

**BUCKSPORT TOWN COUNCIL MEETING**  
**7:00 P.M., THURSDAY, MAY 31, 2018**  
**TOWN COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**  
**AGENDA**

1. **Call Meeting To Order**
2. **Roll Call**
3. **Presentation of any Town Council Recognitions**
  - a. Richard Campbell – Wilson Hall Update
4. **Consider minutes of previous meetings**
  - a. April 26, 2018 Town Council Meeting Minutes
  - b. May 10, 2018 Town Council Meeting Minutes
5. **Receive and review correspondence and documents**
6. **Ordinances to Consider/Introduce**
  - a. Local Food Sovereignty Ordinance – Second Reading
  - b. Town Code, Appendix B, Council Rules amendment – Second Reading
7. **Discussion Items (Manager Clarification and Direction, or Council Discussion and/or Input on Issues)**
  - a. Ordinance Committee Update – 5-31-18 meeting report
  - b. Finance Committee Update – 5-31-18
  - c. Spirit of America Volunteer 2018
  - d. Assessor – Update on Revaluation
  - e. Safety Committee Recommendations
  - f. MMA Legislative Policy Committee Nomination
  - g. Review of Marina, Sewer, Capital, General Fund Budget Proposals
8. **Agenda Items**
  - a. To approve Resolve #R2018-56 to sell a used ambulance stretcher to MedPro Associates for \$1000.
  - b. To approve Resolve #R2018-57 to award the gas/diesel bid for 2018/19
  - c. To approve Resolve #2018-58 to award the paving contract for 2018/19
9. **Resignations, Appointments, Assignments, and Elections**
10. **Approval of Quit Claims, Discharges, and Deeds**
11. **Town Manager Report**
12. **Set Public Hearings, and/or Hold Public Hearings and Approval of any Licenses or Permits**
  - a. **Set Public Hearings for:**
    1. General Fund
    2. Marina
    3. Capital
    4. Sewer Budgets
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. Schedule Ordinance Committee Meeting
  - b. Schedule Finance Committee Meeting – Microloan Request
15. **Executive Session Pursuant to MRSA 1 §405 (6)(E), litigation with Fort Knox Inn**
16. **Adjournment**

6 a

SECOND READING: A proposed new appendix in the Bucksport Town Code to include a food sovereignty ordinance for adoption pursuant to 7 M.R.S. §§281-286, the "Maine Food Sovereignty Act." The ordinance shall read as follows:

## Appendix O

### Local Food Sovereignty Ordinance

#### Sec. 1 Short Title

This ordinance shall be known and may be cited as the "Local Food Sovereignty Ordinance."

#### Sec. 2. Words and Phrases Defined

For the purposes of this article, certain words and phrases are defined as follows:

1. Consumer: An individual who is the last person to purchase any food or food product for consumption directly from a producer or processor and who does not resell the food or food product.

2. Direct producer-to-consumer transaction; "Direct producer-to-consumer transaction" means a face-to-face transaction involving food or food products at the site of production of those food or food products.

3. Food or food products. "Food or food products" means food or food products intended for human consumption, including, but not limited to, milk or milk products, meat or meat products, poultry or poultry products, fish or fish products, seafood or seafood products, fresh produce, cider or juice, acidified foods or canned fruits or vegetables.

4. Processor: An individual who processes or prepares products of the soil or animals for food and drink.

5. Producer: A farmer or gardener who grows or raises any plant or animal for food or drink.

#### Sec. 3. License and Inspection Exemptions

1. Producers or processors of food or food products in the Town of Bucksport intended for direct producer-to-consumer transactions shall be exempt from State licensure and inspection when the food or food products are sold through such direct producer-to-consumer transactions.

2. These exemptions do not apply to any meat or poultry products that are licensed and inspected by the State of Maine in compliance with applicable federal acts.

#### Sec. 4. Authority

1. This ordinance is adopted and enacted pursuant to 7 M.R.S. §§281-286, the "Maine Food Sovereignty Act."

2. To the extent that any provision of this ordinance is deemed invalid by a court of competent jurisdiction, such provision shall be removed from the ordinance and the balance of the ordinance shall remain valid.

SECOND READING: A proposed amendment to Appendix B Council Rules for the purpose of correcting several conflicts with the Bucksport Town Charter, changing the second monthly meeting date for the Town Council, and replacing the content of Section 41 Committees with a new Council Committee structure. The amendment shall read as follows:

## **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 ~~last~~ 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 ~~twenty-four (24)~~ twelve (12) hours before the time for holding said special meeting, unless all members of the Town Council sign a waiver of said notice. 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. 11 Ordinances: Effective Date**

No ordinance shall take effect and be in full force until ~~thirty (30)~~ 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. 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 ~~those present~~ 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. 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 ~~six~~three consecutive regular meetings of the Town Council without being excused by the Town Council.

