

**BUCKSPORT TOWN COUNCIL MEETING**  
**7:00 P.M., THURSDAY, MAY 9, 2019**  
**TOWN COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**  
**AGENDA**

1. **Call Meeting To Order**
2. **Roll Call**
3. **Presentation of any Town Council Recognitions**
  - a. Heart & Soul – Legislative Sentiment
4. **Consider minutes of previous meetings**
  - a. Town Council Minutes 4/25/19
  - b. Town Council Minutes 7/2/15
  - c. Town Council Minutes 7/9/15
  - d. Town Council Minutes 7/30/15
  - e. Town Council Minutes 8/11/15
  - f. Town Council Minutes 8/13/15
  - g. Town Council Minutes 8/18/15
  - h. Town Council Minutes 8/19/15
  - i. Town Council Minutes 8/27/15
  - j. Town Council Minutes 9/10/15
  - k. Town Council Minutes 9/24/15
  - l. Town Council Minutes 10/7/15
  - m. Town Council Minutes 10/8/15
  - n. Town Council Minutes 10/29/15
  - o. Town Council Minutes 11/16/15
  - p. Town Council Minutes 12/10/15
  - q. Town Council Minutes 3/17/16
  - r. Town Council Minutes 3/24/16
  - s. Town Council Minutes 4/7/16
  - t. Town Council Minutes 4/14/16
  - u. Town Council Minutes 4/21/16
  - v. Town Council Minutes 4/28/16
  - w. Town Council Minutes 5/12/16
  - x. Town Council Minutes 5/26/16
5. **Receive and review correspondence and documents**
  - a. Police Call to Verona – 4-27-19
6. **Ordinances to Consider/Introduce**
  - a. Second Reading – Article 4, Weight Limits & Restrictions
  - b. Second Reading – Council Rules Update
  - c. Second Reading – Proposed Charter Change - Attendance
7. **Discussion Items (Manager Clarification and Direction, or Council Discussion and/or Input on Issues)**
  - a. Infrastructure Committee Update
  - b. \$235,000 loan to RSU 25 (Approved as Resolve 2019-19)
8. **Agenda Items**
  - a. To approve Resolve 2019-45 for refurbishing the trash hauling trailer at the Transfer Station
  - b. To approve Resolve 2019-46 to award the Route 46 winter maintenance contract
9. **Resignations, Appointments, Assignments, and Elections**
10. **Approval of Quit Claims, Discharges, and Deeds**

- a. Brenda Snow Gamble, Map 32 Lot 60, tax liens 2013-2017
- b. Gary & Lisa Garzarelli, Map 5 Lot 35, tax liens 2014-2017
- c. (Heirs of) Kevin Low, Map 19 Lot 46, tax lien 2016
- d. Erin Marshall, Map 43 Lot 7, tax lien 2017
- e. Erin Marshall, Map 43 Lot 7-1, tax lien 2017
- f. Erin Marshall, Map 43 Lot 8, tax lien 2017
- g. Max Corwin & Katherine Corwin, Map 1 Lot 92, 2012 Sewer Lien

**11. Town Manager Report**

**12. Set Public Hearings, and/or Hold Public Hearings and Approval of any Licenses or Permits**

- a. Innkeepers License – Bucksport Motor Inn
- b. GRR, Inc. Extension of Liquor License
- c. Subway, Food Service Business License
- d. Public Hearing – Katherine Warren d/b/a Warren’s Waterfront Restaurant, Inc. Liquor License

**13. Discussion of Items Not on the Agenda for Council and Public**

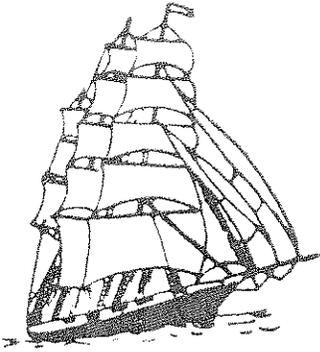
**14. Upcoming Public Hearings, Designation of Topics for Committee Assignment, and Scheduling of Committee Meeting**

- a. Infrastructure

**15. Budget Review**

- a. Education
- b. Outside Agency Funding
- c. Overall Review

**16. Adjournment**



Chief Sean P. Geagan

## BUCKSPORT POLICE DEPARTMENT

PUBLIC SAFETY BUILDING, 89 FRANKLIN STREET  
P.O. BOX C-1, BUCKSPORT, MAINE 04416  
(207) 469-7951/FAX (207) 469-3122

5a

April 27, 2019

Orland Board of Selectman  
25 School House Road  
P.O. Box 67  
Orland, Maine 04472

To whom it may concern:

The Bucksport Police Department received a request for backup from the Hancock County Sheriffs Office on a call in the town of Orland on 04-27-19. The call was for a potential home invasion.

Our on duty Patrolman responded to this call and assisted the deputy on scene with a search of the area and the residence.

I am sending you this notification to make you aware of this call for assistance as is required in our mutual aid agreement. I have also attached a copy of the officers report.

Sincerely,

Sean P. Geagan  
Chief of Police  
Bucksport Police Department

Cc: Susan Lessard, Town Manager



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<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Relationship</b>
04/27/19	Name	Hancock County RCC,	Complainant
04/27/19	Cad Call	02:29:37 04/27/19 Agency Assist	Initiating Call

**Narrative**

Assisted the Sheriff's Department.

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Responsible LEO:

---

Approved by:

---

Date

---

**Supplement**

CAD Call info/comments

=====

HRCC requesting assistance with a prowler issue. They received a call from SHARON THOMPSON on Fish Point Road advising someone is trying to break into her house

02:34:53 04/27/2019 - Aimee Reynolds

Called 401 for permission to head over - gave. As soon as they are all set, bk408 is to return. Advised BK408

02:49:30 04/27/2019 - Aimee Reynolds

10-96 Neg contact. Bk408 called in - they are set and he will be clear. MS THOMPSON believes she saw someone with a flashlight on a second floor balcony (no access other than from inside). SO 11 on scene with K9 and he is going to do a track.

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**Name Involvements:**

Complainant : 82641

Last: Hancock County  
RCC

First:

Mid:

DOB: \*\*/\*\*/\*\*

Dr Lic:

Address: 50 State St; Suite 13

Race:

Sex:

Phone: (207)667-8866

City: Ellsworth, ME 04605

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**Second Reading – amendments to Town Code, Chapter 10, Article 4**

**SEC. 10-402 Truck Traffic Prohibited**

1. Vehicles registered in excess of thirty-four thousand (34,000) pounds are prohibited on the following restricted roads or streets:
  - a. Russell Hill Road
  - b. Millvale Road (from the intersection of the ~~Charlie Cole Road~~ Cross Road to the intersection of ~~the Silver Lake Road~~ River Road  
Hinks Road)
  - c. Silver Lake Road
  - d. Mast Hill Road (from the intersection of the Upper Falls Road to the intersection of the ~~Dead River Road~~ Bald Mountain Road)
  - e. Bucks Mills Road (from the intersection of the ~~East Bucksport Road~~ Church Road to the intersection of Millvale Road and Central Street)
  - f. Town Farm Road
  - g. Broadway (from the intersection of Nicholson Avenue to the intersection of Central Street).
  
2. Exemptions to SEC. 10-402 are as follows:
  - a. Any truck registered within State weight limits and hauling to or from and for a residential property in the Town of Bucksport, with exception on Broadway no through truck traffic will be permitted, such through area being from Nicholson Avenue intersection to Central Street intersection. Trucks exempted by this section shall use the shortest route, either State or Town owned. Such determination when necessary will be made by the Bucksport Police Chief.
  - b. Any truck registered within State weight limits ~~which has been issued a permit by the Town Manager for special circumstances. A bond payable to the Town of Bucksport in the amount of ten thousand dollars (\$10,000.00) per mile may be required to cover the costs of any damage that may occur. If a bond is required, an inspection and documentation of the existing road condition must be performed prior to the issuance of a special permit and all costs associated with the special permit shall be paid by the permittee. which is hauling from a pit located in the Town of Bucksport.~~
  - c. Any prohibited vehicle that is not carrying a load other than for equipment necessary to operate the vehicle.
  - d. Any prohibited vehicle whose place of business is located on any of the cited roads may operate from that location to a work site or from a work site back to their place of business using the shortest route, either State or Town owned.
  - e. Any emergency vehicle or Town owned or leased or State-owned or leased highway maintenance vehicle.

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Second reading: Appendix B, Council Rules to amend sections 2, 5, 18 & 34.

## Appendix B Council Rules

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## **APPENDIX B COUNCIL RULES**

### **SEC. 1. Regular Meetings**

The regular meetings of the Town Council shall be held in the Town Office Council Chamber, or a place to be announced, at 7:00 P.M. current time on the second and fourth Thursday of each calendar month. When said day falls on a holiday or an election day, the regular meeting shall be held on the following Thursday at the same time and place.

The date of any regular meetings may be changed by an order or resolve passed at the previous meeting upon the vote of a majority of the Town Council, provided, however, that said change in date will provide for one regular meeting in each month.

### **SEC. 2. Special Meetings**

Special meetings may be called by the Chair and in case of his/her absence, disability, or refusal may be called by three (3) members of the Town Council. Notice of such meeting shall be served in person or left at the residence of each member of the Town Council at least twelve (12) hours before the time for holding said special meeting, unless all members of the Town Council sign a waiver of said notice. Local media shall also be notified of the meeting. The call for said special meeting shall set forth the matters to be acted upon at said meeting, and nothing else shall be considered at such special meeting.

### **SEC. 3 Workshops**

The Town Council may meet in workshop session to discuss any matter. A workshop session is open to the public and news media. At the discretion of the Chair or the Town Council, public input may be allowed. No binding vote shall be taken on any matter under discussion, but a non-binding vote on any matter under discussion may be taken.

### **SEC. 4 Executive Sessions**

An executive session may be called only by a vote of three fifths of the members of the Town Council present and voting. No ordinances, orders, rules, resolutions, contracts, appointments, or other official action shall be finally approved at an executive session. An executive session shall not be used to defeat the purpose of 1 M.R.S.A. Sec 401.

### **SEC. 5 Quorum; Adjourned Meetings**

A majority of the members of the Town Council shall constitute a quorum for the transaction of business, ~~but a smaller number may adjourn from time to time. At least twenty four (24) hours notice of the time and place of holding such~~

~~adjourned meeting shall be given to all members who are not present at the meeting from which adjournment is taken, unless such absent members sign a waiver of said notice.~~

**SEC. 6 Enactment Form**

The Town Council shall act only by ordinance, order or resolve. All ordinances, orders and resolves shall be confined to one subject, which shall be clearly expressed in the title.

**SEC. 7 Ordinance Style**

All by-laws passed by the Town Council shall be termed "ordinances" and the enacting style shall be: "Be it ordained by the Town Council of the Town of Bucksport, Maine, in Town Council assembled."

**SEC. 8 Order and Resolve: Style**

In all votes of command, the form of expression shall be "ordered;" and of opinions, principles, facts, or purposes, the form shall be "resolved."

**SEC. 9 First Reading:**

Every ordinance, order or resolve shall be introduced by title only, unless by a majority vote of those present, a full reading is requested

**SEC.10 Yeas and Nays Taken: When**

The yeas and nays shall be taken upon the passage of all ordinances and entered upon the record of the proceedings of the Town Council by the Clerk. The yeas and nays shall be taken on the passage of an order or resolve when called for by any member of the Town Council. Every ordinance, order and resolve shall require, on final passage, the affirmative vote of four (4) members of the Town Council. In case of a tie in votes on any item, the item shall be declared lost.

**SEC. 11 Ordinances: Effective Date**

No ordinance shall take effect and be in full force until seven (7) days after adoption by the Town Council unless deemed to be an emergency ordinance or unless a different effective date is required by law or by ordinance.

**SEC. 12 Order, Resolve: Effective Date**

Orders or resolves shall take effect immediately upon passage.

**SEC.13 Agenda Items**

A detailed agenda shall be prepared by the Town Manager, approved by the Town Council Chair/or in his/her absence the Chair of the Ordinance Committee and distributed by the Town Clerk for each meeting. Item(s) of business may be placed on the agenda by any member of the Town Council by contacting the Town Clerk or Town Manager and indicating the item or items to be placed on the next scheduled meeting agenda. If the agenda has been released, the item may be discussed under Discussion Items, but no action may be taken by the Town

Council, but the item shall be referred to the next scheduled Town Council meeting for consideration. Any citizen may place an item on a meeting agenda by making a written request to the Town Manager or Town Clerk noting the item of business to be included. The item will be placed on the next scheduled Town Council agenda upon approval by the Town Council Chair or in his/her absence by the Ordinance Committee Chair. The item will be placed on the agenda only if it is deemed by the Chair to be appropriate for Town Council business, but the Town Council's decision will be final.

**SEC. 14 Agenda Order**

The order of the agenda for meetings shall be as follows:

- a. Chair calls meeting to order
- b. Roll Call by the Town Clerk
- c. Presentations of any Town Council Recognitions
- d. Consider Minutes of the Previous Meeting(s)
- e. Reports, Documents and Correspondence to the Town Council
- f. Public Hearings
- g. New Ordinances to Consider
- h. Agenda Items
- i. Town Manager's Report
- j. Discussions of Items Not on the Agenda for Council and Public
- k. Agenda Items Requiring Executive Sessions
- l. Adjournment

**SEC. 15 Chair Calling Meeting to Order**

Immediately after the call to order, the Chair will welcome the public and provide instruction on decorum as well as to let the public know if the meeting is being recorded.

**SEC. 16 Dispensing with Agenda Items or Ordinances**

- a. The Chair will read the title of the agenda item or ordinance being considered. A majority of the Town Council may request that the resolve, order or ordinance be read in its entirety.
- b. Once the agenda item has been read, any Town Council member who has or may have a conflict of interest or may want the Chair to determine whether a conflict of interest exists, will so state. The Chair will dispense with any item of conflict unless appealed to the full Council.
- c. The Chair will then direct the Town Manager, Committee Chair or other appropriate designee to provide information regarding the agenda item or ordinance under consideration.
- d. Upon receiving information, the Chair will allow members of the Town Council to ask questions relating to the agenda item or proposed ordinance.
- e. Once the agenda item or proposed ordinance has been explained and questions from the Town Council have been addressed, the Chair will

seek a motion and second. The agenda item or ordinance will fail for lack of a motion and second.

- f. Once a motion and second has been received, the Chair will open the item for public comment.
- g. Once all public comments are received, the Chair will open the item for discussion by Town Council members.
- h. Once Town Council discussion has been completed, a vote by the Town Council will be taken.

### **SEC. 17 Chair**

At its first meeting in January of each year, or as soon as practicable thereafter, the Town Council shall proceed to elect, by majority vote of the Council membership, a Chair of the meeting who shall preside at the hour appointed for the Town Council to meet, and shall immediately call the members to order.

The process to elect the Chair will require nomination by a member of the Town Council, and majority vote by those present. In the case when there is more than one nominee, the members present will cast their ballots until one nominee is selected by the majority.

The roll shall then be recorded by the Clerk, who shall enter in the minutes of the meeting the names of the members present. Once the roll call has been recorded, the Chair will determine whether there is a quorum being present, cause the minutes of the preceding meeting to be read and proceed to business.

### **SEC. 18 Temporary Deputy Chair**

At its first meeting in January of each year, or as soon as practicable thereafter, the Town Council shall proceed to elect, by majority vote of the Council membership, a Deputy Chair of the meeting who shall preside in the absence of the Chair at the hour appointed for the Town Council to meet, and shall immediately call the members to order.

The process to elect the Deputy Chair will require nomination by a member of the Town Council, and majority vote by those present. In the case when there is more than one nominee, the members present will cast their ballots until one nominee is selected by the majority.

The roll shall then be recorded by the Clerk, who shall enter in the minutes of the meeting the names of the members present. Once the roll call has been recorded, the Chair will determine whether there is a quorum being present, cause the minutes of the preceding meeting to be read and proceed to business.

### **SEC. 19 Town Council Privileges**

The Chair may move, second, declare by unanimous consent, and debate from the Chair; subject only to such limitations of debate as are by these rules imposed on

all members and shall not be deprived of any of the rights and privileges of a Councilor by reason of acting as the Chair.

**SEC. 20 Preserve Order; Decide All Questions of Order**

The conduct of any Town Council meeting is not bound by formal rules of parliamentary procedure, such as those identified in Robert's Rules of Order. The Chair may address any question of procedure that is not otherwise addressed in these rules by invoking a rule of parliamentary procedure, or by taking any other reasonable course of action. Members of the Town Council may question a procedural ruling by the Chair, and the decision of the majority members of the Town Council on the matter shall be final.

The Chairman shall preserve decorum and order, may speak to points of order in preference to other members, and shall decide all questions of order subject to an appeal to the Town Council by motion regularly seconded, and no other business shall be in order until the question on appeal is decided.

- a. During the Town Council meetings, Councilors shall preserve Order and decorum and shall neither by conversation or otherwise delay or interrupt the proceedings nor refuse to obey the order of the Chair or the rules of the Town Council. Town Councilors desiring to speak shall address the Chair, and upon recognition by the Chair, shall not be interrupted while speaking unless called to order by the Chair, unless a point of order is raised by another member or unless the speaker chooses to yield to questions from another member. If a Town Councilor is called to order while speaking, the Town Councilor shall cease speaking immediately until the question of order is determined. If ruled to be in order, the Town Councilor shall be permitted to proceed. If ruled to be not in order, the Town Councilor shall remain silent or shall alter the remarks so as to comply with rules of the Town Council. All members of the Town Council shall accord the utmost courtesy to each other, to Town employees and to public members appearing before the Town Council and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments, and statements as to motives and personalities. Town Councilors shall confine their questions as to the particular matters before the assembly and in debate shall confine their remarks to the issues before the Town Council. Members shall be removed from the meeting for failure to comply with decisions of the Chair or for continued violations of the rules of the Town Council. If the Chair fails to act, any member may move to require the Chair to enforce the rules and the affirmative vote of a majority of the Town Council shall require the Chair to act.
- b. Public members attending Town Council meetings also shall observe the same rules of propriety, decorum and good conduct applicable to members of the Town Council. Any person making personal, impertinent, and slanderous remarks or who becomes boisterous while addressing the Town Council or while attending the Town Council

meeting may be removed from the premises if a police officer is so directed by the Chair, and such person shall be barred from further audience before the Town Council for the duration of the meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations shall not be permitted by the Chair, who may direct a police officer to remove such offenders from the premises. Aggravated cases shall be persecuted on appropriate complaint signed by the Chair. In case the Chair shall fail to act, any member of the Town Council may move to require the Chair to act to enforce the rules, and the affirmative vote of the majority of the Town Council shall require the Chair to act.

**SEC. 21 Declare Votes: Cause Return of Votes**

The Chair shall declare all votes, but if any member doubts a vote, the Chair shall cause a return of the members voting in affirmative and in the negative without debate.

**SEC. 22 Debate: Rules of**

When a question is under debate, the Chair shall receive no motion but to adjourn, or for the previous question, or to lay on the table, or to postpone to a day certain, or to refer to a committee or some administrative official, or to amend, or to postpone indefinitely; which several motions shall have precedence in the order in which they stand arranged.

