

**BUCKSPORT TOWN COUNCIL MEETING**  
**7:00 P.M., THURSDAY, OCTOBER 11, 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
4. **Consider minutes of previous meetings**
  - a. September 27, 2018 Town Council Minutes
  - b. October 4, 2018 Town Council Minutes
  - c. September 27, 2018 Finance Committee Meeting Minutes
  - d. September 27, 2018 Infrastructure & Property Committee Minutes
  - e. September 27, 2018 Regulatory Review Committee Minutes
5. **Receive and review correspondence and documents**
  - a. Historical Society – request to use parking lot behind Post Office on 6-23-19
6. **Ordinances to Consider/Introduce**
  - a. Enactment - Chapter 5 – Building Codes & Standards
  - b. Enactment – Chapter 2 – Personnel, Section 11, Employee Responsibilities
  - c. Enactment – Chapter 13 – Property Maintenance Standards
  - d. Enactment – General Assistance Ordinance Repeal & Replace Appendices A,B,C & D in Appendix M
7. **Discussion Items (Manager Clarification and Direction, or Council Discussion and/or Input on Issues)**
  - a. Infrastructure & Property Committee Update -10-11-18
  - b. Finance Committee Update – 10-11-18
  - c. Services Committee Update – 10-11-18
  - d. Heart & Soul Presentation – Community Action Plan
8. **Agenda Items**
  - a. To approve Resolve 2019-20 to approve Pay Requisition 28 for the Sewer Treatment Plant Project
9. **Resignations, Appointments, Assignments, and Elections**
  - a. To appoint Richard Peterson to the Appeals Board
10. **Approval of Quit Claims, Discharges, and Deeds**
  - a. To approve quit claim deed to Jackianne Schley, Donald Schley, Debralee Madsen, and James Suter for Map 47 Lots 07 & 08
11. **Town Manager Report**
  - a. Department Head Reports
12. **Set Public Hearings, and/or Hold Public Hearings and Approval of any Licenses or Permits**
  - a. Hold Public Hearing – General Assistance - General Assistance Ordinance Repeal & Replace Appendices A,B,C & D in Appendix M
  - b. Hold Public Hearing – Chapter 5 Building Codes & Standards
  - c. Hold Public Hearing – Chapter 13 Property Maintenance Standards
  - d. Hold Public Hearing – Chapter 2 – Personnel, Section 11, Employee Responsibilities

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

- **Upcoming Public Hearings, Designation of Topics for Committee Assignment, and Scheduling of Committee Meeting**
- Infrastructure Committee Meeting

**14. Adjournment**

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**BUCKSPORT TOWN COUNCIL MEETING**  
**7:00 P.M., THURSDAY, SEPTEMBER 27,**  
**2018**  
**TOWN COUNCIL CHAMBERS – BUCKSPORT TOWN**  
**OFFICE AGENDA**

**1. Call Meeting To Order**

*Meeting called to order at 7:00 PM by Mayor David Keene.*

*Town Clerk swore in Councilor Paul Rabs to continue with his remaining term on Bucksport Town Council ending January 2019.*

**2. Roll Call**

*Members Present: Mark Eastman, Paul Rabs, David Kee, David Keene, Peter Stewart and Paul Gauvin. Member Absent: Robert Carmichael, Jr.*

**3. Presentation of any Town Council Recognitions**

**a. Richard Campbell – Wilson Hall**

*Mr. Campbell gave a brief history of attempts to save Wilson Hall. The first year started with Don Houghton, Larry Wahl and Dick Campbell - and failed. The second was with two investors in Virginia and that failed. It was explored for use as a nursing facility and that failed because it was too small. He is currently evaluation it for an apartment building with ten units. He also has spoken with Maine Maritime Academy about their training institute to be located in Bucksport and what they need for housing. He will report to the Council at the meeting on October 11<sup>th</sup> with final information because the 3 month extension expires on October 12, 2018.*

*Paul Gauvin asked about why the project that was to have included Donna Gormley did not work and Mr. Campbell said it was too large for her.*

*Gloria Parkhurst an abutter to Wilson Hall who has lived there for 53 years is tired of looking at it and believes it should be torn down. The steeple could be kept and the lot could be made into a park with picnic tables.*

*Pearl Swenson a resident who lives across from Wilson Hall stated that the problem is that the tower is shifting. The Town Manager reported that the top part of the tower is to be removed by October 9<sup>th</sup>.*

*Jeff Hammond, Code Officer reported that the box part of the tower will remain and the top part will be set on the ground.*

**4. Consider minutes of previous meetings**

- a. September 13, 2018 Town Council Minutes
- b. September 13, 2018 Finance Committee Minutes

*Motion by Councilor Gauvin, seconded by Councilor Eastman to approve above Council Minutes and Committee Minutes as presented. Vote: 6 - 0*

**5. Receive and review correspondence and documents - None**

**6. Ordinances to Consider/Introduce**

**a. Chapter 5 – Third Reading**

*Jeff Hammond reviewed the final reading noting the revisions to the proposed Chapter 5 Building Codes and Standards are submitted for review. Section 6.1.2 is amended to remove stairs, landings and ramps for public use from permit exemptions. Section 7.2 is amended to clarify that accessibility improvements are also subject to inspections. Also noting an amendment to Appendix K proposed in the near future that will add accessibility standards for review, and clarify that stairs and ramps for public use will be subject to review. The next sept is to hold public hearings on Chapter 5 & 13.*

*Paul Rabs indicated that while there has been a lot of work and time spent reformatting and updating these ordinances, going forward he would like to redirect the Council focus to strategic goals, and put on hold any conversions at this time about regulation review.*

**b. Chapter 2 – Personnel, Section 11, Employee Responsibilities 2<sup>nd</sup> Reading**

*Town Manager noted that the language clarifies that only full-time employees are prohibited from service on the Town Council. This makes the town code and charter consistent.*

**7. Discussion Items (Manager Clarification and Direction, or Council Discussion and/or Input on Issues)**

**a. Infrastructure & Property Committee Update -9-27-18**

*Councilor Stewart reported that the town had received bids for two pieces of property from abutters to Map 47 Lots 7 & 8 and the committee recommended selling them to the highest bidder. The Committee also reviewed a request to purchase town owned property on Long Pond and directed the Town Manager to obtain bids from abutters to the lot in questions. The Committee also discussed drainage issues on Main St, Forest Hills. The remainder of the agenda will be considered at the next meeting.*

**b. Finance Committee Update – 9-27-18**

*Councilor Kee reported that the Committee had discussed a policy for entities that come to the Council for social services funding. The Committee is considering a policy based on a tax appropriation cap for these groups of .75% of the prior year tax commitment.*

**c. Regulatory Review Committee Update 9-27-18**

*Councilor Rabs reported that the Committee discussed Chapter 5 building codes, and are recommending that stairs, ramps and landings for public buildings be subject to permitting and to include accessibility as a review standard in Appendix K.*

## 8. Agenda Items

- a. To approve Resolve 2019-17 to sell Map 47 lots 7 & 8

*Motion by Councilor Gauvin, seconded by Councilor Stewart to approve Resolve 2019-17. Vote: 6 - 0*

- b. To approve Resolve 2019-18 to apply for an MDOT grant to add diesel fuel to the Marina

*Motion by Councilor Gauvin, seconded by Councilor Eastman to approve Resolve 2019-18. Vote: 6 - 0*

- c. To approve Resolve 2019-19 to loan RSU 25 funds for the gym floor replacement project

*Motion by Councilor Gauvin, seconded by Councilor Eastman to approve. Vote: 3 -3 vote failed.*

*The Town Manager answered questions about the interest rate, whether the Town would lose money if this proposal moved forward, and if there were alternate ways to pay for the project.*

*The proposed loan rate is 2.5% which is half a point higher than the town is currently receiving in interest on its best CD's. Some Councilors were concerned that if interest rates rose – the Town would lose money.*

*Councilor Rabs stated that Bucksport handles about 60% of budget. This proposal is \$141,000 for Bucksport, and wonders what the other communities are paying. He feels that Bucksport is paying more and that 10 years down road, we could be losing money on this deal. He feels Bucksport is being taxed twice.*

*Councilor Gauvin believes they need the money and that Bucksport should just give them the entire amount and get the gym done.*

*Councilor Rabs indicated that he believes Bucksport is always getting the short end of the stick.*

*The Town Manager noted that when this item was before the Council previously, it had been approved and she was directed to work out the details with the School Superintendent – which is what was before them tonight. The additional cost of borrowing from a commercial institution and the cost of a legal opinion would result in Bucksport paying more for its share of the project.*

*Resident James Morrison noted that there are many references to we, them and they, and it should be us. Why are we charging the RSU interest at all?*

*Resident Paul Bissonnette noted that the entire amount borrowed would be paid back to Bucksport – leaving them paying only their share. The cost to borrow money commercially would be higher. It is a good deal for town.*

**9. Resignations, Appointments, Assignments, and Elections - None**

**10. Approval of Quit Claims, Discharges, and Deeds**

- a. To approve quit claim deeds to David G. Carlow, Sr. for Map 33 Lot 66 & Map 33 Lot 67

*Motion by Councilor Gauvin, seconded by Councilor Eastman and voted to approve quit claim deeds to David G. Carlow, Sr. Vote: 6 – 0*