### **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. Ordinance Committee The Ordinance Committee shall consist of three members of the Town Council. The members, including its Chair, shall be selected by the Town Council. The committee shall function at the request of the Town Council. The purpose of the committee shall be related to the adoption, amendment or review of town ordinances including the Town Charter. Decisions of the committee shall be in the form of recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of Maine Right to Know Law and are open to all Town Council members. The Town Council Chair will serve as an ex-officio member of the committee.~~

~~b. Finance Committee The Finance Committee shall consist of three members of the Town Council. The members, including its Chair, shall be selected by the Town Council at its annual meeting. The committee shall function at the request of the Town Council. The purpose of the committee shall be related to all financial matters of the town. Decisions of the committee shall be in the form of recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of Maine Right to Know Law. The Town Council Chair will serve as an ex-officio member of the committee.~~

~~c. Appointments Committee The Appointments Committee shall consist of three members of the Town Council. The members, including its Chair, shall be selected by the Town Council. The committee shall function at the request of the Town Council. The purpose of the committee shall be to provide nominations of person(s) to serve on town committees and boards; recommend for employment department heads and key personnel; recommend for appointment key positions required by statute; and any other matter of similar nature. Decisions of the committee shall be in the form of nominations or recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of Maine Right to Know Law. The Town Council Chair shall serve as an ex-officio member of the committee.~~

~~d. Sewer Committee The Sewer Committee shall consist of three members of the Town Council, one Selectman from Orland and Verona Island. The members representing the Town of Bucksport, including the Chair, shall be selected by the Town Council. The committee shall function at the request of the Town Council. The purpose of the committee is to render recommendations for matters pertaining to the wastewater collection and treatment system serving the towns of Bucksport, Verona and Orland. These matters can include but are not limited to review of the annual capital improvement~~

plan and operating budget; review of construction plans and specifications for projects including improvements to sewers, treatment facilities, and pump stations; and any other matter of similar nature. Decisions of the committee shall be in the form of recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of Maine Right to Know Law. The Town Council Chair shall serve as an ex officio member of the committee.

e. Waterfront Committee—The Waterfront Committee shall consist of three members of the Town Council. The members, including its Chair, shall be selected by the Town Council. The committee shall function only at the request of the Town Council. The purpose of the committee is to render recommendations for matters pertaining to the waterfront walkway and support facilities such as the town dock, gazebo, fishing pier, etc. These matters can include but are not limited to review of the annual capital improvement plan and operating budget, recommend policies pertaining to the use of the waterfront property and its facilities, review construction plans and specifications for proposed improvements, and any other matter of similar nature. Decisions of the committee shall be in the form of recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of Maine Right to Know Law. The Town Council Chair shall serve as an ex officio member of the committee.

f. Solid Waste Committee—The Solid Waste Committee shall consist of three members of the Town Council and one Selectman from Orland. The members representing Bucksport, including the Chair, shall be selected by the Town Council. The committee shall function only at the request of the Town Council. The purpose of the committee is to render recommendations for matters pertaining to the collection and disposal of municipal solid waste in Bucksport and Orland. These matters can include but are not limited to review of the annual capital improvement plan and operating budget for the transfer station and supporting facilities, recommend policies pertaining to the use of the transfer station and supporting facilities, review of construction plans and specifications, and any other matters of similar nature. Decisions of the committee shall be in the form of recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of Maine Right to Know Law. The Town Council Chair shall serve as an ex officio member of the committee.

g. Economic Development Committee—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. The members, including the Chair, shall be selected by the Town Council. The committee may receive referrals from the Town Council but shall be guided primarily by the town's Economic Development Plan. The purpose of the committee is to render recommendations to the Town Council that addresses the economic needs of the community including the expenditure of Tax Incremental Financing Revenues. Decisions of the committee shall be in the form of recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of Maine Right to Know Law. The Town Council Chair shall serve as an ex officio member of the committee.

h. Street and Road Committee—The Street and Road Committee shall consist of three members of the Bucksport Town Council and three citizens at large. The members, including the Chair, shall be selected by the Town Council at its annual meeting. The committee functions only at the request of the Town Council. The purpose of the committee is to render recommendations for matters pertaining to roads, streets and sidewalks. These matters can include but are not limited to review of the annual capital improvement plan; reviewing issues of construction plans and specifications; viewing issues pertaining to citizen complaints regarding road, street and sidewalk projects that cannot be dealt with by the Town Manager; review the annual paving program; and other matters of similar nature that the town council feels is best addressed at the committee level. Decisions of the committee shall be in the form of recommendations to the Town Council. All meetings of the committee are subject to the provisions of the State of

~~Maine Right to Know Law. The Town Council Chair shall serve as an ex-officio member of the committee.~~

~~i. Negotiations Committee – The Negotiations Committee shall consist of two members of the Town Council and the Town Manager. The town council members, including its Chair, shall be selected by the Town Council. The committee shall function at the request of the Town Council. The purpose of the committee is to negotiate labor contracts and to forward the contracts to the town council for ratification. Decisions of the committee will be in the form of recommendations to the Town Council.~~

- 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.

