

BUCKSPORT TOWN COUNCIL MEETING
7:00 P.M., THURSDAY, JANUARY 9, 2020
TOWN COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE

1. **Call Meeting To Order – Town Clerk**
2. **Swearing in of Councilors Kathy Downes & Edward Rankin, Jr. – Town Clerk**
3. **Roll Call – Town Clerk**
4. **Annual Actions of Council**
 - a. Election of Mayor – Town Clerk
 - b. Election of Deputy Mayor – Mayor
 - c. Committee Assignment Discussion
5. **Presentation of any Town Council Recognitions**
6. **Consider minutes of previous meetings**
 - a. Town Council Minutes 12/12/19
 - b. Finance Committee Minutes 12/12/19
7. **Receive and Review Correspondence**
 - a. Orland Police Call 12-27-19
 - b. Verona Police Call 12-16-19
 - c. Verona Police Call 12-9-19
 - d. Downeast Transportation Ridership Report – November 2019
 - e. Zach Erickson – Thank you – Eagle Scout Project
8. **Ordinances to Consider/Introduce**
 - a. 2nd Reading – Fees Ordinance Amendment to eliminate Tire Fees
 - b. 2nd Reading – Amendment to Streets & Roads Ordinance related to parking at the Marina Parking Lot
9. **Discussion Items (Manager Clarification and Direction, or Council Discussion and/or Input on Issues)**
 - a. Main Street Bucksport Update – Brook Minner
 - b. Program for assisting residents – housing/repairs/etc. – Councilor Morrison
 - c. Pool Update
10. **Agenda Items**
 - a. Resolve 2020-36 to approve sewer interest rate for 2020
11. **Resignations, Appointments, Assignments, and Elections**
 - a. Appointments to Solar Committee Isaac Bray & 2 Councilors
12. **Approval of Quit Claims, Discharges, and Deeds**
13. **Town Manager Report**
 - a. Department Head Reports
14. **Set Public Hearings, and/or Hold Public Hearings and Approval of any Licenses or Permits**
 - a. Amendment to Council Rules to add Sections 44 & 45 to define process for appointment of Councilor to an unexpired term and to establish when such Councilors would be seated
 - b. Amendment to Fees Ordinance, Transfer Station, Automotive Waste – to eliminate fees for the disposal of tires
15. **Discussion of Items Not on the Agenda for Council and Public**
16. **Upcoming Public Hearings, Designation of Topics for Committee Assignment, and Scheduling of Committee Meetings**
 - a. Cemetery Committee Meeting Date
 - b. Solar Committee Meeting Date
 - c. Goals & Objectives Meeting Date
17. **Adjournment**

6a

BUCKSPORT TOWN COUNCIL MEETING
7:00 P.M., THURSDAY, DECEMBER 12, 2019
TOWN COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE
MINUTES

1. **Call Meeting To Order** - *Mayor Stewart called the meeting to order at 7:00 p.m.*
2. **Roll Call** - *Councilors Present: Mark Eastman, Jim Morrison, Paul Bissonnette, Peter Stewart, Daniel Ormsby*

Councilors Absent: Paul Gauvin, Rob Carmichael, Jr.
3. **Presentation of any Town Council Recognitions** - *None.*
4. **Consider minutes of previous meetings**
 - a. Town Council Minutes 11/14/19
 - b. 11/14/19 Regulatory Review Committee Minutes
 - c. 11/14/19 Infrastructure & Property Committee Minutes

*Councilor Ormsby moved and Councilor Eastman seconded to approve the above listed minutes. **Motion Passed 5-0***
5. **Receive and Review Correspondence**
 - a. Downeast Transportation Ridership Report – November 2019 - *Noted.*
 - b. MMA Worker’s Compensation Benefit Report -2019 - *Noted.*
 - c. Verona Police Call 12-04-19 - *Noted.*
6. **Ordinances to Consider/Introduce**
 - a. 2nd Reading - Amendment to Appendix B Council Rules to add sections 44 & 45 – *A public hearing will be held on this amendment at the first meeting in January, 2020.*
 - b. 1st Reading – Amendment to Streets & Roads Ordinance related to parking at the Marina Parking Lot - *Town Manager Lessard stated that she had received various email expressing concerns with the amount of handicap parking that this amendment provides. After extensive discussion from the Council and members of the public, the Council agreed to move forward to the second reading as is.*
7. **Discussion Items (Manager Clarification and Direction, or Council Discussion and/or Input on Issues)**
 - a. Finance Committee Meeting Update - *Councilor Bissonnette updated the Council on what was discussed at the Finance Committee meeting. The committee recommended moving a server replacement project forward to the Council for their approval.*
 - b. Economic Development Plan Update - *Economic Development Director Rich Rotella approached the Council regarding the Economic Development Plan. He stated that the committee has been working on this plan for quite some time. The Council commended Economic Development Director Rotella and his board members for all the work that they put*

into this.

8. Agenda Items

- a. To approve Resolve 2020-31 to approve the expenditure of Town Office & Public Safety Reserve funds for server replacement - *Councilor Ormsby moved and Councilor Eastman seconded to approve Resolve 2020-31. Motion Passed 5-0*
- b. To approve Resolve 2020-32 to approve the award of a three year loan to Machias Savings Bank for the 2020 Highway Truck at a rate of 1.99% - *Councilor Eastman moved and Councilor Ormsby seconded to approve Resolve 2020-32. Motion Passed 5-0*
- c. To approve Resolve 2020-33 to approve the update to the Town of Bucksport Economic Development Strategy - *Councilor Ormsby moved and Councilor Bissonnette seconded to approve Resolve 2020-33. Motion Passed 5-0*
- d. To approve Resolve 2020-34 to approve use of Ambulance Reserve for the purchase of a refurbished LifePack 15 monitor/defibrillator - *Councilor Eastman moved and Councilor Ormsby seconded to approve Resolve 2020-34. Motion Passed 5-0*
- e. To approve Resolve 2020-35 to approve use of Fire Department Reserve to pay for repairs to Engine 1 - *Councilor Bissonnette moved and Councilor Ormsby seconded to approve Resolve 2020-35. Motion Passed 5-0*

9. Resignations, Appointments, Assignments, and Elections

- a. Appointments to Solar Committee
 1. Don White
 2. Nancy Minott
 3. John Eggebrecht
 4. Robert Carmichael Jr.
 5. Jon Paul Lalonde

Councilor Eastman moved and Councilor Bissonnette seconded to appoint the above listed individuals to the Solar Committee. Motion Passed 5-0

10. Approval of Quit Claims, Discharges, and Deeds - None.

11. Town Manager Report - Noted.

- a. Department Head Reports - *Noted.*

The Town Manager's Report is attached hereto and is therefore made a part of these minutes.

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

- a. Liquor License Renewal – George MacLeod d/b/a MacLeod's Restaurant - *Councilor Eastman moved and Councilor Bissonnette seconded to approve the renewal of MacLeod's Restaurant's liquor license. Motion Passed 5-0*

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

*Economic Development Director Rich Rotella approached the Council to request their permission to apply for a Redi-Rock retaining walls grant. Councilor Bissonnette moved Councilor Eastman seconded to act on an item not listed on the agenda. **Motion Passed 5-0.** Councilor Bissonnette moved and Councilor Ormsby seconded to allow Economic Development Director Rich Rotella move forward with the Redi-Rock grant process. **Motion Passed 5-0***

Ron Russell approached the Council and stated that the renovation of the property located at 15 Central Street that he purchased off of the town is nearly complete. He encouraged all Councilors to attend the open house that will be announced at a later date.

Mayor Stewart thanked the Public Safety Department and all who were involved in the tree lighting ceremony.

Town Manager Lessard expressed her thanks to Councilor Gauvin and Councilor Carmichael as this would have been their last meeting.

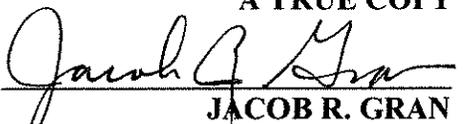
Councilor Morrison questioned what the status was on the town ice rink. Town Manager Lessard will check with the Recreation Department.

14. Upcoming Public Hearings, Designation of Topics for Committee Assignment, and Scheduling of Committee Meetings - None.