**SEC. 23 Motion to Adjourn: Lay on Table**

The Chair shall consider a motion to adjourn as always in order except on immediate repetition; and that motion, and the motion to lay on the table, or to take from the table, shall be decided without debate.

**SEC. 24 Reconsideration**

When a vote is passed, it shall be in order for any member who voted in the majority, or in the negative on a tie vote, to move for reconsideration thereof at the same, or the next stated meeting, but not afterwards; and when a motion of reconsideration is decided, that vote shall not be reconsidered.

**SEC. 25 Motion for Previous Question**

Upon the motion for the previous question being made and seconded, the Chair shall put the question in the following form: "Shall the main question be now put?" and all debate upon the main question shall be suspended until the motion for the previous question shall be decided. After the adoption of said motion for the previous question by a majority vote, the sense of the Town Council shall be forthwith taken upon all pending amendments, and then upon the main question.

**SEC. 26 Not to Be Debated or Amended**

No debate shall be allowed on a motion for the previous question. Neither is it susceptible of amendment. All questions of order arising incidentally thereon must be decided without discussion whether appeal be had from the Chair or not.

**SEC. 27 Manner of speaking**

When a member is about to speak, he/she shall respectfully address the Chair confine himself/herself to the question under debate, and avoid personalities.

**SEC. 28 Not to Interrupt**

No member speaking shall be interrupted by another, but by a call to order to correct a mistake.

**SEC. 29 Breach of Rules and Order**

When any member shall be guilty of breach of any of the rules or orders of the Town Council, he/she may, on motion, be required to make satisfaction therefore, and shall not be allowed to vote, or speak, except by way of excuse, until he/she has done so.

**SEC. 30 Member Excused from Voting: When**

Every member present when a question is put shall give his/her vote, unless the Town Council, for special reasons, shall excuse him/her. Application to be so excused must be made before the Town Council is divided, or before the calling of the yeas and nays, and decided without debate.

**SEC. 31 Motion to Be Reduced to Writing: When**

Every motion shall be reduced to writing, if the Chair shall so direct.

**SEC. 32 Division of Question**

Any member may require the division of a question when the sense will admit it.

**SEC. 33 Motion for Referral**

A motion for referral to a committee or administrative official, until it is decided, shall preclude all amendments of the main question.

**SEC. 34 Priority of Business**

All questions relating to priority of business to be acted upon shall be decided without debate. A change in the date of consideration of acting on an agenda item requires a formal vote and unanimous consent of all present and voting.

**SEC. 35 Suspension of Rules: Amendment or Repeal**

The rules shall not be dispensed with or suspended unless five (5) of the members of the Town Council consent thereto. No rule or order shall be amended or repealed without notice, in writing, being given at the preceding meeting.

**SEC. 36 Procedure for Addressing Council**

Any person wishing to address the Town Council will be given an opportunity to do so in accordance with the following procedures:

1. Persons wishing to address the Town Council on an item which appears on the agenda shall wait for Town Council consideration and deliberation of such item. Prior to vote by the Town Council on the matter, discussion from the general public will be allowed. The Town Council may re-deliberate the item and then vote. No person shall be permitted to address the Town Council during the final deliberation and vote.
2. Persons wishing to address the Town Council on an item not appearing on the agenda shall do so only after disposing of all items appearing on the agenda.
3. Any person wishing to address the Town Council shall signify his desire by raising his/her hand and, when recognized by the Chair, such person shall thereupon request permission to address the Town Council, giving his/her name and address, then designating the subject matter on which he/she desires to address the Town Council.
4. Persons present at Town Council meeting are requested not to applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting.

**SEC. 37 Conflict of Interest-**

- a. Financial Interest: A member who has a financial interest in any contract with the Town or in the sale, purchase or lease of any land, material, supplies or services to or from the Town, shall disclose the interest and abstain from negotiating, voting upon or otherwise participating in decisions involving such contract, sale, purchase or lease unless the contract, lease or sale is awarded through a competitive bidding process. Similarly, a member who has a financial interest in any matter before the Town Council shall disclose the interest and abstain from voting on any matter involving the interest. A copy of the disclosure and the abstention shall be recorded with the Town Clerk. A member has a "financial interest" within the meaning of this section if the member has a "financial interest" within the meaning of this section if the member owns at least a ten percent interest in the business or economic entity or ten percent or more of the stock of the corporation involved in the pending transaction or matter.
- b. Relationship: A member is disqualified in any quasi-judicial matter before the Town Council, if the member is related to any of the parties within the sixth degree (second cousin). The member shall disclose the interest and abstain from voting unless all parties waive the disqualification in writing.
- c. Appearance of Conflict: A member shall avoid the appearance of a conflict of interest, whether there is a technical conflict or not, by disclosure of the facts underlying the potential conflict, and where appropriate, by abstaining from voting on the matter. If, after disclosure, the member believes the interest will affect the member's ability to make a

fair and impartial decision faithful to the public interest, the member shall abstain from voting.

- d. **Participation:** An abstaining member may but need not remain in the Town Council Chamber during debate or votes on that issue. An abstaining member who wishes to be heard on a matter may join other members of the public and speak as a member of the public during that portion of the meeting when the public is being heard. In no case shall an abstaining member participate in Town Council discussion or deliberation or otherwise act in an official capacity in the matter as to which the Councilor has abstained.
- e. **Judgment of Qualifications:** If there is any doubt as to whether a Councilor has a conflict of interest in any matter, the Chair shall determine the qualification of the challenged member. The decision of the Town Council shall be final.

### **SEC. 38 Right of Appeal**

Any member may appeal to the Town Council from a ruling of the Chair, if that appeal is seconded. The member making the appeal may briefly state the reason for the appeal, and the Chair may briefly explain the ruling. There shall be no debate on the appeal, and no other member shall participate in the discussion. The Chair shall then put the question, "Shall the decision of the Chair be sustained?"; If a majority of the member present vote "Yes", the ruling of the Chair is sustained; otherwise, it is overruled.

### **SEC. 39 Forfeiture of Office**

A member will forfeit his/her office of member in addition to reasons noted in Section 2.07 of the Town Charter for failing to attend ~~three consecutive~~ five regular meetings of the Town Council without being excused by a majority vote of the Town Council.

### **SEC. 40 Residency Requirement**

A member will forfeit his/her office of member if not a resident of the Town of Bucksport. For the purpose of this section resident refers to the individual's place of domicile as defined by (M.R.S.A. 30-A Section 2001 Subsection 16). Any Town Council member who is not a resident of the Town of Bucksport is required to report his/her relocation to the Town Council at the next regularly scheduled town council meeting.

### **SEC. 41 Committees**

At the commencement of the council year, or as soon thereafter as possible, there shall be chosen the following committees, each Committee to consist of three (3) or four (4) members of the Council as the Mayor may designate, or upon a motion, the Council may ballot:

- a. **Finance & Investments Committee** – The purpose of the Finance & Investments Committee shall be to review all items related to budgets, bonds, investments,

funds, grants, loans, TIF's, donations, Capital Improvement Planning, audits, major expenditures.

- b. **Services Committee** – The purpose of the Services Committee shall be to review all matters related to administration, department functions, social & community services, technology, appointments, employment, and negotiations.
- c. **Infrastructure & Properties Committee** – The purpose of the Infrastructure Committee shall be to review all matters pertaining public buildings and land, marina, walkway/trails, streets, sewer, water, gas, power, communications, and property acquisitions and disposal.
- d. **Regulatory Review Committee** – The purpose of this Committee shall be to review all matters related to all ordinances, Town Charter, citizen initiatives, rules, policies, and quasi-judicial matters.
- e. **Community & Economic Development Committee** – The purpose of the Community Development Committee shall be to review economic matters, comprehensive planning, public events, citizen forums, public relations. The Economic Development Committee shall consist of three members of the Town Council and no more than seven citizens at large that shall include a representative of RSU 25, and the Bucksport Bay Area Chamber of Commerce.

**Committee Procedure:**

- a. All Committees will be required to post an agenda at least 48 hours prior to the Committee meeting and no issue may be voted on unless it is on a posted agenda.
- b. It shall be the responsibility of the Committee Chair to discuss the development of the agenda with the assigned staff person at least 24 hours before the deadline for posting an agenda.
- c. The assigned staff person shall prepare and post the agenda.
- d. Draft minutes of each meeting will be prepared by the Staff member within five (5) business days.
- e. Committee meeting minutes shall be posted on the Town website following their voted approval by the Committee.
- f. Non-committee Council members attending a Committee meeting will have voting rights if they have been present for the entire discussion of an issue, providing that at least two of the three appointed members of the committee are present.
- g. Two appointed members of the Committee shall constitute a quorum.
- h. The Mayor shall serve as a member of all Committees for quorum purposes.

The Mayor may appoint members of the Council and/or citizens of the Town to special committees as authorized by the Town Council.

In all cases where the parliamentary proceedings are not determined by the foregoing rules and orders, "Roberts Rules of Order" shall be taken as authority to decide the course of proceedings.

**SEC. 42 Procedures for Treasurer's Warrants**

The treasurer may disburse money only on the authority of a warrant drawn for the purpose and signed by the Chair, or in the absence of the Chair, by the Chair of the Finance Committee. Copies of all signed treasurer's warrants will be provided to all members of the Town Council during regular town council meetings.

**SEC. 43 Resolves for Employee or Citizen Recognitions**

Any member of the Town Council following the procedures outlined by Section 13(Agenda Items) of this article may request recognition of any citizen or council agenda. Such recognition will be presented to the town manager or town clerk in the form of a written resolution. After and only upon favorable vote by the majority members of the Town Council, the Town Clerk will forward a copy of the resolution to the person or persons given the recognition.

*Appendix B Council Rules was adopted in conjunction with the Town Code on March 9, 1978, and amended on the following dates: May 9, 1991; April 24, 1992; July 11, 1996; June 26, 2003.*

*Updated March 16, 2004.*

*Amended December 9, 2010 to replace the existing Appendix B of the Bucksport Town Code for the purposes of clarifying the rules and procedures regarding how, when and where the Town Council will conduct its business, the conditions the members will follow to conduct themselves, and how and when the public will be allowed to participate as the Town Council conducts its business.*

*Amended June 14, 2018 to remove Charter conflicts in Sections 1, 2, 11, 17 and 39, and to amend Section 41 to replace the committee structure.*

***Town Clerk notes:*** *Several scrivener errors occurred when the Bucksport Town Code was translated to an electronic format. The following errors were corrected on August 2, 2007:*

*Section 15: A spelling error was corrected. "pervious" was changed to "previous".*

*Section 30: A spelling error was corrected. "Manger" was changed to "Manager".*

6c

Second Reading: Appendix A, Town Charter, Article 2, Section 2.07 (2)

SEC. 2.07 Vacancies, Forfeiture of Office and Filling of Vacancies

1. Vacancies. The office of Councilman shall become vacant upon his death, resignation, removal from office, in any manner authorized by law, or forfeiture of his office.

2. Forfeiture of office. A Councilman shall forfeit his office upon final conviction of a felony or if he (a) lacks at any time during his term of office Appendix A Council-Manager Charter of the Town of Bucksport Effective 12-07-2017 6 any qualifications of the office prescribed by this Charter or by law, (b) fails to attend ~~three (3) consecutive~~ five (5) regular meetings of the Council in a calendar year without being excused by the Council.

3. Filling of vacancies. A vacancy in any elected office shall be filled for the remainder of the unexpired term, if any, at the next regular election following not less than sixty (60) days upon the occurrence of the vacancy, but the Council by a majority vote of its members shall appoint a qualified person to fill the vacancy until the person elected to serve the remainder of the unexpired term takes office.

Section 2.07 Vacancies, Forfeiture of Office and Filling of vacancies

This propose changes allowed absences at regular meetings from 3 consecutive meetings to 5 regular meetings in a calendar year without a majority vote of the Town Council.

**RSU 25 SCHOOL BOARD**

April 23, 2019

Finance Committee 5:00 pm

REGULAR MEETING

6:00 pm in the BHS Library, 102 Broadway, Bucksport

"To provide a rigorous and inspiring education in partnership with our community"

 DR

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**A. Call to Order:** *The meeting was called to order at 6:00 PM*

**B. Pledge of Allegiance**

**C. Attendance/Roll Call:** *In attendance were Mr. Clair, Ms. Astbury, Mr. Burgess, Mr. Foster, Ms. Therrien, Mr. Frazier, Ms. Burgess, Ms. Enochs, student representative Aubrey Merritt*

**D. Public Participation:** *None*

**E. Adjustments to the Agenda:** *None*

**F. Approval of Minutes** – Regular meeting March 19, 2019.

*Mr. Frazier moved to accept the January 15, 2019 minutes as presented, seconded by Mr. Clair. The motion to accept was supported with a 8-0 vote of the Board.*

**G. Communications/Correspondence**

*Mr. Boothby shared with the Board the communication from the Department of Education report on the Immunization Levels of School Age Children with data from RSU 25. An approved fundraising request was shared with the Board for an activity sponsored by the Girl's Soccer program. My Boothby shared that June 19th would be the last student day for the current school year.*

**H. Superintendent's Report**

*Mr. Boothby submitted his written report and highlighted the current legislative activities regarding bills with direct impact on Education. He shared the last information relative to the bills regarding the development of Educational Policy and if passed the new bill would require the School Board to negotiate with the Union each decision regarding Education Policy prior to implementation. Mr. Boothby shared how if enacted this would unbind the authority of School Boards and impact the ability of the School Board to make decisions in the best interest of students. Already in law is the requirement to meet and discuss the impact of policy decisions with the Union. Also discussed is the potential impact of a Bill that would give public employees the right to strike. Mr. Boothby urged the Board to contact ou legislative representatives to express their concerns relative to the potential impact of these Bills. Mr. Boothby also provided an update on the BMS Gymnasium project and timelines to begin the project. The plan is to begin removing the bleachers on May 24th with the project starting in earnest the first of June.*

## **I. Board Chair's Report**

*Mr. Foster wished all a happy Easter and encouraged Board members to participate on hiring committees as the opportunity becomes available. He also shared the experiences of the Robotics Team at the New England competition and though the Team ran into some difficulties with their pairing, they had a strong showing overall had a positive experience.*

## **J. Committee Reports**

### **1. Curriculum Committee - Did not meet**

*2. Finance Committee - The Finance Committee met and reviewed the current cost center expenditure report and found ten of the eleven cost centers running within expectations. The Transportation cost center continues to run ahead of planned expenditures because of the increased requirement for homeless and special education transportation as well as the cost of fuel. These issues have been identified earlier in the year and will be monitored through the end of the year. Adjustments have been made in the FY 2020 proposed budget to account for the additional costs relative to transportation.*

*3. Policy Committee - The Policy Committee met and began an initial review of Policy JLCD Administration of Medication to Students. The Committee reviewed the current policy and recommended changes relative to changes to Maine Statutes regarding the use of medical marijuana and how that would apply to schools. The Policy Committee is using guidance from our legal firm as well as involving the school nurses. Mr. Foster expressed concern about the conflict between the Federal Laws and the State Laws and the lack of consistency could put our employees in jeopardy. Mr. Burgess understood his concerns and shared that has been and will continue to be a consideration of the Policy Committee as it does its work with JLCD.*

*4. Facilities and Grounds Committee- The facilities committee met and reviewed the proposed Capital Improvement projects for FY 2020 and discussed how to adjust and revise as needed given the budgetary process.*

*5. HCTC Committee- The HCTC Advisory met and discussed the proposed FY 2020 budget, recognizing it was at that time in a preliminary position. Mr. Frazier shared the Advisory Committee voted to discontinue the Carpentry program for a second year due to low student enrollment. Mr. Tripp did share he had discussed with the HCTC Director the possibility of providing carpentry programming through Bucksport High School as a temporary measure so the program would not have to be discontinued. That news was received positively by the RSU 25 School Board. Mr. Frazier expressed the need to make sure our students are aware of opportunities through the trades and the potential opportunities for careers.*

**K. Administrator & Principal Reports - The Administrators submitted written reports**

**L. Old Business: none**

## M. New Business:

### I. Personnel:

#### a. Resignations/Retirement -

Teachers/ Administrators: Amanda Hoffert, Gifted & Talented, Ben Crocker,  
BMS math teacher

***Mr. Frazier moved to accept the resignations as presented as presented, seconded by Mr. Clair.***

***The motion to accept was supported with a 8-0 vote of the Board.***

#### b. Nominations-

Teachers: Barry Terrill, BMS Phys. Ed.

Support Personnel: Celeste Ames, cook BMS,  
Lauren Lugdon SPED Ed Tech III BMS

Coaches/Co-Curricular: BMS Baseball Matt Stewart and Tyler Pye,  
BMS Track Mike Garcelon and Jose Villanueva

Volunteers: Makenzie Smith BMS Softball, Rob Wadleigh BHS Baseball

***Mr. Frazier moved to accept the nominations as a block, seconded by Mr. Clair.***

***The motion to accept was supported with a 8-0 vote of the Board.***

### 2. Discussion and possible approval to authorize a Promissory Note for the BMS Gym Floor project.

***Mr. Frazier moved that the resolution entitled, "Resolution to Authorize Issuance of General Obligation Bonds in Principal Amount of \$235,000 for Renovation of Gym Floors at Bucksport Middle School," be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting. seconded by Mr. Clair. The motion to accept was supported with a 8-0 vote of the Board, Seconded by Mr. Clair. The motion was supported with a 8-0 vote of the Board.***

### 3. Discussion and possible approval of the Friends of Fort Knox to become recognized educational partners with RSU 25

***Mr. Frazier moved to accept the Friends of Fort Knox as an educational partner with RSU 25, seconded by Mr. Clair. The motion to accept was supported with a 8-0 vote of the Board.***

### 4. First reading of policy: none

### 5. Second reading of policy:

IJNDB-F Personally Owned Device Use Application- Student;

JLCC- Communicable Disease;

JLCD-P2 Prescription Medication Administrative Procedure II

***Mr. Frazier moved to accept the policies for second reading as a block, seconded by Mr. Clair.***

***The motion to accept was supported with a 8-0 vote of the Board.***

6. Discussion and possible approval of Bids for refinishing Gym floors at Miles Lane.

*Mr. Frazier moved to award the bid for the refinishing of the Miles Lane Gymnasium to Don Dickel Flooring for the amount of \$7,462, seconded by Mr. Clair.*

*The motion to award the bid was supported with a 8-0 vote of the Board.*

7. Discussion and possible approval to allow the Superintendent the authority to issue contracts for new hires prior to Board approval during the months of May -September 2019.

*Mr. Frazier moved to authorize the Superintendent to issue contracts during the months of May-September 2019, seconded by Mr. Clair.*

*The motion to accept was supported with a 8-0 vote of the Board.*

8. Executive Session pursuant to MRSA Title 1, Section 405, (6) (D) for discussing contract negotiations between RSU 25 School Board and RSU 25 Teacher's Association.

