk.
 4. On the roadway side of any vehicle stopped or parked at the edge or curb of a street or double parked, so called.
 5. On a sidewalk.
- M. There shall be no parking on the northeasterly side of Brown Street from the intersection of Route 115 to CMP pole#5 and no parking on the southwesterly side of Brown Street for a distance of twohundred (200) feet from Route 100.
- N. There shall be no parking on the southerly side of Greenleaf Street from the intersection of Brown Street to Route 26, except as posted.
- O. There shall be no parking on the northeasterly side of Route 26 from CMP pole #1 to the Weymouth Road.
- P. No vehicle shall be parked at any time on a public way to interfere with snow plowing or snow removal. No vehicle shall be parked on any street in the Town of Gray between the hours of 12 o'clock midnight and 6:00 a.m. from November 15, to April 15.
- Q. There shall be no parking on either side of Route 100 from the Cole Farms Restaurant and continuing in a northerly direction along Route 100 approximately 2,640 feet to the Central Maine Power Pole #68/156.
- R. There shall be no parking on both sides of Libby Hill Road up to the bus garage entrance.
- S. There shall be no parking on either side of Foster Hill Road, in a northerly direction for 1/10 of a mile, starting from Central Maine Power Pole No. 57-167 (at the intersection of Route 100 and Foster Hill Road) to Central Maine Power Pole No. 63-161 (at the intersection of Foster Hill Road and Legrow Road)
- T. There shall be no parking on either side of Legrow Road, in a westerly direction to 2/10's of a mile, starting from Central Maine Power Pole No. 55 (at the intersection of Foster Hill Road and Legrow Road) to Central Maine Power Pole No. 4.
- U. There shall be no parking on the West Gray Road (Route 202) westbound from #304 West Gray Road, Map 17, Lot#6 to Central Maine Power Pole #141, and eastbound on West Gray Road (Route 202) from the Windham and Gray town line to Central Maine Power Pole #115. There will be no parking on the Cambell Shore Road northbound from the intersection of West Gray Road (Route 202) and Cambell Shore Road to #14 Cambell Shore Road, Map17, Lot 16 and southbound from Central Maine Power Pole #7 to the intersection of West Gray Road (Route 202) and Cambell Shore Road.
- V. There shall be no parking on either side of Seagull Drive up to the Transfer Station entrance.

SECTION 502.3 – REMOVAL OF VEHICLES IN VIOLATION

- A. Any vehicle parked upon an accepted public street in the Town of Gray in violation of any parking ordinance or in a manner that is a menace to the safe and proper regulations of traffic, or snow removal by the Town of Gray or anyone authorized to remove snow for the Town of Gray, may be

removed, by or under the direction of, or at the request of, any police officer of the Town of Gray, Cumberland County Sheriff's Department or State Police, to a garage or storage place within the limits of the Town of Gray and impounded therein. Such law enforcement officer may use such force as may be necessary to enter such vehicle and cause the same to be placed in a condition to be moved, and may employ any reputable person engaged in the business of towing or storing vehicles, for such purpose. Such person shall be entitled to receive reasonable charges for such towing and/or storage from the owner before returning such vehicle to its owner.

- B. No law enforcement official nor any other person towing or storing a vehicle pursuant to the foregoing shall be liable in any way to the owner of said vehicle.
- C. Notwithstanding any language herein contained, the removal and storage of a vehicle pursuant to this ordinance, and the payment of the charges specified herein, shall in no way relieve or prevent prosecution of the owner for the violation of any provision of the ordinances of the Town of Gray.

SECTION 502.4 – PENALTY

Every person convicted of a violation of this ordinance shall be punished by a fine of not less than ten (10) dollars no more than fifty (50) dollars for each such violation, to be recovered by complaint to the use of the Inhabitants of the Town of Gray. The restrictions contained in Subsection 502.2(P) of this Ordinance may also be enforced by the Cumberland County Sheriff's Department and/or the Maine State Police provided the restricted areas are properly signed.

DRAFT



COMSTAR



(Computer Oriented Mapping, Utilizing Statistical Tracking, Accountability and Response)