15. Adjournment - Councilor Ormsby moved and Councilor Bissonnette seconded to adjourn the meeting at 8:08 p.m. **Motion Passed 5-0**

BUCKSPORT TOWN COUNCIL

A TRUE COPY

ATTEST: 
JACOB R. GRAN
BUCKSPORT TOWN CLERK

6b

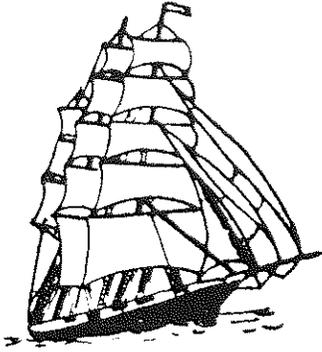
**FINANCE COMMITTEE MEETING
6:30 P.M., THURSDAY, DECEMBER 12, 2019
COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**

MINUTES

1. **Call meeting to order** – *The meeting was called to order at 6:30 p.m. by Councilor Bissonnette.*
2. **Roll call** – *Members present: Paul Bissonnette, James Morrison. Members absent: Paul Gauvin.*
3. **Town Server project with RSU 25** – *RSU 25 IT Director Jim Morrill explained the proposal for a joint upgrade of the Town and the RSU servers that would allow for a higher level of security, and more flexibility in meeting the needs of both. As presented, the proposed program through Scale computing would cover the needs of the Town and the RSU for five years. It also includes provisions for the replacement – at no additional cost – of any hardware failure during the five year period. The cost to the Town for the five year period would be \$18, 186.65. Motion by Councilor Morrison, seconded by Councilor Bissonnette to recommend to the full council that the Town proceed with this proposal. Vote 2-0.*
4. **Adjournment** – *Motion by Councilor Morrision, seconded by Councilor Bissonnette to adjourn at 6:50 p.m. Vote 2-0.*

Respectfully submitted,

*Susan Lessard
Town Manager*



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

Ta

December 28, 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 Maine State Police on a call in the town of Orland on 12-27-19. The call was for a male subject pounding on a family member's door at 0220 hours after allegedly harassing her all day.

Our on duty Patrolman responded to this call to assist with the Maine State Police and immediately returned to his patrol zone once the call was completed.

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,

David E. Winchester
Deputy Chief of Police
Bucksport Police Department

Cc: Susan Lessard, Town Manager



Bucksport Police Department

Officer Report for Incident 19BK-4841

Nature: Agency Asst-LE
Location: 157

Address: 89 Franklin St
Bucksport ME 04416

Offense Codes: 7614

Received By: Aimee Reynolds	How Received: T	Agency: BKPD
Responding Officers: Chris Woodman		
Responsible Officer: Chris Woodman	Disposition: CLO 12/28/19	
When Reported: 02:20:12 12/27/19	Occurred Between: 02:15:57 12/27/19 and 02:15:57 12/27/19	

Assigned To:	Detail:	Date Assigned: **/**/**
Status:	Status Date: **/**/**	Due Date: **/**/**

Complainant: 31583

Last: State Police Field Office	First:	Mid:
DOB: **/**/**	Dr Lic: (207)667-3722	Address: 180 Bangor Rd; Troop J
Race:	Sex:	Phone: (207)664-0162
		City: Ellsworth, ME 04605

Offense Codes

Reported:	Observed:
Additional Offense: 7614 Assist State Police	

Circumstances

Responding Officers: Chris Woodman	Unit : BK408	Agency: BKPD
Responsible Officer: Chris Woodman	Last Radio Log: 03:07:10 12/27/19 CMPLT	
Received By: Aimee Reynolds	Clearance: COM Report Complete and Approved	
How Received: T Telephone	Disposition: CLO Date: 12/28/19	
When Reported: 02:20:12 12/27/19	Occurred between: 02:15:57 12/27/19	
Judicial Status:	and: 02:15:57 12/27/19	
Misc Entry:		

Modus Operandi:	Description :	Method :
-----------------	---------------	----------

Involvements

Date	Type	Description	Relationship
------	------	-------------	--------------

Narrative

BKPD assisted the State Police

Responsible LEO:

Approved by:

Date

Supplement

CAD Call info/comments

=====

Requesting assistance to go to _____ in Orland - a _____ is
banging on his mother's ' _____ trailer

02:33:23 12/27/2019 - Aimee Reynolds

bk408 for directions gave. SP called and advised the trooper is on the Mast
Hill Road heading to _____ SP requested bk408 meet him at the Big Apple -

Advised BK408

02:49:11 12/27/2019 - Aimee Reynolds

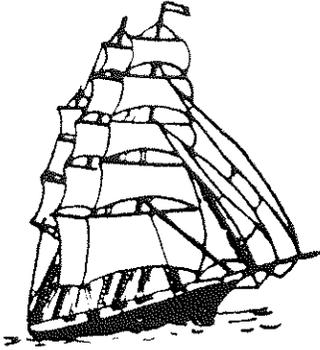
10-96 - advised all set

02:58:41 12/27/2019 - Aimee Reynolds

10-96 - advised all set

03:01:19 12/27/2019 - Aimee Reynolds

bk408 will be clear



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

76

December 16, 2019

Verona Board of Selectman
16 School Street
Verona Island, Me 04416
P.O. Box 1940
Bucksport, Me 04416

To whom it may concern:

The Bucksport Police Department received a request from the Waldo County Sheriff's Office on a call in the Town of Verona on 12/16/19. The Sheriff's Office requested that we check the Penobscot Narrows Bridge for a report of an abandoned vehicle at the end of the bridge and a subject that was standing on the bridge. Our on duty Patrolman responded to this call and found no one on the bridge and the vehicle was also gone.

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 incident card for this incident.

Sincerely,

A handwritten signature in black ink, appearing to read "David E. Winchester". The signature is fluid and cursive, with a long, sweeping underline.

David E. Winchester
Deputy Police Chief
Bucksport Public Safety

Cc: Susan Lessard, Town Manager



Bucksport Police Department

Officer Report for Incident 19BK-4710

Nature: Agency Assist
Location: 157

Address: Route 1; Penobscot Narrows Bridge
Bucksport ME 04416

Offense Codes: 7608

Received By: Aimee Reynolds	How Received: T	Agency: BKPD
Responding Officers: Gerald Lowe		
Responsible Officer: Gerald Lowe	Disposition: CLO 12/16/19	
When Reported: 06:27:29 12/16/19	Occurred Between: 06:27:03 12/16/19 and 06:27:03 12/16/19	

Assigned To:	Detail:	Date Assigned: **/**/**
Status:	Status Date: **/**/**	Due Date: **/**/**

Complainant: 159137

Last: Waldo County
RCC

First:

Mid:

DOB: **/**/**

Dr Lic:

Address: High Street

Race: Sex:

Phone: () -

City: Belfast, ME

Offense Codes

Reported:	Observed:
Additional Offense: 7608 Assist Sheriff's Department	

Circumstances

Responding Officers:	Unit :
Gerald Lowe	BK407

Responsible Officer: Gerald Lowe	Agency: BKPD
Received By: Aimee Reynolds	Last Radio Log: 06:51:17 12/16/19 CMPLT
How Received: T Telephone	Clearance: COM Report Complete and Approved
When Reported: 06:27:29 12/16/19	Disposition: CLO Date: 12/16/19
Judicial Status:	Occurred between: 06:27:03 12/16/19
Misc Entry:	and: 06:27:03 12/16/19

Modus Operandi:	Description :	Method :
------------------------	----------------------	-----------------

Involvements

Date	Type	Description	Relationship
12/16/19	Name	Waldo County RCC,	Complainant
12/16/19	Cad Call	06:27:29 12/16/19 Agency Assist	Initiating Call

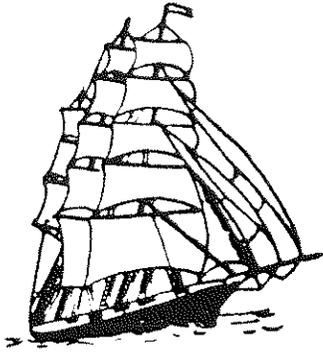
Narrative

Requested to check on bridge reference a report of someone on it.

Responsible LEO:

Approved by:

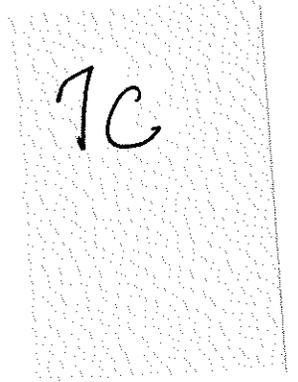
Date



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



December 11, 2019

Verona Board of Selectman
16 School Street
Verona Island, Me 04416
P.O. Box 1940
Bucksport, Me 04416

To whom it may concern:

The Bucksport Police Department received a request from the Hancock County Sheriffs Office on a call in the Town of Verona on 12-9-19. The Sheriffs Office requested that we check on a male that was standing on the Narrows bridge. Our on duty Patrolman responded to this call and took the male in question into custody until a State Trooper arrived.

