

**BUCKSPORT TOWN COUNCIL MEETING**  
**7:00 P.M., THURSDAY, OCTOBER 8, 2015**  
**TOWN COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**  
**AGENDA**

1. **Call Meeting**
2. **Roll Call**
3. **Presentation of any Town Council Recognitions - None**
4. **Consider minutes of previous meetings - None**
5. **Receive and review correspondence and document**
6. **Public Hearings**
7. **New Ordinances to Consider/Introduce**
8. **Discussion Items (Manager Clarification and Direction, or Council Discussion and/or Input on Issues)**
  - a. Economic Development Director Process Update – Town Manager
  - b. Highway Maintenance/road conditions – Town Manager
  - c. Update on establishment of Trust for Maine State Retirement Funds – Auditor Information
9. **Agenda Items**
  - a. Naming of Frank Dunbar to fill Council vacancy until November election
  - b. Appointments Committee recommendation for Comprehensive Plan Committee Appointments
  - c. Approve Resolve #R 2016-02 Authorizing Investment of Proceeds From Maine State Retirement Funds with the First
  - d. Approve Resolve # R 2016-14 To Approve Olver Associates Engineering Services August 2015 bill for project administration, inspection, and testing for Secondary Treatment Upgrade
  - e. Approve Resolve #R 2016-15 to utilize \$2,400 from Police Equipment Reserve for a transmission replacement in the 2010 Police Cruiser
  - f. Approve Resolve #R 2016-16 to utilize up to \$10,000 for the replacement of the transmission in the 1993 Aerial Truck from Fire Equipment Reserve
  - g. Approve Resolve # R 2016-18 Authorizing the write-off of uncollectible ambulance charges covering a period from 2013 through 2014
10. **Resignations, Appointments, Assignments, and Elections**
  - a. Sign Municipal Notice of Election for November 3, 2015 Election
  - b. Appoint Election Warden for November 3, 2015 Election
11. **Approval of Quit Claims, Discharges, and Deeds**
12. **Town Manager Report**
  - Department Head Monthly Reports
  - Manager's Report

- 13. Set Public Hearings, and/or Hold Public Hearings and Approval of any Licenses or Permits**
- 14. Discussion of Items Not on the Agenda for Council and Public**
- 15. Upcoming Public Hearings, Designation of Topics for Committee Assignment, and Scheduling of Committee Meeting**
  - a. Schedule Finance Committee meeting to discuss action related to Tax Acquired Property
  - b. Schedule Council Workshop to discuss possible implementation of Orton Foundation Heart & Soul Program in Bucksport
- 16. Agenda Items Requiring Executive Sessions**
  - a. To enter Executive Session pursuant to MRSA Title 1 §405 (6)(E) to discuss information from Town Attorney in reference to Tax Increment Financing agreements
- 17. Adjournment**

TO: Bucksport Town Council  
FROM: Sue Lessard, Interim Town Manager  
DATE: October 1, 2015  
RE: Highway Winter Maintenance

The purpose of this memo is to present information related to the Town's road maintenance program in response to concerns raised at recent Council meetings over damage to vehicles in recent years due to the use of salt and general deterioration of roadways.

Public Works Director Duane Nadeau has provided me with information on the manner in which the Town manages its road maintenance program currently and ways in which it has changed over time.

With regard to winter maintenance, the Town went to a salt-only priority program for road winter maintenance beginning in the 2013/14 fiscal year. The decision was made to make this change based on the cost savings related to not utilizing sand and the costs associated with that process, the diesel fuel savings from not hauling sand with the salt, and having less cleanup to do in the Spring.

In reviewing usage records for the past four years, the big difference in the amount of salt used in winter maintenance is related not to the application method – but to the number of winter maintenance 'events' that occurred on an annual basis. In 2011/12 there were 28 such events, and the same number in 2012/13. However, the 2013/14 year had 50 events and the 14/15 year had 55. The sheer number of additional events has resulted in the use of more salt. In terms of damage to vehicles, the use of sand combined with salt scours paint on cars and the use of salt alone can corrode or cause rust. The increasing number of events would likely have resulted in similar damage to vehicles regardless of the application method used by the Town.

As to the question of road deterioration, while the use of salt on the roads may have an impact, that impact is worsened by the number of events in a year in the same way that a sand/salt application would cause. The other factor in road deterioration is the frequency of paving and rehabilitation that is done on the roads. The Town of Bucksport has 50 miles of local roads for which it is responsible. For the past several years, the amount that has been budgeted for road paving has been sufficient to pave approximately 2 miles of roads per year. At that rate, it would take 25 years to pave every road in Town. Obviously the paving schedule is not as simple as that, but the reality is that due to the high cost of paving and the dwindling amounts of funding available, fewer miles of road are paved or rehabilitated on an annual basis than once was and the overall condition of roads is declining as a result. Roads that have cracked or alligatored are more susceptible to chemical damage and to freeze/thaw cycles and the result is rougher roads – which have an impact on vehicle alignment, tire damage from potholes, etc.