Cumberland County Sheriff's Office

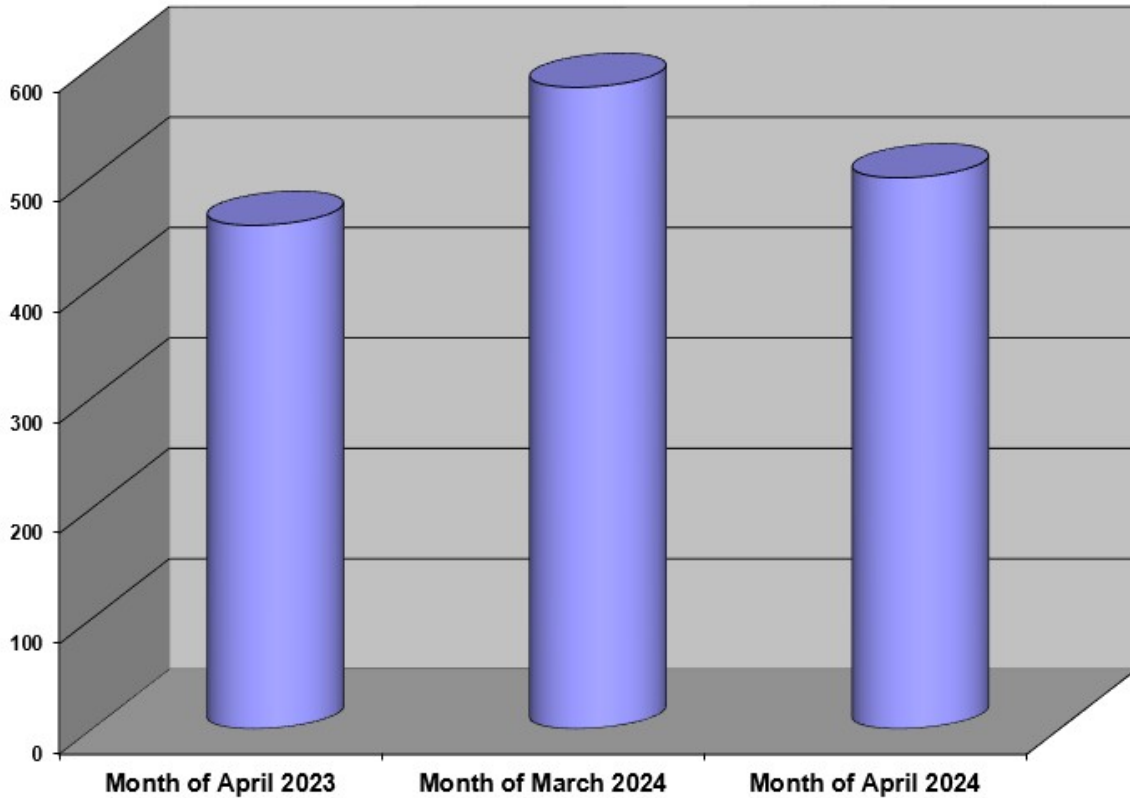
Town of Gray

Month of April 2024

Prepared by Crime Analyst Wendy Clark-Tarbox

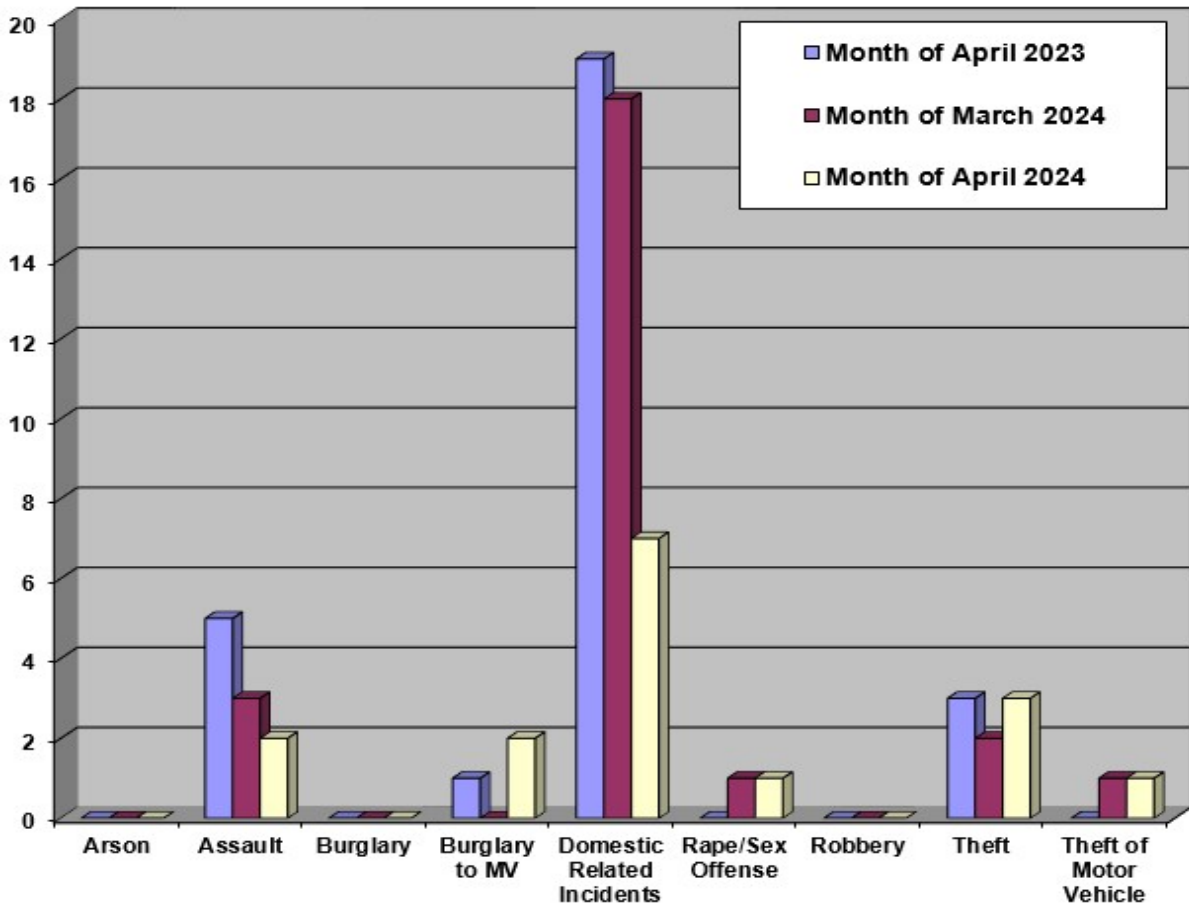
Calls for Service

<u>April 2023</u>	<u>March 2024</u>	<u>April 2024</u>	<u>2024 Difference</u>	<u>2024 % Change</u>
456	581	499	-82	-14.1%