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 incident card for this incident.

Sincerely,

David E. Winchester
Deputy Chief of Police
Bucksport Police Department

Cc: Susan Lessard, Town Manager



Bucksport Police Department

Officer Report for Incident 19BK-4639

Nature: Agency Asst-LE
Location: 157

Address: Route 1; Penobscot Narrows Bridge
Bucksport ME 04416

Offense Codes: 7608

Received By: Liz McCann
Responding Officers: Steve Bishop
Responsible Officer: Steve Bishop

How Received: T

Agency: BKPD

When Reported: 20:14:15 12/09/19
Occurred Between: 20:14:00 12/09/19 and 20:14:00 12/09/19

Disposition: CLO 12/11/19

Assigned To:
Status:

Detail:
Status Date: **/**/**

Date Assigned: **/**/**
Due Date: **/**/**

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

Offense Codes

Reported:

Observed:

Additional Offense: 7608 Assist Sheriff's Department

Circumstances

Responding Officers:

Unit :

Steve Bishop

BK404

Responsible Officer: Steve Bishop

Agency: BKPD

Received By: Liz McCann

Last Radio Log: 21:05:28 12/09/19 CMPLT

How Received: T Telephone

Clearance: COM Report Complete and
Approved

When Reported: 20:14:15 12/09/19

Disposition: CLO **Date:** 12/11/19

Judicial Status:

Occurred between: 20:14:00 12/09/19

Misc Entry:

and: 20:14:00 12/09/19

Modus Operandi:

Description :

Method :

Involvements

Date	Type	Description	Relationship
-------------	-------------	--------------------	---------------------

Narrative

check the bridge maybe a subject

Responsible LEO:

Approved by:

Date

Supplement

CAD Call info/comments

=====
Hancock would like us to check and see if there is anyone on the bridge
20:15:53 12/09/2019 - Liz McCann
called 401 and he said that 404 could go. a Crisis worker when by someone
standing on the bridge. Hancock
20:25:03 12/09/2019 - Liz McCann
Hancock would like us to go take a look. 404 was heading over and I heard that
the complaint had gone back and no one was there. 404 continued over. He is on
the Waldo Side 404 has the subject in protective Coustdy. Called for State
Police Agusta are coming to the scene.
20:26:08 12/09/2019 - Liz McCann
Address change from Route 1 to Route 1; Penobscot Narrows Bridge
21:05:15 12/09/2019 - Liz McCann
State Police have taken him to Eastern Maine.



7d

PO Box 914, Ellsworth, ME 04605-0914
667-5796

Bucksport Shuttle Riders 2019

	November	YTD
Senior Center	8	40
Day Care	0	0
Health Center	2	11
Wen-Belle	0	0
Public Safety	0	0
Food Pantry	2	16
Knox Apts.	13	190
Credit Union	0	1
Main St	5	51
Gardner Commons	12	119
Drug Store	0	0
Family Medicine	1	3
McDonald's	0	0
Hannaford's	24	279
Rite-Aid	1	8
Hardware Store	0	5
Family Dollar	2	17
Eye Care	0	0
Other	0	0
TOTAL	70	740 as of Oct
Taxi Transfers	0	0
Tokens	2	18

Day Time	Date Pick Up At	Driver	Dropping At	Cab Amount	Tip
TO	DTI PO Box 914 Ellsworth MAINE 04605				
From	City CAB 186 Parkview NE Bangor MAINE 04401				
				12.44	1.19
				4.40	0.00
				4.79	0.31
			(November 2019)		
			Bucksport		
11/6	930 13 Buck st		Post office		100.00
	941 Post office		Bucksport Health center		
	955 7 and st		Laundry Mat		
	1008 61 RT 1		Laundry Mat		
	1104 Bucksport Health Center		13 Buck st		
(12)	1140 Laundry Mat		61 RT 1		
	1150 121 RT 46		Blue Hill Hospital MAIN ST		
	1035 34 Poverty Ridge RD		Hampden		
	1225 Laundry Mat		Post office		
	1227 Post office		7 2nd st		
	1245 Hampden		34 Poverty Ridge Road		
	122 Blue Hill Hospital main st		121 RT 46		
11/13	0911 34 Poverty Ridge ROAD		Walgreens		100.00
	0932 988 Acadia Highway		Congo church		
	0948 7 and st		Hampden		
	1000 Congo church		Edison Drive		
	1000 Congo church		Edison Drive		
(16)	1009 Edison Drive		84 Heritage Park		
	1009 Edison Drive		84 Heritage Park		
	1020 13 Buck st		Community Pharmacy		
	1027 Community Pharmacy		Post office		
	1037 Post office		Hampden		
	1045 Walgreens		Hampden		
	1103 Hampden		Post office		
Total:					Driver Over:
Office:			Cash:		
Driver:			Cab Supplies:		Driver Short:

Day	Date	Driver	Cab	
Time	Pick Up At	Dropping At	Amount	Tip
11/13	1106 Post office	7 2nd st		
	1110 Congo church	988 Acadia Highway		
	1131 H. Harbord	13 Buck st		
	1220 Hanabrook	34 Poverty Ridge RD		
11/20	922 34 Poverty Ridge RD	Post office		10000
	948 Post office	Hanabrook		
	954 61 RT1	Laundry mat		
	1004 Congo church	Walgreens		
	1008 13 Buck st	Library		
	10013 Library	Community Pharmacy		
(16)	1019 Community Pharmacy	Post office		
	1026 Post office	Walgreens		
	1036 Walgreens	Hanabrook		
	1052 Walgreens	Community Pharmacy		
	1100 Community Pharmacy	Post office		
	1103 Post office	7 2nd st		
	1111 Hanabrook	13 Buck st		
	1116 Laundry mat	61 RT1		
	1148 Hanabrook	Serrys Hardware		
	1208 Serrys Hardware	34 Poverty Ridge RD		
11/27	0927 34 Poverty Ridge ROAD	Serrys Hardware		
	0954 13 Buck st	Post office		10000
	1001 Post office	Hanabrook		
	1029 Hanabrook	13 Buck st		
	1035 7 2nd st	Walgreens		
(12)	1045 Serrys Hardware	Hanabrook		
	1053 Walgreens	Family Dollar		
	1109 Family dollar	Hanabrook		
	1115 Hanabrook	Community Pharmacy		
	1124 Community Pharmacy	Post office		
	1129 Post office	7 2nd st		
	1219 34 Poverty Ridge Hanabrook	34 Poverty Ridge RD		
Total:			Driver Over:	
Office:		Cash:	Total	40000
Driver:		Cab Supplies:	Driver Short:	

7e

Dear Susan Lessard and
the Town Council of Buckport

Thank you for approving my
Eagle Scout Project at the
Silver Lake Trails.

I enjoyed improving the
camp site and look forward
to using it in the future!

Sincerely,

Zach

**SECOND READING – AMENDMENT TO SECTION 12 – 504 (1)(M) Marina
Parking Lot Use**

86

SEC. 12-504 Parking Lot Regulations

1. Parking in the following public and privately owned parking lots is restricted as described, except as may otherwise be allowed in accordance with Section 12-505. Some parking lots listed in this section have no described parking restrictions, and are included for identification purposes.
 - A. **The Alamo Parking Lot**, the upper section of a privately owned parking lot located behind the building at 85 Main Street and accessed on Elm Street. The parking lot is accessible to the public by agreement with the Town.
 1. Overnight parking is prohibited.
 - B. **The Bridge Street Parking Lot**, a public parking lot located on the corner of Broadway and Bridge Street, and accessed on Bridge Street.
 - C. **The Buck Cemetery Parking Lot**, a public parking lot located at the intersection of Hinks Street and US Route 1, next to the Buck Cemetery.
 1. Overnight parking is prohibited.
 2. Parking is restricted to two hours from 7:00AM to 5:00PM.
 - D. **The Buck Library Parking Lot**, a private parking lot located behind the Buck Memorial Library and accessed on School Street. The parking lot is accessible to the public by agreement with the Town.
 - E. **The Catholic Church Parking Lot**, a private parking lot located between 57 Franklin Street and 63 Franklin Street, and accessed on Franklin Street. The parking lot is accessible to the public by agreement with the Town.
 - F. **The Central Street Parking Lot**, a public parking lot located behind the building at 63 Main Street and accessed on Central Street.
 1. Overnight parking from November 15th to April 15th is restricted to the westerly side of the lot on even-numbered days, and the easterly side of the lot on odd-numbered days.
 - G. **The Colby Wharf Parking Lot**, a public parking lot located to the left of the building at 132 Main Street.
 1. Overnight parking is prohibited.
 - H. **The Ferry Landing Parking Lot**, a public parking lot located between 104 Main Street and 108 Main Street.
 1. Overnight parking from November 15th to April 15th is restricted to the easterly side of the lot on even-numbered days, and the westerly side of the lot on odd-numbered days.
 - I. **The Franklin Street Parking Lot**, a portion of which is a public parking lot, and a portion of which is a privately owned parking lot accessible to

the public by agreement with the Town. The parking lot is accessed on Elm Street and Franklin Street.