**11. Town Manager Report**

*The Town Manager's Report is hereby attached and made a part of the minutes.*

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

*Chapter 2, 5, 13 and General Assistance public hearings to be held at the next Council meeting Thursday, October 11th.*

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

*Frank Dunbar suggested making improvements at the Silver Lake Boat Landing by adding addition to existing docks.*

*Brook Miner, representing Main Street Bucksport indicated that on Saturday, October 6th from 11:00 am to 1:00 pm will be a demonstration on Cider Pressing and all are welcome. She was told she needed Council permission to use the Waterfront.*

*Motioned by Councilor Kee, seconded by Councilor Gauvin to approve Main Street Bucksport to hold demo Apple cider press event on October 6<sup>th</sup> from 11 a.m. – 1 p.m. Vote: 6 – 0.*

*Rich Rotella, Economic Development Director reported that construction had started on the Town Dock project. He also encouraged the Council to reconsider the RSU Loan – as a former banker he considered it to be in the best interest of the Town and the RSU.*

*Councilor Rabs indicated that the Town should just pay for their share of it now and not do the loan.*

*Resident Don White asked questions about where the Town was taking its solid waste and its recyclables and whether the Town could just take it to PERC and when the Fiberight plant would be open. The Town Manager responded that the Town is taking its solid waste to EMR in SW Harbor, after which it is hauled to Norridgewock to the landfill there, that its recyclables go to Casella in Lewiston to the zero sort facility, that*

*it would be a contract violation to take it to PERC at this time, and that she did not have information on an exact opening date for Fiberight.\*

*Councilor Rabs discussed solid waste collection information for Bucksport both before and after Orland no longer participates in the Town transfer station. He reiterated the same concerns in regard to the Fiberight plan that he did in March of 2016 including the technology risk. The plant was not operational by April 2018 and he wants to revisit the subject of solid waste disposal from Bucksport.*

*Motion by Councilor Eastman, seconded by Councilor Kee to reconsider the RSU loan. Vote 6-0.*

*Resident Dan Ormsby indicated that money had been put away from other towns for this project. The Town Manager responded that the \$75,000 set aside for the project came from additional school funding received by the RSU in 2017/18 – and that the balance of those funds had been returned to the communities.*

*Councilor Gauvin made a motion to give the RSU \$235,000 for the project, seconded by Councilor Stewart. Vote 2 – 4. Motion failed (Gauvin & Rabs in Favor)*

*Motion by Councilor Eastman, seconded by Mayor Keene to approve as presented. Vote: 3 – 3. (Keene, Eastman, Kee in Favor, Rabs, Gauvin, Stewart Opposed). Motion failed.*

*Don Houghton noted that the Council was in total agreement that the floor needs to be done and that the Town should pay its 60%. The other towns can come up with their 40%.*

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

*- Infrastructure Committee Meeting on Thursday, October 11th at 6:00 PM.*

**15. Adjournment**

*Motion by Councilor Stewart, seconded by Councilor Eastman that the meeting be adjourned at 8:40 p.m. Vote: 6 – 0.*

*Respectfully submitted,*

*Kathy L. Downes  
Council Secretary*

4b

**SPECIAL BUCKSPORT TOWN COUNCIL MEETING**  
**7:00 P.M., THURSDAY, OCTOBER 4, 2018**  
**TOWN COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**  
*MINUTES*

**1. Call Meeting To Order**

*The meeting was called to order at 7 p.m. by Mayor Keene.*

**2. Roll Call**

*Members present: Robert Carmichael Jr., Paul Gauvin, Peter Stewart, David Keene, David Kee, Paul Rabs, Mark Eastman*

**3. Agenda Items**

**a. To adopt resolve regarding Town loan to RSU 25 for gym floor project**

*The Town Manager presented information related to the costs of borrowing for the project if the Town financed it or if the RSU sought funding from a bank.*

*Councilor Stewart indicated that he had watched the replay of the Council meeting at which this was discussed when he was not present and he was comfortable that the town financing the project and being repaid over ten years was appropriate.*

*Councilor Gauvin indicated that he supported this proposal as the best for the RSU and the Town of Bucksport.*

*Councilor Rabs asked if it were possible for the Town to pay its share of the project up front and then just have the other RSU member towns assessed for their portion at a later day. Superintendent Boothby was present and he answered that it would not be possible for that to occur due to the way in which the funding formula works for the RSU.*

*Motion by Councilor Stewart, seconded by Councilor Gauvin to approve Resolve 2019-19. Vote: 7 – 0.*

**4. Adjournment**

*Motion by Councilor Gauvin, seconded by Councilor Stewart to adjourn at 7:20 p.m. Vote: 7 – 0.*

*Respectfully submitted,*

*Kathy L. Downes  
Council Secretary*

4c

**FINANCE COMMITTEE MEETING**  
**6:00 P.M., THURSDAY, SEPTEMBER 27, 2018**  
**COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**  
*MINUTES*

**1. Call meeting to order –**

*The meeting was called to order by Chairman Kee at 6:00 p.m.*

**2. Roll call**

*Members present Paul Gauvin, David Kee, Peter Stewart (6:10 p.m.)*

**3. Non-municipal agency funding guidelines**

*The Town Manager presented information related to a tax appropriation cap for non-municipal agency funding based on a percentage of the prior year's tax commitment. The current year appropriation was 1% of the total commitment and some Committee members felt that was too high. TIF funding and other revenues used for non-municipal agency requests would not be part of the cap. It was the consensus of the Committee to use .75% of the prior year commitment as the cap in a policy for non-municipal agency funding. The Town Manager is to bring back a draft including this percentage.*

**4. Tire Disposal – Interim basis**

*The Town Manager explained that we could not take tires with regular trash deliveries until it was no longer being deposited in a landfill due to the Fiberight bypass agreement with Waste Management in Norridgewock. The Town will collect them and transport them to PERC during the interim stage.*

*Councilor Rabs stated that he believes that commercial garages should have to provide for disposal of tires on their own – not through the Town. He also wants a bill sent to the MRC for tire disposal.*

*It was the consensus of the Committee to utilize the interim plan with PERC for tires and not to change the Fee structure for tires during this period or to exclude commercial garages from tire disposal.*

*The Town Manager noted that additional disposal costs will be paid by the MRC in the same manner that they cover additional transport costs for hauling to EMR in SW Harbor rather than to Hampden.*

**5. Adjournment**

*Motion by Councilor Stewart, seconded by Councilor Gauvin to adjourn at 6:25 p.m.  
Vote: 3-0.*

*Respectfully submitted,*

*Susan Lessard  
Town Manager*

4d

**BUCKSPORT INFRASTRUCTURE & PROPERTY COMMITTEE MEETING**  
**6:30 P.M., THURSDAY, SEPTEMBER 27, 2018**  
**BUCKSPORT TOWN OFFICE**

*MINUTES*

**1. Call meeting to order**

*The Meeting was called to order by Councilor Gauvin at 6:30 p.m.*

**2. Roll Call**

*Members present: Paul Rabs, Peter Stewart, & Paul Gauvin in place of Robert Carmichael, Jr.*

**3. Bids to purchase Map 47 Lots 7 & 8**

*The Town Manager presented bids from two abutters to these lots who had submitted bids. The Town had previously gone through the sealed bid process and had no bidders.*

*It was the consensus of the Committee to recommend the sale of Map 47 Lots 7 & 8 to Jackianne Schley and Debralee Madsen.*

**4. Request to purchase Map 52 Lot 20**

*Erich & Laura Borguss attended the meeting to ask the Committee for permission to purchase Map 52 Lot 20 which abuts their property on Long Pond. The Committee discussed the proposal and determined that while they supported sale of the lot because it is of little use to the Town – that a bid process would have to be held so that all abutters could have an opportunity to participate.*

*The Town Manager will notify all abutters of the opportunity to bid on the lot in question and bring back the results to the Committee and the Council.*

**5. Drainage Information – Woodland Heights, Forest Hills, Main Street**

*The Town Manager presented information from Olver Engineering on the Main Street drainage issue. The Committee reviewed the information but noted that more time would be needed to determine whether or not to move forward with the proposed solution due to the costs.*

*The Committee also reviewed information related to Forest Hills drainage and learned that the Engineer recommended that RSU do maintenance work on the drainage swale adjacent to Forest Hills to prevent back up through an existing culvert at 10 Forest Hills.*

*Due to time limitations, the remainder of the agenda was moved to the next meeting.*

**6. Safety Committee Recommendations**

**7. Sign Update - CEO**

**8. Adjournment**

*Motion by Councilor Gauvin, seconded by Councilor Rabs to adjourn at 6:59 p.m. Vote 3-0.*

*Respectfully submitted,*

*Susan Lessard  
Town Manager*

4e

**REGULATORY REVIEW COMMITTEE MEETING  
5:30 P.M., THURSDAY, SEPTEMBER 27, 2018  
COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**

*MINUTES*

**1. Call meeting to order**

*The meeting was called to order at 5:30 p.m. by Chairman Rabs.*

**2. Roll call**

*Members present: Mark Eastman, Paul Rabs, David Kee.*

**3. Chapter 5– discussion of Alpha 1 recommendations**

*Code Officer Jeff Hammond presented information from a meeting held with members of the Senior Resource Committee to address concerns over insuring that accessibility issues are addressed during permitting.*

*In Chapter 5, Stairs, railings, and landings for public buildings were added to the list of activities that require a permit from the Town, and in Appendix K, accessibility will be added as a review standard. These changes addressed the concerns raised.*

*The Committee supported these changes and will forward Chapter 5 to the Town Council for a Public Hearing.*

**4. Adjournment**

*Motion by Councilor Kee, seconded by Councilor Eastman to adjourn at 5:45 p.m. Vote 3-0.*

*Respectfully submitted,*

*Susan Lessard  
Town Manager*



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

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**Bucksport Historical Society**

2 messages

**Gary Bagley** <garybagley@hotmail.com>

Mon, Oct 1, 2018 at 4:20 PM

To: "slessard@bucksportmaine.gov" &lt;slessard@bucksportmaine.gov&gt;

Ms. Lessard - I am the Vice President of the Bucksport Historical Society. We are planning a one day yard sale next year (Saturday, June 23) as a fund-raiser. Would it be possible to use the town parking lot behind the Post Office that day? Thank you.