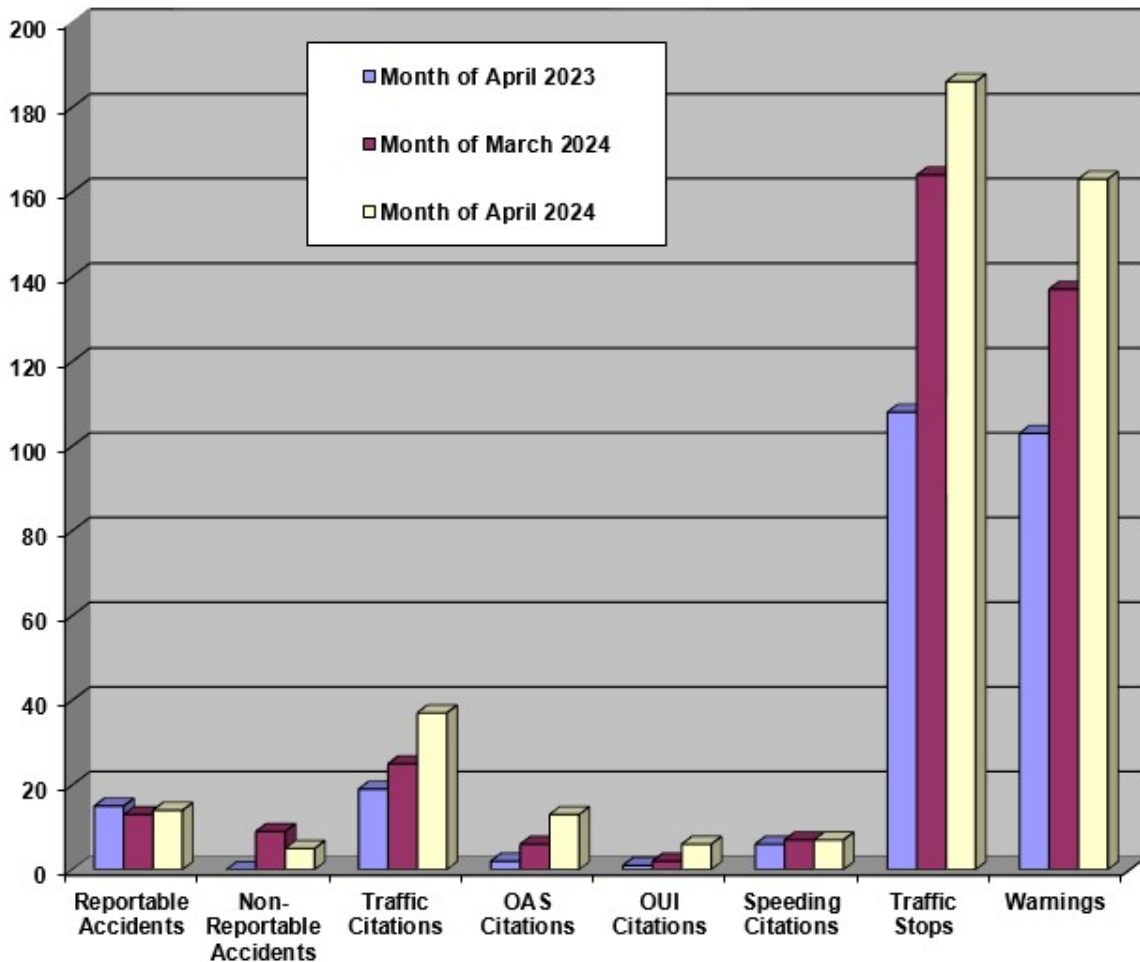
Crime Totals -

	<u>April 2023</u>	<u>March 2024</u>	<u>April 2024</u>	<u>2024 Difference</u>	<u>2024 % Change</u>
Arson	0	0	0	n/c	n/c
Assault	5	3	2	-1	-33.3%
Burglary	0	0	0	n/c	n/c
Burglary to MV	1	0	2	+2	undefined
Domestic Related Incidents (from Calls for Service)	19	18	7	-11	-61.1%
Rape/Sex Offense	0	1	1	n/c	n/c
Robbery	0	0	0	n/c	n/c
Theft	3	2	3	+1	+50%
Theft of Motor Vehicle	0	1	1	n/c	n/c



Traffic Totals -

	<u>April 2023</u>	<u>March 2024</u>	<u>April 2024</u>	<u>2024 Difference</u>	<u>2024 % Change</u>
Reportable Accidents	15	13	14	+1	+7.7%
Non-Reportable Accidents	0	9	5	-4	-44.4%
Traffic Related Citations Totals	19	25	37	+12	+48%
OAS Citations	2	6	13	+7	+116.7%
OUI	1	2	6	+4	+200%
Speeding Citations	6	7	7	n/c	n/c
Traffic Stops	108	164	186	+22	+13.4%
Written Warnings	103	137	163	+26	+18.9%