- J. **The Ian's Playground Parking Lot**, a public parking lot located on the corner of Elm Street and Summer Street, and accessed on Elm Street.
- K. **The Jacob Buck Pond Boat Launch Parking Lot**, a State-owned public parking lot serving the public boat launch at Jacob Buck Pond. The parking lot is accessed from Barbour Drive or Eagle Lane.
- L. **The Main Street Parking Lot**, a public parking lot located next to the building at 6 Mechanic Street and accessed on Main Street.
 - 1. Overnight parking is prohibited.
- M. **The Marina Parking Lot**, a public parking lot located at 88 Main Street.
 - ~~1. Three parking spaces closest to the marina office are restricted to use by marina customers during the months when the marina is open.~~
 - The Marina Parking Lot shall be reserved for patrons of the Bucksport Marina from June 1st to September 30th of each year, with the exception of three spaces which shall be clearly marked in the parking lot which shall also be available for the general public, one of which shall be for handicapped parking. The remainder of the year the parking lot is open for use by the general public.
- N. **The Masonic Lodge Parking Lot**, a privately owned parking lot located on the corner of Franklin Street and Elm Street, in front of the building at 83 Franklin Street. The parking lot is accessible to the public by agreement with the Town.
 - 1. Overnight parking is prohibited, except for public safety personnel.
- O. **The Museum Parking Lot**, a public parking lot located at 92 Main Street, and accessed from the entrance to the Town Dock at 94 Main Street.
- P. **The Peary's Landing Parking Lot**, a public parking lot located behind 12 Main Street.
 - 1. Overnight parking is prohibited.
- Q. **The Skating Rink Parking Lot**, a public parking lot located at 29 Miles Lane.
- R. **The Pharmacy Parking Lot**, a privately owned parking lot located next to the building at 75 Main Street. The parking lot is accessible to the public by agreement with the Town.
 - 1. Overnight parking is prohibited, except on the easterly side of the parking lot where overnight parking is allowed for apartment tenants at 73 Main Street.
 - 2. Parking next to the building at 75 Main Street is restricted to two hours from 7:00AM to 5:00PM.
- S. **The Reggie Ginn Field Parking Lot**, a public parking lot on Spofford

Avenue.

- T. **The Silver Lake Boat Launch Parking Lot**, a public parking lot on Silver Lake Road serving the public boat launch at Silver Lake.

- U. **The Silver Lake Canoe & Kayak Launch Parking Lot**, a public parking lot on Silver Lake Road serving the canoe & kayak launch at Silver Lake.
 - 1. Parking is reserved for the use of canoeists and kayakers while recreating on Silver Lake.
 - 2. Parking in the lower section of the parking lot is limited to the loading and unloading of equipment and passengers, and handicapped parking.

- V. **The Town Dock Parking Lot**, a public parking lot located at 94 Main Street.
 - 1. Overnight parking is prohibited.

- W. **The Town Office Parking Lots**, public parking lots including the public parking lot fronting on Main Street next to the Town Office at 50 Main

Street, and the public parking lot next to the Town Office that is accessed by an entrance between 60 Main Street and 64 Main Street.

1. Overnight parking is prohibited, except in designated areas.

9a



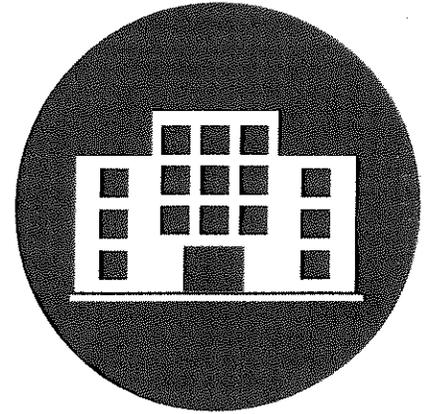
MAIN STREET BUCKSPORT

ANNUAL REPORT 2019

MAIN STREET BUCKSPORT'S MISSION IS TO BUILD A MORE VIBRANT AND SUSTAINABLE DOWNTOWN BY ENGAGING COMMUNITY MEMBERS, LOCAL LEADERS, AND VISITORS, SUPPORTING ENTREPRENEURSHIP, AND CELEBRATING DOWNTOWN ASSETS.

WORKING FOR & WITH DOWNTOWN BUSINESSES

In 2019, Main Street Bucksport worked with downtown businesses to help them succeed in a variety of ways. We continue to host a monthly coffee hour that encourages collaboration and partnerships. We also coordinated the publication of a brochure promoting downtown businesses that was distributed at all Maine Turnpike Visitor Centers and launched a new website providing free business listings for all downtown businesses. MSB also served as fiscal agent and helped coordinate Maine Craft Weekend in downtown Bucksport.



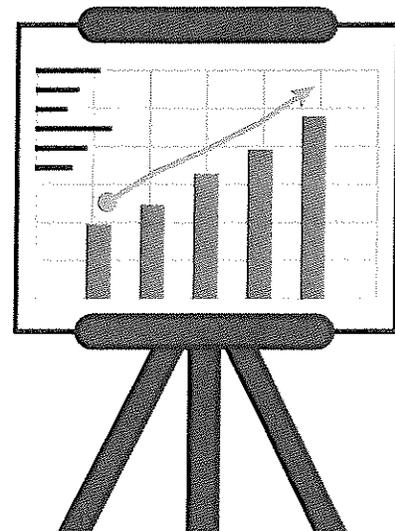
BRINGING PEOPLE DOWNTOWN



In 2019, the Bridge the Gap Race, the Bucksport Arts Festival, Kids on Main, the Buck birthday party, Flash in the Pans Community Dance, The International Maritime Film Festival, a Community Apple Pressing, and the Community Clean Up Day brought over 4,600 people downtown.

GROWING AN ORGANIZATION

Main Street Bucksport was founded in October 2014 and obtained 501c3 status in late 2015. In 2019, we adopted our first ever strategic plan to ensure long-term success and sustainability. In 2019, our website was viewed over 4,600 times and our Facebook pages have over 4,300 followers.



2019 BUDGET

In 2019, Main Street Bucksport leveraged the \$20,000 we received from the Town of Bucksport to raise \$15,700 in grant funds, exceeding our goal of \$10,000. We also raised \$15,950 in event income, and just over \$8,000 in general donations. Our 2019 budget was just shy of \$60,000.

VOLUNTEER AND STAFF EFFORTS

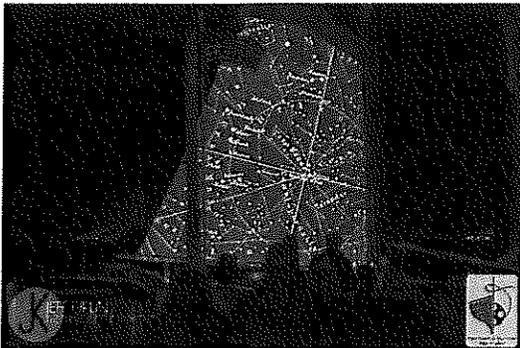
The work of Main Street Bucksport is made possible by over 250 volunteer hours. Main Street Bucksport employs one part-time Executive Director who reports to and is evaluated by the Board of Directors.

COLLABORATIONS

Main Street Bucksport is committed to working collaboratively in the community to maximize our impact and make the most of our funding. In 2019, we worked with the following organizations: Heart & Soul, Bucksport YMCA, Lighthouse Arts & Education, the Alamo Theatre, Literacy Volunteers of Eastern Maine, the Bucksport Historical Society, RSU 25, Elm Street Congregational Church, Wednesdays on Main, Bucksport Rocks, Bucksport NEXT, and the Bucksport Bay Area Chamber of Commerce.