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**Lessard, Susan** <slessard@bucksportmaine.gov>

Mon, Oct 1, 2018 at 4:24 PM

To: garybagley@hotmail.com

I will put the request before the Town Council at their 10/11/18 meeting for approval.  
Sue Lessard

**Susan Lessard** | Town Manager

Town of Bucksport, Maine | Incorporated June 25, 1792

50 Main Street | P.O. Drawer X | Bucksport, Maine 04416

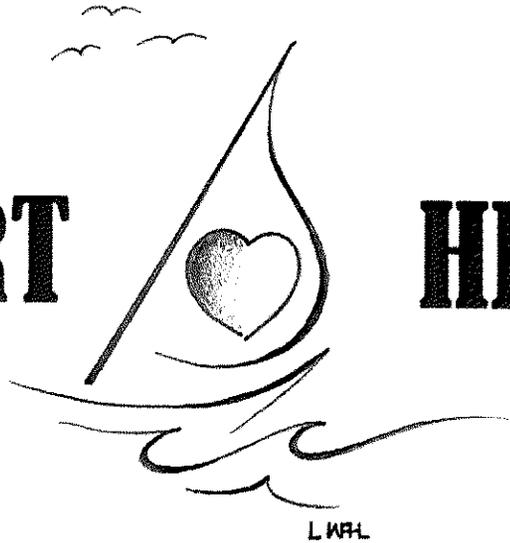
207.469.7368, ext. 226 (office) | 207.469.7369 (fax)

slessard@bucksportmaine.gov | www.bucksportmaine.gov

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**BUCKSPORT**



**HEART &  
SOUL**

**Community Heart & Soul  
Summary and Action Plan**

**Bucksport, Maine**

October 2018

# Project Partners and Collaborators

## Bucksport Town Council 2015-2017

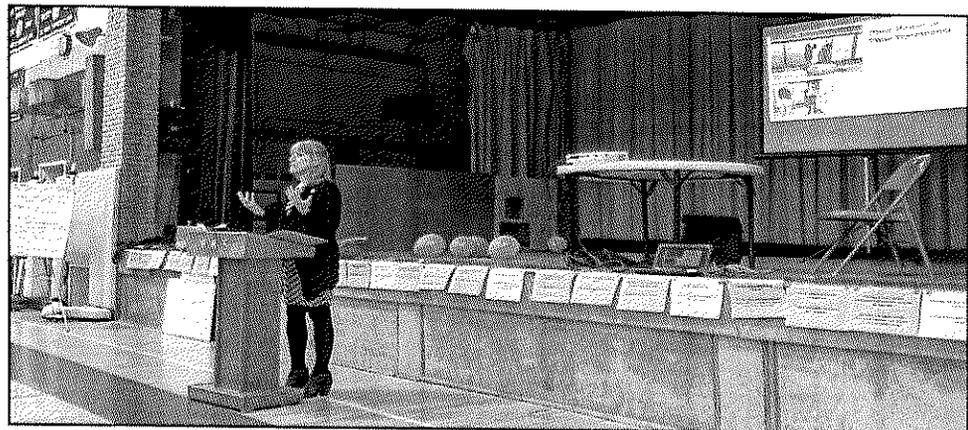
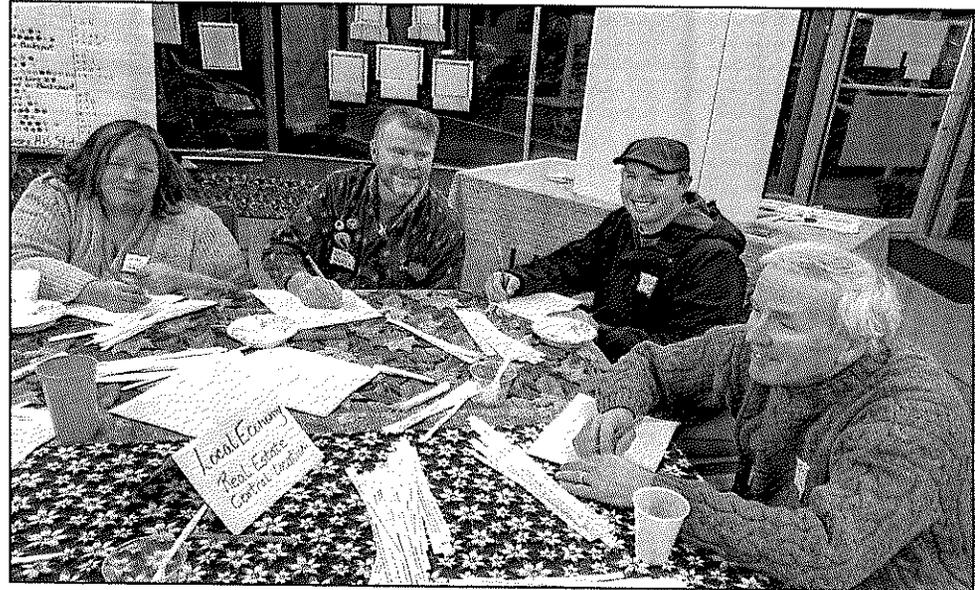
- David G Keene, Mayor/Council Chair
- Paul R Rabs
- Paul R. Gauvin
- Peter L. Stewart
- David W. Kee
- Robert G. Carmichael, Jr.
- Joseph York

## Bucksport Town Council 2018

- David G Keene, Mayor/Council Chair
- Paul R Rabs
- Paul R. Gauvin
- Peter L. Stewart
- David W. Kee
- Robert G. Carmichael, Jr.
- Mark B. Eastman

## Bucksport Town Manager

- Susan Lessard



## Financial Supporters

- Maine Community Foundation
- Darlings
- Lane Construction
- Fairpoint Communication
- PCT Communications
- Camden National Bank
- Town of Bucksport
- Orton Family Foundation
- Richard and Kimberly Rosen
- Individual Contributors



## Collaborators

- Main Street Bucksport
- Bucksport Bay Area Chamber of Commerce
- Lighthouse Arts Center
- Bucksport YMCA
- Great Pond Mountain Conservation Trust
- Bucksport Garden Club
- RSU 25
- Bucksport Wednesday on Main
- Two Rivers Realty
- Ocean's Edge Realty
- Community Members and Organizations

## Staff

- Nancy Minott, Bucksport Heart & Soul Coordinator
- Richard Rotella, Community and Economic Development Director, Town of Bucksport
- Committed Volunteers

## The Orton Family Foundation

- Jane Lafleur, Heart & Soul Coach
- Orton Family Foundation Staff

## Background

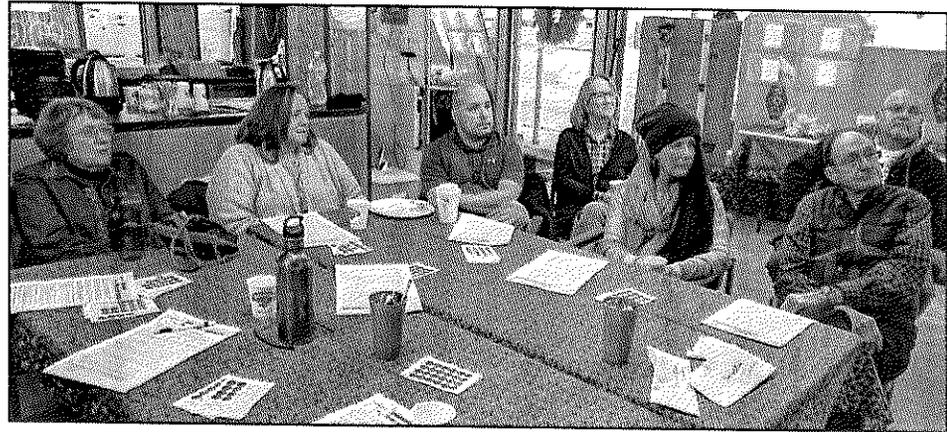
*“It was certainly a dark December day in Bucksport the day that the Verso mill closed (2014). It was followed by a mourning period over the death of a way of life that had been the foundation for employment and community valuation for more than 80 years. That foundation – the mill years – had not only provided good jobs, it had also allowed the town to establish significant infrastructure: the mile-long waterfront walkway, miles of hiking trails, a business park, excellent public facilities and school facilities that are now tremendous assets to be used in moving forward. Bucksport chose to embrace the Heart & Soul program, originated by Lyman Orton in Vermont. The program is a grassroots effort to engage all stakeholders in the community in a positive way through the sharing and analyzing of stories. This process creates positive work in the community in support of what is most important to its residents...Bucksport Heart & Soul and reflects what happens when good people get together for the good of the community.”*

Susan Lessard, Bucksport Town Manager, presented these remarks at the “Transformation of a Region” conference on October 16, 2017 during the workshop on Mill Redevelopment. At this Eastern Maine Development Corporation conference, Bucksport Heart & Soul® was recognized as one of the Rising Stars in the region.