*Mr. Frazier moved to enter into executive session to discuss contract negotiations, seconded by Mr. Clair.*

*The motion to enter into executive session was supported with a 8-0 vote of the Board. Time In: 7:27 PM*

*Time Out: 7:50 PM*

9. Discussion and possible ratification of contract between RSU 25 School Board and RSU 25 Teacher's Association.

*Mr. Frazier moved to ratify the proposed contract with the RSU 25 Teachers Association for the years 2019-2020, 2020-2021, & 2021- 2022 , seconded by Mr. Clair.*

*The motion to ratify was supported with a 8-0 vote of the Board.*

## **N. Calendar/Announcements**

1. Announce and/or Set meeting time for sub committees

- a. Curriculum Committee- May 16, 2019 @ 6:00 PM BHS Library
- b. Policy Committee – May 6, 2019 @ 6:00 PM Central Office
- c. Finance Committee- May 21, 2019 @ 5:30 PM BHS Library.
- d. School Board Meeting- May 21, 2019 @ 6:30 PM BHS Library.
- e. Facilities Committee- TBD

RSU 25 Budget Adoption and Warrant signing- May 15, 2019 @ 6:00 PM BHS Library

RSU 25 District Budget Meeting May 29, 2019 7:00 pm at BMS Auditorium

Budget Validation Referendum June 11, 2019 at your municipal voting place

## **O. Adjournment**

*Mr. Frazier moved to adjourn at 7:57 PM, seconded by Mr. Clair.*

*The move to adjourn was supported with a 8-0 vote of the Board.*

April 23, 2019

**Motion:** I move that the resolution entitled, "Resolution to Authorize Issuance of General Obligation Bonds in Principal Amount of \$235,000 for Renovation of Gym Floors at Bucksport Middle School," be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting.

**RESOLUTION TO AUTHORIZE ISSUANCE OF GENERAL OBLIGATION BONDS IN  
PRINCIPAL AMOUNT OF \$235,000 FOR RENOVATION OF GYM FLOORS AT  
BUCKSPORT MIDDLE SCHOOL**

The Board of Directors of Regional School Unit No. 25 (the "RSU") resolves as follows:

That pursuant to sections 1490 and 1501 of Title 20-A of the Maine Revised Statutes and approval of the voters of the RSU at a referendum duly called and held on November 6, 2018, that the Chairperson of the School Board of the RSU (the "Board Chair") and the Treasurer of the RSU are hereby authorized to borrow an amount of Two Hundred Thirty-Five Thousand Dollars (\$235,000.00) from the Town of Bucksport on behalf of the RSU, with interest on the principal amount thereof at a rate of 2.5% per annum, principal to be paid in ten (10) equal annual installments, with interest payable semi-annually, which borrowing is for the purpose of financing costs of renovating gym floors at Bucksport Middle School (the "Project");

That, to evidence such borrowing, the Treasurer and Board Chair are authorized to issue general obligation bonds in an amount not to exceed \$235,000.00 and notes in anticipation thereof (collectively, the "Bonds"), to fund costs of the Project and to execute and deliver the Bonds under the seal of the RSU and attested by the Secretary, dated on or about June 1, 2019, in such form as the Chairperson of the School Board and the Treasurer may approve, their approval to be conclusively evidenced by their execution thereof;

That the Bonds be issued in the name of the RSU and in registered form transferable only on the registration books of the RSU, which registration books may be kept by the RSU or its transfer agent, upon surrender thereof with a written instrument of transfer, duly executed by the registered owner or his/her attorney duly authorized in writing;

That the Treasurer is authorized to designate the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code");

That no part of the proceeds of the Bonds shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Bonds to be "arbitrage bonds" or "private activity bonds" within the meaning of Sections 148 and 141 of the Code;

That in connection with the Bonds, the Treasurer is authorized to execute and deliver on behalf of the RSU an Arbitrage and Use of Proceeds Certificate in form approved by the RSU's bond counsel, and to covenant on behalf of the RSU to file any information report and pay any rebate due to the United States in connection with the issuance of the Bonds, and to take all other lawful actions necessary to ensure that the interest on the Bonds will be excludable from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause interest on the Bonds to become includable in the gross income of the owners thereof;

That appropriate officials of the RSU are authorized to execute and deliver on behalf of the RSU such other documents and certificates as may be necessary or convenient to the issuance, execution, or delivery of the Bonds;

That the Treasurer, Board Chair, Secretary, and other proper officials of the RSU are authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, not inconsistent herewith, as may be necessary or desirable in order to effect the issuance, sale and delivery of the Bonds and the accomplishment of the Project herein authorized;

That if the Treasurer, Board Chair, or Secretary for any reason are unavailable to, as applicable, approve, execute, or attest the Bonds or any related financing documents, the person or persons then acting in any such capacity, whether as assistant, deputy, or otherwise, is authorized to act for such unavailable official with the same force and effect as if such official had himself/herself performed such act;

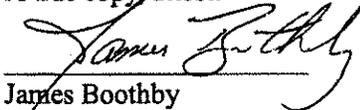
That if any of the officers or officials of the RSU who have signed, attested, or sealed the Bonds shall cease to be such officers or officials before the Bonds so signed, attested, and sealed shall have been actually authenticated or delivered by the RSU, such Bonds nevertheless may be authenticated, delivered, and issued with the same force and effect as though the person or persons who signed, attested, or sealed the Bonds had not ceased to be such officer or official; and also, any such Bonds may be signed, attested, or sealed on behalf of the RSU by those persons who, at the actual date of execution of the Bonds, shall be the proper officers or officials of the RSU, although at the nominal date of the Bonds any such person shall not have been such officer or official;

That the Treasurer in consultation with Bond Counsel is authorized to implement written procedures with respect to the Bonds for the purpose of: (i) ensuring timely "remedial action" for any portion of the Bonds that may become "non-qualified bonds," as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the RSU's compliance following the issuance of the Bonds with the arbitrage, yield restriction and rebate requirements of the Code and regulations thereunder; and

That the RSU hereby resolves and declares its official intent pursuant to Section 1.150-2(e) of the Treasury Regulations that the RSU reasonably expects to use the proceeds of the Bonds to reimburse certain original expenditures from the RSU's general or other fund, paid not earlier than 60 days prior to adoption of this Resolution or to be paid, which original expenditures have been or will be incurred in connection with costs of the Project; and that the RSU reasonably expects that the maximum principal amount that the RSU will issue to finance the Project is \$235,000.00; and

That the Secretary file an attested copy of this Resolution with the minutes of this meeting.

A true copy attest:



James Boothby  
Secretary, Regional School Unit No. 25

## RSU 25 Promissory Note Ammortization Schedule

**Loan Amount**  
**\$235,000**

Interest 2.5%

	Payment Date	Principal	Interest	Payment	Principal Balance	Budget Amount
Year 1	1-Sep-19	\$23,500.00	\$2,937.50	\$26,437.50	\$211,500.00	\$29,375.00
	1-Mar-20		\$2,937.50	\$2,937.50		
Year 2	1-Sep-20	\$23,500.00	\$2,643.75	\$26,143.75	\$188,000.00	\$28,787.50
	1-Mar-21		\$2,643.75	\$2,643.75		
Year 3	1-Sep-21	\$23,500.00	\$2,350.00	\$25,850.00	\$164,500.00	\$28,200.00
	1-Mar-22		\$2,350.00	\$2,350.00		
Year 4	1-Sep-22	\$23,500.00	\$2,056.00	\$25,556.00	\$141,000.00	\$27,612.00
	1-Mar-23		\$2,056.00	\$2,056.00		
Year 5	1-Sep-23	\$23,500.00	\$1,762.00	\$25,262.00	\$117,500.00	\$27,024.00
	1-Mar-24		\$1,762.00	\$1,762.00		
Year 6	1-Sep-24	\$23,500.00	\$1,468.00	\$24,968.00	\$94,000.00	\$26,436.00
	1-Mar-25		\$1,468.00	\$1,468.00		
Year 7	1-Sep-25	\$23,500.00	\$1,175.00	\$24,675.00	\$70,500.00	\$25,850.00
	1-Mar-26		\$1,175.00	\$1,175.00		
Year 8	1-Sep-26	\$23,500.00	\$881.25	\$24,381.25	\$47,000.00	\$25,262.50
	1-Mar-27		\$881.25	\$881.25		
Year 9	1-Sep-27	\$23,500.00	\$587.50	\$24,087.50	\$23,500.00	\$24,675.00
	1-Mar-28		\$587.50	\$587.50		
Year 10	1-Sep-28	\$23,500.00	\$293.75	\$23,793.75	\$0.00	\$24,087.50
	1-Mar-29		\$293.75	\$293.75		

**\$235,000.00**  
Principal

**\$32,309.50**  
Interest

RESOLVE #2019-19 TO APPROVE A LOAN TO RSU #25 FOR THE MIDDLE SCHOOL GYM FLOOR REPLACEMENT PROJECT

Whereas, the Town of Bucksport is a member community of RSU#25, and

Whereas, the Town of Bucksport has assets available to assist RSU#25 with financing needed replacement of the middle school gymnasium floor and associated drainage, and

Whereas, both the Town of Bucksport and RSU#25 can benefit from this arrangement by an increased investment rate % for the town and a decreased borrowing rate for the school district,

Therefore, be it resolved by the members of the Bucksport Town Council in Town Council assembled to approve the attached promissory note outlining the terms and conditions of a 10 year loan to RSU#25 at an interest rate of 2.5% for the replacement of the middle school gym floor and associated drainage work necessary.

Acted on September 27, 2018

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

Attested by:

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

8a

**RESOLVE #R-2019-45 TO APPROVE THE EXPENDITURE OF UP TO \$12,500 FOR THE REPAIR OF THE TRASH HAULING TRAILER AT THE TRANSFER STATION**

Whereas, the Town of Bucksport has a Transfer Station which operates five days per week and utilizes compacter trailers for the collection and hauling of solid waste, and

Whereas, the Town of Bucksport seeks to extend the life of the second trailer at the facility by having the trailer refurbished, and

Whereas in 2016 the Town of Bucksport had the first trash trailer refurbished and there have been no problems with it since that time, and

Whereas, Central Maine Truck & Trailer Service did the work on the first trailer and neither of two other bidders contracted for that were interested, and

Whereas, refurbishing the trailer will extend its useful life and save money

Be it resolved by Bucksport Town Council to authorize the expenditure of up to \$12,500 for the repair of the second trash hauling trailer at the Transfer Station by Central Maine Truck and Trailer Service.

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

**Acted on May 9, 2019**

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

**Attested by: Jacob Gran, Town Clerk**

\_\_\_\_\_

## Trash Trailer Repair

two years ago we had one of the trailers repaired for rust and corrosion issues in the rear

i contacted J.D. raymond in bangor they were not interested in doing the work because of the

large amount of fab work required. Bangor truck and trailer was called and they too did not want the job

Central maine truck and trailer was more than happy to come down and give an estimate. the work was performed and

the trailer has been trouble free since. the price of a new ejector trailer is upwards of 100,000 dollars.

the repairs are aproximately 12,000.00 dollars this should give us several more years of use with no problems.

**Central Maine Truck & Trailer Service**

78 Rice St  
 Bangor, ME. 04401  
 Phone: 207-848-5836 Fax: 207-848-3176

ESTIMATE #

001751

**Estimate for Services**

Estimate Date : 4/29/2019

**BUCKSPORT**



0 -

Lic # : - ME  
 Unit # : COMPACTOR02  
 VIN # : COMPACTOR02

Odom. In: 0

Part Description / Number	Qty	Sale	Ext	Labor Description	Extended
METAL FOR REPAIRS	1.00	1,014.21	1,014.21	REPAIR COMPACTOR	9,000.00
<i>METAL</i>					
CROSS MEMBERS AND HARDWARE	14.00	35.71	499.94	Hazardous Materials	18.95
<i>CROSS MEMBER</i>					
PAINT SUPPLIES	1.00	506.25	506.25		
<i>PAINT SUPPLIES</i>					
WELDING SUPPLIES	1.00	742.50	742.50		
<i>WELDING SUPPLIES</i>					
Shop Supplies			39.95		

Parts/Supplies: 2,802.85      Labor: 9,000.00      HazMat/Fees: 18.95      Tax: 154.16      Total : \$ 11,975.96

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. SMOG: I understand that I can have emission service and/or adjustments done elsewhere. I hereby waive this right.

TEARDOWN ESTIMATE: I understand that my vehicle will be reassembled within \_\_\_ days of the date shown above if I choose not to authorize the service recommended. All Parts removed will be discarded unless instructed otherwise: Save all Parts \_\_\_\_. NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

RESOLVE #2019-46 TO APPROVE THE ROUTE 46 PLOW CONTRACT WITH FOR  
THE 2019-20 SEASON

Whereas the Town of Bucksport is responsible for winter maintenance of Route 46, and

Whereas the Town has gone through a formal bid process to get bids to perform said winter maintenance on Route 46, and

Whereas, bid results were as follows, and

Lanpher Excavating, LLC	\$78,700
McIntyre Trucking and Excavation	\$98,440
Wardwell Construction & Trucking Corp	\$124,000

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Whereas, the Town solicited a legal opinion on whether the award of a bid to a relative of the Public Works Director would create a conflict of interest, and

Whereas, due to the fact that it was a sealed bid process in which the bids were submitted and opened at the Town Office, that the Public Works Director has no ownership interest in the company owned by his brother, and that the contract to be awarded has been in place in its current form for more than ten years, and that the Town Council is the entity that awards the contract, Maine Municipal Association Legal Services indicated that there would not be a legal conflict, therefore

Be it resolved by the members of the Bucksport Town Council in Town Council assembled to approve the 2019-20 Route 46 Maintenance Agreement with Lanpher Excavating, LLC for a cost of \$78,700.

Acted on May 9, 2019

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

Attested by:

\_\_\_\_\_  
Jacob Gran, Town Clerk



Lessard, Susan &lt;slessard@bucksportmaine.gov&gt;

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**Bucksport -- Snow Plow Contract**

1 message

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**Legal Services Department** <legal@memun.org>  
To: "slessard@bucksportmaine.gov" <slessard@bucksportmaine.gov>

Mon, Apr 29, 2019 at 12:10 PM

Susan,

As we discussed on the telephone earlier today, there is nothing inherently unlawful or necessarily unethical about the fact that the lowest bid that was unsealed for the snow plow contract was a bid from a company owned by relatives of the Public Works Director.

It would not be unreasonable for members of the public to express concern that there is an appearance of impropriety, however. If the members of the public do come forward with such concerns, then it would be important for the Town to show that, as you stated, the Public Works Director did not participate in writing the specifications for the contract and was not involved in handling the bids, either before or after they were unsealed. I would also note to anyone who is concerned that the plow contract itself is the same contract that the Town has used for approximately 12 years, and, therefore, predates this competitive bid.

I hope this is helpful.

Sincerely,

**Michael Lichtenstein, Staff Attorney**  
**Legal Services Department**

**Maine Municipal Association**

60 Community Drive, Augusta, ME 04330

1-800-452-8786 (in-state)

207-623-8428

FAX 207-624-0187

[legal@memun.org](mailto:legal@memun.org)

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# Wardwell Construction & Trucking Corp.

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Bidder: Wardwell Construction & Trucking Corp.

Project: Route 46 Winter Maintenance Contract, Town of Bucksport

Bucksport Town Office  
Susan Lessard, Town Manager  
PO BOX Drawer X  
Bucksport, ME 04416

Dear Susan Lessard,

**Contract Price:**

I propose, as general contractor, to furnish all the labor and materials that are required to complete the above-named project and to execute the project in strict conformity with all the plans, Invitation to Bid, and other specifications provided by the Project Owner. Also, all laws, statutes, ordinances, rules, or regulations of any governmental agencies or public authorities relating to the Project will be followed. This job requires two trucks, so the bid price reflects using two plow trucks as needed. All for the sum of \$124,000 (One Hundred and Twenty-Four Thousand Dollars).

Date: 4/24/2019



(Signed)

Name: Robert Wardwell

Title: President

Representing: Wardwell Construction & Trucking Corp.

Address: PO BOX 198, Orland ME 04472

McIntyre Trucking and Excavation

234 West Side Drive

Verona Island, ME 04416

RE: Route 46 Plowing Contract

My bid for the Route 46 Plowing Contract for the 2019-2020 winter season is

\$98,440.00.



10a

Municipal  
QUITCLAIM DEED

*Know all Persons by these Presents,*

*That* the Inhabitants of -----TOWN OF BUCKSPORT-----  
A body corporate and politic, located at-----BUCKSPORT-----  
in the County of ---HANCOCK--- and State of Maine,  
in consideration of one dollar and other valuable consideration paid by

**BRENDA SNOW GAMBLE**

whose mailing address is

155 TRANQUIL VALLEY LANE, MURPHY, NC 28906

the receipt whereof it does hereby acknowledge, does hereby *remise, release, bargain, sell and convey*, and forever *quitclaim* unto the said

**BRENDA SNOW GAMBLE**

heirs and assigns forever, all its right, title and interest in and to the following described  
real estate situated at **18 MIDDLE STREET, BUCKSPORT-----**  
in the County of---HANCOCK--- and State of Maine:

LOCATED ON **MAP 32 LOT 060** OF THE ASSESSORS TAX MAPS FOR THE  
TOWN OF BUCKSPORT, CONSISTING OF 54 MAPS NUMBERED FROM 1 THRU  
53 INCLUSIVE, WHICH ARE ON FILE AT THE TOWN OF BUCKSPORT  
MUNICIPAL OFFICE, 50 MAIN STREET, BUCKSPORT, MAINE.  
(TRIO REAL ESTATE ACCT#2448)

TAX LIEN RECORDED 06/19/2013 BK 6058 PG 142  
TAX LIEN RECORDED 06/17/2014 BK 6237 PG 249  
TAX LIEN RECORDED 06/16/2015 BK 6408 PG 140  
TAX LIEN RECORDED 06/22/2016 BK 6588 PG 4  
TAX LIEN RECORDED 06/21/2017 BK 6780 PG 249

ALL AT THE HANCOCK COUNTY REGISTRY OF DEEDS

*To have and to hold* the same, together with all the privileges and appurtenances there unto belonging to the said

**BRENDA SNOW GAMBLE**

heirs and assigns forever.

*In Witness Whereof*, the said Inhabitants of ---TOWN OF BUCKSPORT--- has caused this instrument to be sealed with its corporate seal and signed in its corporate name by its COUNCILORS thereunto duly authorized, this 9TH day of the month of MAY A.D. 2019.

*Signed, Sealed and Delivered*  
*in presence of Inhabitants of Town of Bucksport*

\_\_\_\_\_ Paul A. Bissonnette \_\_\_\_\_ Robert G. Carmichael Jr.