7e

TO: Susan Lessard

FR: Richard Rotella

DA: May 23, 2018

RE: Safety Committee Recommendations

The Bucksport Safety Committee was formed to ensure that the Public Facilities and the procedures for the facilities in the Town of Bucksport are safe, compliant and in good working shape. The group which is chaired by Sean Geagan also consists of Craig Bowden, Jeff Hammond, Dave Michaud, Jay Lanpher, Jamie Bowden, Chris Grindle and Rich Rotella. The Safety Committee held its first meeting on January 30, 2018, and has held meetings in February, March and April as it pertains to recommendations for the Bucksport Town Office. After four meetings, the board has agreed upon 7 recommendations that it would like to present to you and to the Bucksport Town Council for review:

**1st Recommendation (to Sue):** Close all doors that we have: Assessor (unlocked), Counter (unlocked), Town Manager (unlocked), Top of Stairs (unlocked), and Conference Room Foyer Door (locked). Signs should be placed on the door at the top of the stairs and the elevator "No Unauthorized Personnel" "See Counter Staff". Place a sign at the first door when you enter the building that states check in with counter staff first. **Craig made a motion, Jay second. Vote 7-1. Sean opposed.** Sean wanted it noted that he is in favor of the new wall and door.

**2nd Recommendation (to Town Council):** Add a new wall and door with a key fob and security system. Fobs will be on 3 doors the New Door, Assessor's Door and Counter Door. **Craig made a motion, Sean second. Vote 8-0.** Sean wanted it noted that the MMA rep highly recommended this option.

**3rd Recommendation (to Sue):** Front entrance doors locked during nightly meetings and the upstairs is not accessible. Front doors only unlocked during normal business hours. **Chris made a motion, Sean second. Vote 7-1. Jeff opposed.** Jeff said it would be an inconvenience especially to those who have never been to this building and are unaware of the parking for the lower level.

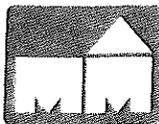
**4th Recommendation (to Council):** Add a gate, structure, or glass with a pass through above the counter to be used after the office is closed and to be used as a safety measure during business hours. **Sean made a motion, Chris second. Vote 8-0.**

**5th Recommendation (to Sue):** Addition of a 2nd door to the back of Sue's Office. **Craig made a motion, Sean second. Vote 7-1. Jeff opposed.** Jeff said it is not practical because of existing furniture/cabinets, privacy issues and there not being a path wide enough to pass through and support the need for the door.

**6<sup>th</sup> Recommendation (to Sue):** Recommendation to change Economic Development Office into storage closet (as initially designed) and move Economic Development Office back to its previous location. **Jamie made a motion, Craig second. Vote 8-0.**

**7<sup>th</sup> Recommendation (to Sue):** Panic button training, PA phone training, Run-Hide-Fight training, Full building safety training and annual safety training for all town office employees. Quarterly check on panic button alarms. **Jay made a motion, Sean second. Vote 7-0.**

The safety committee will be shifting its focus during the month of May to the Public Safety Building, Town Dock, Marina, Jewett School Fitness Center, Town Pool, Ice Rink, Town Garage, Transfer Station, CSO Building and Wastewater Treatment Plant.



# Maine Municipal Association

60 COMMUNITY DRIVE  
AUGUSTA, MAINE 04330-9486  
(207) 623-8428  
www.memun.org

7f

To: MMA's Key Municipal Officials  
From: Linda C. Cohen, President, Maine Municipal Association  
Date: April 26, 2018  
Re: Nominations to MMA's 2018-2020 Legislative Policy Committee

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This memo begins the process of electing 70 dedicated municipal officials to serve on MMA's Legislative Policy Committee (LPC) over the next two-year period. Given the importance of this Policy Committee to MMA's overall mission, I urge you to help us identify nominees for service during the 2018-2020 biennium.

The LPC brings elected and appointed officials together from towns and cities across the state. According to its by-laws, the purpose of the LPC is "*to define municipal interests and to maximize those interests through effective participation in the legislative process.*" Operating something like a town meeting, the LPC establishes MMA's public policy positions on all matters of direct and statewide municipal interest for representation in the State House. The LPC meets at the MMA building in Augusta once a month during the first several months of each legislative session.

