



GARDINER CITY COUNCIL AGENDA ITEM INFORMATION SHEET



Meeting Date		Department	
Agenda Item			
Est. Cost			
Background Information			
Requested Action			
City Manager and/or Finance Review			
Council Vote/ Action Taken			
Departmental Follow-Up			

City Clerk Use Only	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

Monthly Report for: Gardiner Public Library

Department Head: Dawn Thistle

Month/Year: March, 2025

Summary of Month in General Terms:

Programming at the library continues to bring folks in and leaves them happy. Story time routinely brings in 20-30+ children. Our Coffee Talk Friday mornings are growing in popularity – especially when the weather is nice. In the coming week, one lady is going to teach folks how to play bridge. I completed the Maine Public Library Annual Report for FY24. This is a state requirement, due each April 1st, and requires much data collection and help from staff. In FY24, we held 113 programs with an attendance of 1,871. So far in FY25, we have already held 150 programs, not including Tax Assistance. We haven't crunched the attendance numbers yet. Last week, our children's librarian, teen librarian, and children's assistant attended the annual Reading Round-Up children's literature conference in Augusta.

Current Progress on Projects/Plans:

I attended the Pittston and West Gardiner town meetings. Each town asked me to speak about the library and, while there was minor pushback from one or two voices, both towns showed overwhelming support and voted in favor of our budget requests. The next town meetings will be held in June and July.

We are busy with summer planning and preparing for ArtWalk in May. It should be a busy and fun season.

Any other noted updates, concerns, items for City Council to be aware of:

It remains uncertain how the dismantling of the IMLS (Institute of Museum and Library Services) will impact parts of our funding. While we don't receive any federal funds directly, the Maine State Library receives IMLS money that then subsidizes our statewide Inter-Library Loan services and van delivery, Cloud Library and other digital services, internet, and more. This is a troubling turn of events and I do not know when I will know any details, but I will share anything I learn.

Monthly Report for: Front Office
Department Head: Kathy Cutler
Month/Year: March 2025

Current Month Activity:

March					
399	MV Transactions	116,390	Permits		
1946	Tax Payments	3,396,221	2	Building-Bus/Commercial	255
1404	Sewer Payments	282,242	5	Building-Residential	114
13	IF&W Transactions	603		Mobile Home	
29	Vital Records	1009	1	Fence	25
20	Ambulance Payments	2365	2	Excavation	50
16	Dog Transactions	363	1	Demolition	
1	Victualer/Liquor License	50	2	Street Opening	1600
11	Notarial	55	5	Driveway Entrance	125
1	Marriage	25	5	Plumbing	360

Current Progress on Projects/Plans

The City Clerk/Tax Collector began sending out courtesy letters on unpaid taxes for 2025, to help residents avoid incurring interest on trailing balances.

Trisha took custody of approximately 900 Pine Tree plates as part of the transition from chickadee plates to the new plates that will begin May 1. We will receive a total of 1700 plates and she had to reorganize the office to make room. We had a new Dutch door put into place to ensure that MV inventory and the cash that flows through the office remain secure.

March was busy with tax and sewer payments. The Deputy Tax Collector/PW Admin worked on preparing for the annual spring cleanup program and the hazardous waste day so that we could begin selling permits April 1. She also coordinated the backyard compost sale with the Solid Waste and Recycling Committee.

Kelly began training on monthly reporting for dogs, IF & W and also the process to discharge liens.

Personnel Updates (promotions, absences, needs, etc.):

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Any other noted updates, concerns, items for City Council to be Aware of:

March had 6 approved GA applications. Four for housing totaling 5,048 and two families had assistance with their utility bills totaling 2,203.

There were several applications denied due to being over income, not supplying required information, or being fraudulent.

Monthly Report for: Gardiner Fire & Rescue

Department Head: Chief Rick Sieberg

Month: March

Year: 2025

Summary of Month in General Terms:

Total CFS (calls for service): 309

EMS: 295

Gardiner:	111
West Gardiner:	26
Richmond:	25
Farmingdale:	25
Litchfield:	33
Pittston:	33
Randolph:	26
Chelsea:	14
Other:	0

Fire: 14

Current Progress on Projects/Plans/Problems:

- Finalizing the design plans for the new Engine (supposed delivery December 2025)
- Beginning to get the forestry equipment and boat ready for the summer season

Personnel Updates (promotions, absences, needs, etc.):

- Josh Seekins has started his first semester of Paramedic School

Any other noted updates, concerns, items for City Council to be Aware of:

- Space at Central Station remains a challenge.
- Working toward staffing all three rescues.

TO: Robert Peabody, City Manager
FROM: Stephen Aievoli, Wastewater Superintendent
DATE: April. 9, 2025
RE: Wastewater Monthly Report March 2025

There were no CSO's (Combined Sewer Overflows) in the month of March even though we had challenging weather events.

All permit limits were met for the month of March.

There was one issue in the collection due to a plugged line. Vortex was hired to clear the plug and then scheduled to cut the roots out of the pipe. This work was completed so the next steps are to evaluate the pipe and determine the best course of action to prevent problems in the future.

We were contacted by the New England Interstate Water Pollution Control Committee (NEIWPCC) regarding training and technical assistance with the collection system. Maine DEP identified Gardiner as a community that could benefit from this assistance. NEIWPCC received a grant from the EPA to do this type of training and technical assistance for communities that could benefit from it.

Olver Associates has been steadily working on the CSO Master Plan update. Their staff have been inspecting and marking manholes that will be inspected at different times to gauge the levels of inflow and infiltration in the collection system. These inspection will be during periods of high flow during and after weather events and also during the overnight hours when the flows are typically the lowest.

Maine DEP performed an inspection at the treatment plant and the person that will be writing the new discharge permit accompanied them. This usually means they are going to start working on the new discharge permit which should receive later this year.

The two VFD's for the secondary sludge pumps are in the process of being replaced. These VFD's will be relocated so they are in a dry away from any moisture.

Experienced an issue with screw pump #2. The drive motor for this pump will need to be replaced. Staff are working to get pricing to replace this motor with an option that is designed to work with the control system currently in place. This will reduce the expense to replace this motor versus purchasing an identical motor as is currently installed.

Monthly Report: Public Works Department

Director: John A Cameron Sr.

Month: March 2025

Summary of Month in General Terms: for the month of March, it is always a transition month, with the hope it is going to be a spring month, but Mother Nature always reminds us it is a winter month. In between taking care of our winter operations and keeping our equipment up. We were able to start on a few springtime projects. We hauled all the docks from the pit in South Gardiner up to Public Works, so we can inspect them and make any repairs that are needed before getting them back into the water. On some of the spring-like days we were able to get a jump start on getting all the areas that we keep mowed throughout the summer picked up. Cleaning up all the trash and sticks that accumulate over the winter months in these areas certainly takes some time and makes a big difference. We spent some time going over all the summer equipment, getting them serviced and ready for the busy months ahead. We got our paving bids back it looks like we are going to be able to pave West Hill Terrace, Lincoln Ave, Cottage St., Phillip St., Orchard St., Danforth St., Weeks Rd., Technology Dr., Industrial Dr., Innovative Way., Toronto Way. Getting all of the storm water and sewer basins raised prior to paving will be quite a chore with 65 sewer and stormwater basins to address on these streets. Our new western star dump truck that has been built and delivered to O'Connors, it needs to go to Viking and have all of the gear put on the truck as far as the dump body, plow and wing. We should be able to take delivery sometime Midsummer.

Current Progress on Projects/Planes/Problems:

Any other noted updates, concerns, items for City Council to be aware of none currently.