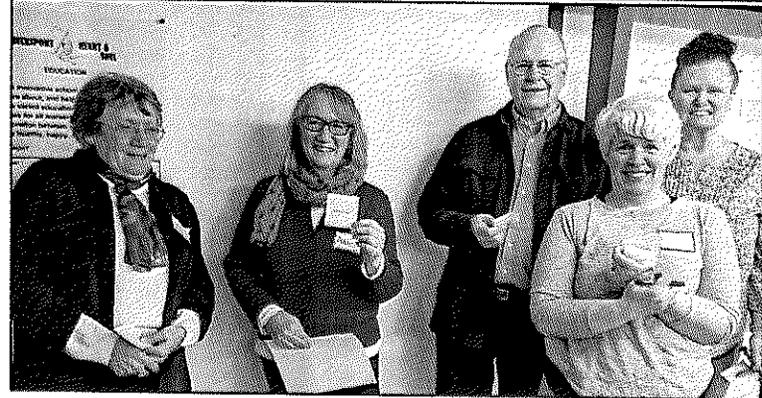
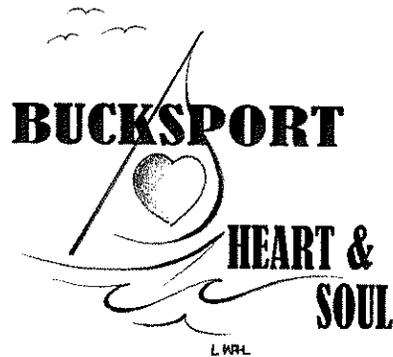
## Bucksport Heart & Soul Project Plan Goals

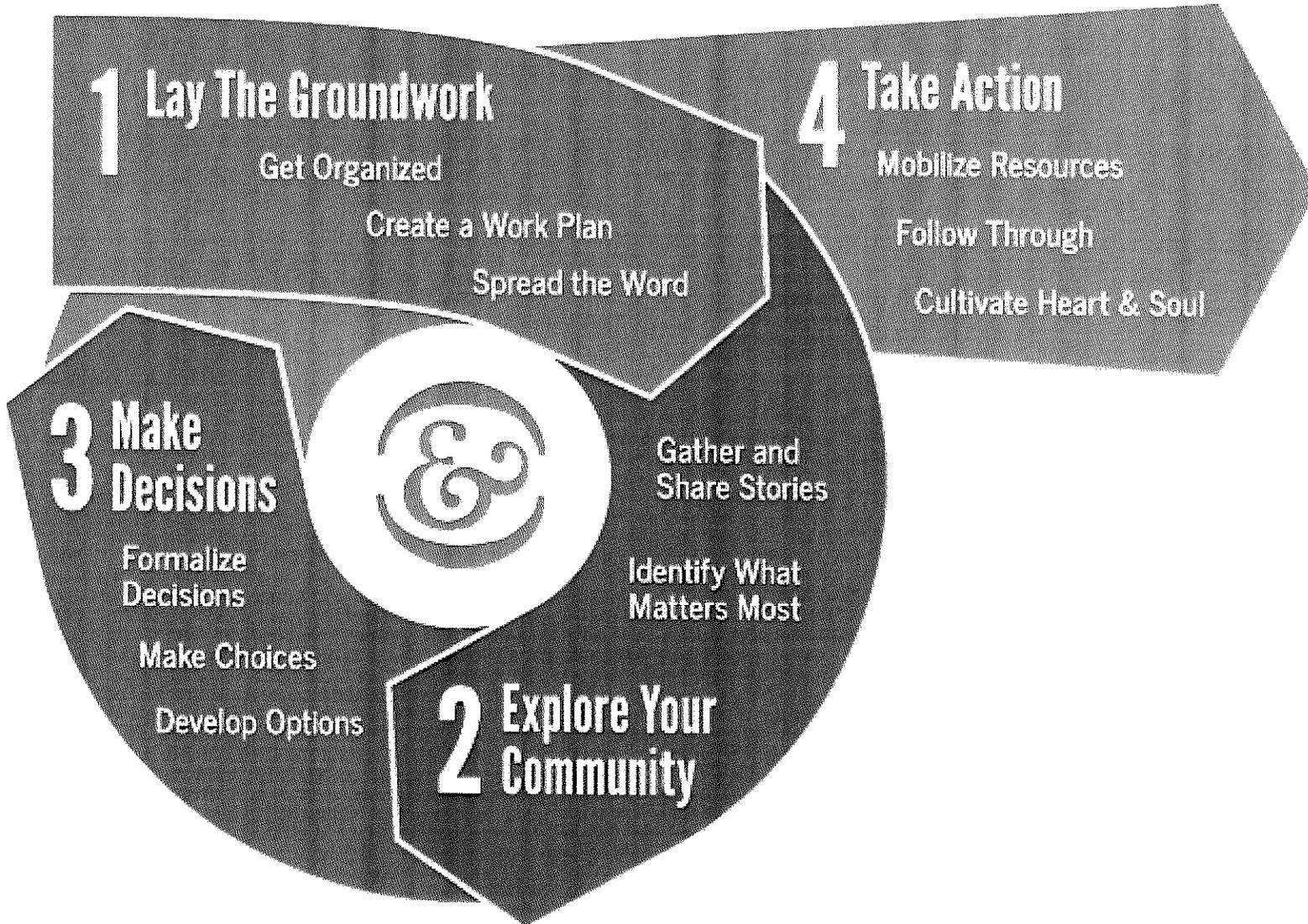
- **Build a foundation for our future that welcomes and includes our differences**
- **Embrace our shared values so everyone benefits and is healthy and thrives**
- **Create a strong compassionate community that appreciates diversity**
- **Listen to the voices of all community members and welcome their involvement**
- **Create a community that is economically self-sustaining and prosperous**
- **Create a community where everyone wants to be involved**
- **Build a launching pad for a successful future where Bucksport is thriving economically**



# Bucksport Heart & Soul Process

Spearheaded by the Bucksport Heart & Soul project coordinator, Nancy Minott, and collaboratively guided by the Bucksport Heart & Soul team, the process involved over 100 volunteers who contributed over 10,000 volunteer hours to the process. They held 36 Heart & Soul Community Events, gathered 250 stories and took 275 hours to transcribe the stories. Listening Teams spent over 400 hours listening to the story recordings and analyzing the data. The Heart & Soul process followed the 4 phases outlined by the Orton Family Foundation Community Heart & Soul program. This outline was tailored to meet the needs of Bucksport.





# Bucksport Heart & Soul Timeline

**PHASE 1 -- Lay the Groundwork** Identify who lives or works in Bucksport and develop a communications strategy to engage them.

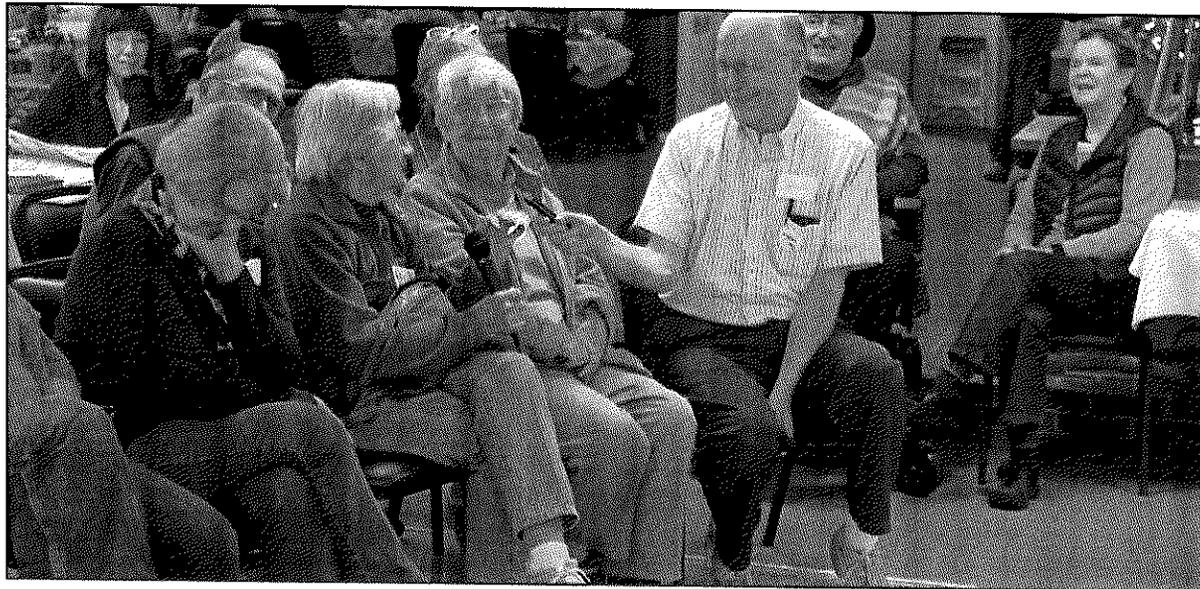
- January 9, 2016 First Heart & Soul meeting held at Bucksport High School - Phase 1 Training
- Jan - March 2016 Get organized, Heart & Soul team developed, Elevator speeches created, Work plan created, Community Network Analysis created, 2 Community Outreach events held. 5 Public Meetings and 13 Team meetings held.
- March 3, 2016 WERU Radio Show discussion with John Paul Lalonde, Rich Rotella and Colleen Gross
- April 2, 2016 Open House at Bucksport Heart & Soul Headquarters
- April 26, 2016 Welcome reception for Sue Lessard, new Town Manager
- April 30, 2016 Phase 2 Training



**PHASE 2 -- Explore your Community** The heart and soul of the Heart & Soul® approach, is discovering what the Bucksport community members care about—their shared values-- through story gathering, transcribing these stories, and listening back to these stories.