After the next LPC is elected, its first task will be to develop MMA's legislative agenda for submission to the Legislature in January 2019. Beginning in early 2019, the LPC will meet to determine MMA's position on all municipally-related legislation submitted by the Governor and legislators. MMA's legislative staff advocates for the positions established by the LPC.

The membership of the LPC tends to be a mixture of seasoned veterans, who bring an extraordinary depth of experience to the table, and new members with fresh concerns and insights. Speaking as a former Chair of the LPC, it is my observation that the debates and decision-making accomplished by this Committee often include public policy discussions of the highest caliber. The results certainly help establish MMA's credibility in the Maine legislative process.

A Nomination Form is enclosed. Two municipal officials are elected from each of Maine's 35 Senate Districts. What follows is background information on the process of election, and the suggested time commitment to serve.

**Background Information.** Any elected or appointed municipal official holding office in any MMA member community is eligible to serve on the Committee. There are two seats on the LPC for each State Senate District. Members serve two-year terms, representing their own community and the other municipalities in their Senate District.

(over)

LPC activities require a time commitment of approximately ten hours a month during legislative sessions (i.e., during the first 4 months of each calendar year) which includes attendance at the monthly meeting and contacts with other communities and legislators in the district as issues arise. The LPC is also engaged in the development of MMA's legislative agenda during the fall and early winter of each even-numbered year, which typically involves at least one additional meeting in Augusta. All mileage expenses are reimbursed. MMA's strength as a municipal advocate depends on the active help of a dedicated LPC membership.

More information about MMA's Legislative Policy Committee and the Association's entire advocacy program can be found at the Legislative/Advocacy link at MMA's website <http://www.memun.org/LegislativeAdvocacy/TheLPCHandbook.aspx>. In particular, the *LPC Handbook* describes the Association's overall policy development process and procedures in more detail.

### **Nomination Process**

Your municipality is entitled to nominate a representative to the LPC.

- The nominee may be either elected or appointed, but must be serving currently as a municipal official.
- You may nominate any municipal official from any member town or city within your Senate/LPC District; you do not have to nominate someone from your municipality.
- The names and brief bios of all municipal officials properly nominated will appear on the LPC ballot, which will be distributed on June 14<sup>th</sup>.

### ***Nominee Profile***

Because the municipal officers may not be familiar with a nominee from another municipality, a brief description of each nominee who completes the enclosed **Nominee Profile Sheet** will be provided with the ballots that are distributed in late June. Please make sure that the person you nominate has a chance to complete the Nominee Profile Sheet and that it is returned to MMA with the Nomination Form.

### **Deadline for Submitting Nomination**

- ✍ The Chairman of your Board of Selectman, Council or Assessors (the "nominator") *and the nominee* must sign the nomination form for it to be valid.
- ☒ The forms must be returned to MMA by 5:00 P.M. on June 13, 2018, to be counted. Ballots will be mailed out immediately after the nomination process closes, so make sure the nomination form is received by MMA by that deadline. Please return the nomination form *and* nominee profile to **Laura Ellis** at MMA either by mail (60 Community Drive, Augusta, Maine, 04330), by FAX (624-0129) or by email ([Lellis@memun.org](mailto:Lellis@memun.org)).

If you have any questions, please call MMA's State and Federal Relations staff at 1-800-452-8786 or 623-8428.

## LPC NOMINEE BIOGRAPHY

**To:** Legislative Policy Committee Nominees

**From:** Maine Municipal Association

**Date:** April 26, 2018

To help municipal officials make an informed choice when they vote for their LPC representatives, we ask nominees to provide some background information regarding their municipal service and why they want to be LPC members. A "nominee profile" is included on the ballot for each nominee who provides us with a profile.

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Municipality:** \_\_\_\_\_ **Years in current position:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
(include zip code, please)

**Prior (recent) municipal experience:** \_\_\_\_\_

Have you served on the LPC before? No  Yes  If yes, what years? \_\_\_\_\_

If you have served on any other MMA Committees, please note them: \_\_\_\_\_

Please indicate your primary issues of concern, and/or reasons for wanting to serve on the LPC:

Please give this completed form to your Board of Selectmen/Assessors or Council so that it can be returned with the Nomination Form, or send it directly to Laura Ellis at MMA by June 13<sup>th</sup>:

Maine Municipal Association  
60 Community Drive  
Augusta, ME 04330  
FAX: 624-0129  
Email: Lellis@memun.org

**Thank You!**

# NOMINATION FORM

Maine Municipal Association's  
**Legislative Policy Committee**  
July 2018 to June 2020

## Senate District 8

Bradley  
Brewer  
Bucksport  
Burlington  
Castine  
Clifton

Dedham  
Eddington  
Great Pond  
Holden  
Lincoln  
Lowell

Orland  
Orrington  
Penobscot  
Verona Island

The municipal officers of \_\_\_\_\_ hereby nominate:  
*Print name of your municipality*