The Town is doing its best within the budgets appropriated to maintain its local roads. The increased frequency of winter maintenance events has a large impact on that as does the limited amount of road resurfacing/reconstruction that are done on an annual basis due to funding limitations.

**RESOLVE #R-2016-02 AUTHORIZING INVESTMENT OF PROCEEDS FROM MAINE STATE RETIREMENT FUNDS WITH THE FIRST**

Whereas, the Town Council approved awarding the investment advisor services to The First in Resolve #R- 2015-23, after reviewing several proposals from financial institutions; and,

Whereas, the Maine Public Employees Retirement System is returning what is called (IUUAL) Individual Unpooled Actuarial Liability credits back to municipalities; and

Whereas, these funds origin is found in Participating Local Districts (PLDs) joining the consolidated plan of the MPERS in the 1990's by transferring existing retirement plan assets and liabilities into the new plan, and many employers like Bucksport had more pension fund assets than were required to fund their liabilities, and thus MPERS maintained the surplus funds in a separate account for each employer as well as invested these funds for each employer; and each employer with IUUAL funds used these funds to offset their contributions over the years to the PLD Consolidated Plan;

Whereas, the balance of the returned funds is \$484,505.20

Whereas these funds were invested in funds differently than how the municipality would invest the funds had they been general fund dollars or reserve dollars; and,

Whereas, the Town Council with the recommendation of the Finance Committee wishes to continue to utilize these funds to pay the towns yearly contributions (Estimated FY 2016 = \$68,074.34) to the PLD Consolidated Plan; and

Whereas, it is the desire of the Town Council to utilize these funds for as long as possible to offset the yearly contributions to the PLD Consolidated Plan; and,

Whereas, in order to maximize the numbers of year these funds can be used, they should be invested similar to how MPERS invested them to try and maximize returns in order to make considerable gains;

Be it resolved by the Bucksport Town Council in town council assembled to approve the recommendation of the Finance Committee to establish an exhaustible trust for these IUUAL funds, and they be invested with a mix of 50% Stocks and 50% bonds in order to maximize earnings of the funds; and the Town's contributions to the PLD Consolidated Plan be made from these funds until they are exhausted;

Be it further resolved that the Town Council authorizes The First Advisors to invest these funds accordingly, with fee for services to be determined.

**Acted on October 08, 2015**

**Yes \_\_\_ No \_\_\_ Abstained \_\_\_**

**Attested by: Kathy Downes, Town Clerk**

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**CORPORATE AUTHORIZATION RESOLUTION**

By:

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, \_\_\_\_\_, certify that I am Secretary (clerk) of the above named corporation organized under the laws of \_\_\_\_\_, Federal Employer I.D. Number \_\_\_\_\_, engaged in business under the trade name of \_\_\_\_\_, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on \_\_\_\_\_ (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

**AGENTS** Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. _____	X _____	X _____
B. _____	X _____	X _____
C. _____	X _____	X _____
D. _____	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

**POWERS GRANTED** (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
_____	(1) Exercise all of the powers listed in this resolution.	_____
_____	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
_____	(7) Other _____	_____

**LIMITATIONS ON POWERS** The following are the Corporation's express limitations on the powers granted under this resolution.

**EFFECT ON PREVIOUS RESOLUTIONS** This resolution supersedes resolution dated \_\_\_\_\_. If not completed, all resolutions remain in effect.

**CERTIFICATION OF AUTHORITY**

I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

If checked, the Corporation is a non-profit corporation. In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on \_\_\_\_\_ (date).

Attest by One Other Officer \_\_\_\_\_

Secretary \_\_\_\_\_



First Advisors (A Division of The First, N.A.)  
 Acknowledgement of Investment Objective

Account #:

Name: Town of Bucksport IMA

(Choose a single option)