\_\_\_\_\_ Mark B. Eastman \_\_\_\_\_ Paul R. Gauvin

\_\_\_\_\_ David W. Kee \_\_\_\_\_ Daniel M. Ormsby

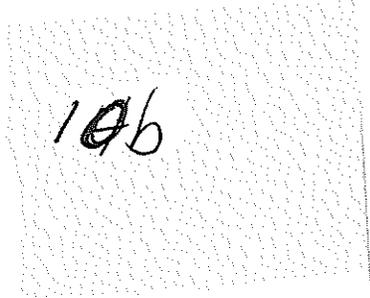
\_\_\_\_\_ Peter L. Stewart \_\_\_\_\_ Susan Lessard  
(MAYOR) (Witness to All)

*STATE OF MAINE, COUNTY OF HANCOCK ss. MAY 09, 2019.*

Then personally appeared the above named COUNCILORS  
And acknowledged the foregoing instrument to be THEIR free act and deed in  
THEIR said capacity, and the free act and deed of said body corporate.

Before me,

.....  
Jacob R. Gran, Notary Public  
State of Maine – Hancock County  
My commission expires: June 15, 2022



Municipal  
QUITCLAIM DEED

*Know all Persons by these Presents,*

*That* the Inhabitants of -----TOWN OF BUCKSPORT-----  
A body corporate and politic, located at-----BUCKSPORT-----  
in the County of ----HANCOCK---- and State of Maine,  
in consideration of one dollar and other valuable consideration paid by

**GARY J GARZARELLI  
LISA D GARZARELLI**

whose mailing address is

PO BOX 1725, BUCKSPORT, ME 04416

the receipt whereof it does hereby acknowledge, does hereby *remise, release, bargain,  
sell and convey*, and forever *quitclaim* unto the said

**GARY J GARZARELLI  
LISA D GARZARELLI**

heirs and assigns forever, all its right, title and interest in and to the following described  
real estate situated at **59 FARATCHERELLI LANE, BUCKSPORT-----**  
in the County of---HANCOCK--- and State of Maine:

LOCATED ON **MAP 05 LOT 35** OF THE ASSESSORS TAX MAPS FOR THE  
TOWN OF BUCKSPORT, CONSISTING OF 54 MAPS NUMBERED FROM 1 THRU  
53 INCLUSIVE, WHICH ARE ON FILE AT THE TOWN OF BUCKSPORT  
MUNICIPAL OFFICE, 50 MAIN STREET, BUCKSPORT, MAINE.  
(TRIO REAL ESTATE ACCT#1080)

TAX LIEN RECORDED 06/17/2014 BK 6237 PG 250  
TAX LIEN RECORDED 06/16/2015 BK 6408 PG 141  
TAX LIEN RECORDED 06/22/2016 BK 6588 PG 5  
TAX LIEN RECORDED 06/21/2017 BK 6780 PG 250

ALL AT THE HANCOCK COUNTY REGISTRY OF DEEDS

*To have and to hold* the same, together with all the privileges and appurtenances there unto belonging to the said

**GARY J GARZARELLI  
LISA D GARZARELLI**

heirs and assigns forever.

*In Witness Whereof*, the said Inhabitants of ---TOWN OF BUCKSPORT--- has caused this instrument to be sealed with its corporate seal and signed in its corporate name by its COUNCILORS thereunto duly authorized, this 9TH day of the month of MAY A.D. 2019.

*Signed, Sealed and Delivered*  
*in presence of Inhabitants of Town of Bucksport*

\_\_\_\_\_ Paul A. Bissonnette \_\_\_\_\_ Robert G. Carmichael Jr.

\_\_\_\_\_ Mark B. Eastman \_\_\_\_\_ Paul R. Gauvin

\_\_\_\_\_ David W. Kee \_\_\_\_\_ Daniel M. Ormsby

\_\_\_\_\_ Peter L. Stewart \_\_\_\_\_ Susan Lessard  
(MAYOR) (Witness to All)

*STATE OF MAINE, COUNTY OF HANCOCK ss. MAY 09, 2019.*

Then personally appeared the above named COUNCILORS  
And acknowledged the foregoing instrument to be THEIR free act and deed in  
THEIR said capacity, and the free act and deed of said body corporate.

Before me,

.....  
Jacob R. Gran, Notary Public  
State of Maine – Hancock County  
My commission expires: June 15, 2022

100

Municipal  
QUITCLAIM DEED

*Know all Persons by these Presents,*

*That* the Inhabitants of -----TOWN OF BUCKSPORT-----  
A body corporate and politic, located at-----BUCKSPORT-----  
in the County of ----HANCOCK---- and State of Maine,  
in consideration of one dollar and other valuable consideration paid by

(HEIRS OF) KEVIN LOW

whose mailing address is

C/O JACQUELINE LOW (P/R), 100 BACK RIDGE ROAD, ORLAND, ME 04472

the receipt whereof it does herby acknowledge, does hereby *remise, release, bargain, sell and convey*, and forever *quitclaim* unto the said

(HEIRS OF) KEVIN LOW

heirs and assigns forever, all its right, title and interest in and to the following described  
real estate situated at **15 KIMBALL DRIVE, BUCKSPORT-----**  
in the County of---HANCOCK--- and State of Maine:

LOCATED ON **MAP 19 LOT 46** OF THE ASSESSORS TAX MAPS FOR THE  
TOWN OF BUCKSPORT, CONSISTING OF 54 MAPS NUMBERED FROM 1 THRU  
53 INCLUSIVE, WHICH ARE ON FILE AT THE TOWN OF BUCKSPORT  
MUNICIPAL OFFICE, 50 MAIN STREET, BUCKSPORT, MAINE.  
(TRIO REAL ESTATE ACCT#1582)

TAX LIEN RECORDED 06/22/2016 BK 6588 PG 62

AT THE HANCOCK COUNTY REGISTRY OF DEEDS

*To have and to hold* the same, together with all the privileges and appurtenances there unto belonging to the said

(HEIRS OF) KEVIN LOW

heirs and assigns forever.

*In Witness Whereof*, the said Inhabitants of ---TOWN OF BUCKSPORT--- has caused this instrument to be sealed with its corporate seal and signed in its corporate name by its COUNCILORS thereunto duly authorized, this 9TH day of the month of MAY A.D. 2019.

*Signed, Sealed and Delivered*  
*in presence of Inhabitants of Town of Bucksport*

\_\_\_\_\_ Paul A. Bissonnette \_\_\_\_\_ Robert G. Carmichael Jr.

\_\_\_\_\_ Mark B. Eastman \_\_\_\_\_ Paul R. Gauvin

\_\_\_\_\_ David W. Kee \_\_\_\_\_ Daniel M. Ormsby

\_\_\_\_\_ Peter L. Stewart \_\_\_\_\_ Susan Lessard  
(MAYOR) (Witness to All)

*STATE OF MAINE, COUNTY OF HANCOCK ss. MAY 09, 2019.*

Then personally appeared the above named COUNCILORS  
And acknowledged the foregoing instrument to be THEIR free act and deed in  
THEIR said capacity, and the free act and deed of said body corporate.

Before me,

.....  
Jacob R. Gran, Notary Public  
State of Maine – Hancock County  
My commission expires: June 15, 2022

10d

Municipal  
QUITCLAIM DEED

*Know all Persons by these Presents,*

*That* the Inhabitants of -----TOWN OF BUCKSPORT-----  
A body corporate and politic, located at-----BUCKSPORT-----  
in the County of ----HANCOCK---- and State of Maine,  
in consideration of one dollar and other valuable consideration paid by

**ERIN M. MARSHALL**

whose mailing address is

PO BOX 122, ORRINGTON, ME 04474

the receipt whereof it does herby acknowledge, does hereby *remise, release, bargain, sell and convey*, and forever *quitclaim* unto the said

**ERIN M. MARSHALL**

heirs and assigns forever, all its right, title and interest in and to the following described  
real estate situated at **1022 RIVER ROAD, BUCKSPORT-----**  
in the County of---HANCOCK--- and State of Maine:

LOCATED ON **MAP 43 LOT 07** OF THE ASSESSORS TAX MAPS FOR THE  
TOWN OF BUCKSPORT, CONSISTING OF 54 MAPS NUMBERED FROM 1 THRU  
53 INCLUSIVE, WHICH ARE ON FILE AT THE TOWN OF BUCKSPORT  
MUNICIPAL OFFICE, 50 MAIN STREET, BUCKSPORT, MAINE.  
(TRIO REAL ESTATE ACCT#2305)

TAX LIEN RECORDED 06/21/2017 BK 6780 PG 302

AT THE HANCOCK COUNTY REGISTRY OF DEEDS

*To have and to hold* the same, together with all the privileges and appurtenances there unto belonging to the said

**ERIN M. MARSHALL**

heirs and assigns forever.

*In Witness Whereof*, the said Inhabitants of ---TOWN OF BUCKSPORT--- has caused this instrument to be sealed with its corporate seal and signed in its corporate name by its COUNCILORS thereunto duly authorized, this 9TH day of the month of MAY A.D. 2019.

*Signed, Sealed and Delivered*  
*in presence of Inhabitants of Town of Bucksport*

\_\_\_\_\_ Paul A. Bissonnette \_\_\_\_\_ Robert G. Carmichael Jr.

\_\_\_\_\_ Mark B. Eastman \_\_\_\_\_ Paul R. Gauvin

\_\_\_\_\_ David W. Kee \_\_\_\_\_ Daniel M. Ormsby

\_\_\_\_\_ Peter L. Stewart \_\_\_\_\_ Susan Lessard  
(MAYOR) (Witness to All)

*STATE OF MAINE, COUNTY OF HANCOCK ss. MAY 09, 2019.*

Then personally appeared the above named COUNCILORS  
And acknowledged the foregoing instrument to be THEIR free act and deed in  
THEIR said capacity, and the free act and deed of said body corporate.

Before me,

.....  
Jacob R. Gran, Notary Public  
State of Maine – Hancock County  
My commission expires: June 15, 2022

10e

Municipal  
QUITCLAIM DEED

*Know all Persons by these Presents,*

*That* the Inhabitants of -----TOWN OF BUCKSPORT-----  
A body corporate and politic, located at-----BUCKSPORT-----  
in the County of ----HANCOCK---- and State of Maine,  
in consideration of one dollar and other valuable consideration paid by

**ERIN M. MARSHALL**

whose mailing address is

PO BOX 122, ORRINGTON, ME 04474

the receipt whereof it does hereby acknowledge, does hereby *remise, release, bargain, sell and convey*, and forever *quitclaim* unto the said

**ERIN M. MARSHALL**

heirs and assigns forever, all its right, title and interest in and to the following described  
real estate situated at **1016 RIVER ROAD, BUCKSPORT-----**  
in the County of---HANCOCK--- and State of Maine:

LOCATED ON **MAP 43 LOT 07-1** OF THE ASSESSORS TAX MAPS FOR THE  
TOWN OF BUCKSPORT, CONSISTING OF 54 MAPS NUMBERED FROM 1 THRU  
53 INCLUSIVE, WHICH ARE ON FILE AT THE TOWN OF BUCKSPORT  
MUNICIPAL OFFICE, 50 MAIN STREET, BUCKSPORT, MAINE.  
(TRIO REAL ESTATE ACCT#3291)

TAX LIEN RECORDED 06/21/2017 BK 6780 PG 304

AT THE HANCOCK COUNTY REGISTRY OF DEEDS

*To have and to hold* the same, together with all the privileges and appurtenances there unto belonging to the said

**ERIN M. MARSHALL**

heirs and assigns forever.

*In Witness Whereof*, the said Inhabitants of ---TOWN OF BUCKSPORT--- has caused this instrument to be sealed with its corporate seal and signed in its corporate name by its COUNCILORS thereunto duly authorized, this 9TH day of the month of MAY A.D. 2019.

*Signed, Sealed and Delivered*  
*in presence of Inhabitants of Town of Bucksport*

\_\_\_\_\_ Paul A. Bissonnette \_\_\_\_\_ Robert G. Carmichael Jr.

\_\_\_\_\_ Mark B. Eastman \_\_\_\_\_ Paul R. Gauvin

\_\_\_\_\_ David W. Kee \_\_\_\_\_ Daniel M. Ormsby

\_\_\_\_\_ Peter L. Stewart \_\_\_\_\_ Susan Lessard  
(MAYOR) (Witness to All)

*STATE OF MAINE, COUNTY OF HANCOCK ss. MAY 09, 2019.*

Then personally appeared the above named COUNCILORS  
And acknowledged the foregoing instrument to be THEIR free act and deed in  
THEIR said capacity, and the free act and deed of said body corporate.

Before me,

.....  
Jacob R. Gran, Notary Public  
State of Maine – Hancock County  
My commission expires: June 15, 2022

10f

Municipal  
QUITCLAIM DEED

*Know all Persons by these Presents,*

*That* the Inhabitants of -----TOWN OF BUCKSPORT-----  
A body corporate and politic, located at-----BUCKSPORT-----  
in the County of ----HANCOCK---- and State of Maine,  
in consideration of one dollar and other valuable consideration paid by

**ERIN M. MARSHALL**

whose mailing address is

PO BOX 122, ORRINGTON, ME 04474

the receipt whereof it does hereby acknowledge, does hereby *remise, release, bargain, sell and convey*, and forever *quitclaim* unto the said

**ERIN M. MARSHALL**

heirs and assigns forever, all its right, title and interest in and to the following described  
real estate situated at **0 RIVER ROAD, BUCKSPORT-----**  
in the County of--HANCOCK--- and State of Maine:

LOCATED ON **MAP 43 LOT 08** OF THE ASSESSORS TAX MAPS FOR THE  
TOWN OF BUCKSPORT, CONSISTING OF 54 MAPS NUMBERED FROM 1 THRU  
53 INCLUSIVE, WHICH ARE ON FILE AT THE TOWN OF BUCKSPORT  
MUNICIPAL OFFICE, 50 MAIN STREET, BUCKSPORT, MAINE.  
(TRIO REAL ESTATE ACCT#2307)

TAX LIEN RECORDED 06/21/2017 BK 6780 PG 303

AT THE HANCOCK COUNTY REGISTRY OF DEEDS

*To have and to hold* the same, together with all the privileges and appurtenances there unto belonging to the said

**ERIN M. MARSHALL**

heirs and assigns forever.

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*Signed, Sealed and Delivered*  
*in presence of Inhabitants of Town of Bucksport*

\_\_\_\_\_ Paul A. Bissonnette \_\_\_\_\_ Robert G. Carmichael Jr.

\_\_\_\_\_ Mark B. Eastman \_\_\_\_\_ Paul R. Gauvin

\_\_\_\_\_ David W. Kee \_\_\_\_\_ Daniel M. Ormsby

\_\_\_\_\_ Peter L. Stewart \_\_\_\_\_ Susan Lessard  
(MAYOR) (Witness to All)

*STATE OF MAINE, COUNTY OF HANCOCK ss. MAY 09, 2019.*

Then personally appeared the above named COUNCILORS  
And acknowledged the foregoing instrument to be THEIR free act and deed in  
THEIR said capacity, and the free act and deed of said body corporate.

Before me,

.....  
Jacob R. Gran, Notary Public  
State of Maine – Hancock County  
My commission expires: June 15, 2022

109

Municipal  
QUITCLAIM DEED

*Know all Persons by these Presents,*

*That* the Inhabitants of -----TOWN OF BUCKSPORT-----  
A body corporate and politic, located at-----BUCKSPORT-----  
in the County of ----HANCOCK---- and State of Maine,  
in consideration of one dollar and other valuable consideration paid by

**MAX CORWIN & KATHERINE A. CORWIN**

whose mailing address is

18 BAGLEY AVENUE, BUCKSPORT, ME 04416

the receipt whereof it does hereby acknowledge, does hereby *remise, release, bargain, sell and convey*, and forever *quitclaim* unto the said

**MAX CORWIN & KATHERINE A. CORWIN**

heirs and assigns forever, all its right, title and interest in and to the following described real estate situated at **18 BAGLEY AVENUE, BUCKSPORT-----**  
in the County of---HANCOCK--- and State of Maine:

LOCATED ON **MAP 01 LOT 92** OF THE ASSESSORS TAX MAPS FOR THE TOWN OF BUCKSPORT, CONSISTING OF 54 MAPS NUMBERED FROM 1 THRU 53 INCLUSIVE, WHICH ARE ON FILE AT THE TOWN OF BUCKSPORT MUNICIPAL OFFICE, 50 MAIN STREET, BUCKSPORT, MAINE.  
(TRIO SEWER ACCT#165)

2012 – SEWER LIEN RECORDED 09/24/2012 BK 5899 PG 258

AT THE HANCOCK COUNTY REGISTRY OF DEEDS  
(UNDER THE NAME OF MICHAEL S. & MARY CUSKELLY)

BEING THE SAME **PREMISES DESCRIBED** IN THE DEED DATED 03/19/2019 AND REGISTERED IN THE HANCOCK COUNTY REGISTRY OF DEEDS IN BOOK 6941 – PAGE 305.

*To have and to hold* the same, together with all the privileges and appurtenances there unto belonging to the said

**MAX CORWIN & KATHERINE A. CORWIN**

heirs and assigns forever.

*In Witness Whereof*, the said Inhabitants of ---TOWN OF BUCKSPORT--- has caused this instrument to be sealed with its corporate seal and signed in its corporate name by its COUNCILORS thereunto duly authorized, this 9TH day of the month of MAY A.D. 2019.

*Signed, Sealed and Delivered*  
*in presence of Inhabitants of Town of Bucksport*

\_\_\_\_\_ Paul A. Bissonnette \_\_\_\_\_ Robert G. Carmichael Jr.

\_\_\_\_\_ Mark B. Eastman \_\_\_\_\_ Paul R. Gauvin

\_\_\_\_\_ David W. Kee \_\_\_\_\_ Daniel M. Ormsby

\_\_\_\_\_ Peter L. Stewart \_\_\_\_\_ Susan Lessard  
(MAYOR) (Witness to All)

*STATE OF MAINE, COUNTY OF HANCOCK ss. MAY 9, 2019.*

Then personally appeared the above named COUNCILORS  
And acknowledged the foregoing instrument to be THEIR free act and deed in  
THEIR said capacity, and the free act and deed of said body corporate.

Before me,

.....  
JACOB R. GRAN - Notary Public  
State of Maine – Hancock County  
My commission expires: June 15, 2022

11a

# TRANSFER STATION MONTHLY REPORT

MONTH April YEAR 2019

TRIPS 5 BUCKSPORT - TOTAL WEIGHT 181,900 LBS 90.95 TONS

Trips 1 Tires To Perc 6060 lbs 3.3 TONS

### SHIPPED

3 SORT RECYCLING TOTAL WEIGHT 32,840 LBS 16.42 TONS

4 LOADS OF DEMO TOTAL WEIGHT 39,800 LBS 19.90 TONS

1 LOADS OF METAL TOTAL WEIGHT 8,380 LBS 4.19 TONS

0 REFRIGERATORS TOTAL WEIGHT 0 LBS 0 TONS 0 UNITS

### SHIPPED

29 BATTERIES

0 PROPANE TANKS

0 WASTE OIL - PUMPED GALLONS

1200 LBS - ITEMS GIVEN AWAY

Shipped E-waste  
TV's - 101  
monitors - 36  
electronics - 189

### MONEY IN:

DM & J \$ 0

TRANSFER STATION \$ 1,216.60

TOTAL: \$ 1,216.60

TOWN OF BUCKSPORT  
CODE ENFORCEMENT/PLANNING OFFICE  
REPORT  
April, 2019

**PERMITS ISSUED**

9 building/land use permits were issued, including 1 new home, 1 outbuilding, 3 decks, 1 home business, 1 commercial expansion, 1 change of use and 1 renovation.