Nominee: \_\_\_\_\_   
*Print name of Nominee*

Nominee's municipality: \_\_\_\_\_ Position: \_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_  
*Signature of Nominator*

\_\_\_\_\_  
*Print name of Nominator*

### Consent

I agree to accept the nomination and to serve if elected to the MMA Legislative Policy Committee:

Date: \_\_\_\_\_  
\_\_\_\_\_  
*Signature of Nominee*

**Please return Nomination Form by 5:00 p.m. on June 13, 2018, to:**

Laura Ellis - Maine Municipal Association  
60 Community Drive, Augusta, ME 04330  
FAX: 624-0129

**Nominations Received After 5:00 p.m. June 13, 2018, Will Not Be Counted**

**RESOLVE #R-2018-XX TO ADOPT THE TOWN GENERAL FUND  
BUDGET FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019**

Be it resolved by the members of the Bucksport Town Council in Town Council assembled that expenditures for the Town Budget totaling **\$5,530,199** for the period 07/01/2018 to 06/30/2019 be approved as follows, such not including TIF Revenues and Overlay, School Assessment, and County Assessment which will be included in the overall budget once the mil rate is set:

<b>ACCOUNT</b>	<b>ACCOUNT NAME</b>	<b>2018-2019 BUDGET</b>
50	General Government	\$ 1,668,458
51	Protection	\$ 1,782,963
52	Street & Ways	\$ 1,076,322
53	Health & Sanitation	\$ 274,164
54	Community & Social Agencies	\$ 94,692
56	Recreation & Cultural	\$ 261,325
57	Capital Program	\$ 335,000
58	Debt Service	\$ 15,412
59	Cemetery	\$ 4,525
65	TIF	\$ 10,669
66	Uncategorized Expenses	\$ 6,669
	<b>TOTAL BUDGET EXPENDITURES</b>	<b>\$ 5,530,199</b>

Be it further resolved that the following revenues (except for accounts 1001, 1014, and 1016) be used to reduce the amount to be raised from taxes:

		<b>2018-2019 BUDGET</b>
1001	Property Tax - School	\$ 4,452,708
1001	Property Tax - County	\$ 189,491
1002	Supplemental	\$ 0
1003	Motor Vehicle Excise	\$ 800,000
1004	Boat Excise	\$ 5,500
1005	Auto Registration Fees	\$ 16,000
1006	Recreation Vehicle Registration Fee	\$ 0
1007	Interest on Taxes	\$ 24,000
1008	Interest on Investment	\$ 60,000
1009	Tax Lien Cost	\$ 13,000
1010	Town Clerk Revenues	\$ 11,000
1011	TIF Revenues	\$ 75,000
1012	Surplus	\$ 450,000
1013	Miscellaneous Income	\$ 2,000
1014	Homestead Reimbursement	\$ 249,563

1016	BETE Reimbursement	\$ 56,591
1017	Fee in Lieu of Taxes	\$ 15,975
1018	Copy Fees	\$ 150
1019	School Designated Surplus	\$ 268,232
1201	Planning Board Fees	\$ 1,200
1202	Code Enforcement Fees	\$ 6,000
1203	Plumbing Inspection Fees	\$ 3,500
1301	General Assistance Reimbursement	\$ 5,600
1302	Tree Growth Reimbursement	\$ 30,000
1303	State Revenue Sharing	\$ 300,000
1303	State Revenue Sharing (from Reserve)	\$ 0
1304	Veteran Exemption Reimbursement	\$ 4,000
2001	Fire Protection Subsidies	\$ 30,000
2002	Ambulance User Fees	\$ 480,000
2003	Ambulance Subsidies	\$ 42,000
2004	Non Receipting Collection Revenue	\$ 0
2005	Miscellaneous Fire Revenues	\$ 93,000
2201	Police Revenues	\$ 36,000
2203	Animal Control Fees	\$ 18,000
3001	Highway Dept. Revenues	\$ 500
3003	Highway Block Grant	\$ 62,200
4002	Recycling Revenues	\$ 5,000
4003	Solid Waste Fees	\$ 25,000
4005	Budgetary Solid Waste Rev.	\$ 0
4006	Spofford Funds	\$ 4,500
4007	Health Advisory Rev.	\$ 0
6001	Educational Revenues	\$ 0
6002	Adult Education	\$ 0
7001	Rec. Subsidies	\$ 0
7002	Recreation Department Rev.	\$ 40,800
7003	Soccer Fees	\$ 0
7004	Recreation Facility Rent	\$ 0
7005	Senior Fitness Activity Fees	\$ 0
7006	Snowmobile Revenues	\$ 1,200
7007	Cable TV Revenues	\$ 45,000
7008	Mooring and Docking Fees	\$ <u>3,800</u>