Quality of Life Incidents -

	<u>April 2023</u>	<u>March 2024</u>	<u>April 2024</u>	<u>2024 Difference</u>	<u>2024 % Change</u>
Agency Assists	11	17	18	+1	+5.9%
Alarms	5	16	14	-2	-12.5%
Animal Problem	3	2	2	n/c	n/c
Attempt to Locate (i.e. vehicles operating erratically)	8	30	11	-19	-63.3%
Citizen Assists/ Disputes	20	21	22	+1	+4.8%
Concealed Firearms Investigations	1	0	5	+5	undefined
Court Services (Protection Orders and Summonses)	2	4	2	-2	-50%
Criminal Mischief	1	1	1	n/c	n/c
Criminal Trespass	0	3	1	-2	-66.7%
Disabled Vehicles/ Assist Motorist	4	8	7	-1	-12.5%
Disturbances/Fight/ Loud Party	8	8	7	-1	-12.5%
Fraud	5	4	7	+3	+75%
Missing Persons	0	1	1	n/c	n/c
Pedestrian Checks	2	5	1	-4	-80%
Property Checks	116	93	55	-38	-40.9%
Sex Offender Registry Investigations	7	0	0	n/c	n/c
Suspicious Persons/ Circumstances	16	13	9	-4	-30.8%
Welfare Checks/ Suicide-Attempted Suicide/ Mental Health Event	15	20	20	n/c	n/c



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE ASSESSOR

Lauren Asselin, Assessor
lasselin@graymaine.org
(207) 657-3339 ex. 112

May 2, 2024

Assessing Department Report to the Town Manager (4/1/2024 – 4/30/2024):

- 4/9 – Conference call with KRT Appraisal
- 4/9 – Attended Town Council budget meeting
- 4/16 and 4/17 – Out of the office
- 4/22 - Performed general subdivision research for Planning
- 4/23 – Attended Town Council meeting
- 4/29 – Conducted Deputy Assessor interviews
- 4/30 – Researched Arlington Court subdivision standards

Other Activities/Accomplishments:

- Performed Assessor inspections
- Processed property transfers for March of 2024
- Input property updates
- Processed FY25 Personal Property 706-A requests
- Processed Homestead and Veteran exemption applications
- Conducted property research as needed
- Correspondence follow up



TOWN OF GRAY

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CODE ENFORCEMENT OFFICE

Tammy Munson, Lead Code Enforcement Officer
ceo@graymaine.org

April 30, 2024

To: Michael Foley, Town Manager

From: Tammy Munson, Lead Code Enforcement Officer

RE: Code Office Monthly Report (April 1, 2024 – April 30, 2024)

Inspections Performed:

Building Foundations - 7
Building Rough-in* - 15
Building Insulation - 7
Building Final** - 14
Electrical - 38
Plumbing/Septic - 21
Tree Inspection - 7
In Office and Site meetings***42

Permits Issued:

Building - 32
Plumbing - 13
Electrical - 27
Dock - 1
Pool - 0
Tree Removal - 7
Signage - 0
Driveway - 3

*Rough-In Inspection may consist of framing, electrical, and plumbing inspections all done at the same time.

**Building Final may consist of final inspections of new single-family dwellings including final building, plumbing and electrical. This also includes finals for new businesses, decks, sheds, etc.

***This would include Town Manager meetings, licensing inspections, potential violations, land use investigations, and assisting in office with shoreland zoning permits.

Monthly Accomplishments:

The Town of Gray entered a partnership with the Town of North Yarmouth to provide Code Enforcement Services. The endeavor is going very well and the demand for services from North Yarmouth is minimal. We are in the process of assessing and evaluating their needs and will modify our coverage if the demand increases. Based on their Growth Ordinance, which limits new single-family home starts and development starts, I do not anticipate this changing.

Monthly Appeals:

There were no appeals this month.

Town Council Tracking Worksheet Items and Ongoing Goals:

To improve permitting and daily communications with the public. We will continue to strive to improve this and hope to become a sought-out resource within the Community.



TOWN OF GRAY

Henry Pennell Municipal Complex
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Kyle Hadyniak
Director of Comm. and IT
207-657-3339 x116

Hello,

It's my pleasure to report on notable activities in the Communications and IT department for May 2024.

1. C&IT started the SharePoint migration project, a long-awaited move from local servers to Microsoft's cloud-based intranet application. This migration will constitute enormous cost-savings in the long run, as we won't need to spend thousands of dollars for physical servers. SharePoint is included in our existing Microsoft 365 subscription.
2. C&IT director lowered Microsoft licensing bill from Ion Networking by managing licenses in house. This will save the town about \$5,000/year.
3. Published [April newsletter](#), [declared write-in candidate announcement](#), and [water main flushing notice](#), among other things.
4. C&IT director started organizing Meet the Candidates Forum for local candidates. Date to be determined.
5. C&IT director is working on a video presentation to share with the Maine Career Development Association for their annual conference in June. The presentation is on how employees can use AI in the workplace.
6. In early April, C&IT director attended AI conference in Boston sponsored by ICMA. Conference was illuminating and provided great guidance on AI education for Gray employees.
7. All locations, including Town Office, Public Works, Transfer Station, Building and Grounds, Newbegin, Fire Department, Library, and the Maintenance building, underwent network switch updates.
8. Total Helpdesk calls: 25

If you have any questions about these items, please let me know.