- May 2016 “Telling our Story through our Places” led by Jane Lafleur, Heart & Soul Coach, Ladies Night Out at Bucksport High School, Participation in Memorial Day parade and story gathering at headquarters
- July 2016-Nov. 2016 Six Block Parties held at different locations
- July 23/24, 2016 Booth at Bucksport Bay Festival
- August 5, 2016 Story gathering session at camp on Jacob Buck Pond
- October 22, 2016 Chili cook-off at Ghostport Festival
- November 10, 2016 Community service fair at Bucksport High School
- November 28, 2016 Nancy Minott becomes new coordinator for Bucksport Heart & Soul
- December 10, 2016 Light up the Night Youth Event at Headquarters
- Jan./Feb., 2016 Story Gathering events at different locations
- February 12, 2017 An Afternoon of Fun with Paint at Lighthouse Art Gallery
- March 2, 2017 Youth Leadership of Hancock County group of high school juniors at HQ for a meeting titled: Appreciating Differences
- March 8, 2017 Cultivating Citizen Leadership in Maine Communities through the Community Heart & Soul Program, Portland, Maine - Nancy Minott is a panelist
- March 12, 2017 Farm Food Flowers Event at H&S Headquarters
- April 27, 2017 Newcomers Event at H&S Headquarters
- May 29, 2017 Participate in Memorial Day parade
- June 4, 2017 Recreation Event at Miles Lane School
- July 21-22, 2017 Open House and slide presentation at headquarters during Bucksport Bay Festival
- August 10, 2017 Bucksport Bay Farmers’ Market Snapshot Week tent
- Sept/Oct 2017 Public Listening Sessions at Headquarters and at 5 house parties

- Sept. 13/14 2017 Presentation made at Community Institute seminar. Brunswick
- September 2017 Information table and video showing at Alamo Theater (8 showtimes)
- September 16, 2017 Phase 2 Training continued part B
- October 13, 2017 Production team completes video
- October 16, 2017 Recognized as a Rising Star by Eastern Maine Development Corporation
- October 21, 2017 Chili cook-off at Ghostport Festival
- October 23, 2017 Heart & Soul presentation at Duck Cove Community School
- October-Nov. 2017 Creating Heart & Soul statements at 5 events throughout town
- November 28, 2017 Marathon: Developing Bucksport Community Heart & Soul Statements
- December 9, 2017 Open house for citizen review of draft Bucksport Community Heart & Soul Statements
- December 3, 2017 Phase 3 Training



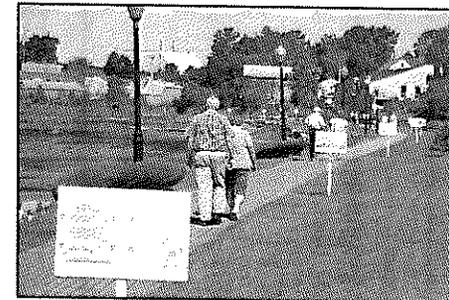
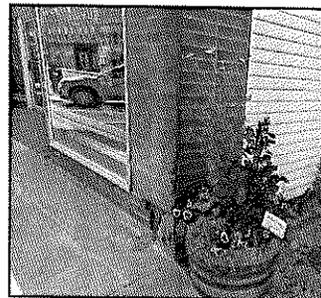
**PHASE 3 -- Make Decisions**

- January 2018 Identify options for the future guided by Bucksport Community Heart & Soul Statements
- January 25, 2018 Four "Change over Time" Events at different locations throughout town to generate Ideas for Action
- February 2018 Bucksport Town Council adopts Heart & Soul statements with Resolve 2018-39
- February 2018 Two "Time for Action" workshops, which are the Clicker Events to evaluate the 82 citizen generated ideas
- March 5, 2018 Phase 4 training



**PHASE 4 -- Take Action** Community partners and residents in Bucksport work together to steward and implement 82 citizen generated ideas. Bucksport Community Heart & Soul Statements are applied to future decision-making and become part of the fabric of the community.

- April 23, 2018 Community Garden discussion at Bucksport Regional Health Center
- April 25, 2018 Bucksport Heart & Soul Summit and Volunteer Fair
- May 11, 2018 Downtown Clean Up day - Main Street Bucksport
- May 20, 2018 Trail School for New England Mountain Bike Association - Great Pond Mountain Conservation Trust
- May 26, 2018 Adopt a Barrel Main St beautification - Bucksport Garden Club
- May 27, 2018 Bucksport Community Nature Walk - Ferns - Maine Naturalist Almanac
- May 30, 2018 Bucksport Community Walking Club - citizen generated
- May 31, 2018 Bucksport Story Walk installed on the Waterfront walkway - Buck Memorial Library
- June 23, 2018 Kids on Main: Books and Ice Cream! - Main Street Bucksport
- July 5, 2018 Bucksport Historical Society starts "Treasure Hunt" for kids in the museum
- July 26, 2018 Monthly town meetings of the Finance and Regulatory review committees are broadcast live and archived
- August 9, 2018 Town Council approves Resolve #2019-10 to approve the pier reconstruction bid.
- August 10, 2018 Street Art mural is ready for the Bucksport Arts Festival.



# Bucksport Town Council Adopts Heart & Soul Statements on January 25, 2018 with Resolve #2018-39

**Resolution  
Town of Bucksport  
Resolve # 2018-39  
In Town Council  
January 25, 2018**

## **Resolution of the Town Council Adopting the Bucksport Heart & Soul Community Statements**

**Whereas**, Bucksport has been engaged in a two-year innovative community effort to find out what matters to its citizens and has developed Community Statements for the Town; and

**Whereas**, extensive public input informed the statements in the course of community block parties, public events, activities, workshops, and personal interviews in 2016 and 2017; and

**Whereas**, the members of the Bucksport Heart & Soul team voted unanimously on January 8, 2018 to recommend forwarding these proposed Community Heart & Soul Statements to the Town Council for formal adoption; and

**Whereas**, the Town Council finds that adoption of the Community Heart & Soul Statements will provide guidance in the preparation of future policy and strategic plans of the Town, as well as operational and investment decisions.

**Now, Therefore be it resolved, by the Town Council of the Town of Bucksport,**

**Section 1.** Approve and adopt the Community Heart & Soul Statements, listed herein, and commit to using them to evaluate decisions in preparation of future policy, strategic plans, and operational and investment decisions.

## **Bucksport Heart & Soul Statements**

In the Town of Bucksport, what matters to the citizens:

***Community Spirit:*** We cherish our community that comes together through neighbors helping neighbors, volunteering, and supporting local organizations and events; creating a sense of belonging which gives each of us an opportunity to make a difference.

***Town Government:*** We value a forward-thinking and transparent town government that responds to the needs of residents and local businesses and maintains and supports community services and infrastructure; ensuring an accessible, safe, and secure environment.

***Small Town Feel:*** We treasure our friendly community with its safe, close-knit family feel and the generational continuity which keeps our proud history alive; creating a warm and welcoming atmosphere for residents and visitors alike.

***Vibrant Downtown:*** We treasure a vibrant downtown with small businesses, festivals, parades, waterfront, and art-related opportunities which provide economic development and places for people to gather; promoting a rich, welcoming sense of community.

***Recreation:*** We take pride in and value each of these things which enhance our health and well-being:

- the abundance of recreational opportunities for all ages which encourage exercise, deep conversations, and social interactions between friends, parents, children, and dog owners
- access to the magnificent waterfront walkway, the well-maintained trails, and the ponds, lakes, and woods

***Environment:*** We cherish the beauty of our rural environment which provides us access and a connection to our natural world.