**TOTAL BUDGET REVENUES: \$ 7,926,510**

Acted on June 14, 2018

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

**Attested by:**

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

DRAFT

**RESOLVE #R-2018-XX TO ADOPT THE SEWER BUDGET FOR THE  
PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019**

Be it resolved by the members of the Bucksport Town Council in Town Council assembled that expenditures for the Sewer Operating Budget totaling **\$1,159,979** for the period 07/01/2018 to 06/30/2019 be approved as follows:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>2018-2019 BUDGET</u>
1	Regular Salaries	\$ 67,761
2	Extra and overtime	\$ 2,603
22	Operator's Expense	\$ 1,400
25	Employee's Benefits	\$ 30,569
31	Office Supplies	\$ 6,296
32	Software Support	\$ 1,000
33	Postage	\$ 5,250
37	Plant Supplies	\$ 12,000
39	Plant Chemicals	\$ 30,000
41	Equipment Purchase	\$ 1,000
51	Parts and Repair	\$ 26,300
61	Telephone	\$ 2,809
71	Fuel Heating	\$ 19,114
72	Fuel Vehicles	\$ 1,800
81	Electricity	\$ 78,810
82	Water	\$ 10,215
85	Insurance	\$ 4,370
86	Testing Cost	\$ 6,000
87	Sludge Site Cost	\$ 15,020
89	Interest and Debt Cost	\$485,045
90	Contracted Services	\$247,700
92	Audit	\$ 6,000
93	Reserve	\$ 25,000
94	Orland Maintenance	\$ 2,772
95	Contingency	\$ 71,145
	<b>TOTAL:</b>	<b>\$1,159,979</b>

Be it further resolved that the revenues totaling \$1,159,979 for the period 07/01/2018 to 06/30/2019 shall be approved as follows:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>2016-2017 BUDGET</u>
3510	User Fees	\$818,664
3515	Interest on User Fees	\$ 2,125
3520	Entrance Fees	\$ 100
3530	Interest	\$ 1,973
3540	Verona Subsidies	\$ 50,301
3550	Miscellaneous Revenues	\$209,192
3560	Orland Subsidies	\$ 59,187
3570	Orland Maintenance	\$ 1,735
3580	Verona Maintenance	\$ 1,290
3600	Transfer from General Fund (Debt Svc.)	<u>\$ 15,412</u>
	<b>TOTAL:</b>	<b>\$1,159,979</b>

Acted on June 14, 2018

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

Attested by:

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

DRAFT

**RESOLVE #R-2018-XX TO ADOPT THE TOWN MARINA OPERATING BUDGET  
FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019**

Be it resolved by the members of the Bucksport Town Council in Town Council assembled that expenditures for the Marina Operating Budget totaling **\$137,392** for the period 07/01/2018 to 06/30/2019 be approved as follows:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>2018-2019 BUDGET</u>
1	Regular Salaries	\$ 60,160
2	Extra and overtime	\$ 500
23	Dues & Travel	\$ 500
24	Training	\$ 2,000
25	Employee's Benefits	\$ 9,182
31	Office Supplies	\$ 500
32	Software Support	\$ 1,500
33	Postage	\$ 100
34	Printing	\$ 50
35	Advertising & Marketing	\$ 2,000
36	Copying	\$ 50
37	Cost of Goods – Dockside Supplies & Ice	\$ 5,000
38	Cost of Goods – Gasoline Sales	\$ 32,500
41	Small Equipment Purchase	\$ 400
42	Equipment Rental	\$ 4,200
51	Equipment Maintenance and Repair	\$ 1,500
52	Building Maintenance and Repair	\$ 3,750
53	Float Maintenance	\$ 1,000
54	Boat Maintenance	\$ 1,000
61	Telephone	\$ 450
62	Internet Wifi	\$ 900
73	Credit Card Fees	\$ 2,900
81	Electricity	\$ 2,100
82	Water	\$ 1,200
85	Insurance	\$ 350
91	Misc. (Lease submerged lands, mooring inspection)	\$ 2,100
	<b>TOTAL:</b>	<b>\$137,392</b>

Be it further resolved that the revenues totaling **\$137,392** for the period 07/01/2018 to 06/30/2019 shall be approved as follows:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>2018-2019 BUDGET</u>
4102	Gasoline Sales	\$ 37,700
4103	Transient Dockage	\$ 13,500
4018	Ice Sales	\$ 550
4121	Slip Fees	\$ 58,991
4122	Dockside Sales	\$ 6,500
_____	Marina Reserve	\$ 20,151
	<b>TOTAL:</b>	<b>\$137,392</b>