7 plumbing permits were issued, including 2 septic systems.

**ADDRESSING ACTIVITY:** No activity

**BOARD OF APPEALS ACTIVITY:** The board of appeals did not meet in April.

**PLANNING BOARD ACTIVITY**

The planning board met on April 2<sup>nd</sup> and approved one new subdivision and two subdivision amendments. The board also held a special meeting on April 16<sup>th</sup> to review MMA's application to occupy the former employee development center. The application was approved.

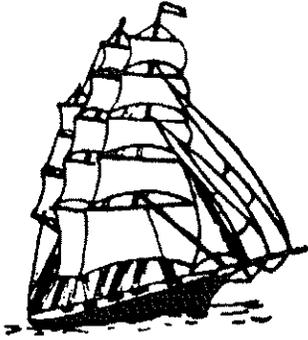
**ENFORCEMENT ACTIVITY**

- Update: The compliance period for the violation notice issued to the Spring Fountain Motel has expired. A meeting is planned in May to discuss progress.
- Update: The owner of a dilapidated building at 3 Second Street has not responded to a violation notice that was sent to them on March 21<sup>st</sup>. The compliance period expired on April 30<sup>th</sup>. Consultations with the town attorney about next steps are planned.
- Update: The owner of a dilapidated dwelling at 5 Mount Olive Heights that is the subject of a violation notice has not submitted a plan to clean or dispose of the dwelling. Consultations with the town attorney about next steps are planned.
- Update: The attorney for the property owners at 24 Kindred Spirit Lane refuses to reply to email requests for updates regarding their undersized septic system and an unpermitted bedroom expansion of an existing dwelling. A formal enforcement action may be necessary.
- Update: The owner of a dilapidated building at 110 US Route 1 responded to my March letter. They will be submitting a plan for addressing the issues.
- Update: The owner of a dilapidated building at 120 US Route 1 responded to my March violation notice. They will be demolishing the building this summer.
- Update: The owner of a dilapidated building at 204 US Route 1 responded to my March letter. They will be demolishing the building as soon as the ground dries up.
- Update: A follow-up letter was sent to the owner of unpermitted improvements at 157 Town Farm Road. If no response is received to this letter, an enforcement action will be taken.
- Update: The owner of unpermitted improvements at 157 Jacob Buck Pond Road has taken care of permit requirements.
- Update: No response has been received to a letter sent to a property owner regarding a shoreland vegetation clearing issue at 13 Hollow Lane reported to me by DEP. A follow-up letter will be sent.
- My attempts to resolve several land use violations at 23 Hollow Lane with the owner's cooperation have been made difficult with delays. A formal enforcement action may be necessary.
- Contact was made with the owner of the property at 307 Jacob Buck Pond Road. Complaints have been made about the junk autos and other debris in the yard. The owner is working to get things cleaned up.

- Contact was made with the owner of an abandoned mobile home at 170 State Route 46. Complaints have been received about its condition. The owner is planning to demolish the structure this summer.

#### **OTHER ACTIVITY**

- Updated information on the town's website.
- Conducted plumbing, building, licensing and occupancy inspections.
- Attended council and committee meetings.
- Typical office work maintaining records, answering calls and emails, meeting with citizens, answering questions, providing copies of documents.



Chief Sean P. Geagan

# BUCKSPORT POLICE DEPARTMENT

PUBLIC SAFETY BUILDING, 89 FRANKLIN STREET  
P.O. BOX C-1, BUCKSPORT, MAINE 04416  
(207) 469-7951/FAX (207) 469-3122

## *BUCKSPORT POLICE DEPARTMENT*

### *MONTHLY REPORT*

*APRIL 2019*

#### *Chief Sean Geagan:*

The month of April was a very busy month. Things did not slow down much over the winter and it is getting busier as things pick up in town. We are gearing up for the summer. The department continued to assist the Maine State Police Criminal Investigations Division this month with the murder case of Kloe Hawksley on Central Street which occurred in 2017. An arrest was made this month in this case.

We will be sending two patrol personnel to the Maine Criminal Justice Academy for 18 weeks in order for them to become certified full time officers. We are working on arranging shifts at this time along with scheduling shifts for the Bay Festival.

We completed the Mock Fatal Accident this month at Bucksport High School. We have not done this event in several years for various reasons. There were several meetings that occurred in order to pull this off and there were several agencies involved. I would like to thank them all and tell them that this went very well. A Job Well Done!!! I believe that the mission was accomplished and the word was passed along and accepted by the student body. I also had the opportunity to give my yearly prom speech to the student body on this day.

It is that time of year again and budgets and meetings are in full swing. This has been in the works for several months now and is moving forward smoothly. A few more meetings and this should be wrapped up for another year. I would like to thank the Town Manager and the Town Council for looking out for the Police Department and Dispatch Center when it comes to the needs for the personnel to complete their jobs.

The department had several events this month. We attended two funerals. One at the Maine Criminal Justice Academy and one in Bucksport. A long time pastor from the state passed away this month. He completed several events at the Maine Law Enforcement Memorial along with assisting several officers over the years when in a time of need. We also attended a funeral for Charlie Bishop this month. Charlie was well known to our department as his late son Keith Bishop was a Sergeant for years with the Police Department and his grandson Patrolman Steven Bishop works for the department presently.

I attended several meetings this month. They are as follows: YMCA strategic planning committee, YMCA annual meeting at which I received the service to youth award for the YMCA, Bucksport Area Child Care Center Board of Directors, Bucksport Safety Committee, Patrol Staff Meeting, Bucksport High School / Probation Officer meeting, Maine Law Enforcement Accreditation Board of Directors, Maine Chiefs of Police Association Executive Board, Bridge the Gap Race, Bucksport Children's Fair, Swearing in for new Public Safety Director Chris Bailey, Hampden Public Safety.

This month was distracted driving month in the state. We put on an extra patrol during the week of focus for the month. This is a problem in every community and I would ask our community to pay attention to this and put your phone in your pocket when you are in your vehicle. The patrol unit on this day stopped several cars for this violation and we will continue to do this.

We completed another Bridge the Gap race this month. This was one of the largest races that we have seen and it went very well and we are looking forward to it next year.

The department had a Juvenile Justice inspection of our building this month. This went very well and we passed the inspection for another year. The inspector looks at our booking section along with interview rooms in the police department.

The department received a certificate of appreciation this month from the Maine Criminal Justice Academy. This is for the hours that we spend teaching at the academy. I have attached a copy of this certificate with this report.

**Sergeant David Winchester:**

This month, the Bucksport Police Department assisted the Maine State Police in the arrest of Savannah Smith (21 of Bucksport) for the homicide of 2-year old Kloe Hawksley. The Bucksport Police responded to a Central Street address in 2017 where it was found that Hawksley was deceased. The investigation was conducted by the Maine State Police Major Crimes and resulted in the arrest of Smith on April 8<sup>th</sup>. Smith was located at a Rt. 1 motel and transported to the Hancock County Jail.

The Bucksport Police, Fire, EMS, along with students and staff from the RSU 25, conducted a Mock Fatal Accident for the High School Junior and Senior classes. After a tremendous amount of planning, the accident was conducted on Miles Lane followed by a mock funeral at the High School. The day concluded with a guest from MADD (Mothers Against Drunk Drivers). Nicole Hutchinson captivated the full gymnasium by speaking about her sister, whom she lost in a drunken driving crash.

The event was an immense success and was well received by the students. The Bucksport Police Department would like to thank all the volunteers that participated in this year's event that made it such a success!

Chief Geagan, Sergeant Winchester and Officer Lowe participated in this year's Children's Fair at the Jewett School. The event is always a fun event and an opportunity for the Police Department to interact with the community's youth.

On the same day, Sergeant Winchester, Officer Schmidt and Officer Lowe assisted with the annual Bridge the Gap road race. As in the past, the race concluded on Main Street as participants completed the 5k or 10k race. This is a well-attended event and was a great way to start off the spring season!

Sergeant Winchester again administered the Drug Take Back Day for the Police Department. During this event, the Department collected 163.6lbs of unwanted/unused prescription medication. The State of Maine collected an astonishing 27,680lbs of medication that was properly disposed of.

He also attended this month's Violations traffic court along with Grand Jury. The Bucksport Police Department had 6 cases heard at Grand Jury including, Aggravated Criminal Mischief (3), Aggravated Operating after Revocation, Gross Sexual Assault, and Criminal Threatening with a Dangerous Weapon.

Sergeant Winchester also participated in a Hancock County Violent Offender Task Force detail. The detail was a county wide event that included bail and probation compliance checks, Drug Court checks and warrant arrests.

This event included 15 checks and 2 arrests. One arrest was for outstanding warrants and the other for violation of probation. To date, the Task Force has conducted 62 checks and made 18 arrests for various violations.

Sergeant Winchester completed an arrest warrant for a local subject for violation of bail. He is currently working on several investigations including: burglary, theft, assault, drug violations, missing person and sexual assault.

### **Patrol:**

The Patrol Division had 9 arrests, 29 citations and 237 warnings with a total of 275 violations. There were 438 CAD calls for police services this month. The Patrol Division handled 13 motor vehicle accidents. I have included a map containing the calls for service with a direct address for the Police Department this month.

Officer Woodman had 72 violations, Sergeant Winchester 20 violations, ACO Joy had 1 violation, Officer VanBuckley had 17 violations, Officer Lowe had 86 violations, Officer Schmidt had 56 violations, Officer Findlay had 8 violations, and Officer Bishop had 5 violations. We had 0 parking problem this month. A partial list of complaints handled along with percentage of time spent for the month are attached to this report.

The following are all calls for service that were handled this month. Officer Woodman 63, Sergeant Winchester 40, ACO Joy 12, Officer VanBuckley 34, Officer

Fitch had 2, Officer Lowe 148, Officer Schmidt 83, Officer Findlay 27, Officer Welch had 1, Chief Geagan 12, Officer Bishop 15, Officer Knight had 1.

The Department has six areas of crime that are reported each month to the uniform crime reporting system. These areas cover; Criminal Homicide, Forcible Rape, Robbery, Assault, Burglary and Theft. In the month of April we had 0 Criminal Homicides, 0 Forcible Rape, and 0 Robbery. We had 0 assault, 0 burglaries, we had 7 thefts, 2 unfounded cases, we had a total of 5 reportable cases this month and we cleared 4. Cases can be cleared by an arrest or exceptional means. This means that the case was solved in one form or another. Keep in mind that cases from previous months that we clear will show up on this months report.

**Dispatch:**

In the month of April the Dispatch Center made 8836 radio log entries. A partial is attached to this report, this includes percentages. All of these calls are taken by the dispatch and put into the computer aided dispatch system and dispatch to the appropriate units. The dispatch center completed 142 burn permits this month, all of these include meeting with individuals in the building to complete these; they completed 2 concealed weapons permit. They also completed Court Work, Payroll, and Purchase Orders for billing purposes along with answering all calls and greeting the public at the Public Safety Building. There were 37 in person complaints this month along with Twenty Nine 911 calls. This department continues to be the lifeline of the town and they are very busy in all areas. The dispatch continues to work on scanning a lot of our documents in the dispatch center along with attaching them to the Spillman records management system.

**Animal Control:**

In the month of April, Officer Joy handled 17 animal complaints. Officer Joy took in 1 dog from Bucksport, 1 dog from Orrington and 1 dog from Prospect. He had 3 dogs reclaimed and 1 dog was adopted.

**Police Advisory Committee:**

The Chiefs report was emailed as it is every month to the committee for review. The committee did not meet this month.

Respectfully submitted,



Sean P. Geagan  
Chief of Police



# Bucksport Police Department

## Total CAD Calls Received, by Nature of Call

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<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
911 Call	10	2.28
Non Dispatched 911 call	1	0.23
Abandoned Vehicle	1	0.23
Agency Assistance	3	0.68
Assist Fire Department	2	0.46
Assist Law Enforcement	11	2.51
Assist Other	3	0.68
Alarm	9	2.05
Animal Problem	17	3.88
Assault	1	0.23
Bail Check	5	1.14
Check well being	7	1.60
Citizen Requested Assistance	10	2.28
Neighborhood Dispute	1	0.23
Civil Problem	7	1.60
Concealed Weapons Permit	2	0.46
Disabled/Stranded Motorist	1	0.23
Drug Paraphernalia	1	0.23
Escort	4	0.91
Fire	3	0.68
Electrical Fire	1	0.23
Brush or Grass Fire	2	0.46
Unattended/Unpermitted Burn	2	0.46
Found Property	11	2.51
Fraud	2	0.46
Shots Fire, Shots Heard	2	0.46
In Person/phone/text/internet	4	0.91
Information Report	21	4.79
Intoxicated Person	1	0.23
Juvenile Problem	3	0.68
Littering/Illegal Dumping	1	0.23
Lost Property	1	0.23
Medical Emergency	12	2.74
Missing Person ALL	1	0.23
Motor Vehicle Complaint	8	1.83
Noise Complaint	1	0.23
All Court Paperwork	2	0.46
Traffic Accident w/ Damage	12	2.74
Traffic Accident, w/ Injuries	2	0.46
Property/Buisness Check	1	0.23
Registration of Sex Offender	4	0.91
Any Special Detail	5	1.14
Suicide	1	0.23
Suspicious Person/Veh/Incident	28	6.39

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<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Theft	7	1.60
Road Hazards (Sign/Signal/Debr	6	1.37
Traffic Violation	189	43.15
Trespassing	4	0.91
Criminal Mischief/Damage	2	0.46
Vehicle off road	1	0.23
Warrant Arrest	2	0.46

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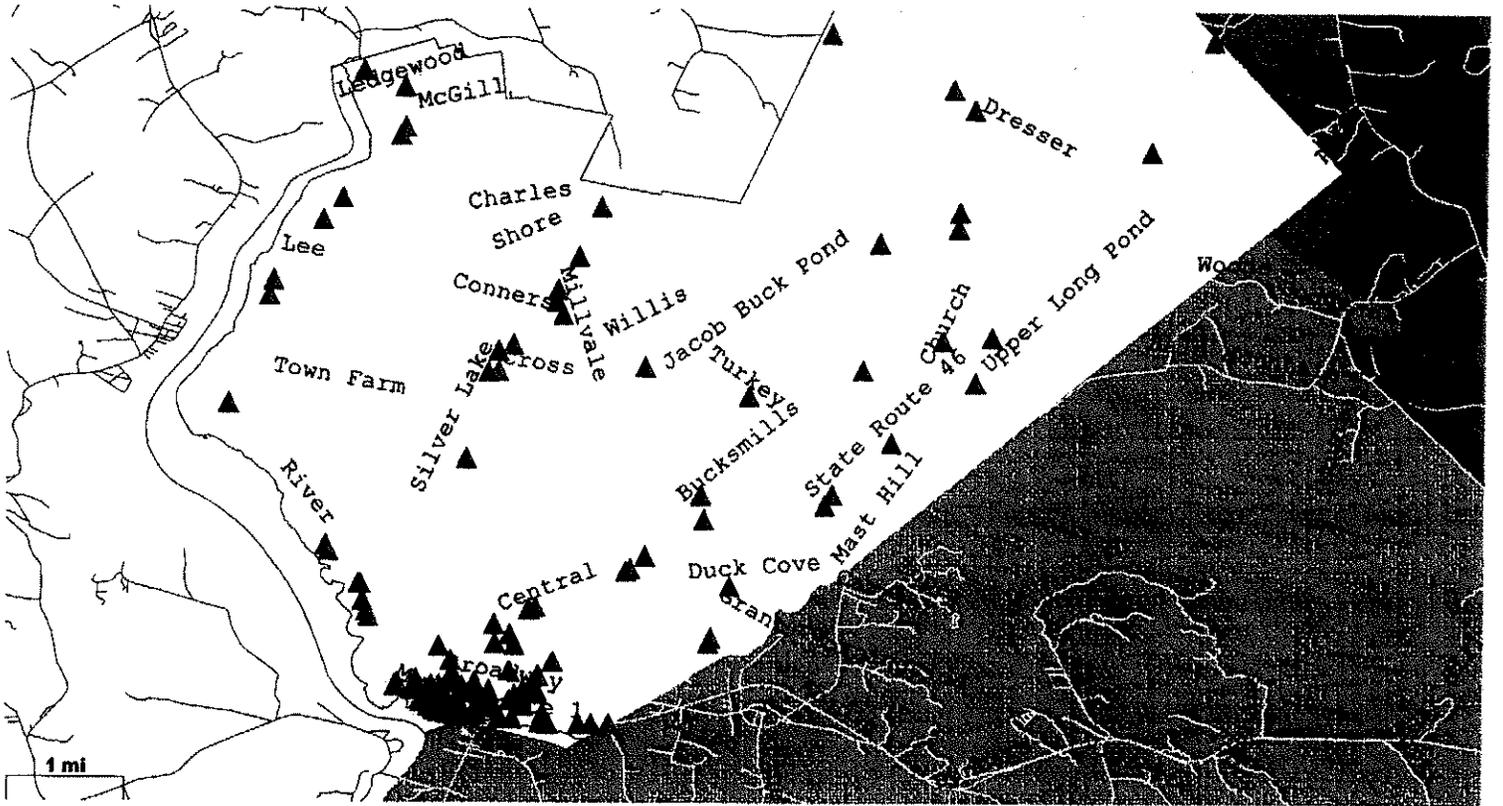
Total reported: 438

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**Report Includes:**

All dates between '00:01:00 04/01/19' and '00:01:00 05/01/19', All nature of incidents, All cities, All types, All priorities,  
All agencies matching 'BKPD'





*Certificate of Appreciation*

*Presented To*

***Bucksport Police Department  
6 Hours***

*For Continued Support and Dedication in Providing  
Criminal Justice Training During 2018 for the  
Maine Criminal Justice Academy*

*R. W. Lill*

Chairman, Board of Trustees

January 1, 2019

*J. [Signature]*

Academy Director

TO: SUSAN LESSARD, TOWN MANAGER  
FROM: JAY LANPHER, PUBLIC WORKS DIRECTOR  
SUBJECT: APRIL 2019 MONTHLY REPORT  
DATE: MAY 6, 2019

The month of April saw the Public Works crew spending days working on the following projects:

- 5 days scraping & treating roads after 5 events
- 4 days flushing frozen culverts
- 10 days sweeping streets
- 7 days sweeping/washing sidewalks
- 3 loads of trash hauled to JRL
- 2 loads of trash to new Coastal Resources of Maine facility
- 11 days patching potholes/sign repair
- 13 days spent on building maint./ painting/ Spring cleaning
- 7 days spent on Town Dock float maintenance/ repair

“ROAD POSTED” signs were pulled on the 26<sup>th</sup> of April. The roads have flattened out considerably this month after a banner year for frost heaves. Our first two loads of trash hauled to CRM went well. The facility is still being finished but, is processing trash.

**Community & Economic Development**  
**April 2019 Activities**  
**Submitted by Rich Rotella**

**Economic Development:**

During the month of April, I attended both Planning Board Meetings as well as both Town Council Meetings.