- |                                     |  | <u>Asset Mix</u>                  |
|-------------------------------------|--|-----------------------------------|
| <input type="checkbox"/>            | 1. <b>Conservative/Principal Stability</b><br>Maintain a stable market value regardless of the current or future return alternatives. This account will typically be invested exclusively in money market type instruments or short maturity bonds (less than 3 yrs).                      | 0% Equity – 100% Fixed/Cash       |
| <input type="checkbox"/>            | 2. <b>Fixed Income</b><br>No equity exposure; assets are exclusively invested in money market instruments, and a mix of fixed income securities of various maturities.   | 0 % Equity – 100 % Fixed Income   |
| <input type="checkbox"/>            | 3. <b>Income</b><br>Produce a comparatively high level of current income, with minimal regard for principal growth.  | 0-25% Equity – 75-100% Fixed/Cash |
| <input type="checkbox"/>            | 4. <b>Income with Growth</b><br>Produce a modest level of current income, along with principal growth. Growth of principal is of secondary importance. This account will be invested with a greater weighting of bonds over stocks.  | 25-50% Equity – 50-75% Fixed/Cash |
| <input checked="" type="checkbox"/> | 5. <b>Balanced</b><br>Primarily for fiduciary accounts, to meet the needs of both current and future beneficiaries.  | 50% Equity – 50% Fixed/Cash       |
| <input type="checkbox"/>            | 6. <b>Growth with Income</b><br>Produce long-term capital appreciation and a rising stream of income. The level of current income and variability of principal in the short-term are of secondary importance. This account will be invested with a greater weighting of stocks over bonds. | 50-80% Equity – 20-50% Fixed/Cash |
| <input type="checkbox"/>            | 7. <b>Long-Term Growth</b><br>Produce long-term capital appreciation. The level of current income is of little or no concern.  | 70-95% Equity – 5-30% Fixed/Cash  |
| <input type="checkbox"/>            | 8. <b>Aggressive Growth</b><br>Produce maximum long-term capital appreciation. The level of current income is of little or no concern.   | 75-100% Equity – 0-25% Cash       |
| <input type="checkbox"/>            | 9. <b>Other (please describe)</b>  |                                   |

\*\* If account is a trust, please complete page 2 of this form.



Signature

Joint Account Holder Signature (if applicable)

First Advisors Representative

Rev. 12/17/13



**FIRST ADVISORS  
DISCRETIONARY INVESTMENT  
AGENCY AGREEMENT**

**ACCT NO:**

**NAME: Town of Bucksport IMA**

The undersigned hereby requests First Advisors (a Division of The First, N.A.) as Agent, to open and maintain an Investment Agency Account (hereinafter called the "Account") on its books in the name of the undersigned on the following terms and conditions and client's subsequent instructions to First Advisors:

- 1) The Agent shall hold in safekeeping, until otherwise directed by the undersigned, all cash, stocks, bonds, or other securities from time to time delivered to it for the account of the undersigned for the purposes of this Account and proceeds of the same (hereinafter, collectively, the "Property"). The Property shall be held or disposed of by the Agent as hereinafter provided.
- 2) The Agent is hereby authorized and empowered to manage, supervise, and administer the Property in the Account in such a manner as the Agent in its sole and absolute discretion deems advisable. For this purpose, the Agent is authorized and empowered to deal with the Property in the same manner and as freely, as the undersigned could do and with all powers that the undersigned could exercise. Without limitation of the broad general discretionary authority herein granted, the Agent is authorized to:
  - *Sign, as Agent, in the name of the owner, all certificates required by the United States Government in respect to payment of income on Property held in the Account.*
  - *Receive payments of income and principal on Property held in the Account, invest, and reinvest such payments of income and principal and other principal monies.*
  - *Release Securities, Property in the Account.*
  - *Purchase, sell, or exchange Property; enter into or oppose corporate mergers, dissolutions, reorganizations, or other adjustments of capital structure; retain, exercise, or sell rights of conversion of subscription or stock dividends.*
  - *Furnish statements of Property transactions and asset statements at least quarterly.*
  - *Furnish the undersigned a tax information letter on an annual basis.*
  - *Execute such proxies, consents, and waivers covering the Property held in the Account as it, in its sole discretion, may deem necessary or proper, without specific authorization from the undersigned unless otherwise directed by this agreement.*
- 3) For convenience in handling the Property in the Account, the Agent may cause the Property (other than bearer securities) to be registered in its own name, or the name of its nominee or nominees, or in such form that title will pass by delivery, but no such registration or holding shall relieve the Agent of responsibility for the safe custody of the Property and, at all times, they shall be shown on the books of the Agent as the property of the undersigned.
- 4) All sales and purchases of Property in or for the Account may be made to, from, or through such persons, partnerships or corporations as the Agent may deem advisable, unless it shall have received specific written directions with respect thereto from the undersigned.
- 5) First Advisors will manage the account according to its best judgment but will not be responsible for any losses that occur based on investments made or actions taken in good faith. Liability of First Advisors is limited to losses caused by fraud or gross negligence. The undersigned agrees to reimburse and hold the Agent harmless from all liability, loss and expense, arising from claims made

*Revised March 2015*



against the Agent in connection with this instrument or in any other written and verbal instructions from the undersigned.

- 6) This Agreement does not appoint the Agent a Trustee, nor shall First Advisors have the liabilities or responsibilities of a Trustee, unless provided in a separate agreement.
- 7) Any direction given to the Agent by the undersigned may be given orally or in writing, including but not limited to facsimile transmissions or electronic mail, unless otherwise indicated below. The confirmation by the undersigned of any action taken or omitted by the Agent shall be as fully effective as if the same had been expressly directed in advance by the undersigned and shall constitute full protection to the Agent. Agent shall keep records of verbal instructions received, which records shall be conclusive as to the existence and nature of such instructions.