Acted on June 14, 2018

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

Attested by:

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

DRAFT

**RESOLVE #R-2018-XX TO ADOPT THE CAPITAL IMPROVEMENT PLAN FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019**

Be it resolved by the Bucksport Town Council in Town Council assembled that the following appropriations be adopted for Capital Improvements for the period 07/01/2018 to 06/30/2019 (FY2019 budget) as follows:

CAPITAL IMPROVEMENT PLAN 7/1/2018 TO 6/30/2019

<b>Accounts</b>	<b>2018-2019 BUDGET</b>
Ambulance Equipment Reserve	\$ 35,000
Animal Shelter Reserve	\$ 2,500
Bucksport Performing Arts Center	\$ 0
Concession Stand/Bathroom Facility Reserve	\$ 0
Chamber of Commerce Building Reserve	\$ 0
Dispatch Equipment Reserve	\$ 2,500
Downtown Improvements Reserve	\$ 0
Fire Department Equipment Reserve	\$ 21,000
Highway Equipment Reserve	\$ 160,000
Highway Improvement Reserve	\$ 0
Highway Improvement Reserve – Rt. #46	\$ 0
Info/Technology Reserve	\$ 0
Jewett/Community Center Reserve	\$ 0
Parking Lot Reserve	\$ 25,000
Police Equipment Reserve	\$ 74,000
Pool House and Storage Reserve	\$ 0
Public Access Equipment Reserve	\$ 0
Public Safety Building Reserve	\$ 15,000
Recreation Equipment Reserve	\$ 0
Recreation Facility Reserve	\$ 0
School Street Fire House Reserve	\$ 0
Silver Lake Property Reserve	\$ 0
Solid Waste Equipment Reserve	\$ 0
Town Garage Reserve	\$ 0
Town Office Equipment Reserve	\$ 0
Town Office Reserve	\$ 0
Transfer Station Reserve	\$ 0
Waterfront Reserve	\$ 0
<b>TOTAL BUDGET CAPITAL IMPROVEMENT APPROPRIATIONS</b>	<b>\$ 335,000</b>
<b>BUDGET CAPITAL APPROPRIATIONS FUNDING:</b>	
Tax Appropriation	\$ 335,000
General Fund Surplus	\$ 0
TIF Revenues	\$ 0
School Designated Fund	\$ 0
<b>TOTAL BUDGET CAPITAL IMPROVEMENT FUNDING</b>	<b>\$ 335,000</b>

Acted on June 14, 2018

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

**Attested by:**

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

RESOLVE #2018-56 TO APPROVE THE SALE OF THE 2002 STRYKER MANUAL STRETCHER

Whereas, the Town of Bucksport has surplus equipment not needed or utilized by the Town, and

Whereas, the Town of Bucksport has received a bid for the sale of the 2002 Stryker Manual Stretcher of \$1,000 from MedPro Associates, and

Whereas, the Town of Bucksport has not utilized the 2002 Stryker Manual Stretcher in over three years, and

Whereas the bid amount is double the 'trade-in' value for the stretcher, as well as double the sale amounts of a similar unit on Craigslist, and pricing similar to the bid on 'fully reconditioned units',

Be it resolved by the members of the Bucksport Town Council in Town Council assembled to approve the sale of the 2002 Stryker Manual Stretcher to MedPro Associates for \$1,000 with the funds being deposited into the Ambulance Reserve account.

Acted on May 31, 2018

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

Attested by:

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

8a

May 24, 2018

Sale of Used Stretcher

Sue:

Some time ago, I spoke with you about selling one of our old Stryker Manual Lift Stretchers to a company that Kevin Stevens, one of our EMT's, works for. The company is D. T. Developer's, DBA MédPro Associates and they provide medical coverage to the jail system. We purchased the stretcher, which was a "Demo Unit" in July of 2002 for \$3,100.00, of which \$2,000.00 was paid for through an MMA Safety Grant. The unit is beyond its expected life cycle and we have not had it in service for about 3 years.

Kevin has recently reminded me of his intent to purchase the stretcher and I have come up with the following information. His company is offering to pay \$1,000.00 for the unit "As-Is" and would like to do so during their current budget. I went online and checked several sites, most of which buy old units and fully recondition them and sell them with a guarantee and other sites have "Certified Pre-Owned" units that also have guarantees. The price range for those units the age of ours are in the \$1,200.00 and up price range. The only place I could find similar stretchers without the "reconditioned" status was on E-Bay and that unit was being bid currently at under \$500.00. We also recently received a new flyer from Stryker that shows their trade-in value for our unit at \$500.00. I have attached copies of both.