I also attended an ADAPT Implementation Committee Meeting, Safety Committee Meeting, Rec Advisory Committee, Bucksport NEXT Meeting, Chamber of Commerce Meeting, YMCA Strategic Planning Meeting and 2 meetings with EMDC.

I had the honor and privilege to attend the YMCA Awards banquet, where I was presented the Maralyn "Pete" Turnbull Bucksport YMCA Volunteer of the Year Award.

I attended 2 meetings with Lewis & Malm, Larry Wahl & Jeff Hammond for the Bucksport Historical Society Project.

I met with 3 potential businesses during the month of April.

I spent the majority of a full day at Bucksport High School speaking to the JMG classes.

I've been in contact with ConnectME and Spectrum regarding the ConnectME Grant the Town received to get that project started.

**Waterfront & Marina:**

Mike Ormsby and I interviewed and hired Andrew Allen for the marina position, which now gives us 3 people at the marina for the season.

I met with Superior Fence to have a fence installed at the current location of a snow fence located between Hannaford and Irving. The fence has been ordered and should be installed during the month of May.

The marina building was opened for the season.

The waterfront bathrooms were opened for the season. The two toilets that are attached to the wall were cracked beyond repair that they had to be replaced. The plumber will be coming back in May to fix the faucets in each of the bathrooms as well.

BUSINESS LICENSE RENEWAL QUESTIONNAIRE

12a

Please complete and return this form with a \$5.00 license renewal fee no later than May 1, 2019

NAME OF BUSINESS: Bucksport Motor Inn  
STREET ADDRESS: 70 US Route 1, Bucksport, ME 04416

1. IN THE LAST YEAR, HAVE THERE BEEN ANY CHANGES MADE TO THE SERVICES YOUR BUSINESS OFFERS?

Yes  No (If yes, please describe) \_\_\_\_\_

2. IN THE LAST YEAR, HAVE THERE BEEN ANY CHANGES MADE TO THE BUILDING OCCUPIED BY YOUR BUSINESS?  
(CHANGES INCLUDE NEW CONSTRUCTION, ELECTRICAL, PLUMBING, HEATING AND MASONRY WORK,  
FLOOR PLAN CHANGES, NEW APPLIANCES/EQUIPMENT)

Yes  No (If yes, please describe) \_\_\_\_\_

3. IN THE PAST YEAR, HAVE THERE BEEN ANY CHANGES MADE TO EXITS, EMERGENCY LIGHTS, EXIT SIGNS, SPRINKLER  
SYSTEMS, FIRE ALARMS, FIRE EXTINGUISHERS, AND SMOKE AND CARBON MONOXIDE DETECTORS IN THE BUILDING?

Yes  No (If yes, please describe) \_\_\_\_\_

5. HAVE ALL REQUIRED PERIODIC INSPECTIONS BEEN COMPLETED FOR ANY SPRINKLER SYSTEM, FIRE ALARM, FIRE  
EXTINGUISHER, EMERGENCY LIGHTS, AND SMOKE OR CARBON MONOXIDE DETECTOR IN THE BUILDING?

Yes  No (If no, please explain) \_\_\_\_\_

6. ARE ALL APPLICABLE STATE LICENSES FOR YOUR BUSINESS CURRENTLY IN EFFECT?

Yes  No (If no, please explain) \_\_\_\_\_

7. A COPY OF YOUR FIRST-TIME LICENSE APPLICATION IS ENCLOSED. HAVE THERE BEEN ANY CHANGES TO THE  
INFORMATION YOU PROVIDED ON THIS APPLICATION?

Yes  No (If yes, please describe) \_\_\_\_\_

An inspection may be required by the Fire Department and/or the Code Enforcement Office before the business license may be renewed. If you would like to be notified before an inspection is conducted, please mark the box below.

Please contact me to arrange for inspections.

I CERTIFY THAT THE INFORMATION I HAVE PROVIDED IN THIS FORM AND ANY SUPPLEMENTAL DOCUMENT IS TRUE AND ACCURATE.

Edmund Mason  
BUSINESS OWNER OR AUTHORIZED AGENT

DATE 4/12/19

FOR OFFICE USE  
DATE RECEIVED 4/12/19

FEE: \$5.00 PAID \$5.00

Please return this form and the required license renewal fee to:  
Jacob R. Gran, Town Clerk, P.O. Drawer X, Bucksport, ME 04416 Fax:  
207-469-7369 E-mail: [jgran@bucksportmaine.gov](mailto:jgran@bucksportmaine.gov)





# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT BUCKSPORT MOTOR INN - 70 US Route 1, Bucksport, ME 04416

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 4/12/2019 DATE OF CFP REVIEW REQUEST 4/15/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN 05/06/2019

### MUNICIPAL LICENSE/PERMIT TYPE:

- Festivals
- Innkeepers
- Other \_\_\_\_\_
- Food Services
- Public Entertainment
- Outdoor Vendors
- Special Amusements

### STATE LICENSE/PERMIT TYPE:

- Alcoholic Beverages (on premises consumption)
- Bring Your Own Bottle (BYOB) Functions
- Games of Chance
- Taste-Testing Events
- Beano or Bingo
- Dual Liquor Licenses
- Off-Track Betting
- Off-Premises Catering

## DEPARTMENTAL RECOMMENDATION

A REVIEW OF THE ABOVE DESCRIBED MUNICIPAL AND/OR STATE LICENSE OR PERMIT APPLICATION WAS CONDUCTED, AND THE FOLLOWING RECOMMENDATION IS HEREBY MADE:

THE MUNICIPAL LICENSE/PERMIT IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: 4/16/19 SIGNATURE: *[Signature]*

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT BUCKSPORT MOTOR INN - 70 US Route 1, Bucksport, ME 04416

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 4/12/2019 DATE OF CFP REVIEW REQUEST 4/15/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN 05/06/2019

### MUNICIPAL LICENSE/PERMIT TYPE:

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Festivals             | <input type="checkbox"/> Food Services        | <input type="checkbox"/> Outdoor Vendors    |
| <input checked="" type="checkbox"/> Innkeepers | <input type="checkbox"/> Public Entertainment | <input type="checkbox"/> Special Amusements |
| <input type="checkbox"/> Other _____           |   |   |

### STATE LICENSE/PERMIT TYPE:

- |  |  |
|--|--|
| <input type="checkbox"/> Alcoholic Beverages (on premises consumption) | <input type="checkbox"/> Beano or Bingo        |
| <input type="checkbox"/> Bring Your Own Bottle (BYOB) Functions        | <input type="checkbox"/> Dual Liquor Licenses  |
| <input type="checkbox"/> Games of Chance                               | <input type="checkbox"/> Bottle Clubs          |
| <input type="checkbox"/> Taste-Testing Events                          | <input type="checkbox"/> Off-Track Betting     |
|  | <input type="checkbox"/> Off-Premises Catering |

## DEPARTMENTAL RECOMMENDATION

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- APPROVAL  CONDITIONAL APPROVAL  DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

- APPROVAL  CONDITIONAL APPROVAL  DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: 4-28-19 SIGNATURE: Acting Fire Chief Michael Deering

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT BUCKSPORT MOTOR INN - 70 US Route 1, Bucksport, ME 04416

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 4/12/2019 DATE OF CFP REVIEW REQUEST 4/15/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN 05/06/2019

### MUNICIPAL LICENSE/PERMIT TYPE:

Festivals  Food Services  Outdoor Vendors  
 Innkeepers  Public Entertainment  Special Amusements  
 Other \_\_\_\_\_

### STATE LICENSE/PERMIT TYPE:

Alcoholic Beverages (on premises consumption)  Beano or Bingo  
 Bring Your Own Bottle (BYOB) Functions  Dual Liquor Licenses  
 Games of Chance  Bottle Clubs  Off-Track Betting  
 Taste-Testing Events  Off-Premises Catering

## DEPARTMENTAL RECOMMENDATION

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APPROVAL  CONDITIONAL APPROVAL  DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

APPROVAL  CONDITIONAL APPROVAL  DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: May 6, 2019 SIGNATURE: Jeffrey C. Hammond Digitally signed by Jeffrey C. Hammond  
Date: 2019.05.06 11:12:51 -04'00'

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_

Division of Liquor Licensing & Enforcement  
 8 State House Station, Augusta, ME 04333-0008 (Regular Mail)  
 10 Water Street, Hallowell, ME 04347 (Overnight Mail)  
 Telephone (207) 624-7220 Fax: (207) 287-3434  
 Email Inquiries: [MaineLiquor@maine.gov](mailto:MaineLiquor@maine.gov)

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**REQUEST FOR EXTENSION OF LICENSE ON PREMISE**

Legal Name: GRR, Inc License Number: CAR-2018-10971  
 DBA Name: Glenn's Place Expiration Date: 5/17/2019  
 Physical Address: 214 US Rte 1, Bucksport City, State, Zip Bucksport, ME 04416  
 Mailing address: 20 EAST SIDE DRIVE Verona, Maine ME 04416  
 Street / PO Box City State Zip  
 Phone: 207-702-9412 Fax: \_\_\_\_\_ Email address: glenn.redman@rsu25.org

Name, address, telephone number of Property Owner (if property is rented or leased, need copy of rental agreement / lease):

CLAIRE JAMESON, PO Box 1224, Holden, ME 04429

Temporary  Permanent  Inside  Outside  Live Entertainment: Yes  No

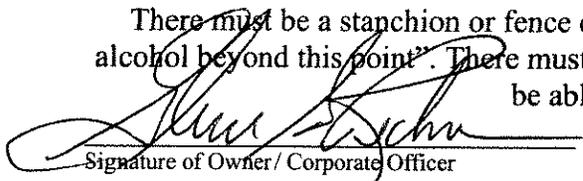
Start Date: 6/1/19 End Date (if applicable): \_\_\_\_\_

Reason for this request: EXTENDING OUTSIDE SEATING

This request for an extension of service area for on premise license location MUST have Town / County Commission approval and MUST have a diagram submitted with this form.

**Outdoor Restrictions:**

There must be a stanchion or fence completely enclosing the area. Signs must be posted, stating "no alcohol beyond this point". There must be sufficient employees at the extension of premise, which would be able to control and monitor the area.

  
 Signature of Owner/ Corporate Officer

Glenn G. Redman  
 Printed Name of Owner/ Corporate Officer

**For Municipal Approval Only**

**TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Bucksport, Maine Hancock  
City/Town (County)

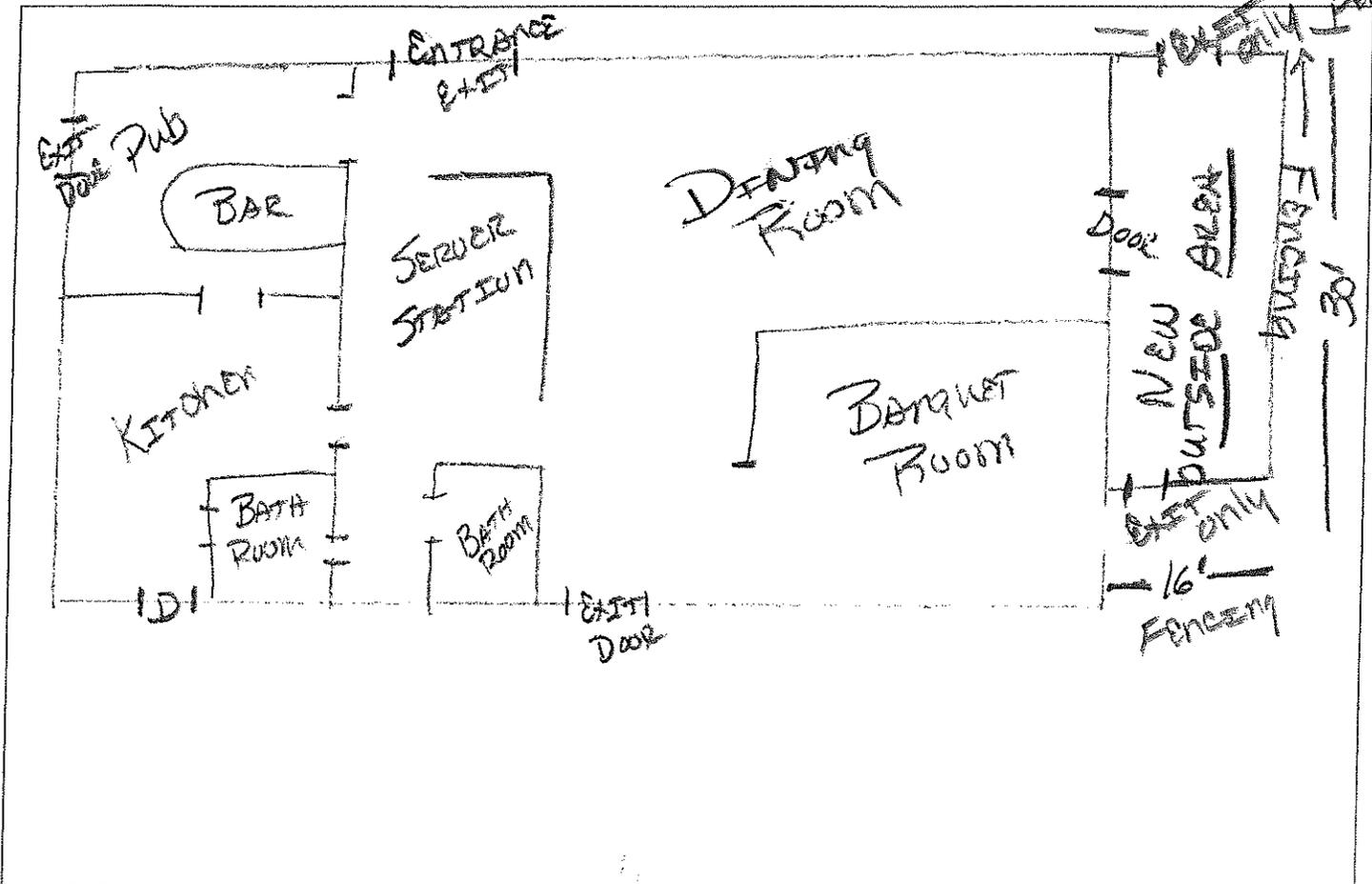
On: \_\_\_\_\_  
Date

The undersigned being:  Municipal Offices  County Commissioners of the  
 City  Town  Plantation  Unincorporated Place of: \_\_\_\_\_, Maine

Signature of Officials	Printed Name	Title

## EXTENSION AREA PREMISE DIAGRAM

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including methods of monitoring and containment of certain area which you are requesting approval from the Division for liquor consumption.



### For Office Use Only:

Date Filed: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Issued By: \_\_\_\_\_

Approved       Not Approved

### Subchapter 1: GENERAL CONDITIONS

#### §1051. LICENSES GENERALLY

**3. Liquor not to be consumed elsewhere.** Except as provided in paragraphs A and B and in section 1207, no licensee for the sale of liquor to be consumed on the premises where sold may personally or by an agent or employee, sell, give, furnish or deliver any liquor to be consumed elsewhere than upon the licensed premises. The service and consumption of liquor must be limited to areas that are clearly defined and approved in the application process by the bureau as appropriate for the consumption of liquor. Outside areas must be controlled by barriers and by signs prohibiting consumption beyond the barriers.



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT Glenn's Place - Extension of State Liquor License

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 05/03/2019 DATE OF CFP REVIEW REQUEST 05/03/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN ASAP

### MUNICIPAL LICENSE/PERMIT TYPE:

- Festivals
- Food Services
- Outdoor Vendors
- Innkeepers
- Public Entertainment
- Special Amusements
- Other \_\_\_\_\_

### STATE LICENSE/PERMIT TYPE:

- Alcoholic Beverages (on premises consumption)
- Beano or Bingo
- Bring Your Own Bottle (BYOB) Functions
- Dual Liquor Licenses
- Games of Chance
- Bottle Clubs
- Off-Track Betting
- Taste-Testing Events
- Off-Premises Catering

## DEPARTMENTAL RECOMMENDATION

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- CONDITIONAL APPROVAL
- DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT

DATE: 5-3-19 SIGNATURE: Acting Fire Chief [Signature]

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

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- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: 5/3/19 SIGNATURE: *Sam P. [Signature]*

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

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THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: May 6, 2019 SIGNATURE: Jeffrey C. Hammond Digitally signed by Jeffrey C. Hammond  
Date: 2019.05.06 10:59:10 -04'00'

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_

BUSINESS LICENSE RENEWAL QUESTIONNAIRE

12C

Please complete and return this form with a \$5.00 license renewal fee no later than \_\_\_\_\_

NAME OF BUSINESS:  
STREET ADDRESS:

Subway  
124 US BACKSBY ME 04416

- 1. IN THE LAST YEAR, HAVE THERE BEEN ANY CHANGES MADE TO THE SERVICES YOUR BUSINESS OFFERS?  
 Yes  No (If yes, please describe) \_\_\_\_\_
- 2. IN THE LAST YEAR, HAVE THERE BEEN ANY CHANGES MADE TO THE BUILDING OCCUPIED BY YOUR BUSINESS? (CHANGES INCLUDE NEW CONSTRUCTION, ELECTRICAL, PLUMBING, HEATING AND MASONRY WORK, FLOOR PLAN CHANGES, NEW APPLIANCES/EQUIPMENT)  
 Yes  No (If yes, please describe) \_\_\_\_\_
- 3. IN THE PAST YEAR, HAVE THERE BEEN ANY CHANGES MADE TO EXITS, EMERGENCY LIGHTS, EXIT SIGNS, SPRINKLER SYSTEMS, FIRE ALARMS, FIRE EXTINGUISHERS, AND SMOKE AND CARBON MONOXIDE DETECTORS IN THE BUILDING?  
 Yes  No (If yes, please describe) \_\_\_\_\_
- 5. HAVE ALL REQUIRED PERIODIC INSPECTIONS BEEN COMPLETED FOR ANY SPRINKLER SYSTEM, FIRE ALARM, FIRE EXTINGUISHER, EMERGENCY LIGHTS, AND SMOKE OR CARBON MONOXIDE DETECTOR IN THE BUILDING?  
 Yes  No (If no, please explain) \_\_\_\_\_
- 6. ARE ALL APPLICABLE STATE LICENSES FOR YOUR BUSINESS CURRENTLY IN EFFECT?  
 Yes  No (If no, please explain) \_\_\_\_\_
- 7. HAVE ALL EMPLOYEES THAT SERVE ALCOHOLIC BEVERAGES COMPLETED A SERVER TRAINING PROGRAM CERTIFIED BY THE STATE OF MAINE?  Yes  No (If no, please explain) N/A
- 8. A COPY OF YOUR FIRST-TIME LICENSE APPLICATION IS ENCLOSED. HAVE THERE BEEN ANY CHANGES TO THE INFORMATION YOU PROVIDED ON THIS APPLICATION?  
 Yes  No (If yes, please describe) \_\_\_\_\_

An inspection may be required by the Fire Department and/or the Code Enforcement Office before the business license may be renewed. If you would like to be notified before an inspection is conducted, please mark the box below.

Please contact me to arrange for inspections.