LOOKING AHEAD TO 2020

In 2020, Main Street Bucksport has several projects we are excited to bring to downtown Bucksport. We received grant funding to create a Museum in the Streets in collaboration with the Historical Society. We also received a grant to expand our public art mural project throughout the downtown. Starting in 2020, Main Street Bucksport will serve as the Community Partner to Wednesdays on Main and will assist in fundraising and volunteer efforts to ensure long-term sustainability.





STRATEGIC PLAN

2020-2022

Main Street Bucksport's mission is to build a more vibrant and sustainable downtown by engaging community members, local leaders, and visitors, supporting entrepreneurship, and celebrating downtown assets.

A complete version of this plan is available at mainstreetbucksport.org

GOAL 1: STRENGTHEN RELATIONSHIPS BETWEEN MAIN STREET BUCKSPORT, DOWNTOWN BUSINESSES, AND THE COMMUNITY.

- *Downtown businesses take part in the initial Needs and Priorities survey*
- *The number of in-person and phone conversations with businesses steadily expands*
- *Public engagement increases expanding from 45 to 60 volunteers*

GOAL 2: OFFER DIVERSE AND COMPELLING INITIATIVES AND EVENTS TO DRAW PEOPLE DOWNTOWN.

- *Each of MSB's popular events has a documented sustainability strategy*
- *Establish and utilize screening tool to vet potential initiatives and opportunities*
- *Grow the number of small, simple events with high impact to one a month to five*
- *Partner with ten community groups*
- *Online mailing list grows by 50% and Facebook followers increase by 60%*

GOAL 3: ENHANCE PUBLIC UNDERSTANDING OF THE VALUE OF MAIN STREET BUCKSPORT'S WORK.

- *Public understanding of the impact of MSB's work has increased significantly as measured by survey responses of key stakeholders including business owners, government representatives, and citizens*

GOAL 4: BUILD ORGANIZATIONAL CAPACITY TO CARRY OUT THE STRATEGIC PLAN.

- *Board volunteer hours increase by 20% to make long-term organizational success more likely*
- *The number of highly engaged volunteers grows by 20*
- *Two of the four Main Street model committees are fully functioning*
- *The board regularly revisits the strategic plan*
- *Succession plan for executive director exists by 2021*
- *By-laws are revisited annually*
- *Annual fundraising increases by 30%*

10a

RESOLVE #R-2020-36 SETTING THE RATE OF INTEREST FOR DELINQUENT SEWER BILLS

Whereas, the Town assesses interest on delinquent sewer bills; and,

Whereas, the rate charged cannot exceed 8% for the period 1-1-2020 to 12-31-2020; and,

Whereas, the current rate of interest is 4%:

Be it resolved by the members of the Bucksport Town Council in Town Council assembled that the rate of interest to be charged on delinquent sewer bills for the period 1-1-2020 to 12-31-2020 remain at 4%.

Acted on January 9, 2020

Yes _____ No _____ Abstained _____

Attested by:

Jacob Gran, Town Clerk

TRANSFER STATION MONTHLY REPORT

13a

MONTH December YEAR 2019

TRIPS 5 BUCKSPORT - TOTAL WEIGHT 139,510 LBS - 69.76 TONS

SHIPPED

2 0 SORT RECYCLING TOTAL WEIGHT 19,740 LBS 9.88 TONS

2 LOADS OF DEMO TOTAL WEIGHT 24,120 LBS 12.06 TONS

1 LOADS OF METAL TOTAL WEIGHT 7680 LBS 3.84 TONS

0 REFRIGERATORS TOTAL WEIGHT 0 LBS 0 TONS 0 UNITS

SHIPPED

0 BATTERIES

0 PROPANE TANKS

0 WASTE OIL - PUMPED GALLONS

1475 LBS - ITEMS GIVEN AWAY

MONEY IN:

DM & J \$ 0

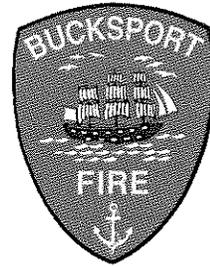
TRANSFER STATION \$ 812,000

TOTAL: \$ 812,000

BUCKSPORT FIRE DEPARTMENT

89 Franklin Street, PO Box 1848, Bucksport, ME 04416
207-469-7951 (non-emergency, 24/7), 207-469-3122 (fax)

FROM THE DESK OF DEPUTY CHIEF MICHAEL DENNING
mdenning@bucksportmaine.gov



Deputy Chief's Report for the month of December, 2019

Fire Calls: 14

EMS Calls: 88

Fire permits Issued: 48

Inspections/Permits: 2

The month of December was very busy for the department. We responded to 102 calls for the month. Our members both full-time and call struggled to keep up with the calls. We continue to have open per-diem shifts that are not covered. We have 2 new per-diem members that have gone through orientation, and have 2-3 potential candidates that are now having back ground checks being done.

We are reviewing our SOG's and updating them. This is a process that will take some time, and when completed will be reviewed on a yearly basis.

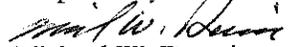
Our members participated in two holiday parades, and also helped out with the town's holiday lighting ceremony. It was nice to see our antiques in the parades, and we had quite a few positive comments. Thanks to all our members and spouses who helped out!

I attended several meetings during the month, one being with the full-time staff, along with PSD Geagan. We continue to review how we are doing, and are continuing the process on where we want to be.

The full-time staff, along with the per-diem staff has been very busy at the fire station cleaning out storage areas. They have done an excellent job, and the station looks great!

Training for the month was condensed, due to Christmas. We trained on pump operations and trauma assessment.

Respectfully submitted;


Michael W. Denning
Deputy Fire Chief

Cc: PSD Geagan

**BUCKSPORT PUBLIC SAFETY
DIRECTORS MONTHLY REPORT**

JANUARY 2019



The towns new public safety structure is set and is well underway at this time. All departments are in the process of hiring personnel and replacing vacant positions at this time. We are in hopes to have this completed for both Police and Fire by the end of this month. This will allow both Deputy Chiefs to get on a fixed schedule. Staff meetings with each department are being completed this month.

The Police Department has been very busy with day to day complaints and investigations. There were 362 calls for service this month. I have included a map with my report that will show the locations of the calls that were taken that have a physical address. We had 14 major offenses reported this month. Two assaults, three burglaries, and 8 thefts. Three of these ended up as unfounded, 8 were cleared and 4 were juvenile cases.

The dispatch continues to be the lifeline of the town and is working for everyone in the town. They had 7586 radio log entries this month and 101150 for the year. They also issued 770 burn permits last year at the station. They continue to complete extra tasks above and beyond the job of dispatching. They are responsible for payroll, monthly stats, purchase orders / bills, preparing court cases, greeting all citizens, scanning cases and much more.

The Fire Department and EMS had another busy month. There were 84 Ambulance runs, 63 in Bucksport, 19 in Orland and 2 on

Verona. There was 1 fire call this month. We had several double and triple calls this month. The per diem work is going very well and is a much needed service for this department.

I attended several meetings this month which include: recreation advisory committee, YMCA budget committee, YMCA Executive Board, Bucksport Area Child Care Center Board of Directors, District 7 Chiefs, Bucksport Regional Health Center Committee, Fire and Ambulance meetings, Department Staff Meetings, Town Council Meeting, Bucksport Community Concerns,

All of the Public Safety Departments worked together this month to assist in handing out Christmas meals and toys to families in town with the Bucksport Community Concerns. We have done this for a number of years now and it is a great event that we will continue to do in years to come.

Last but not least I would like to thank the Town Manager and the Town Council for recognizing its employees by holding the annual Christmas Luncheon. This is the largest crowd to date and it was appreciated by all that attended.