**Current email address:** \_\_\_\_\_  
*First Advisors is authorized to process any and all requests that I make from this above email address. I will notify First Advisors in writing should my email address change in the future.*

- 8) This agreement may be amended only in writing and signed by the parties hereto, but may be terminated by either party after 30 days prior written notice to the other party.
- 9) First Advisors is authorized to deduct its fee and any reasonable expenses incurred in the management of the account from the account, charged in accordance with its regular schedule of charges in effect at the time such services are rendered. The Customer acknowledges receipt of a copy of First Advisor's current fee schedule by signing below.
- 10) Pursuant to Securities and Exchange Commission Rule 14(b)-2, publicly traded companies are required to provide all beneficial owners of stock with full and fair disclosure of information necessary to permit informed decisions to be made with respect to the voting of such stock. Under the federal law, First Advisors is required to disclose your ownership interest, name and address to companies in which you beneficially own stock, unless you affirmatively object to the disclosure. This information is not intended to be used by such companies for any purposes other than shareholder communications. Unless you affirmatively object to such disclosure by checking the space provided below, such information will be disclosed to securities registrants upon request.

*I object to the disclosure by First Advisors, of any information about myself, or my account, to publicly traded companies in which I own stock through this account. First Advisors will vote all proxies in such manner as it deems appropriate. Unless otherwise required by applicable law, First Advisors will not disseminate any corporate communications, including but not limited to proxy statements, annual reports, quarterly statements and the like. The Customer hereby appoints First Advisors as the Customer's agent for the limited purpose of receipt of such disclosures. First Advisors receipt of such corporate communications shall be deemed receipt by the Customer of such communications for purposes of compliance with federal regulations governing shareholder communications.*

*I do not object to the disclosure by First Advisors, of any information about myself, or my account, to publicly traded companies in which I own stock through this account. The Customer will vote all proxies in such manner as it deems appropriate. Unless otherwise prohibited by applicable law, First Advisors will disseminate any corporate communications, including but not limited to proxy statements, annual reports, quarterly statements and the like to me.*



11) Not less often than quarterly, First Advisors will provide the Client with a statement of account identifying transactions and an asset listing with market value. The Client is deemed to approve that statement of account if no objection is filed within 90 days of the end of that accounting period.

a. If you would like statements available electronically, please check here and indicate your preference of monthly  or quarterly  frequency.

12) Please complete the following, checking the appropriate selection for both # (a) and # (b) and both parties initialing the selection for # (b).

a) This account is: (check one)

*municipality*

- Tenants in common
- Joint Tenants with Right of Survivorship
- Community Property
- Sole Owner

b) Transactions may be directed/authorized by: (check one) *see corporate resolution*

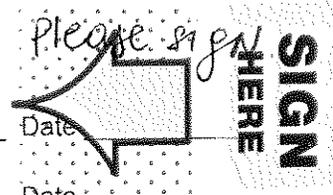
Both parties must give verbal/written authorization. (Please initial \_\_\_\_\_ / \_\_\_\_\_)

Each party alone may direct verbal/written authorization. (Please initial \_\_\_\_\_ / \_\_\_\_\_)

13) This agreement shall be governed by the laws of the State of Maine.

Signature (Client) \_\_\_\_\_

Signature (Client) \_\_\_\_\_



Date \_\_\_\_\_

Date \_\_\_\_\_

Accepted and approved by First Advisors

Name: *AJ Nazrin Dixon*

Title *Relationship Manager* Date *1*



FIRST ADVISORS (A DIVISION OF THE FIRST, N.A.)  
SCHEDULE OF STANDARD FEES

ACCOUNT #:

ACCOUNT NAME: TOWN OF BUCKSPORT IMA

ACCOUNT MANAGEMENT FEES

Trust Accounts: 1.25% (125 basis points)

Minimum Fee: \$1,000

Investment Management Accounts: 1% (100 basis points)

Includes IRAs as well as any account which First Advisors has full investment discretion.

Minimum Fee: \$600

discounted to 50 bps

Custody Safekeeping Accounts: 0.60% (60 basis points)

Includes Self-Directed IRAs and any account which First Advisors has NO investment discretion.

An additional fee may apply for special services.

Minimum Fee: \$600

**Note:** Management fees are based on the average daily market value of the account; charged on a pro-rata monthly basis.

ADDITIONAL COST

First Advisors utilizes a third-party and local CPA's for the preparation of tax forms for all Investment Management, Custody and Trust accounts. Costs associated with these services will be passed on to the client. It is the responsibility of the client to provide First Advisors with accurate cost basis and tax information regarding securities purchased and held prior to opening the account.

In addition, any costs incurred by First Advisors on behalf of the client, including but not limited to wire transfer fees and commissions will be charged directly to the client's account.