I CERTIFY THAT THE INFORMATION I HAVE PROVIDED IN THIS FORM AND ANY SUPPLEMENTAL DOCUMENT IS TRUE AND ACCURATE.

Anthony Hill *BEW*  
BUSINESS OWNER OR AUTHORIZED AGENT

DATE 4-11-19

FOR OFFICE USE

DATE RECEIVED 4-12-19

FEE: 5.00 PAID 4-12-19

Please return this form and the required license renewal fee to:  
Jacob Gran Town Clerk, P.O. Drawer X, Bucksport, ME 04416 Fax: 207-469-7369  
E-mail: [jgran@bucksportmaine.gov](mailto:jgran@bucksportmaine.gov)

receipt # 11626

FS/10/17

7/13/18



# TOWN OF BUCKSPORT, MAINE

## FOOD SERVICE BUSINESS LICENSE APPLICATION

### BUSINESS OWNER INFORMATION:

Name of Principal Owner Anthony E. Hill  
 Mailing Address ~~34 [unclear]~~ 216 High St Box 194  
 City/Town Ellsworth State ME Zip 04605  
 Telephone # 207-1064-9475 Cell # \_\_\_\_\_  
 E-Mail Address \_\_\_\_\_

Is the business owner the owner of the property where the business will be located? Yes  No  
 If the answer is no, written permission from the property owner must be included with this application.

### BUSINESS INFORMATION:

Name of Business Anthony Hill DBA Subway  
 Mailing Address 124 US Unit D  
 City/Town Bucksport State ME Zip ~~04605~~ 04416  
 Telephone # 207-469-3382 Cell # 207-664-9475  
 E-mail Address ultimateSportsCard@icloud.com

### BUSINESS DESCRIPTION: (please check where applicable)

Type of Business:  Corporation  Partnership  Sole Proprietorship  
 Business Location (Street Address) 124 US Route 1 Bucksport, ME 04416  
 Business Hours: 7am-10pm M-T-W-Thur-Fri 9-10 Sat 9-10 Sunday  
 Business is open:  Year round  Seasonally  
 Type of Establishment:  Restaurant, banquet facility, club or other similar premises  
 Pub, bar, lounge, tap room or other similar premises  
 Café, dairy bar, diner, drive-in, food court, or other similar premises  
 Retail food store with seating for on-premises dining

On premises seating capacity: Inside X Outside \_\_\_\_\_

- Business will serve alcohol for on-premises consumption:  Yes  No
- Business will offer live entertainment:  Yes  No  
 If the answer is yes to both 1&2 above, please attach a completed special amusements permit application.
- Business has received all required municipal permits:  Yes  No  
 If the answer is no, please explain \_\_\_\_\_
- All servers who serve alcoholic beverages in the establishment have received server training in a program certified by the State of Maine: N/A  Yes  No  NA

I certify with my signature below that the information provided in this application is true and accurate to the best of my knowledge.

[Signature]  
 SIGNATURE  
Anthony Hill  
 PRINTED NAME

7-10-17  
 DATE

### FOR OFFICE USE

DATE RECEIVED 7-10-17 FOOD LICENSE TYPE: DINING CLASS  1  2  3 RETAIL CLASS  1  
 FEE: 20.00 PAID Cash

Rec'd 11:12AM 4/15/19



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT SUBWAY - 124 US Route 1, Bucksport, ME 04416

APPLICATION IS FOR A      NEW LICENSE   XX   RENEWED LICENSE

APPLICATION DATE 04/11/2019 DATE OF CFP REVIEW REQUEST 04/15/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN 05/06/2019

### MUNICIPAL LICENSE/PERMIT TYPE:

     Festivals   XX   Food Services      Outdoor Vendors  
     Innkeepers      Public Entertainment      Special Amusements  
     Other \_\_\_\_\_

### STATE LICENSE/PERMIT TYPE:

     Alcoholic Beverages (on premises consumption)      Beano or Bingo  
     Bring Your Own Bottle (BYOB) Functions      Dual Liquor Licenses  
     Games of Chance      Bottle Clubs      Off-Track Betting  
     Taste-Testing Events      Off-Premises Catering

## DEPARTMENTAL RECOMMENDATION

A REVIEW OF THE ABOVE DESCRIBED MUNICIPAL AND/OR STATE LICENSE OR PERMIT APPLICATION WAS CONDUCTED, AND THE FOLLOWING RECOMMENDATION IS HEREBY MADE:

THE MUNICIPAL LICENSE/PERMIT IS RECOMMENDED FOR

  ✓   APPROVAL      CONDITIONAL APPROVAL      DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

     APPROVAL      CONDITIONAL APPROVAL      DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: 4/15/19 SIGNATURE: *[Signature]*

TITLE:      CODE ENFORCEMENT OFFICER      FIRE CHIEF   ✓   POLICE CHIEF

DECISION:      APPROVAL      CONDITIONAL APPROVAL      DENIAL

DECISION BY:      TOWN COUNCIL      TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT SUBWAY - 124 US Route 1, Bucksport, ME 04416

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 04/11/2019 DATE OF CFP REVIEW REQUEST 04/15/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN 05/06/2019

### MUNICIPAL LICENSE/PERMIT TYPE:

Festivals  Food Services  Outdoor Vendors  
 Innkeepers  Public Entertainment  Special Amusements  
 Other \_\_\_\_\_

### STATE LICENSE/PERMIT TYPE:

Alcoholic Beverages (on premises consumption)  Beano or Bingo  
 Bring Your Own Bottle (BYOB) Functions  Dual Liquor Licenses  
 Games of Chance  Bottle Clubs  Off-Track Betting  
 Taste-Testing Events  Off-Premises Catering

## DEPARTMENTAL RECOMMENDATION

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THE MUNICIPAL LICENSE/PERMIT IS RECOMMENDED FOR

APPROVAL  CONDITIONAL APPROVAL  DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

APPROVAL  CONDITIONAL APPROVAL  DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: April 25, 2019 SIGNATURE: Jeffrey Hammond Digitally signed by Jeffrey Hammond  
Date: 2019.04.25 12:26:59 -04'00'

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT SUBWAY - 124 US Route 1, Bucksport, ME 04416

APPLICATION IS FOR A      NEW LICENSE   XX   RENEWED LICENSE

APPLICATION DATE 04/11/2019 DATE OF CFP REVIEW REQUEST 04/15/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN 05/06/2019

**MUNICIPAL LICENSE/PERMIT TYPE:**

     Festivals   XX   Food Services      Outdoor Vendors  
     Innkeepers      Public Entertainment      Special Amusements  
     Other \_\_\_\_\_

**STATE LICENSE/PERMIT TYPE:**

     Alcoholic Beverages (on premises consumption)      Beano or Bingo  
     Bring Your Own Bottle (BYOB) Functions      Dual Liquor Licenses  
     Games of Chance      Bottle Clubs      Off-Track Betting  
     Taste-Testing Events      Off-Premises Catering

## DEPARTMENTAL RECOMMENDATION

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THE MUNICIPAL LICENSE/PERMIT IS RECOMMENDED FOR

  ✓   APPROVAL      CONDITIONAL APPROVAL      DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

     APPROVAL      CONDITIONAL APPROVAL      DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: 4-28-19 SIGNATURE: Acting Fire Chief [Signature]

TITLE:      CODE ENFORCEMENT OFFICER   ✓   FIRE CHIEF      POLICE CHIEF

DECISION:      APPROVAL      CONDITIONAL APPROVAL      DENIAL

DECISION BY:      TOWN COUNCIL      TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

12d

## FOOD SERVICE BUSINESS LICENSE APPLICATION

### BUSINESS OWNER INFORMATION:

Name of Principal Owner Katherine Warren / Warrens Waterfront Restaurant Inc.  
 Mailing Address PO Box 1542  
 City/Town Bucksport State ME Zip 04416  
 Telephone # \_\_\_\_\_ Cell # 207-974-6691  
 E-Mail Address KWarren1682016@yahoo.com

Is the business owner the owner of the property where the business will be located?  Yes \_\_\_ No  
 If the answer is no, written permission from the property owner must be included with this application.

### BUSINESS INFORMATION:

Name of Business Warrens Waterfront Restaurant  
 Mailing Address PO Box 1542  
 City/Town Bucksport State ME Zip 04416  
 Telephone # \_\_\_\_\_ Cell # 207-974-6691  
 E-mail Address KWarren1682016@yahoo.com

### BUSINESS DESCRIPTION: (please check where applicable)

Type of Business:  Corporation \_\_\_ Partnership \_\_\_ Sole Proprietorship  
 Business Location (Street Address) 96 Main St Bucksport  
 Business Hours: Th, Fri, Sat 6AM-9PM, Sun 7AM-8PM T & Wed 10:2pm Mon 6:30pm  
 Business is open:  Year round \_\_\_ Seasonally  
 Type of Establishment:  Restaurant, banquet facility, club or other similar premises  
 \_\_\_ Pub, bar, lounge, tap room or other similar premises  
 \_\_\_ Café, dairy bar, diner, drive-in, food court, or other similar premises  
 \_\_\_ Retail food store with seating for on-premises dining

On premises seating capacity: Inside 38 Outside 36

- Business will serve alcohol for on-premises consumption:  Yes \_\_\_ No
- Business will offer live entertainment: \_\_\_ Yes  No  
 If the answer is yes to both 1&2 above, please attach a completed special amusements permit application.
- Business has received all required municipal permits: \_\_\_ Yes \_\_\_ No  
 If the answer is no, please explain \_\_\_\_\_
- All servers who serve alcoholic beverages in the establishment have received server training in a program certified by the State of Maine: \_\_\_ Yes  No \_\_\_ NA SOME

I certify with my signature below that the information provided in this application is true and accurate to the best of my knowledge.

Katherine Warren  
 SIGNATURE  
Katherine Warren  
 PRINTED NAME

4/19/19  
 DATE

### FOR OFFICE USE

DATE RECEIVED 19-Apr-2019 FOOD LICENSE TYPE: DINING CLASS (1) 2 3 RETAIL CLASS \_\_\_ 1  
 FEE: \$40.00 PAID Check # 502



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT WARRENS WATERFRONT RESTAURANT - 96 Main Street

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 4/19/2019 DATE OF CFP REVIEW REQUEST 04/19/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN ASAP

### MUNICIPAL LICENSE/PERMIT TYPE:

- Festivals
- Food Services
- Outdoor Vendors
- Innkeepers
- Public Entertainment
- Special Amusements
- Other \_\_\_\_\_

### STATE LICENSE/PERMIT TYPE:

- Alcoholic Beverages (on premises consumption)
- Beano or Bingo
- Bring Your Own Bottle (BYOB) Functions
- Dual Liquor Licenses
- Games of Chance
- Bottle Clubs
- Off-Track Betting
- Taste-Testing Events
- Off-Premises Catering

## DEPARTMENTAL RECOMMENDATION

A REVIEW OF THE ABOVE DESCRIBED MUNICIPAL AND/OR STATE LICENSE OR PERMIT APPLICATION WAS CONDUCTED, AND THE FOLLOWING RECOMMENDATION IS HEREBY MADE:

THE MUNICIPAL LICENSE/PERMIT IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: 4-28-19 SIGNATURE: Acting Fire Chief [Signature]

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT WARRENS WATERFRONT RESTAURANT - 96 Main Street

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 4/19/2019 DATE OF CFP REVIEW REQUEST 04/19/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN ASAP

### MUNICIPAL LICENSE/PERMIT TYPE:

- Festivals
- Food Services
- Outdoor Vendors
- Innkeepers
- Public Entertainment
- Special Amusements
- Other \_\_\_\_\_

### STATE LICENSE/PERMIT TYPE:

- Alcoholic Beverages (on premises consumption)
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- Off-Premises Catering

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THE MUNICIPAL LICENSE/PERMIT IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

- APPROVAL
- CONDITIONAL APPROVAL
- DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: 4/23/19 SIGNATURE: *[Signature]*

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_



# TOWN OF BUCKSPORT, MAINE

## CODE/FIRE/POLICE REVIEW

LICENSE APPLICANT WARRENS WATERFRONT RESTARAUNT - 96 Main Street

APPLICATION IS FOR A  NEW LICENSE  RENEWED LICENSE

APPLICATION DATE 4/19/2019 DATE OF CFP REVIEW REQUEST 04/19/2019

A CFP REVIEW RECOMMENDATION IS REQUESTED BY NO LATER THAN ASAP

### MUNICIPAL LICENSE/PERMIT TYPE:

Festivals  Food Services  Outdoor Vendors  
 Innkeepers  Public Entertainment  Special Amusements  
 Other \_\_\_\_\_

### STATE LICENSE/PERMIT TYPE:

Alcoholic Beverages (on premises consumption)  Beano or Bingo  
 Bring Your Own Bottle (BYOB) Functions  Dual Liquor Licenses  
 Games of Chance  Bottle Clubs  Off-Track Betting  
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## DEPARTMENTAL RECOMMENDATION

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APPROVAL  CONDITIONAL APPROVAL  DENIAL

THE STATE LICENSE/PERMIT/REGISTRATION IS RECOMMENDED FOR

APPROVAL  CONDITIONAL APPROVAL  DENIAL

IF AN APPLICATION IS RECOMMENDED FOR CONDITIONAL APPROVAL OR DENIAL, AN EXPLANATION FOR THAT RECOMMENDATION IS ATTACHED TO THIS REPORT.

DATE: April 25, 2019 SIGNATURE: Jeffrey Hammond Digitally signed by Jeffrey Hammond  
Date: 2019.04.25 08:51:01 -04'00'

TITLE:  CODE ENFORCEMENT OFFICER  FIRE CHIEF  POLICE CHIEF

DECISION:  APPROVAL  CONDITIONAL APPROVAL  DENIAL

DECISION BY:  TOWN COUNCIL  TOWN CLERK

DATE: \_\_\_\_\_

**BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS  
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT  
 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008  
 10 WATER STREET, HALLOWELL, ME 04347  
 TEL: (207) 624-7220 FAX: (207) 287-3434  
 EMAIL INQUIRIES: [MAINELIQUOR@MAINE.GOV](mailto:MAINELIQUOR@MAINE.GOV)**

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application:  Yes  No

PRESENT LICENSE EXPIRES \_\_\_\_\_

INDICATE TYPE OF PRIVILEGE:  MALT  VINOUS  SPIRITUOUS

**INDICATE TYPE OF LICENSE:**

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI)     | <input type="checkbox"/> CLASS A LOUNGE (Class X)        |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV)                 | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V)       |
| <input type="checkbox"/> CLUB w/o Catering (Class V)               | <input type="checkbox"/> CLUB with CATERING (Class I)     | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV)                         | <input type="checkbox"/> QUALIFIED CATERING               | <input type="checkbox"/> OTHER: _____                    |

REFER TO PAGE 3 FOR FEE SCHEDULE

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

Corporation Name: <b>Warrens Waterfront Restaurant Inc</b>	Business Name (D/B/A) <b>Warrens Waterfront Restaurant</b>
APPLICANT(S) –(Sole Proprietor) DOB:	Physical Location: <b>96 Main St.</b>
DOB:	City/Town State Zip Code <b>Bucksport, ME 04416</b>
Address <b>PO Box 1542</b>	Mailing Address <b>PO Box 1542</b>
City/Town State Zip Code <b>Bucksport ME 04416</b>	City/Town State Zip Code <b>Bucksport, ME 04416</b>
Telephone Number Fax Number <b>207-974-6691</b>	Business Telephone Number Fax Number
Federal I.D. # <b>83-4308214</b>	Seller Certificate #: or Sales Tax #: <b>Applied for</b>
Email Address: Please Print <b>KWarren6820116@Yahoo.com</b>	Website:

If business is NEW or under new ownership, indicate starting date: Incorporated 3/25/19  
 Requested inspection date: 5/1/19 Business hours: proposed Sun Mon Tues Wed Thur Fri Sa  
7-8pm 6-8 6-2 6-2 6-9 6-9 6-8

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: \_\_\_\_\_
- State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ \_\_\_\_\_ LIQUOR \$ \_\_\_\_\_
- Is applicant a corporation, limited liability company or limited partnership? YES  NO   
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you own or have any interest in any another Maine Liquor License?  Yes  No  
 If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

(Use an additional sheet(s) if necessary.)

License #	Name of Business
Physical Location	City / Town

5. Do you permit dancing or entertainment on the licensed premises? YES  NO
6. If manager is to be employed, give name: Katherine Warren
7. Business records are located at: 96 Main St. Bucksport ME 04416
8. Is/are applicant(s) citizens of the United States? YES  NO
9. Is/are applicant(s) residents of the State of Maine? YES  NO
10. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:  
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Katherine Warren, <sup>(Lane)</sup> <del>Bucksport</del> <u>Maine</u>	11/15/1968	Bucksport, Maine
Melinda (Barnes) Cook	4/25/1992	Belfast, Maine
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Orland Maine, & Swanville Maine (Katherine)		
Stockton Springs Maine (Melinda)		

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES  NO
- Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_
- Offense: \_\_\_\_\_ Location: \_\_\_\_\_
- Disposition: \_\_\_\_\_ (use additional sheet(s) if necessary)
12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?  
Yes  No  If Yes, give name: \_\_\_\_\_
13. Has/have applicant(s) formerly held a Maine liquor license? YES  NO
14. Does/do applicant(s) own the premises? Yes  No  If No give name and address of owner: \_\_\_\_\_
15. Describe in detail the premises to be licensed: (On Premise Diagram Required) Small Restaurant w/Bar  
39 seats inside, 36 seats on Deck. Full Service Restaurant
16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?  
YES  NO  Applied for: 4/19/19
17. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? .2 mile
- Which of the above is nearest? Church
18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES  NO
- If YES, give details: Mortgage from Seaboard FCU.



Division of Alcoholic Beverages and Lottery  
Operations  
Division of Liquor Licensing and Enforcement

**Corporate Information Required for  
Business Entities Who Are Licensees**

<b>For Office Use Only:</b>	
License #:	_____
SOS Checked:	_____
100% Yes	<input type="checkbox"/> No <input type="checkbox"/>

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Warrens Waterfront Restaurant Inc.
- Doing Business As, if any: \_\_\_\_\_
- Date of filing with Secretary of State: 3/25/19 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
David Warren	27 Briar Brook Rd Orland, ME 04472	9/16/54	owner	50%
Katherine Warren	27 Briar Brook Rd Orland ME 04472	11/15/68	owner	50%

(Stock ownership in non-publicly traded companies must add up to 100%.)