Best,

Kyle Hadyniak



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

ADMINISTRATION

Justine Hutchings, Finance Director
jhutchings@graymaine.org
(207) 657-3339 x103

May 2, 2024

Finance Department Report to Town Manager (04/01-04/30/2024):

- Obtained access to The Town's treasury portal, where ARPA fund reporting is conducted. The 2023 report, due 4/30/2023, was not submitted and was administratively closed. I began work on collecting the necessary information to submit our report for 2024 and was successful in submitting said report on April 30th.
- Became aware that UEI XP8FMN7JNKU1 is associated with our ARPA funding; I was not previously aware of this UEI and worked with the Federal Service Desk to become the Entity Administrator on SAM.gov
- Transitioned to a new user account, jhutchings. My previous e-mail, finance@graymaine.org, is still active and will be a shared inbox among future finance staff. This transition was smooth, thanks to the assistance of Mohamed in our IT department.
- On April 10th, I attended a virtual presentation for DebtBook.
- On April 16th, the Finance Committee held a meeting, this was the start of a new schedule that allows our Town Manager to attend, given his role as our Town Treasurer.
- On April 24th, I attended a virtual update on the State & Local Fiscal Recovery Funds Program in preparation for the due date of our 2024 reporting being due on April 30th.
- On April 25th, I attended a webinar on ClearGov, in anticipation of our future use, pending voting results in June.

Obstacles:

- The above-mentioned UEI has been inactive for nearly a decade but was associated with the award of our ARPA funds. While this UEI was inactive, a new one, with the same details, was created in late 2022. This is preventing me from activating the ARPA associated UEI within SAM.gov. I will ultimately deactivate one of them and make any necessary changes to the associated awards.



Town of Gray
General Assistance
24 Main St
Gray, ME 04039

www.graymaine.org

Phone: 207-657-3339 x134

Fax: 207-657-2149

Email: planning@graymaine.org

- 4/1/24- Returned a voicemail and spoke with a new client who was inquiring about the heating assistance LIHEAP program, they asked about GA assistance for heating. We scheduled an appt for Wed 4/3/24.
- 4/3/24- Met with a client who lives alone and paid their CMP bill. Gave information for additional resources such as food banks in the region.
- 4/3/24- Met with a client who lives with one child and paid their DownEast Energy bill so they could get heating fuel and avoid them cancelling the discount plan. Gave them information to apply for other State-run resources, programs, food banks, etc.
- 4/19/24- Met with a client who lives with one child, spouse recently passed away, granted assistance, and paid month of rent. Gave them information to apply for other State-run resources, programs, food banks, etc.
- 4/22/24-4/23/24- Attended the annual GA seminar in Bangor put on by Maine Welfare Directors Association.
- 4/24/24- Received many phone calls to schedule appts because the CMP winter months ended, and electricity is being shut off for people with overdue balances. We do not pay overdue balances, but scheduled appointments to determine eligibility.



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

ADMINISTRATION

Jonathan Hartt, Human Resources Director
jhartt@graymaine.org
(207) 657-3339 x102

May 15, 2024

Human Resources Report to Town Manager (March 1 – April 30, 2024):

Recent Activities:

- 3/1: Town Payroll
- 3/5: Updated Town Manager on Maine Paid Family Medical Leave
- 3/6: Met with Debbie Bridges, Maine Municipal Employees Health Trust
- 3/8: Distributed payroll guide to department heads
- 3/12: Attended Town Council budget workshop
- 3/15: Town Payroll
- 3/19: Attended Darcel Devou's retirement reception hosted by the Employee Recognition Committee at the library
- 3/20: Attended MLGHRA meeting
- 3/21: Attended Safety Committee meeting
- 3/22: Posted Town Engineer / Project Manager position
- 3/27: Met with Public Safety Director and Assistant Fire Chief about safety policies
- 3/29: Town Payroll
- 4/2: Attended MLGHRA Planning for the Future workshop
- 4/4-4/5: Office closed due to storm
- 4/9: Sent updated COVID-19 guidance to department heads
- 4/11: Posted Wilkies Beach Attendant position
- 4/12: Town Payroll
- 4/15: Observed Patriots' Day
- 4/18: Attended Safety Committee meeting
- 4/26: Town Payroll

Other Activities/Accomplishments:

- Pay and benefits administration
 - Completed transition from Fingercheck to TimeClock Plus timekeeping software for all departments but Public Safety
 - Resolved TCP-TRIO technical issues (job codes, accruals, overtime rules), terminated Fingercheck account
 - Completed quarterly employer tax filings
 - Provided Town Manager with group health insurance and property and casualty contribution historical data
 - Created shared absence calendar for office staff
-

- Recruitment and staff recognition
 - Coordinated with the ERC on special employee recognition events and funding
 - Filled Library positions (Head of Circulation, Adult Services, Program Coordinator), Public Works position (Light Equipment Operator), Administration position (Assistant Clerk)
 - Supported Public Safety Director with DHS grant responses
 - Supported Town Manager with staff promotions (Deputy Clerk, Director of Communications and IT, Public Works Foreman) and performance management
- Administration support
 - Supported Finance with temporary staffing and cash receipting
 - Supported Town Clerk with annual InforME audit