CLOSING FEES & COSTS

A termination fee of \$150.00 per account will be charged prior to closing the account. In addition, costs may be assessed based on asset transfers and customer instructions.

Revised November, 2012

## RESOLUTIONS

The Corporation named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Directors of the Corporation and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

**Pennsylvania.** The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

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### FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on \_\_\_\_\_ (date) by \_\_\_\_\_ (initials)  This resolution is superseded by resolution dated \_\_\_\_\_ .

Comments:

**RESOLVE #R-2016-14 TO APPROVE PAYMENT TO OLVER ASSOCIATES INC. FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE SECONDARY TREATMENT PLANT UPGRADE BIDDING/ADDED FUNDING ASSISTANCE/CONTRACT**

Whereas, the Town of Bucksport has contracted with Olver Associates with Resolve #R-2012-38 for Administration and Inspection services related to the construction of the secondary treatment facility;

Be it resolved by the Bucksport Town Council in Town Council assembled to approve the payment of \$23,441.10 to Olver Associates, Inc. found on invoice #7187,

Be it further resolved that funds for these services be capitalized to Construction in Process G2-221-00.

**Acted on October 8, 2015**

**Yes \_\_\_ No \_\_\_ Abstained \_\_\_**

**Attested by: Kathy Downes, Town Clerk**

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**OLVER ASSOCIATES INC.**

ENVIRONMENTAL ENGINEERS

INVOICE

Ms. Susan Lessard, Town Manager  
Bucksport Town Office  
P.O. Drawer X  
Bucksport, Maine

Account No. 1541  
Date: September 9, 2015  
Invoice No. 7187

PROJECT: Town of Bucksport -  
Secondary Treatment Plant Upgrade  
Contract Administration/Construction Phase

FOR PROFESSIONAL SERVICES THROUGH PERIOD ENDING August 29, 2015

Ongoing coordination with Rural Development regarding funding  
Coordination with contractor regarding schedule  
Ongoing review of material submittals  
As needed on site inspection of construction

Labor Charges:	
Administration	\$ 8,050.00
Inspection	15,200.00
Expenses:	
Northeast labs-water test	191.10
Current Charges	\$ 23,441.10

Approved by:



William M. Olver

**RESOLVE #R-2016-15 TO APPROVE THE EXPENDITURE OF UP TO \$2400 FOR THE REPLACEMENT OF THE TRANSMISSION IN THE 2010 POLICE CRUISER FROM POLICE EQUIPMENT RESERVE FUNDS**

Whereas, the Town of Bucksport has a full time police department which operates seven days per week and 24 hours per day, and

Whereas Public Safety is of great importance to the Town of Bucksport, and

Whereas the 2010 police cruiser is necessary in the work of the department, and

Whereas the 2010 police cruiser is not scheduled for replacement for another 2 years

Be it resolved by the Bucksport Town Council in Town Council assembled to approve the payment of up to \$2,400 for the replacement of the transmission in the 2010 police cruiser, and

Be it further resolved that funds for these services be taken from Police Equipment Reserve funds.

**Acted on October 8, 2015**

**Yes \_\_\_\_ No \_\_\_\_ Abstained \_\_\_\_**

**Attested by: Kathy Downes, Town Clerk**

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# MEMO

To: Susan Lessard, Town Manager

Fr: Sean Geagan, Chief of Police

Ms. Lessard,

We have recently encountered a problem with the transmission in our 2010 police cruiser.

I asked our town mechanic to look at this and give me a solution to the problem. He advised that the reverse gear was in fact gone in the transmission. The transmission has 102,000 mile on it. He also researched the problem and found that a used transmission with 61,000 miles would be \$1500 with a 90 day warranty and to have the transmission in the cruiser rebuilt would be \$2400 with a 6 month warranty.

I am recommending that we have the transmission that is currently in the cruiser rebuilt for \$2400. It is our intent to keep this cruiser in the rotation for another two years until our next purchase.

I am requesting that the total cost of this which will be \$2400.00 be taken out of my Police Reserve account. Account # 84-804-01.

Thank you for your consideration in this matter.



Sean P. Geagan

Chief of Police

Bucksport Police Department

**RESOLVE #R-2016-16 TO APPROVE THE EXPENDITURE OF UP TO \$10,000 FOR  
THE REPLACEMENT OF THE TRANSMISSION IN THE 1993 AERIAL TRUCK  
FROM FIRE EQUIPMENT RESERVE FUNDS**

Whereas, the Town of Bucksport has a Fire Department which operates seven days per week and 24 hours per day with a combination of full time and call personnel, and

Whereas Fire Safety is of great importance to the Town of Bucksport in preventing property loss and in keeping homeowner fire insurance costs down, and

Whereas the 1993 Aerial Truck is necessary in the work of the department, and

Whereas there are no plans for replacement of this vital piece of equipment at this time

Be it resolved by the Bucksport Town Council in Town Council assembled to approve the payment of up to \$10,000 for the replacement of the transmission in the 1993 Aerial Truck, and

Be it further resolved that funds for these services be taken from Fire Equipment Reserve funds.