- If Co-Op # of members: \_\_\_\_\_ (list primary officers in the above boxes)

7. Is any principal person involved with the entity a law enforcement official?

Yes  No  If Yes, Name: \_\_\_\_\_ Agency: \_\_\_\_\_

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes  No

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: \_\_\_\_\_

Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_

Location of Conviction: \_\_\_\_\_

Disposition: \_\_\_\_\_

**Signature:**

Katherine Warren 4/19/19  
Signature of Duly Authorized Person Date

Katherine Warren  
Print Name of Duly Authorized Person

---

Submit Completed Forms to:

Bureau of Alcoholic Beverages  
Division of Liquor Licensing and Enforcement  
8 State House Station, Augusta, Me 04333-0008 (Regular address)  
10 Water Street, Hallowell, ME 04347 (Overnight address)  
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434  
Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

**NOTE:** "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Bucksport, ME. on April 19, 2019  
Town/City, State Date

Katherine Warren  
 Signature of Applicant or Corporate Officer(s)  
Katherine Warren  
 Print Name

**Please sign in blue ink** David Warren  
 Signature of Applicant or Corporate Officer(s)  
David Warren  
 Print Name

**FEE SCHEDULE**

- FILING FEE: (must be included on all applications)..... \$ 10.00**
  
- Class I** Spirituous, Vinous and Malt ..... \$ 900.00  
**CLASS I:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.
  
- Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only) ..... \$1,100.00  
**CLASS I-A:** Hotels only that do not serve three meals a day.
  
- Class II** Spirituous Only ..... \$ 550.00  
**CLASS II:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.
  
- Class III** Vinous Only ..... \$ 220.00  
**CLASS III:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.
  
- Class IV** Malt Liquor Only ..... \$ 220.00  
**CLASS IV:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.
  
- Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) ..... \$ 495.00  
**CLASS V:** Clubs without catering privileges.
  
- Class X** Spirituous, Vinous and Malt – Class A Lounge ..... \$2,200.00  
**CLASS X:** Class A Lounge
  
- Class XI** Spirituous, Vinous and Malt – Restaurant Lounge ..... \$1,500.00  
**CLASS XI:** Restaurant/Lounge; and OTB.

**UNORGANIZED TERRITORIES** \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

**UNORGANIZED TERRITORIES** \$10.00 filing fee shall be paid directly to County Treasurer. **All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer. All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.**

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:  
Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing and Enforcement  
8 State House Station, Augusta, ME 04333-0008 (Regular address)  
10 Water Street, Hallowell, ME 04347 (Overnight address)  
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

**TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**  
Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Bucksport, Maine, Hancock County, on May 9<sup>th</sup>, 2019

The undersigned being the Municipal Officers of the Town of Bucksport, Maine.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS APPROVAL EXPIRES IN 60 DAYS**

**NOTICE – SPECIAL ATTENTION**

**§653. Hearings; bureau review; appeal**

**1. Hearings.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall

notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][ 2003, c. 213, §1 (AMD) .]

**2. Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW) .]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW) .]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD) .]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD) .]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD) .]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD) .]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW) .]

[ 2009, c. 81, §§1-3 (AMD) .]

**3. Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP) .]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]

[1995, c. 140, §6 (AMD) .]

**4. No license to person who moved to obtain a license.** [ 1987, c. 342, §32 (RP) .]

**5. Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[ 1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

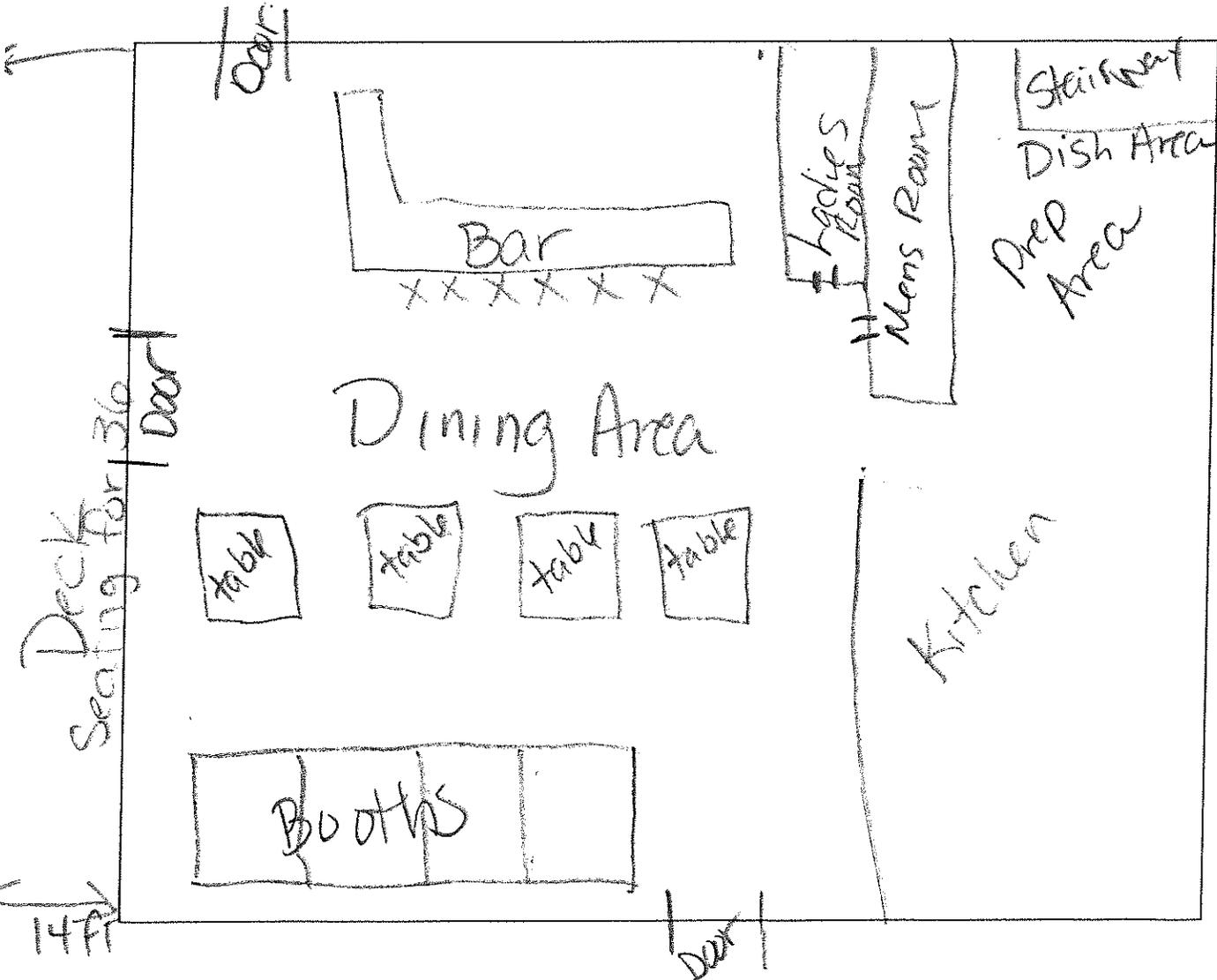
Bureau of Alcoholic Beverages and Lottery Operations  
 Division of Liquor Licensing & Enforcement  
 8 State House Station, Augusta, ME 04333-0008  
 10 Water Street, Hallowell, ME 04347  
 Tel: (207) 624-7220 Fax: (207) 287-3434  
 Email Inquiries: [MaineLiquor@maine.gov](mailto:MaineLiquor@maine.gov)

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.



15a

RSU 25 FY 2020 Budget Translation to Local Impact

Version 3  
Proposed  
4.25.19

Foundation Allocation

	Cal Year Avg Pupils	Percentage Pupils	Percentage Valuation	3 year average Valuation	Adjusted Mil Rate	Required Local Contribution	State Contribution by Municipality	Total Allocation by Municipality
<b>Bucksport</b>	658.5	63.01%	57.35%	\$427,850,000	0.00828	\$3,542,598.00	\$4,696,785.92	\$8,238,883.92
<b>Orland</b>	241.5	23.11%	29.55%	\$225,150,000	0.00828	\$1,864,242.00	\$992,174.64	\$2,856,416.64
<b>Prospect</b>	99	9.47%	6.22%	\$51,216,667	0.00828	\$424,074.00	\$746,426.46	\$1,170,500.46
<b>Verona Isl</b>	46	4.41%	6.88%	\$54,383,333	0.00828	\$450,294.00	\$94,785.94	\$545,079.94
<b>RSU 25</b>	1045	100%	100%	\$758,600,000		\$6,281,208.00	\$6,529,672.96	\$12,810,880.96

	2019-2020	2018-2019
General Purpose Aid		
State Contribution	\$6,529,673	\$6,110,379
Required Local Share	\$6,281,208	\$6,476,323
<b>Total Foundation Allocation</b>	<b>\$12,810,881</b>	<b>\$12,586,702</b>

Other Revenues

	2019-2020	2018-2019
Tuition	\$85,000.00	\$70,000.00
Interest	\$46,000.00	\$46,000.00
Literacy Center	\$25,000.00	\$25,000.00
CTE Reimbursement	\$99,500.00	\$99,500.00
Tech Reimbursement from Bucksport	\$54,000.00	\$55,000.00
Regionalization Assistance	\$51,169.00	\$24,178.73
E Rate / Connect	\$0.00	\$0.00
Gate Receipts	\$0.00	\$0.00
Medicaid	\$40,000.00	\$75,000.00
Balance Forward	\$550,000.00	\$550,000.00
Bond Offset	\$0.00	\$0.00
<b>Total</b>	<b>\$950,669</b>	<b>\$944,679</b>

Purposed Budget

	2019-2020	2018-2019
Purposed PK - 12 Budget	\$15,759,468	\$15,156,407

Minus Total Allocation  
Minus Additional Revenue  
Minus Local Only Debt

	\$12,810,881	\$12,586,701.84
	\$950,669	\$944,679
	\$242,949	\$217,047
<b>Additional Local</b>	<b>\$1,754,969</b>	<b>\$1,407,979</b>

	Proposed				Approved	
	Required Local Share	Additional Local	Local Debt	Adult Ed	Total FY 19/20	Total FY 18/19
<b>Bucksport</b>	\$3,542,598.00	\$1,047,841.99	\$143,554.06	\$37,915.94	\$4,791,909.98	\$4,720,939.83
	-\$3,681,851.50	-\$139,253.50	\$850,278.99	\$197,563.00	-\$131,074.48	\$57,734.86
						\$70,970.15
<b>Orland</b>	\$1,864,242.00	\$463,221.62	\$63,461.23	\$25,603.01	\$2,416,527.87	\$2,356,357.79
	-\$43,061.75	\$367,412.32	\$95,809.30	\$25,003.40		\$60,170.08
<b>Prospect</b>	\$424,074.00	\$142,373.23	\$19,505.09	\$7,869.20	\$593,821.53	\$557,636.14
	-\$424,861.75	-\$106,494.84	\$33,886.39	\$16,723.44	\$7,580.11	\$36,191.39
<b>Verona Island</b>	\$450,294.00	\$101,532.16	\$13,909.88	\$5,611.85	\$571,347.89	\$562,421.42
	-\$462,305.75	\$97,803.83	\$19,729.53	\$12,610.47	\$5,701.63	\$6,926.47
<b>FY 2020</b>	\$6,281,208.00	\$1,754,969.00	\$242,949	\$97,000.00	\$8,373,607.26	\$8,197,349.18
						\$176,258.08

**Cross Check Revenue vs Expenses FY 2020**

<b>Revenue</b>	<b>Expenses</b>
State GPA	\$6,529,672.96
Required Local Contribution	\$6,281,208.00
Additional Local (minus local only debt)	\$1,754,969.00
Local Only Debt	\$242,949.00
Add Revenue	\$950,669.00
Adult Ed Local Contribution	\$97,000.00
	<u>\$15,856,468</u>
	\$15,759,468.00
	<u>PK-12 Budget</u>
	\$87,000.00
	<u>Adult Education</u>
	\$15,856,468.00

**Cost Sharing Calculations**

**FY 2020**  
**Cost Sharing Formula (50% Pupils) (50% Valuation)**

Cal Year	Avg Pupils	Percentage Pupils	Percentage Valuation	2014, 2015, 2016 Valuation
Bucksport	658.5	63.01%	56.40%	\$427,850,000
Orland	241.5	23.11%	29.68%	\$225,150,000
Prospect	99	9.47%	6.75%	\$51,216,667
Verona Isl	46	4.40%	7.17%	\$54,383,333
	<b>1045</b>	<b>100.00%</b>	<b>100%</b>	<b>\$758,600,000</b>

**FY 2020**  
**Additional Local (not including local debt)**

	100%	50%
	\$1,754,969	\$877,485

	Pupils	Valuation	Additional Local Share
Bucksport	\$552,941	\$494,901	\$1,047,842
Orland	\$202,787	\$260,435	\$463,222
Prospect	\$83,130	\$59,243	\$142,373
Verona Isl	\$38,626	\$62,906	\$101,532
	<b>\$877,485</b>	<b>\$877,485</b>	<b>\$1,754,969</b>

**FY 2020**  
**Adult Education**

	100%	50%
	\$97,000.00	\$48,500.00

	Pupils	Valuation	Adult Ed
Bucksport	\$30,561.96	\$27,353.97	\$57,915.94
Orland	\$11,208.37	\$14,394.64	\$25,603.01
Prospect	\$4,594.74	\$3,274.46	\$7,869.20
Verona Isl	\$2,134.93	\$3,476.92	\$5,611.85
	<b>\$48,500.00</b>	<b>\$48,500.00</b>	<b>\$97,000.00</b>

**Cost Sharing Year to Year Comparison**

	FY 2020	FY 2019	FY 2020	FY 2019
	Percentage Pupils	Percentage Pupils	Percentage Valuation	Percentage Valuation

Bucksport	63.01%	63.43%	56.40%	57.35%
Orland	23.11%	22.64%	29.68%	29.55%
Prospect	9.47%	8.19%	6.75%	6.22%
Verona Isl	4.40%	4.74%	7.17%	6.86%
	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>

**FY 2020**  
**Local Only Debt**

	100%	50%
	\$240,430	\$120,215

	Pupils	Valuation	Additional Local Share
Bucksport	\$75,753	\$67,801	\$143,554
Orland	\$27,782	\$35,879	\$63,461
Prospect	\$11,389	\$8,116	\$19,505
Verona Isl	\$5,292	\$8,618	\$13,910
	<b>\$120,215</b>	<b>\$120,215</b>	<b>\$240,430</b>

## Non-Municipal Organization Funding Request Evaluation Policy

### Application Process:

Non-municipal agencies wishing to be considered for funding shall complete a Non-municipal agency funding request application and provide all documentation requested on the application.

### Evaluation Criteria:

The following criteria shall be applied to the information provided on the application in order to determine funding priorities:

- A. Organization requesting funding must have a representative attend scheduled Council Meeting at which funding is discussed.
- B. What type of service is provided by the organization and is it a need in the community as identified by the Town's Comprehensive Plan?
- C. What is the availability of the service provided in the community?
- D. What is the level of resident participation with the organization?
- E. What local benefits result from the work of the organization?
- F. Preference
  - a. Preference shall be given to organizations located in the Town of Bucksport
  - b. Preference shall be given to organizations who provide service to the community through volunteer activities
  - c. Preference shall be given to organizations that provide necessary services that may otherwise result in impacts to the municipal budget through such line items as General Assistance and economic development.
  - d. Preference shall be given to organizations that offer desired services not otherwise available to Bucksport residents
  - e. Preference shall be given to entities whose purpose furthers goal(s) in the Town's Comprehensive plan.
  - f. Preference shall be given to entities whose purpose is consistent with the Heart & Soul Community Values Statements adopted by the Bucksport Town Council.

### Funding Level:

The maximum tax appropriation for non-municipal agency funding shall not exceed 1.00% of the prior year tax commitment.

### Budget location:

Non-municipal funding requests that support the work of individual Town departments shall be discussed as part of the budgets that they support in the

community but shall be governed by the overall cap on tax appropriated funds along with social agency requests.

*Current Agencies requesting as of 6/30/2018:*

Budget Category	Non-municipal agency
<i>Community &amp; Economic Development:</i>	Chamber of Commerce Main Street Bucksport Fort Knox Bay Festival Bucksport Bay Healthy Communities Coalition
<i>General Assistance</i>	Bucksport Community Concerns
<i>Recreation</i>	Senior Citizens Library Child Care Center

**Amendment**

This policy may be amended by majority vote of the Town Council after public notice and discussion at a regular Town Council meeting.

541	Community Agencies	2017-18	2018-19	Requested	Council Decision
				2019-20	
81	Buck Library	\$14,000	\$14,000	\$14,000	
82	Snowmobile Club	\$1,700	\$1,700	\$0	
83	Fort Knox	\$1,800	\$1,800	\$1,800	Pass through funding - part of Recreation Budget
84	Arcady Committee	\$0	\$0	\$0	Part of Economic Development Budget
85	Circus Band	\$0	\$0	\$0	
86	Chamber of Commerce	\$13,000	\$9,000	\$9,000	
	Bay Festival/225th Bday	\$35,000	\$15,000	\$15,000	
87	Memorial Day	\$0	\$400	\$0	Part of Waterfront Budget
92	Conservation Commission	\$0	\$350	\$0	
93	Penobscot Consortium	\$0	\$2,500	\$0	Part of Planning Budget - Town Committee
94	Wilson Hall	\$0	\$0	\$0	
	Wednesday on Main	\$0	\$0	\$4,000	Part of Economic Development Budget
95	Main Street Bucksport	\$20,000	\$20,000	\$20,000	Part of Economic Development Budget
541	<b>TOTAL COM. AGENCIES</b>	\$85,500	\$64,750	\$63,800	
542	<b>Social Agencies</b>				
84	Downeast Community Partners	\$1,500	\$1,500	\$31,629	
85	Child and Family Opportunities	\$2,200	\$0	\$0	
87	Bucksport Community Concerns	\$4,500	\$4,500	\$4,500	
88	**Downeast Transportation	\$3,592	\$3,592	\$3,592	
88a	Transportation - expansion		\$5,000	\$0	
89	Eastern Area Agency on Aging	\$1,500	\$2,500	\$2,500	
90	Child Care Center	\$2,000	\$2,500	\$2,000	
91	Bucksport Healthy Communities Coalition	\$0	\$0	\$15,000	
92	Senior Citizens' Group	\$2,500	\$6,000	\$6,000	
94	**Downeast Health Services	\$0	\$0	\$0	
95	Yesterday's Children	\$0	\$0	\$300	Did not attend
96	Hospice of Hancock	\$800	\$800	\$1,000	
97	Community Health & Counseling Services	\$0	\$0	\$2,273	Did Not attend
98	Lifelight Foundation	\$1,000	\$1,000	\$1,231	
	HOME	\$0	\$0	\$5,000	
	* Maine Family Planning - WIC	\$500	\$500	\$4,815	
	Families First Community Center		\$1,000	\$1,000	
	Red Cross		\$300	\$2,500	
	Home Health Hospice - EMHS		\$250	\$250	
	Open Door Recovery Center		\$0	\$1,000	

	Health Equity Alliance	\$0	\$500	\$500				
	Loaves & Fishes Food Pantry		300				Did not attend	
542	<b>TOTAL SOCIAL AGENCIES</b>	\$20,092	\$29,942	\$85,090				
	** = No request submitted							
54	<b>TOTAL COM. AND SOCIAL</b>	\$105,592	\$94,692	\$148,890				
	Total Funding available for Agencies							
	TIF Funds traditionally used			\$ 13,000.00				
	Spofford Funds traditionally used			\$ 4,500.00				
	1% of prior year tax commitment			\$ 72,596.02				
	Total Available			\$ 90,096.02				