Respectfully Submitted,



Sean P. Geagan

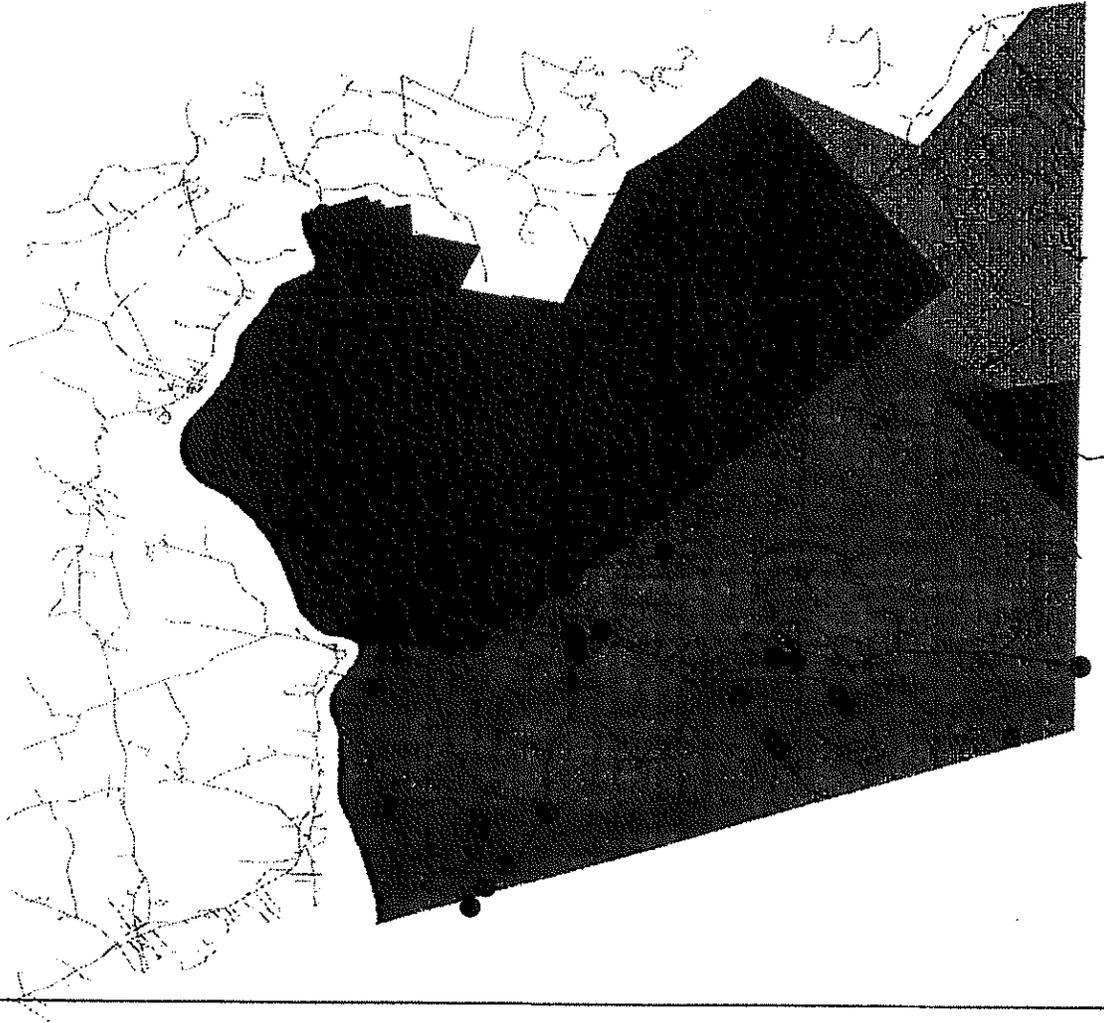
Director of Public Safety

Bucksport Public Safety



P

pinmap



FA



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

DECEMBER 2019

Deputy Chief David E. Winchester:

The Bucksport Police Department had a very busy month in December. We completed the first full month of the Public Safety's restructure and things are going well! Public Safety Director Geagan, Deputy Fire Chief Denning and I have had meetings this month and the two departments are working well together and communication has been very good.

This month, Director Geagan and I had the opportunity to attend Colonel Patrick Fleming's memorial service that was held at the Maine Criminal Justice Academy. The former head of the Maine State Police passed away in November and the service was held for him in December.

Several days after, Director Geagan, Officer Eric Marcel and I attended Chief Richard LaHaye's memorial service at Searsport High School. Chief LaHaye passed away after a battle with cancer. Chief LaHaye was a former President of the Maine Chiefs of Police Association and had been the Searsport Police Chief since 2008.

Officer Richard Sullivan and I participated in this year's Wreath's Across America event. We met the convoy in Ellsworth and continued to Prospect. The convoy stretched several miles long and was well attended as it passed through Bucksport and onto Verona Island.

Several members of the Public Safety Departments volunteered at the food pantry this month and helped provide those in need with holiday food and gifts. This is an event that we have participated in for many years and are happy to say we had another great turn out for this event!

I was invited to and participated in Mock Oral Boards at the Eastern Maine Community College this month. Several members of the Law Enforcement class participated in mock oral boards as the near the end of their college career. This portion of the curriculum allows them the experience of an oral board similar to what will be

required when they interview for a real law enforcement opportunity. This is the fourth time I have participated in this event.

I continue to have month meetings with the Gardner Commons group that has been labeled "Tea at 3". I meet with the members of the complex to discuss law enforcement issues, world events and other topics requested by the members. This has always been an enjoyable event that I plan to continue!

I attended Grand Jury this month that resulted in 4 people being indicted on charges from the Bucksport Police Department. One for unlawful possession of schedule drug and 4 for theft related charges.

The patrol staff completed Taser recertification training this month. All Patrol Officers that wear the Taser unit is required to complete initial mandatory training and then complete recertification training every year.

Officer Steve Bishop investigated a report of a stolen vehicle this month that resulted in a brief pursuit and recovery of the vehicle. Officer Bishop, Officer Findlay and I conducted a brief pursuit that ended in Prospect after the stolen vehicle was located on Main Street. Officer Bishop and I attempted to stop the vehicle, but the driver fled before stopping on Rt. 1 in Prospect. Three juveniles were taken into custody and the vehicle was returned to the owners.

Also this month, I arrested Tara Thurlow (40 of Bucksport) for violation of conditions of release and Jason Gross (49 of Bucksport) twice for unlawful possession of scheduled drugs. I also charged Laura Burbank (55 of Bucksport) for Operating After Suspension, Christopher Woodard (33 of Bucksport) for Operating After Suspension, Peyton Botta (20 of Bucksport) and a 16 year old male for Criminal Mischief after they damaged a portion of the Town's waterfront building.

Sergeant:

The opening for the Police Department's Sergeant opening closed on December 31st. The interviews for the opening will be conducted in January and the position will be filled soon after the interview process is completed.

Patrol:

The Patrol Division had 24 arrests, 12 citations and 121 warnings with a total of 162 violations. There were 362 CAD calls for police services this month. The Patrol Division handled 30 motor vehicle accidents including 2 injury related accidents.

Officer Woodman 49 violations, Deputy Chief Winchester 8 violations, ACO Joy had 1 violation, Officer VanBuckley had 6 violation, Officer Lowe 46, Officer Schmidt had 38 violations, Officer Marcel had 1 violations, Officer Welch had 35 violations, Officer Findlay had 4 violations, Officer Fitch had 1 violations, Chief Geagan had 3 violation, and we had 1 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 55, Deputy Chief Winchester 32, ACO Joy 7, Officer VanBuckley 11, Officer Marcel 17, Officer Lowe 97, Officer Schmidt 73, Officer Findlay 27, Officer Welch 8, Officer Fitch 7, Chief Geagan 6, Officer Bishop 25.

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 December, we had 0 Criminal Homicides, 0 Forcible Rape, and 0 Robbery. We had 2 assaults, 3 burglaries, we had 8 thefts, we had a total of 14 reportable cases with 3 unfounded this month and we cleared 8. 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 December, the Dispatch Center made 7586 radio log entries. A partial list 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 48 in person burn permits this month, all of these include meeting with individuals in the building to complete these; they completed 3 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. 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 November Officer Joy handled 10 animal complaints. Officer Joy continues to take in animals from several other communities and this keeps him along with the shelter very busy. This month he took in 2 cats and 5 cats. He took 1 dog from Orland and 1 from Winterport. He took 2 cats from Bucksport, 1 from Orland, 1 from Prospect and 1 from Winterport. He had 1 dog reclaimed, 4 cats adopted and 4 cats transferred.

Respectfully submitted,

David E. Winchester
Deputy Police Chief

TO: SUSAN LESSARD, TOWN MANAGER
FROM: JAY LANPHER, PUBLIC WORKS DIRECTOR
SUBJECT: DECEMBER 2019 MONTHLY REPORT
DATE: JANUARY 6, 2020

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

- 1 day cleaning storm damage trees
- 3 loads of trash to Coastal Resources of Maine facility
- 1 load trash to Juniper Ridge
- 5 days patching potholes
- 2 days stock piling sand
- 3 days spent receiving salt
- 1 day making salt brine
- 9 days scraping and treating roads
- 6 days truck maintenance after storms
- 5 days clearing sidewalks

This month I had to call in the crew 7 times in response to 6 different weather events to scrape and/or treat slippery roads.