Challenges/Obstacles (To-Do List):

- Change management
 - Support TM with change management associated with new positions, work hours, and benefits
- Pay and benefits administration
 - Work with accounting software vendor on electronic distribution of paystubs to improve efficiency and sustainability
 - Digitize personnel and payroll records to enhance security and reporting
- Policy development
 - Develop additional policy language reflecting the Town's commitment to employee safety (e.g., substance testing) and competitive benefits
 - Lead project to draft civil rights policies and procedures for the Town
- Staff learning and development
 - Plan Annual Training Day scheduled for June 26
 - Spearhead performance management and professional development program



TOWN OF GRAY

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PLANNING DEPARTMENT

Doug Webster, Director of Planning
dwebster@graymaine.org
(207) 657-3339

Planning Department Report

To Town Manager for 3-1-24 to 4-30-24:

- On-going correspondence with developers keeping escrows & bond info current
- Coordinate water sampling for stream crossing including parameter input from G-P
- Continued follow-up on post-approval requirements for PB-approved projects
- Work with Finance regarding TIF funding earmarked for VTP & related projects
- Coordinate MS license needs with IT Dept.
- Prepare materials for combined workshop with PB and Open Space Committee (OSC)
- Attend Darcel at GPL retirement event on 3-19

Town Council Tracking Worksheet Items:

- Continued efforts towards subdivision amendments for new Statute requirements
- Coordinate/confirm availability of PB, OSC, OAC for anticipated workshop
- Attend VTP meetings & provide input re location of possible future ring roads
- Attend TC meetings of 4-9 & 4-23 for adoption of Floodplain amendments
- Work with OSC re additional use of GIS mapping layers
- Creation of draft residential solar ordinance for council workshop review

Main Street/Yarmouth Road/Rt. 100 North Improvement Projects:

- Continued correspondence regarding Main St./Yar Rd. improvements
- Attend ribbon-cutting event on 4-29 for new Village business

Other Activities / Accomplishments:

- 3x OAC meetings; 3-14, 4-4, & 4-25
- Review and meeting prep/participation for Planning Board meetings each month and site walks for Ramsdell and Mayall road subdivision proposals
- Considerable efforts w/all stakeholders for Stillwater CZA recreational field planning including on-site visit and input from G-P, abutting owners, developers engineer & input from Dept. Heads re water needs
- Fine-tune FEMA required changes for floodplain amendments inc. state input
- Register for (on-line) APA Conference to maintain AICP planning certification
- Further work on internal guidance document for LD2003 implementation
- Implement/use new payroll system
- Participate in CDBG application review process as rep. to county Municipal Oversight Committee
- Prepare files for SharePoint migration
- Continued work on Brownfields grant implementation



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE LIBRARY DIRECTOR

Josh Tiffany, Library Director
jtiffany@graymaine.org
(207) 657-4110

May 2, 2024

To: Gray Town Council

April 2024 Gray Public Library Monthly Report

Monthly Statistics:

Circulation

In April 2024:

- Gray Public Library patrons checked out and renewed items 4,737 times.
 - o This is a 26.86% increase in overall library use by the community (3,734 items in April 2023)
- Items from the Gray Public Library were checked out 3,875 times
 - o This is a 18.39% increase over April 2023 (3,273 checkouts)
- Youth Services presented:
 - o 6 Toddler Story Times with a total attendance of 194
 - o 3 Baby Lap-Sit times with 70 attendees
- Registered 33 new patrons
- Due to not sending reminder notices for expiring patrons, sent mass reminder and had 103 people renew their library cards.

Events and Notes

- April started with two feet of snow hampering our efforts. The Gray Library was closed Thursday, April 4th and Friday April 5th. During the height of the storm on April 4th, Chief Elkanich fielded requests from the community to turn on the Library's new generator. As the generator is in place but still not connected to the building (estimated completion of installation will be this summer), the point was moot. However, this did provoke the thought that we needed to establish a policy and procedure on how to use our emergency generator once in place. Initial discussions occurred with the Town's Safety Committee, and the Library Director will attend and upcoming Maine Emergency Management Association training on using emergency shelters and heating / warming / charging centers. We hope to have a draft policy shortly thereafter.
- On the morning of Saturday, April 6th, the power was still out on Hancock Street with CMP announcing an expected restoration of 7PM. We announced another closure date due to power outage. At 9:30AM, the power was restored to the Village Center and Hancock Street. With one staff member available, the Director and the one staffer opened the building at 11AM with little more than a Facebook post. We were immediately flooded with users looking for some analog entertainment, the chance to recharge devices, and just to get some heat.
- Began hosting students from MSAD-15 as part of the IB/AP testing. Students have used the library site for almost eight years (excepting COVID) to take this necessary test in a fresh

environment that does not have as many distractions as the high school. We pivot programming and screenings around the testing, which will last until May 22nd.