We effectively paid \$1,100.00 for this stretcher 16 years ago and this company is offering to pay \$1,000.00. We do not currently utilize the old stretcher and it is just taking up space at our station. I would request that we get permission to sell the old unit for the stated price to this company. Any new stretcher that we purchase will have the "Power Lift" capabilities that have greatly enhanced patient & employee safety. Please let me know as soon as possible as they have set aside the funding for the purchase and want to complete the purchase this month so everything will be in their current budget.

Thank you,

Craig





## 2018 SPRING DEMO PROMO

Folks, we have a new program internally called "make to stock." The MTS program, designed for timely delivery of our products to ambulance manufacturers (which we all know can have up to a 12-week lead time) has been helpful in reducing lead times for their installs and ambulance deliveries. It also makes reps forget that there's demo powerloads available, as well as demo cots.

Powerload demo: **\$20,900.**

Loaded demo cot: **\$17,295.**

Base cot: **\$14,250**

\*Loaded cots means XPS kit, steer lock, knee-gatch, and powerload compatibility.

## TRADE-INS

Power pro cots - **\$3000**

6252 Stair Chairs - **\$750**

MX-PRO manual cots - **\$500**

Yep, I'm trading old equipment. Those values are also against valid against the purchase of any new/demo equipment.

It's almost the beginning of spring, which means the busy season will be starting soon! Please reach out to me with questions and let's get some new equipment out there!

**RYAN SHAUGHNESSY**

**508-922-0632**

**RYAN.SHAUGHNESSY@STRYKER.COM**

E-Bay/5-22-2018

Stryker Rugged LX Ambulance Stretcher Gurney Emergency EMS  
Medical 500lb

• **\$491.00**

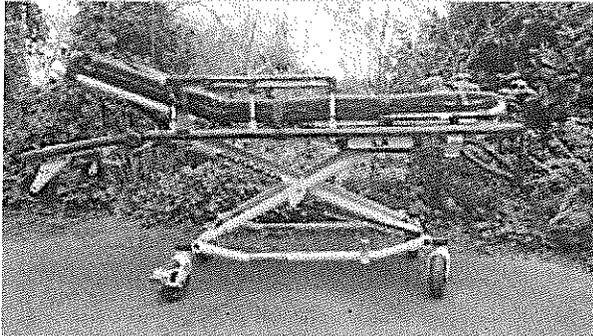
• 8 bids

Good working condition, mattress good condition, retractable iv pole. buyer pays shipping \$225

Condition: Used

Time left: 3d 7h 0m

Item location: Oregon



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\* I have found several sites that offer "Fully Reconditioned" units with guarantees for around the \$1,200.00<sup>+</sup> price point for models similar to our unit.

CB

**RESOLVE #R-2018-57 TO APPROVE A CONTRACT GAS AND DIESEL FOR THE  
2018-19 FISCAL YEAR**

Whereas, the Town of Bucksport and RSU 25 cooperatively seek bids for the provision of gas and road diesel on an annual basis, and

Whereas, the bid process resulted in three bidders, only one of which identified a fixed price for the provision of diesel fuel, and

Bidder	Gas - rack plus	Diesel - rack plus	Gas Fixed	Diesel Fixed
Irving Energy -	n/a	0.063	n/a	n/a
Dysarts	0.12	0.12	n/a	2.7504
Dead River	0.125	0.125	n/a	2.6785

Whereas, the Town and RSU 25 wish to have a known budget figure for the 2018/19 budget for diesel fuel, and

Whereas, the current environment indicates steadily increasing prices for gas and diesel, and

Whereas no bidders provided fixed pricing for gasoline, and the Town wishes to award to one vendor for both commodities,

Be it resolved by the Bucksport Town Council in Town Council assembled to award the diesel and gas contract to Dead River for the 2017/18 fiscal year, with a maximum fixed price for diesel of \$2.6785 per gallon and a gas price of .125 over rack.

**Acted on May 31, 2018**

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

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

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**RESOLVE #R-2018-58 AWARDING CONTRACT FOR PAVEMENT NEEDS FOR THE  
2018 CONSTRUCTION SEASON**

Whereas, the paving contractor from 2017 has offered to hold the same price for paving as awarded for the 2018 year, and

Whereas, the cost of petroleum continues to rise and the likelihood of waiting to go to bid for paving would result in an increased cost, and

Whereas, Vaughan Thibodeau II has been the winning bidder for the past two bid periods and has produced a quality job,

<b>COMPANY</b>	<b>BID AMOUNT</b>
Vaughan Thibodeau II	\$59.67/ton

Be it resolved by the Bucksport Town Council in town council assembled that the contract for the town's paving needs for the 2018 construction season be awarded to Vaughn D. Thibodeau II the unit price of \$59.67 per ton without going out to bid for paving.

**Acted on May 31, 2018**

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

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

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