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

Conferences/Trainings:

I attended the EMDC meeting on 12/16/2019.

Town Meetings:

I attended the Finance Committee and Town Council Meeting on December 12th. I attended the Community & Economic Development Workshop on December 9th as the group completed the Economic Development Strategy which was presented and accepted by the Town Council at its December meeting. On December 4th, I attended the Safety Committee & Pool Committee Meeting. I attended the Broadband Committee Meeting on December 18th. I attended a meeting on December 12th with Jay Lanpher and representatives from Redi Rock/Granville Lumber in regards to a proposal for the retaining walls.

Groups Meetings/Events:

I attended the ADAPT Meeting, Main Street Bucksport Meeting and Bay Festival Meeting all held on December 10th. On December 5th, 12th, and 19th I attended the 4 Port Bicentennial Meeting in Bucksport. I attended the Tree Lighting Event on December 6th. I attended the Holiday Lights Parade on December 16th. I met with YMCA officials on December 26th for the upcoming rec sporting season.

Business Meetings/RFPs/Grants:

I met with an interested developer and AIM on December 17th to show the Timberlands building and to discuss the 33 acres of land that AIM owns on Route 15 for the proposed housing project from the ADAPT Plan. I spoke with an interested party on December 30th in locating a redemption center in Bucksport as the current redemption center went out of business and that building was sold to a local attorney. I completed a (RFP) Request for Proposal for Marketing and Rebranding of the Town. I submitted a proposal to MDOT to be considered for 2021 MIP funding for replacement of our walls along Main Street and US Route 15.

**BUCKSPORT TOWN COUNCIL
PUBLIC HEARING NOTICE**

14a

DATE OF HEARINGS: Thursday, January 9, 2020

TIME: 7:00 P.M.

LOCATION: BUCKSPORT TOWN OFFICE, 50 MAIN STREET

**INTERESTED PARTIES MAY SUBMIT ORAL OR WRITTEN COMMENTS
CONCERNING THE FOLLOWING PUBLIC HEARING:**

HEARING:

1. A proposed amendment to the Appendix B of the Town Code - Council Rules- to add sections 44 & 45. The purpose of the amendment is to clarify the process the Council will use to fill vacancies on the Town Council and when persons elected to fill an unexpired term would take office.

Copies of the proposed amendment may be obtained at the Bucksport Town Office during regular business hours, or from the town's website at www.bucksportmaine.gov.

TTD/TTY users may call 469-1178. If you are physically unable to attend the public hearing but would like to do so, please call Jacob Gran, Town Clerk, at 469-7368, so that accommodations can be made.

Public Hearing: Amendment to Appendix B Council Rules to add sections 44 & 45

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.

SEC. 44 Process for filling council vacancies until next election

If for any reason a council seat is made vacant more than 90 days before a regular election the process for appointment of an interim Councilor to serve until the next regular election is held is as follows:

1. The process to elect the interim councilor 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.

SEC.45 Swearing in of Councilors elected to fill unexpired terms

Town Councilor(s) elected to complete an unexpired term shall be sworn into office at the first Council meeting following certification of the election results in which the candidate was elected.

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.

Amended May 23, 2019. Sections 2, 5, 18, 34 & 39.

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".

Town of Bucksport Schedule of Fees

Public Hearing – to amend Transfer Station fees, Automotive Waste – to eliminate fees for the disposal of tires.

TOWN OFFICE

FOAA Requests	(See page 9 for fee waiver information.)	
Photocopies:	First 10 copies	\$.25 per page size under 11" x17" (black & white)
	11 or more copies	\$2.50 plus \$.10 per page after the first 10 pages
	First 10 copies	\$.50 per page size 11" x17" (black & white)
	11 or more copies	\$5.00 plus \$.25 per page after the first 10 pages
	Color Tax Maps	\$2.00 per map
	Color Map Set	\$100.00
Electronic records:	Printed to paper	Same as photocopy fees
	Copied to CD	\$5.00 per disc
	Copied to DVD	\$5.00 per disc
	Copied to USB drive	Cost of device
	(Electronic records may not be copied to media supplied by the requester.)	
Outside reproduction services:	Cost of services	
Postal/shipping services:	Cost of services	
Records transmitted by fax or email:	No fee (except staff time, if applicable)	
Inspection of paper records:	No fee (except staff time, if applicable)	
Inspection of electronic records: (Printed to paper for inspection)	No fee (except staff time, if applicable)	
Staff time for all FOAA requests:	No fee for first hour \$15.00 per hour after first hour, per request	
Certified copies	\$15.00 for first page, \$6.00 per page thereafter	
<u>Other Fees</u>		
Genealogic research:	Same as staff time for FOAA requests, plus copy fees	
Notary service:	\$2.00 per notary signature	
State license & registration agent fees:	As set by state regulations	
Credit card payments:	2.5% of charged amount	
Returned checks:	No fee	

CODE & PLANNING OFFICE

Land Use Permit (Level 1)	\$25.00
Land Use Permit (Level 2)	
Projects subject to DEP permitting (except PBR):	\$200.00
Other new development projects:	\$100.00
Project subject to Section 10 review classification:	\$50.00
Subdivision Review:	\$100.00 administrative fee Plus \$25.00 per lot or \$100 (whichever is greater)
Special Planning Board Meeting:	\$185.00
Planning Board Consultants:	Cost of services
Planning Board Recording:	Cost of services
Building Permit:	\$25.00 minimum
New Construction:	\$.10 per sq. ft. for first 5,000 sq. ft. of floor area \$.03 per sq. ft. for floor area in excess of 5,000 sq. ft.
Renovation:	\$.05 per sq. ft. of floor area
Accessory Structures:	\$.05 per sq. ft. of floor area
Swimming Pools:	\$25.00
Late Permit Fee:	\$25.00 for building fees up to \$250.00 10% of permit fee if greater than \$250.00
Demolition Permit:	\$25.00
Flood Permit:	\$25.00 for minor developments \$50.00 for all other flood permits
Sign Permit:	\$5.00 per sign
<u>Permits for a Complete Subsurface Wastewater Disposal System: (State Minimum Fees)</u>	
Engineered System:	\$200.00
Non-Engineered System:	\$250.00
Primitive System (Includes one alternative toilet)	\$100.00
Separate Grey Water Disposal Field:	\$35.00
Seasonal Conversion Permit:	\$50.00
First Time System Variance:	\$20.00
Replacement System Variance:	\$20.00
DEP Surcharge:	\$15.00
Complete System	
Primitive System	
Separate Grey Water Disposal Field	
Late Permit Fee:	Double the applicable fee above

Permits for Components of a Subsurface Wastewater Disposal System: (State Minimum Fees)

Alternative Toilet only:	\$50.00
Engineered Disposal Field only:	\$150.00
Non-Engineered Disposal Field only:	\$150.00
Engineered Treatment Tank only:	\$80.00
Non-Engineered Treatment Tank only:	\$150.00
Holding Tank:	\$100.00
Other Components (pump station, piping, other):	\$30.00

Late Permit Fee: Double the applicable fee above

Permits for Internal Plumbing: (State Minimum Fees)

Minimum Fee (up to four fixtures/hookups):	\$40.00
Fixture Fee (each fixture over four):	\$10.00
New Manufactured or Modular Housing: (Only includes factory components)	\$40.00
Hookup to Public Sewer:	\$10.00
Hookup to Existing Subsurface System:	\$10.00
Piping Relocation (with no new fixtures):	\$10.00
Permit Transfer Fee:	\$10.00

Late Permit Fee: Double the applicable fee above

Municipal Business Licenses & Permits

	New	Renewal
Closing-Out Sales	None	N/A
Dealers in Secondhand Precious Metals	\$20.00	\$5.00
Dog Kennels	\$42.00	\$42.00
Festivals	\$20.00	N/A
Food Services		
Dining Class 1	\$40.00	\$5.00
Dining Class 2	\$30.00	\$5.00
Dining Class 3	\$20.00	\$5.00
Retail Class 1	\$20.00	\$5.00
Innkeepers	\$20.00	\$5.00
Outdoor Vendors		
Site Vendors (Van or Trailer)	\$40.00	N/A
Site Vendors (Car or Pick-up)	\$20.00	N/A
Site Vendors (Stand or Tent)	\$20.00	N/A
Mobile Vendors	\$20.00	N/A
Street Vendors	\$20.00	N/A
Pawnbrokers	\$20.00	\$5.00
Public Entertainment	\$20.00	N/A
Roller Skating Rinks	\$20.00	\$5.00
Special Amusements	\$20.00	N/A