- the Penobscot River, the jewel of our waterfront and our maritime connection
- our ponds, lakes, woods, mountains, and farmlands, the privilege of our seasons, fresh air, and the stars at night
- our opportunities for civic and social organizations that encourage the traditions of boating, hunting, fishing, farming, and gardening

***Education:*** We value each of these things that contribute to a healthy, happy, and educated populace:

- an innovative school system which emphasizes varied educational and extracurricular opportunities for all learners.
- a class size conducive to knowing, caring about and helping each other.
- a high graduation rate with graduates prepared to contribute to the community at large.
- collaboration between school and community

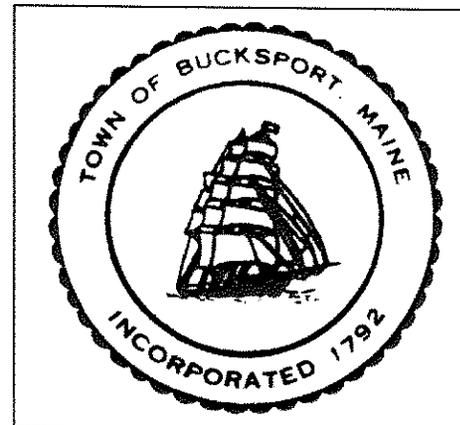
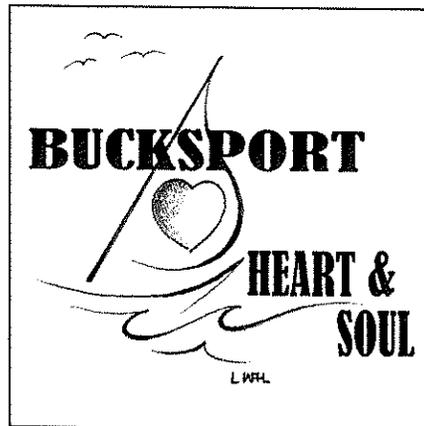
**Healthy Community:** We appreciate and value each of these things which promote an inclusive, vibrant community:

- access to local choices for recreational, cultural and social activities, and health and other services
- access to housing that meets the needs of all ages and income levels
- addressing current social, emotional, mental and physical health challenges

**Local Economy:** We value each of these things that contribute to a prosperous, community by bringing people together and creating an inviting destination for our visitors:

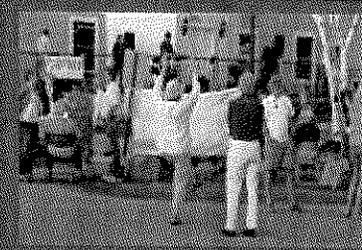
- a strong local economy, enhanced by our central location, affordable housing, diverse and creative businesses, available financing, and employment opportunities
- the local eateries, movie theater and cultural events

**Section 2.** Town Council directs the Town Departments to use the statements in evaluating and recommending policy decisions or operational improvements in the Town.



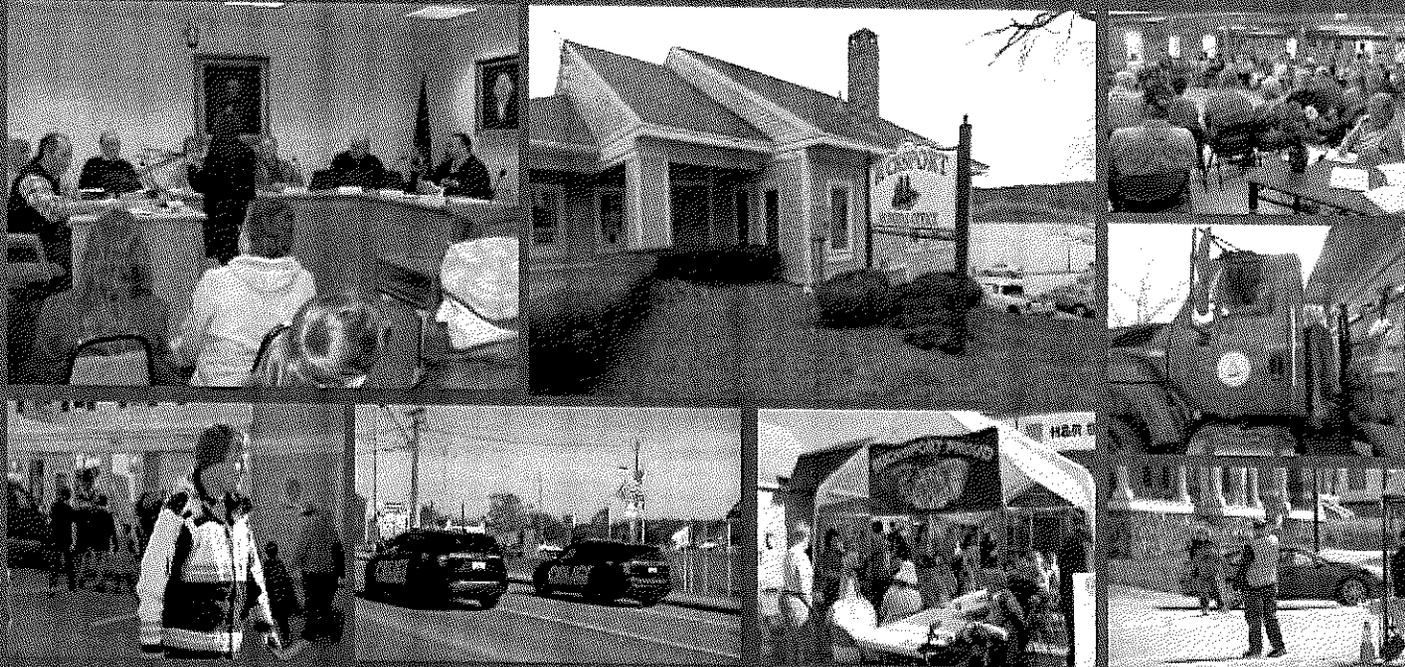
## Community Spirit

We cherish our community that comes together through neighbors helping neighbors, volunteering, and supporting local organizations and events; creating a sense of belonging which gives each of us an opportunity to make a difference.



## Town Government

We value a forward-thinking and transparent town government that responds to the needs of residents and local businesses and maintains and supports community services and infrastructure; ensuring an accessible, safe, and secure environment.



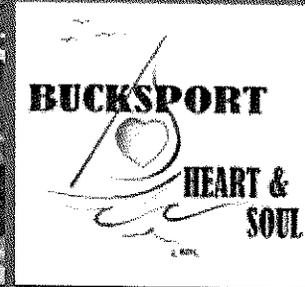
### Small Town Feel

We treasure our friendly community with its safe, close-knit family feel and the generational continuity which keeps our proud history alive, creating a warm and welcoming atmosphere for residents and visitors alike.



## Vibrant Downtown

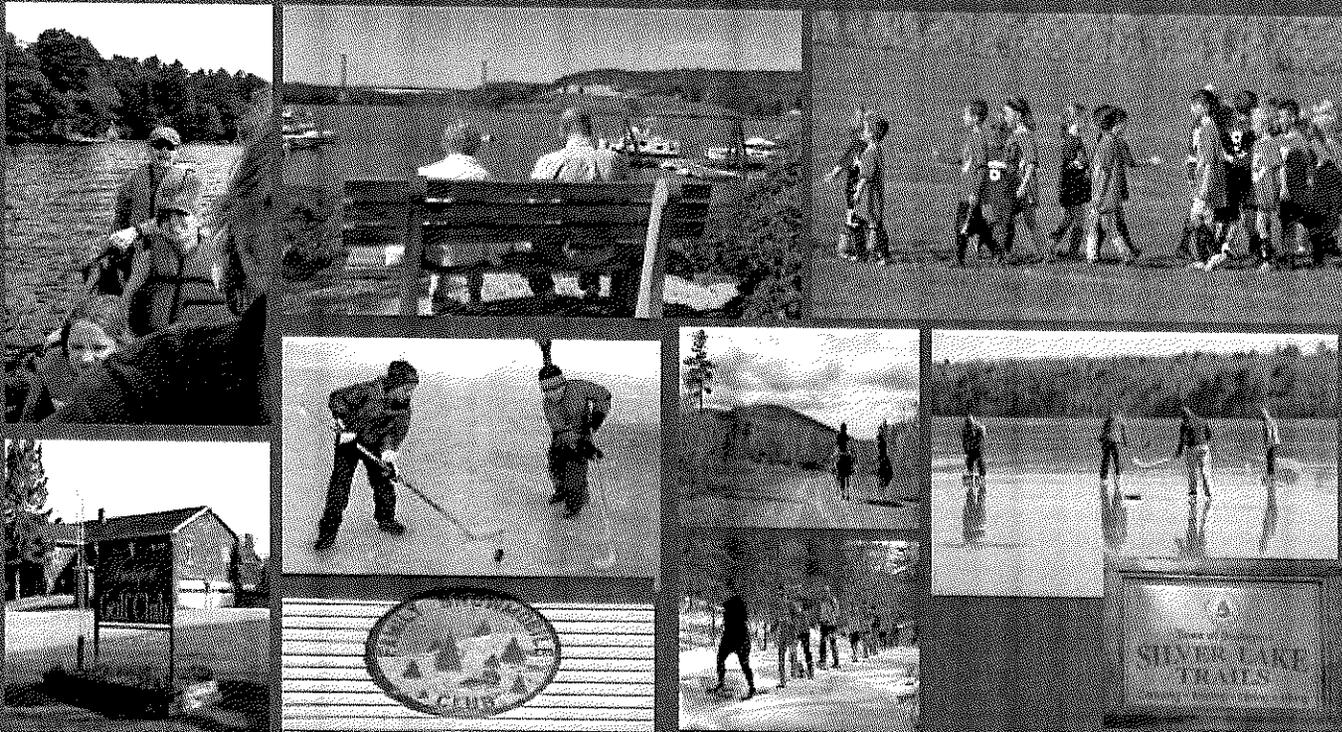
We treasure a vibrant downtown with small businesses, festivals, parades, waterfront, and art-related opportunities which provide economic development and places for people to gather, promoting a rich, welcoming sense of community.