**Acted on October 8, 2015**

**Yes \_\_\_\_ No \_\_\_\_ Abstained \_\_\_\_**

**Attested by: Kathy Downes, Town Clerk**

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To: Sue Lessard, Town Manager

From: Craig Bowden, Fire Chief

Date: October 5, 2015

Re: Ladder Truck

The Bucksport Fire Department currently owns a 1993 Simon-Duplex Aerial Truck with a 100' Ladder and carries a wide assortment of Ground Ladders and Rescue Gear. This truck was purchased used in 2004 for approximately \$200,000.00, including Grant Funding and is still currently valued at well over that purchase price. A new apparatus of this type would cost in excess of \$750,000.00. The Truck currently has approximately 30,000 road miles + thousands of "scene hours".

This vehicle and equipment are required by the NFPA (National Fire Protection Agency) and ISO (Insurance Services Office), which are responsible, respectively, for setting the recommendations required for meeting national standards and guidelines for firefighting and for setting the Insurance Rating Schedule which determines the rates for insurance premiums within a response district. Not having or meeting the recommended equipment or standards can dramatically affect the rates for homeowners and commercial businesses alike.

Regardless of the Mill Closing, our response area still includes 2 Power Plants, Webber Tanks, the Deep Water Port Facility, Schools, Apartment Complexes and dozens of structures 3 or more stories in height, which is determined by the ISO to require the response department to own a Ladder Truck.

Two weeks ago, the truck suffered a transmission failure and at the recommendation of the Public Works Mechanic, the vehicle was towed to Daigle & Houghton in Hermon, who are the nearest certified Allison Transmission Dealers. Upon examination of the transmission, it was determined that a replacement unit was required. A new transmission listed at over \$11,000.00 plus installation, but a Factory Rebuilt Transmission with warranty is available for \$7,100.00 with installation costs estimated at under \$3,000.00 for a total price of less than \$10,000.00.

The Fire CIP Reserve has over \$46,000.00 available and it was our recommendation and request to purchase the refurbished unit. Due to the urgent nature of this repair and after meeting with you and receiving approval, the rebuilt unit was ordered and the truck is currently being worked on. Our annually required NFPA inspection is scheduled for this month and we hope to have this truck back in service in the next couple of weeks.

Thank you for your attention to this matter and should you have any questions, please feel free to contact me. Also, I will be in New Hampshire starting tomorrow night for the week, if you feel that someone should be at the Council Meeting, I can arrange to have Assistant Chief Michael Denning there to answer any questions that may arise. Let me know!

CONSIDER RESOLVE #R-2016-18 AUTHORIZING THE WRITE OFF OF UNCOLLECTIBLE AMBULANCE CHARGES COVERING A PERIOD FROM 2013 AND 2014. THIS INCLUDES BUT IS NOT LIMITED TO THOSE WHO ARE DECEASED.

Whereas, the Town of Bucksport operates ambulance services; and,

Whereas, the Town of Bucksport collects for fees for services of the ambulance services; and,

Whereas, from time to time, the Town of Bucksport has uncollected charges on its financial books; and,

Whereas, the Town of Bucksport has uncollectable ambulance charges totaling \$30,268.39.

Acted on \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_

Attested:

\_\_\_\_\_  
Kathy Downes, Town Clerk

WRITE OFF REQUEST TO COUNCIL 2015

DOS	ACCOUNT	AMOUNT	
7/9/2014	A2-006-14	\$74.31	deceased
2/3/2014	A1-431-14	\$637.00	deceased
10/3/2013	A1-203-13	\$903.30	deceased
9/1/2013	A1-140-13	\$676.60	deceased
2/2/2014	A1-427-14	\$223.00	deceased
3/30/2014	A1-534-14	\$223.00	deceased
2/10/2014	A1-447-14	\$107.26	deceased
5/24/2013	A1-642-13	\$223.00	deceased
4/25/2015	A1-591-15	\$561.10	deceased
4/3/2015	A1-547-15	\$223.00	deceased
10/17/2014	A1-202-14	\$703.60	deceased
		<b>\$4,555.17</b>	
4/20/2014	A1-573-14	\$652.30	
7/31/2014	A1-060-14	\$655.00	
9/4/2013	A1-144-13	\$223.00	
10/4/2014	A2-057-14	\$88.00	
1/30/2013	A1-423-13	\$580.00	
8/8/2014	A1-071-14	\$856.50	
6/24/2014	A1-686-14	\$223.00	
6/5/2013	A1-665-13	\$404.05	
7/12/2014	A1-023-14	\$670.90	
7/12/2013	A1-021-13	\$656.80	
7/14/2013	A1-027-13	\$223.00	
5/29/2015	A2-143-13	\$661.90	
8/20/2014	A1-094/14	\$592.60	
5/20/2013	A1-631-13	\$638.80	
9/25/2013	A2-052-13	\$10.25	
9/17/2013	A1-178-13	\$103.91	
5/4/2014	A1-614-14	\$517.00	
4/30/2014	A1-602-14	\$660.40	
10/13/2014	A1-194-14	\$223.00	
10/9/2013	A1-210-13	\$599.20	
3/27/2013	A1-546-13	\$567.40	
1/11/2013	A1-385-13	\$698.80	
1/25/2013	A2-092-13	\$590.80	
12/23/2013	A1-347-13	\$97.07	
7/23/2013	A1-054-13	\$28.69	
7/20/2013	A1-045-13	\$153.00	
12/6/2013	A1-315-13	\$109.53	
12/6/2013	A1-317-13	\$655.00	
9/29/2014	A2-054-14	\$623.50	
2/7/2013	A1-441-13	\$102.47	
2/23/2013	A1-471-13	\$68.00	

2/20/2014	A2-183-14	\$618.10
9/21/2014	A1-157-14	\$515.50
8/13/2013	A1-101-13	\$526.00
9/10/2014	A1-126-14	\$634.00
1/31/2014	A1-424-14	\$116.68
12/13/2013	A1-331-13	\$50.44
9/8/2014	A1-418-14	\$562.00
2/7/2014	A1-440-14	\$682.90
11/3/2013	A1-253-13	\$639.70
10/19/2014	A1-204-14	\$573.70
9/6/2014	A2-046-14	\$223.00
12/2/2013	A2-069-13	\$574.60
6/8/2013	A1-673-13	\$673.00
11/16/2013	A1-277-13	\$225.00
5/25/2014	A1-630-14	\$150.37
4/30/2014	A1-600-14	\$223.00
8/21/2013	A1-118-13	\$17.57
7/1/2013	A1-713-13	\$223.00
7/25/2013	A1-062-13	\$627.70
8/9/2013	A1-090-13	\$112.91
3/14/2013	A2-111-13	\$695.50
6/23/2013	A1-701-13	\$708.10
9/11/2013	A1-165-13	\$126.45
10/10/2013	A1-213-13	\$76.97
11/10/2013	A1-266-13	\$664.90
10/9/2014	A1-192-14	\$104.26
7/8/2013	A1-013-13	\$658.60
5/16/2014	A2-229-14	\$572.80
8/30/2013	A1-137-14	\$660.40
9/12/2013	A1-168-13	\$542.20
		<b>\$25,713.22</b>
		<b>\$4,555.17</b>
		<b>\$30,268.39</b>
Revised 9-22-15		

# Bucksport Fire & EMS

## September 2015 Monthly Reports

Calls	September	FYTD
EMS	107	289
Fire	14	38
Inspections	5	12
Fire Permits	55	158
EMS Calls/Extra Crew	20	41

### Projects & Personnel

- Fire & EMS crews participated in the Annual Maine State Federation of Fire Fighters Convention held in Belfast this month with apparatus and an antique in the parade and we also entered a team into the Fire Fighter's Muster. Our department won a first place trophy in the parade with the "Torrent", an Antique Hand Tub; brought home 2 trophies from the Muster, as well as winning the "State Championship" in the Water Battle event and taking Third Place overall. We have always done well in the parades because of the care and time spent in the past by our fire fighters in maintaining our history and heritage, and the judges were duly impressed with the condition of a piece of fire apparatus that is over 150 years old!
- We have been performing our annual testing and inspections of equipment and the apparatus, which is required by the NFPA, Maine EMS and the Maine Department of Labor. To this point, we have completed the SCBA "Bench Tests", performed the Pump Testing and annual maintenance of the Engines and have successfully passed the Maine EMS State Inspection program, with all 3 rigs being relicensed. These tests and inspections ensure that all the equipment and vehicles are in good working order and are all ready to perform as expected during an emergency situation. We still need to complete the ladder and hose tests and are scheduled to do so in October.
- The "Storm of the Century" hit on the final day of September and caused the closure of many of our main roads, including Routes 1 & 46, for several hours. According to some reports, Bucksport received over 9 inches of rain in just a few hours, with 3-4 inches occurring in a 2-hour period. This created immediate flooding in all low lying areas and therefor numerous wash-outs and deep pooling occurred. While many motorists expressed their displeasure with our decisions concerning the closures, it became apparent after the waters receded that our safety concerns were spot-on. One section of Rt. 46 completely washed away everything under the pavement for about a dozen feet and several feet deep, the pavement actually stayed in place, completely unsupported from beneath. Although it appeared from above that only "a few inches of water" was crossing the roadway, any additional weight from above would have caused immediate failure and could have been catastrophic. Almost as quick as it came, the water went away and most roads were opened back up within a few hours, but Rt. 46 remained closed for a couple of days due to the extensive repairs required to allow traffic to resume.