State Business License & Registration Reviews

	New	Renewal
Alcoholic Beverages (on premise consumption)	None	N/A
Bottle Clubs	\$20.00	\$5.00
Beano or Bingo	\$20.00	\$5.00
Bring Your Own Bottle (BYOB) Functions	\$20.00	\$5.00
Dual Liquor Licenses	\$20.00	\$5.00
Games of Chance	\$20.00	\$5.00
Off-Premises Catering	\$10.00	\$5.00
Off-Track Betting	\$20.00	\$5.00
Taste-Testing Events	\$10.00	\$5.00
<u>Business Name Registration</u>	\$5.00	N/A

Miscellaneous Licenses Reviews

	New	Renewal
Automobile Graveyard	\$50.00	\$50.00
Junkyard	\$50.00	\$50.00
Automobile Recycling Business	\$250.00	\$250.00

APPEAL BOARDSBoard of Appeals

Administrative Appeal:	No Fee
Variance Appeal:	No Fee

Board of Assessment Review

Assessment Appeal:	No Fee
--------------------	--------

SEWER DEPARTMENT

New sewer connection:	\$15.00
Open trench repair, replacement, alteration, or extension of a building sewer:	\$15.00
Public sewer extension:	No Fee
Wastewater discharge change:	No Fee
Sewer user fees:	\$167.22 quarterly minimum plus \$9.29 per 100 cu. ft. after 1800 cu. ft. of water use
Sewer service with private water supply:	\$167.22 quarterly flat fee
Unused sewer service (disconnected & capped):	\$45.00
Public water user fees:	Contact the Maine Water Company For rate information.

PUBLIC WORKS DEPARTMENT

Entrance Permit:	\$20.00
Excavation Permit:	\$20.00 plus the following fees as applicable
Street Pavement Disturbed:	Same as MDOT rates
Shoulder Gravel Disturbed:	Same as MDOT rates
Sidewalk Opening Charges:	
Brick Sidewalk:	\$15.00 per sq. yd.
Brick Sidewalk on Concrete Base:	\$30.00 per sq. yd.
Bituminous Concrete Sidewalk:	\$17.00 per sq. yd.
Portland Cement Sidewalk:	\$24.00 per sq. yd.
Gravel Sidewalk:	\$8.00 per sq. yd.
Esplanade (grass):	\$8.00 per sq. yd.

A minimum permit fee for any street or sidewalk excavation equivalent to three (3) square yards at the above applicable rate per square yard shall be charged.

Bituminous Concrete Curbing:	\$4.00 per linear foot
Granite Curbing Removal or Realignment:	\$11.00 per linear foot
Removing and Replacing Parking Meters:	\$11.00 each
Removing and Replacing Street Name and Traffic Control Signs:	\$11.00 each
Replacement and Installation of Lost or Damaged Granite Curb:	\$25.00 per linear foot

TRANSFER STATION

Resident Waste Disposal Permit:	No fee (No expiration)
Seasonal Resident Waste Disposal Permit:	No fee (Expires December 31st each year)
Business Waste Disposal Permit:	No fee (No expiration)
Contractor Waste Disposal Permit:	\$10.00 per job site (construction/demolition) \$10.00 per year (landscaping/yardwork)

<u>Trash/Garbage:</u>	No Fee
Limit: Household and small business waste only. No food waste from businesses. Waste must be contained.	

<u>Zero-Sort Recyclables:</u>	No Fee
Limit: Items must be free of food waste.	

Automotive Waste

Tires:	\$1.00 per tire (from a resident)
Limit: Tires with rim sizes greater than 20" must be cut into pieces. Tires on rim not accepted.	\$2.00 per tire (from a business)

Motor Oil:	No Fee
Limit: Five gallons per trip	
Batteries:	No Fee
Auto Parts:	No Fee
Limit: Metal parts only	

Metal Waste

Limit: Two loads per week per street address.

Propane Tanks:

Less than 20 lbs	No Fee
20 lbs -99 lbs	\$10.00
100 lbs	\$20.00

Other Metal Items: No Fee

Appliances

Limit: Items from one street address only.

Refrigerators and air conditioners:	\$15.00 each
All other appliances	No Fee

Electronic Waste No Fee

Limit: Items from one street address only.
No waste accepted from commercial generators.

Universal Waste No Fee

Limit: Items from one street address only.
No waste accepted from commercial generators.

Furniture/Furnishings

Upholstered furniture	\$10.00 each
If cloth, metal and wood parts are separated	No Fee
Wooden furniture	\$5.00 each
Plastic furniture	No Fee
Metal only furniture	No Fee
Metal furniture with webbing attached	\$5.00 each
Mattresses (with springs)	\$5.00 each
Box springs	\$5.00 each
Carpet (rolls or pieces)	\$5.00 per room

Vegetation Waste

Demolition/Construction Waste

Limit: Residents limited to two loads per week.
Contractors limited to loads allowed by permit.

	Vegetation Waste*	Demolition/Construction Waste
Hand Load	No Fee	No Fee
Bag Load	\$2.00	\$4.00
Pick-up Load - Short Bed (less than 6' long)	\$10.00	\$17.00
Pick-up Load - Standard & Long Bed (6' to 8' long)	\$12.00	\$20.00
Trailer Load	L x W x H x \$0.18	L x W x H x \$0.31
Volume Load	\$4.86 per cubic yard	\$8.37 per cubic yard
Heavy Load	NA	Double Above Fees
Light Load	NA	Half Above Fees

*Vegetation waste that can be composted is accepted without a fee, regardless of volume. (leaves, garden residue, grass clippings and raw vegetables)

All calculated fees are rounded to the nearest dollar.

Hand Load:	A load of waste equivalent to one filled 33-gallon plastic bag or less.
Bag Load:	A small load of contained waste that is more than one filled 33-gallon plastic bag, but not more than a ½ cubic yard.
Pick-up Load:	A load of waste that fills the bed of a pick-up to within ½ foot below or no more than ½ foot above the top of the side walls.
Trailer Load:	A load of waste that covers the floor of a towed trailer. The volume of the waste is calculated using the length and width of the trailer and the load height, using measurements to the nearest foot.
Heavy Load:	A load of waste that consists primarily of drywall, plaster, shingles or similar heavyweight material.
Light Load:	A load of waste that consists primarily of plastic, insulation or similar lightweight material.
Volume Load:	A load of waste that cannot otherwise be classified for determining the disposal fee. The volume of the waste is determined by measuring the bulk of the load, using length, width and height measurements to the nearest foot. Items that may project out of the load are not included in the calculations.
Cubic yard:	A volume measurement of 3' x 3' x 3', or equivalent.

PUBLIC SAFETY DEPARTMENT

FOAA Requests (See page 9 for fee waiver information)

Videotape	\$35.00 per cartridge
CD	\$35.00 per disc
DVD	\$35.00 per disc
Printed photos	\$5.00 each
Photos on disc	\$10.00 each
Fingerprints	\$10.00 (non-criminal)
Fatal accident reports	\$50.00 (basic report)
Unattended death reports	\$50.00 (basic report)
Suicide reports	\$50.00 (basic report)
Other reports	\$10.00

Other Fees

Concealed weapons permit	
New firearms	\$35.00
Renewal	\$20.00
Address change	\$2.00
Burn permit:	No Fee

ANIMAL SHELTER

Adoptions:	\$30.00-\$65.00 based on boarding costs
Stray animal retrieval:	\$15.00 plus boarding fee
Boarding fee:	Cats \$9 per day Dogs \$12 per day

FREEDOM OF ACCESS ACT (FOAA) FEE WAIVERS

In accordance with state law, the Town of Bucksport may waive part or all of the total copy fee charged for FOAA requests for the following reasons:

- 1. The requester is indigent; or
- 2. The Town considers the release of the public record copy requested to be in the public interest because doing so is likely to contribute significantly to the public’s understanding of the operations or activities of government, and it is not primarily in the commercial interest of the requester.

Property owners shall be entitled to one free photocopy of any record at the town office that is directly related to their property. This waiver does not apply to fees required for outside reproduction services, shipping or mailing costs and staff time, if applicable.

Waivers of any copy fees totaling more than \$5.00 require the permission of the director of the department supplying the requested copies.