- Apart from high school testing, hosted 11 external community groups and organizations
- Screened 12 films for 35 attendees – including increased kids movies during the week of Spring Break, which saw record breaking attendance from prior years (The Friday and Saturday kids screening that week saw a total of 19 attendees – which in prior year was the attendance for the entire week)
- Planned on hosting two Pat Barter Speaker Series authors, unfortunately one (Ford Reiche) was booked on Thursday, April 4th – which was the evening of the two-foot snowstorm that crippled Gray for a few days. We did host local author Matt Cost on Thursday, April 18th with five people attending.
- In addition to the standard bi-weekly Children’s Story Time, plus the weekly Baby Lap Sit Story Time, the Children’s Service Department also planned on hosting a cartooning class with a local illustrator (postponed due to storm), a Family Game Night on Tuesday the 16th, with eleven people dropping by to play some games, and a Kid Craft Afternoon during the Friday of Spring Break week, with 39 attendees. All of these events were nominally advertised but received large turn outs due to community that is forming around Child Services.
- The Library saw a return of several familiar faces. Darcel Devou, who officially retired from her position as Assistant Director at the end of March accepted a per diem position as Program Coordinator. She will ensure the Pat Barter Speaker Series is populated with new and interesting speakers, makes certain that the events are well publicized in the community, and that day-of event coordination occurs without a hitch. Additionally, Cassie Comora, who left the employment of the Library in 2021 so she could live in London with her family. Having returned to the US and feeling the pull of GPL, she accepted the position of Adult Service Librarian where she is the primary cataloger, plus updates the Library’s website and performs various back end clean up to ensure our records are proper and materials identifiable. And Marie Morey, who served as Library Director until 2013 and has been working as a full-time Circulation Assistant since September of 2023, accepted the position as Head of Circulation. I am certain that with the addition of these invaluable individuals, the library is poised to become an ever more cherished, impactful, responsive, and essential component of the Town of Gray.
- Implemented long considered project of automatically renewing checked out items the day after due date. This helps the staff by reducing the need for phone calls / mailed letters to people with overdue items, and it helps us move in the direction of providing a higher quality of customer service by reducing the procedures and processes patrons need to undertake to enjoy their selected materials.

Assistance from other Departments

- In envisioning the use of the Library space as a warming / cooling / charging center, we need to expand the scope of responsibility beyond just the five regular library staff members to ensure that we have the capacity to deliver the service. Once we have a plan of operations, we will need to cross-train members of other departments so the space can be opened and operated independent of the library’s limited staff.



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

PUBLIC SAFETY DEPARTMENT

Kurt Elkanich
Kelkanich@graymaine.org
(207) 657-3931

April 2024

Public Safety Department Report to Town Manager (4/1 – 4/30, 2024):

- Severe Winter Storm 4/3 – 4/5, We began getting storm related calls at 0300 in the morning Friday the 4th. CCRCC (dispatch) began to get overwhelmed by 0700 and we activated our EOC. We then took over dispatching our non-emergent calls to lessen the burden on dispatch. All told we responded to about 90 calls for trees down blocking roads with and without wires. During such emergencies our EOC has access to CMP via a shared spreadsheet that we update with incidents requiring CMP and assign a priority to that incident.
- 4/8 – Began the Preliminary Damage Assessment process for MEMA to submit to FEMA. The deadline for this step was 4/16.
- 4/9 – Fire Department working group meeting at CCRCC.
- 4/11 – Attended a Homeland Security Webinar on Election Security.
- 4/18 – Chaired the Safety Committee Meeting.
- 4/18 – I was notified on the 18th that I was scheduled for a Preliminary Damage Assessment Validation Meeting on Tuesday the 23rd.
- 4/20 – GFR Annual Awards Banquet
- 4/23 – PDA validation meeting. Notified that we had until Friday to provide a long list of expenses related to the storm. We did our best on extremely short notice. We were able to show about \$40k without payroll. This should easily put us in the ballpark of the \$75k estimate we initially submitted. MEMA will now compile the validated numbers, submit them to FEMA and then on to the President for his signature.
- 4/30 – Attended a live demo of the new radio system CCRCC is installing soon. This system is the same as the one we are working on, only with more sites and channels.

Other Activities / Accomplishments:

- Radio Project
 - Contract with Gray Water District signed.
 - Next steps. Draw a site plan, get RCP's input, get GWD approval, pull permits, complete sitework, RCM does the installation, test mode for a period of time, final cutover.
- Managing the following grants.
 - 2021 AFG Fill Station – Ready for Closeout.

- MEMA generator grant – Public Library almost ready for closeout. Extension obtained.
- 2022 AFG Extrication tools – Ready for closeout.
- 2023 Homeland Security Grant – Still making purchases.
- 2024 Maine Forestry Grant – Items ordered but some are on backorder.
- 2023 AFG Large diameter hose and nozzles. These applications should be going to peer review any day now.

Challenges / Obstacles Requiring Assistance Outside of the Department:

- A
- B



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

PUBLIC WORKS

Tim Estes Public Works Director
testes@graymaine.org
(207) 657-3381

May 1, 2024

Public Works Monthly Report to Town Manager (04/04/2024 - 05/02/2024)

Activities:

- Major snow event on 04/04---several downed trees and limbs throughout town.
- Start the month-long process of picking trees and limbs throughout town.
- Hired Tip Line Tree to assist with storm clean up.
- Started sweeping the town.
- Fixed some minor washouts throughout town.
- Started taking winter gear off trucks.
- Graded all dirt roads maintained by us.
- Patched Yarmouth and Lewiston Rds. numerous times.
- Hand paved some areas on Lewiston Rd.
- Still chipping brush around town. (Ongoing into May)
-
-
-

Challenges / Obstacles Requiring Assistance Outside of the Department:

- Assist FD with fire apparatus maintenance on several occasions.
- Assisted Facilities with putting their scissor lift together.