### Training

- Fire crews trained in conjunction with the staff at the Waste Water Treatment Facility in several Confined Space Rescue Drills that are also required by several regulatory agencies. We utilized the pump station at the WWTF and staged different scenarios where crews then had to enter and perform search & rescue techniques. The training went smoothly and was deemed quite successful by the participants.
- EMS staff received training on proper Run Sheet completion and the vital information that has to be included not only for medical reasons, but for legal issues that the run sheet may be utilized for that could happen several years later should a case ever go to court, which happens frequently across the state. Employees also were informed of the newly instituted Training Requirements set by Maine EMS that nearly double some of the hours required for re-licensure by EMT's of all levels.

### Equipment

- Truck 1, our Ladder Truck, lost its transmission during a non-emergency trip and was towed to Daigle-Houghton in Hermon, an authorized Allison Transmission Dealer. It has since been determined that the transmission is beyond repair and we have worked out a deal on a "Rebuilt" unit that will be direct from the factory with a warranty. This was more than \$4,000.00 less than going with a new transmission and in speaking with several mechanics, it was the most recommended solution. Even with a future without the mill, it is still required for our department to keep a Ladder Truck in our fleet for insurance purposes, as residential premiums would go up considerably without this apparatus.

TOWN OF BUCKSPORT  
CODE ENFORCEMENT OFFICE  
REPORT  
September, 2015

**PERMITS ISSUED**

4 building/land use permits were issued.

3 plumbing permits were issued.

**ADDRESSING ACTIVITY**

No activity

**PLANNING BOARD ACTIVITY**

At their September meeting, the planning board discussed the proposed changes to the land use ordinance.

**BOARD OF APPEALS ACTIVITY**

The board of appeals did not meet in September.

**ENFORCEMENT ACTIVITY**

- UPDATE: Clean-up of the junkyard at 993 Silver Lake Road continues, but at a slow pace. The front yard is nearly completely cleared of junk. Periodic checks will continue. The owner continues to cooperate and has now installed a dumpster for further clean-up.
- UPDATE: The issue of an unapproved expansion of the Catholic Cemetery on Silver Lake Road is being resolved. An application will be submitted to the planning board in the coming months. Until, then disturbed soils have been mulched.
- Sent a letter regarding an unpermitted garage on Brookview Drive.
- Sent a letter regarding a substandard rental mobile home on Bucksmills Road. The landlord replied and is shutting down the empty structure.
- Passed on a concern I received about access issues at a business on Route 1 to the property owner. No reply has been received yet.
- Inspected a mobile home on Route 46 at the tenant's request and found numerous code violations. A letter was sent to the land lord, but no reply has been received yet. The tenant has informed me that she has now been served with an eviction notice.

**OTHER ACTIVITY**

- Continued work to stabilize Wilson Hall. The first floor and the second floor have now been stabilized. Material costs so far are just over \$1,000.00. Most of the work is conducted on weekends. Serious roof leaks were discovered during the recent heavy rain storm and plans are underway to install a temporary covering.
- Attended a comprehensive plan committee meeting.
- Work continues on the universe project at Picnic Point. Plantings have been completed and work has begun on content for the interpretive signs. A graphic artist is now involved. The granite benches should be in place next week.
- Conducted building and plumbing inspections.
- Typical office work maintaining records, answering calls and emails, meeting with citizens, answering questions, providing copies of documents.

**TRANSFER STATION MONTHLY REPORT**

MONTH September YEAR 2015

TRIPS 6 TOTAL WEIGHT 166,138 LBS 83.1 TONS

7 BALES OF NEWSPAPER

11 BALES OF CARDBOARD

6 BALES OF MIXED PAPER

2 BALES OF PLASTIC

**SHIPPED**

5 LOADS OF DEMO TOTAL WEIGHT 63,800 LBS 31.9 TONS

1 LOADS OF METAL TOTAL WEIGHT 9,600 LBS 4.8 TONS

0 LOADS OF TIN CAN TOTAL WEIGHT 0 LBS 0 TONS

0 LOADS OF REFRIGERATORS TOTAL WEIGHT

0 LBS 0 TONS #UNITS 0

**SHIPPED**

9 BATTERIES

0 PROPANE TANKS

WASTE OIL 0 PUMPED GALLONS

ITEMS GIVEN AWAY 1875 LBS

**MONEY IN:**

FCR GOODMAN \$ 2,355.40

D M & J \$ 0

UNIV. RECYCLING \$ 0

TRANS. STATION \$ 2,255.25

TOTAL \$ IN \$ 4,610.65