Town Council Tracking Worksheet Items:

-



TOWN OF GRAY

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www.graymaine.org

RECREATION DEPARTMENT

Anthony Dahms, Director of Recreation
adahms@graymaine.org
(207) 657-2323

May 2, 2024

Recreation Department Report to Town Manager for April 2024:

- 4.1.24 Recreation Committee Met
- 4.4.24 Summer camp planning meeting held
- 4.10.24 Community Café was held, Shepherd's Pie was served, an after school staff meeting was held
- 4.11.24 Town of Gray hosted the Maine Recreation and Parks Association Board Meeting in the Council Chambers
- 4.12.24 Adult Bingo was held in partnership with the Lions Club
- 4.15.24 Patriot's Day was observed, a special pickleball session was held for community members
- 4.16.24 Southern Maine regional recreational meeting was held in Kittery, Director attended to learn about recreational travel programs
- 4.23.24 Summer planning meeting was held, director was a guest speaker at the annual Historical Society Dinner
- 4.24.24 GNG Rec and Windham Rec met with Collette representative to explore a community trip
- 4.26.24 Director attended the Maine Aquatic Invasive Species Summit and Courtesy Boat Inspection Training
- 4.29.24 GNG Rec outdoor pickleball planning meeting

Other Activities / Accomplishments:

- Maine DEP awarded the Town of Gray \$1800 in cost sharing for Courtesy Boat Inspections program
- Held a vacation camp for April break
-



School let kids out early for the eclipse. After school kids watched from the outdoor basketball court April 8, 2024.



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE TOWN CLERK

Britt L. Barton
Town Clerk, Registrar of Voters
Townclerk@graymaine.org
(207) 657-3339 ext: 104

May 2, 2024

Report to Town Manager (04/01/2024 – 04/30/2024):

- MV Reporting
 - Cars - 414
 - Commercial - 57
 - Motorcycles - 63
 - Motorhomes - 3
 - Trailers – 119

- IF&W
 - Boats - 109
 - ATV's - 2
 - Snow - 0
 - Hunt/Fish – 22

- Vital Records
 - Marriage's
 - Certificates - 2
 - Licenses - 1
 - Deaths - 10
 - Births – 4

- Dog Licenses
 - Online – N/A
 - Office – 23
 - Kennel - 0

- Tax Payments
 - 790 Real Estate Tax Payments Processed
 - 42 Personal Property Tax Payments Processed
 - 9 Tax Lien Payments Processed

- 4/1 – Mailed 57 April monthly newsletters
- 4/4 – 4/5 – Closed due to snowstorm
- 4/11 – Attended MMTCTA Excise Tax Training
- 4/11 – Conducted Assistant Clerk interview
- 4/12 – Final Day to submit Municipal Candidate petition form
- 4/15 – Closed Patriots Day
- 4/16 – Conducted Assistant Clerk interview
- 4/18 - Conducted Assistant Clerk interview
- 4/18 – Completed InforMe non-billable audit
- 4/22 – Conducted Assistant Clerk interview
- 4/23 – Attended MTCCA Records Management Training
- 4/23 - Attended Town Council Meeting
- 4/25 – Began Election worker recruitment for June 11th State Primary and Municipal Election.
- 4/25 - Conducted Assistant Clerk interview
- 4/26 – Final day for Municipal Candidate declared write-in registration

Other Activities/Accomplishments

- Coordinated Voter Registration Drive with New Gloucester Deputy Registrar of Voters to be held at GNG High School May 1, 2024.
- Reorganizing documents and records, beginning digitizing filing.
- Began coordination for School Budget Validation vote on May 16th at GNG High School.
- Ordered ballots for June 11th Municipal Election.
- Assisted other departments with tasks and research as needed.



TOWN OF GRAY

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24 Main St, Gray Maine 04039
www.graymaine.org

SOLID WASTE AND RECYCLING
RANDY COOKSON, DIRECTOR
RCOOKSON@GRAYMAINE.ORG
657.2343

APRIL 28, 2004

Solid Waste Department Report to Town Manager (4/3/2024– 4/28/2024):

4/3 Shipped 42,500 pounds of corrugated cardboard to New Brunswick, CA.
4/4 In early for storm clean up.
4/4 Delayed opening due to storm.
4/4 Began accepting storm damage related brush and tree parts at no cost to residents. Collected approximately 40 cubic yards the first week, 490 cubic yards over the next two weeks, and 170 cubic yards this week. Today, April 28th, is planned to be the end of the amnesty for brush disposal.
4/22 through 4/24 had the demo wood and brush processed by a wood grinder. I will update totals once I receive the scale tickets.

Town Council Tracking Worksheet Items:

- A
- B

Other Activities / Accomplishments:

During the period of April 3rd through April 28th, the following materials were baled:
31,208 pounds of corrugated cardboard
18,894 pounds of mixed paper
9,658 pounds of plastics
2,118 pounds of tin cans