## Recreation

We take pride in each of these things which enhance our health and well-being:

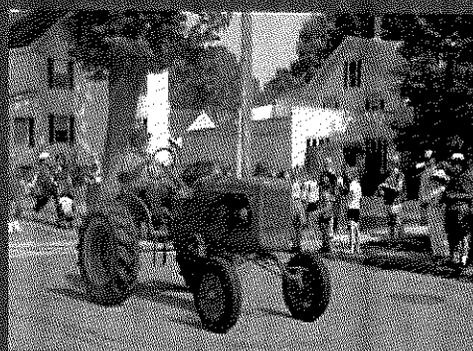
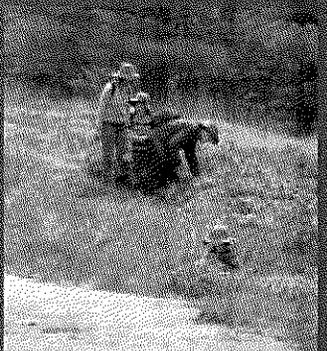
- \* the abundance of recreational opportunities for all ages which encourage exercise, deep conversations and social interactions between friends, parents, children, and dog owners.
- \* access to the magnificent waterfront walkway, the well-maintained trails, and the ponds, lakes, and woods.



## Environment

We cherish the beauty of our rural environment which provides us access and a connection to our natural world:

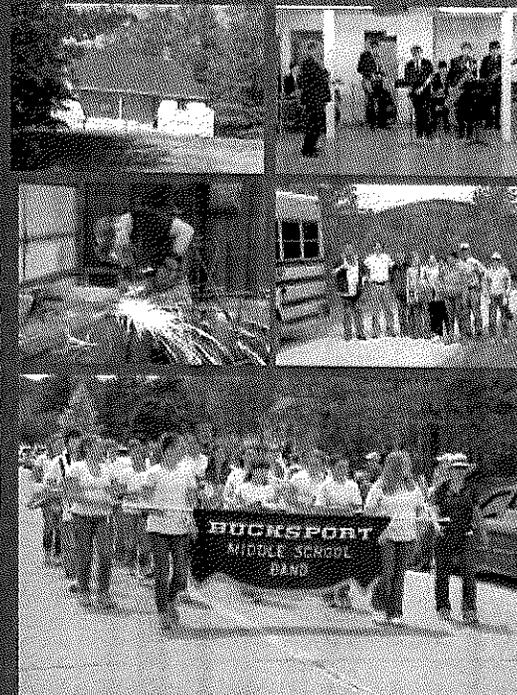
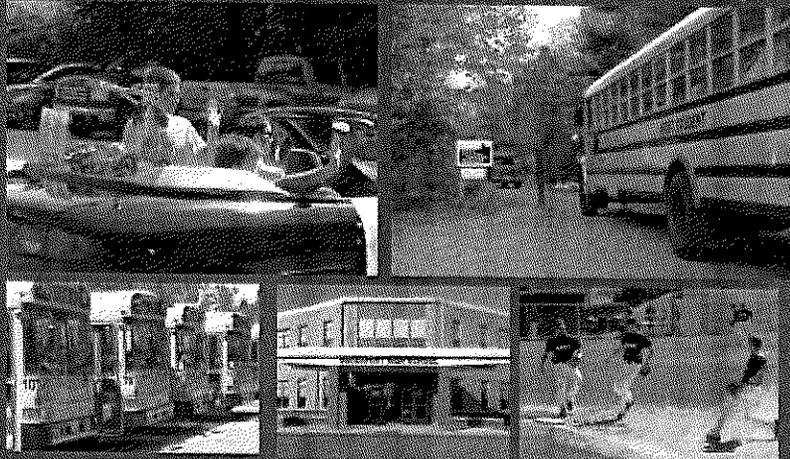
- \* the Penobscot River, the jewel of our waterfront and our maritime connection.
- \* our ponds, lakes, woods, mountains, and farmlands, the privilege of our seasons, fresh air, and the stars at night
- \* our opportunities for civic and social organizations that encourage the traditions of boating, hunting, fishing, farming, and gardening



## Education

WE value each of these things that contribute to a healthy, happy, and educated populace:

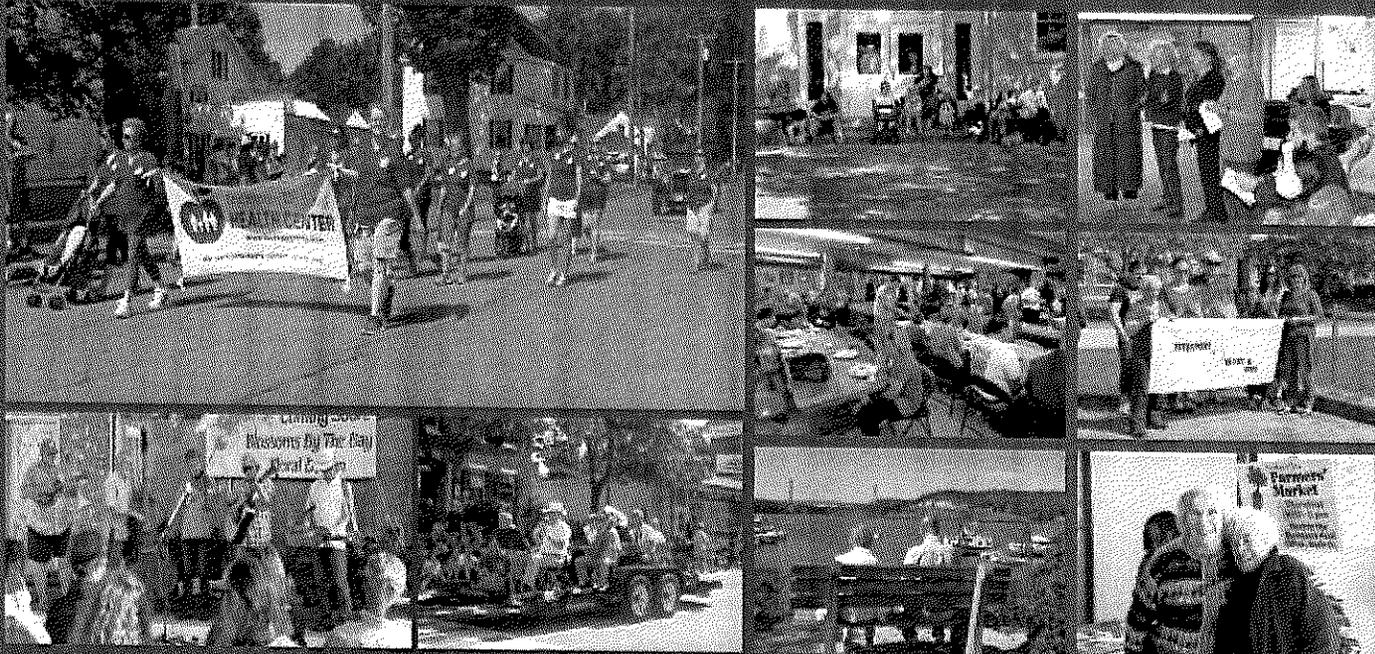
- \* an innovative school system which emphasizes varied educational and extracurricular opportunities for all learners
- \* a class size conducive to knowing, caring about, and helping each other
- \* a high graduation rate with graduates prepared to contribute to the community at large
- \* collaboration between school and community



## Healthy Community

We appreciate and value each of these things which promote an inclusive, vibrant community:

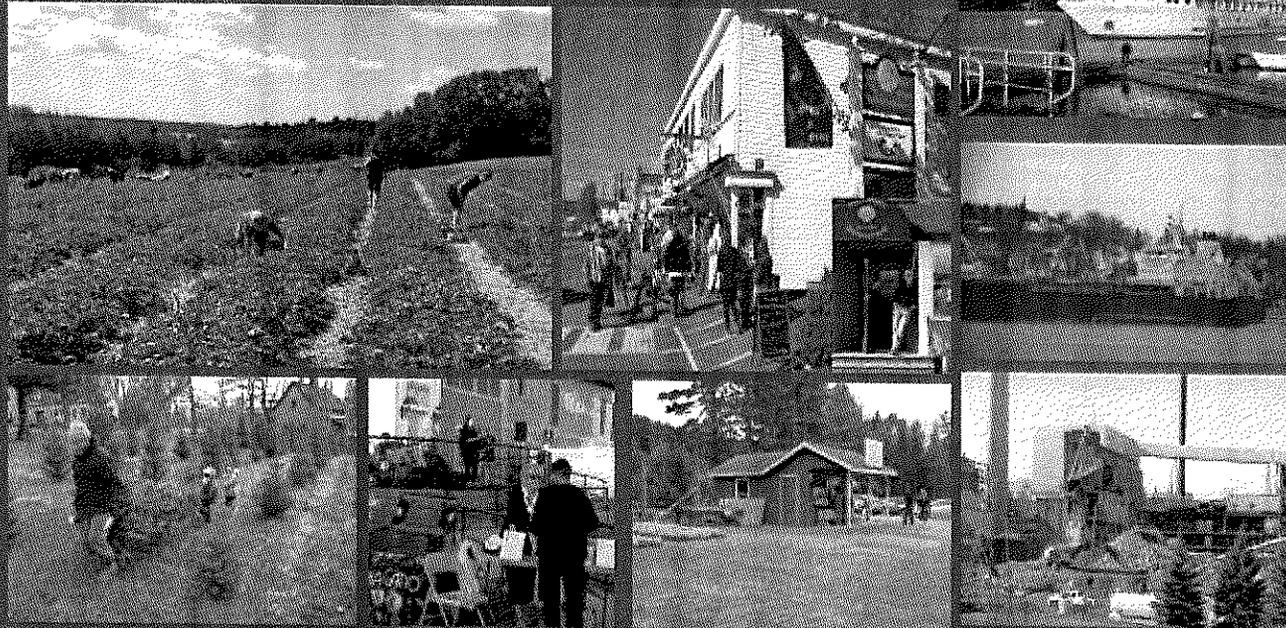
- \* access to local choices for recreational, cultural and social activities, and health and other services
- \* access to housing that meets the needs of all ages and income levels
- \* addressing current social, emotional, mental and physical health challenges



## Local Economy

We value each of these things that contribute to a prosperous community by bringing people together and creating an inviting destination for our visitors:

- \* a strong local economy enhanced by our central location, affordable housing, diverse and creative businesses, available financing, and employment opportunities
- \* local eateries, movie theater, and cultural events

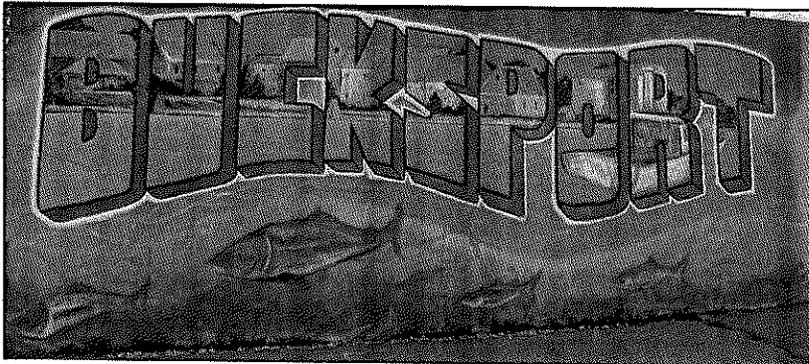


# The Action Plan

One of the final steps in the Heart & Soul process is to create an Action Plan which reflects and sustains what matters most in our community and is developed from the hundreds of citizen-generated ideas.

The Action Plan should:

- ✓ Best support the objectives of this project
- ✓ Have high impact on the Town of Bucksport and have a likelihood of being completed
- ✓ Can be completed relatively quickly and easily by community organizations and leadership given the time and available resources
- ✓ Provide visible change and progress in improving Bucksport
- ✓ Keep the momentum up by putting Heart & Soul “on the ground”
- ✓ Have organizational commitments and leadership to carry out the project

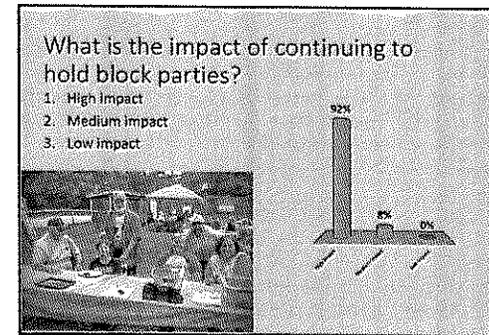


Heart & Soul volunteer team members and Heart & Soul staff filtered, evaluated and organized hundreds of community ideas. Many ideas originated at the Change Over Time Events that were held to evaluate the Community statements. The eighty-two (82) ideas were selected for public input. In February 2018, two community workshops were held to prioritize the community ideas. The workshops were led by Jane Lafleur, Community Heart & Soul Coach, professional facilitator and planner from Maine. Each of the eighty-two citizen generated ideas were assessed as to their impact and feasibility.

The definitions of impact and feasibility are:

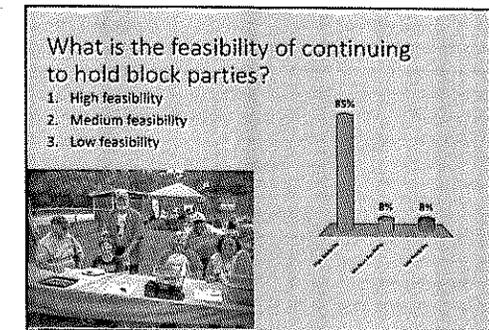
*IMPACT - high, medium, low*

- Has a strong positive effect on the Town of Bucksport, its citizens, and quality of life
- Makes a positive difference to the lifestyle, business climate or family life
- Addresses a need in the community
- Has a positive effect on Bucksport’s Heart & Soul community values



*FEASIBILITY - high, medium, low*

- Has the potential for attracting leadership
- Has community support
- Is an easy win in the short term (or is a harder win but over a longer time)
- Is less expensive (or more expensive but accomplishable with fund-raising or community support)
- Is likely to be accomplished due to leadership, importance, volunteers, finances, need, community or stakeholder motivation



Each action item was presented to the participants on a projected slide with a photo of the concept or idea. It was read aloud by the facilitator and then participants were asked to rate the idea high, medium or low Impact and then high, medium or low feasibility, using electronic keypad polling. The results of the vote were immediately projected. The items were transferred to a chart so there was a visual representation of the votes on a grid, as well as the results of the votes saved electronically. When an idea received High Impact, High Feasibility, the facilitator asked the participants who they thought might be a leader of this effort.

Then Heart & Soul Team members met with members from area organizations to review each of the 82 ideas and seek leadership and support for implementation of the idea. This Action Plan is intended to be a living document that inspires people, ideas and action, and is refined from year to year as new projects are developed and completed projects drop off the list.

A Stewardship Committee will be tasked with overseeing the implementation of the Action Plan.



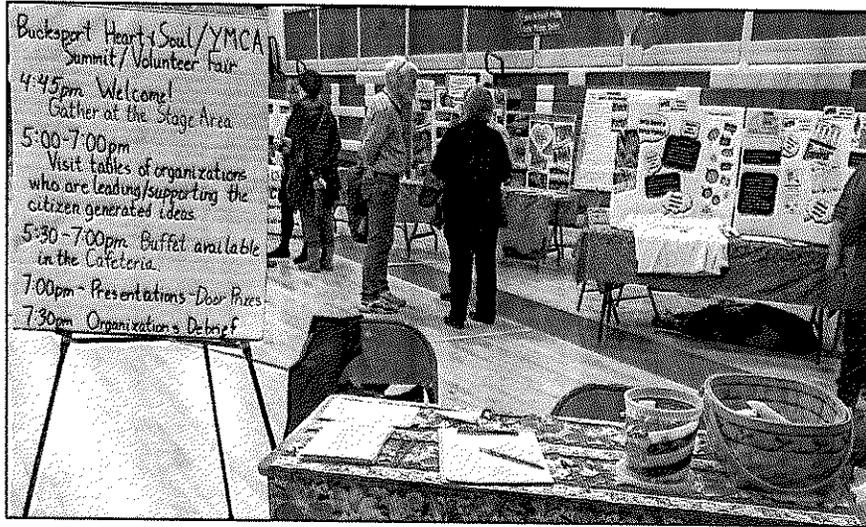
# Bucksport Heart & Soul Summit and Volunteer Fair

**When: Wednesday, April 25th 4:30pm-7:30pm**

**Where: Bucksport High School gym and cafeteria**

Bucksport Heart & Soul partnered with the Bucksport YMCA to celebrate the community organizations and individuals who are leading or supporting the 82 citizen ideas which were generated through the Heart & Soul process. Each organization designed an informational table, highlighting one or more of the 82 ideas. Community members were encouraged to see how their talents and interests can take Bucksport to a brighter future by volunteering with one of the organizations and joining their projects. Attendees enjoyed a buffet meal (Courtesy Town of Bucksport). Door prizes were provided by area businesses, individuals, and the Orton Family Foundation. The following organizations attended the Summit:

Buck Memorial Library  
Bucksport Historical Society  
Bucksport Town Government  
Maine Naturalist Almanac  
Healthy Acadia  
Bucksport Garden Club  
Bucksport Regional Health Center  
Great Pond Mountain Conservation Trust  
Bucksport Bay Area Chamber of Commerce  
Bucksport Bay Healthy Communities  
Main Street Bucksport  
Bucksport Methodist Church  
Bucksport Community Concerns  
RSU 25  
YMCA  
Bucksport Heart & Soul



**BUCKSPORT**  **HEART & SOUL**

**Bucksport Heart & Soul Summit and Volunteer Fair**

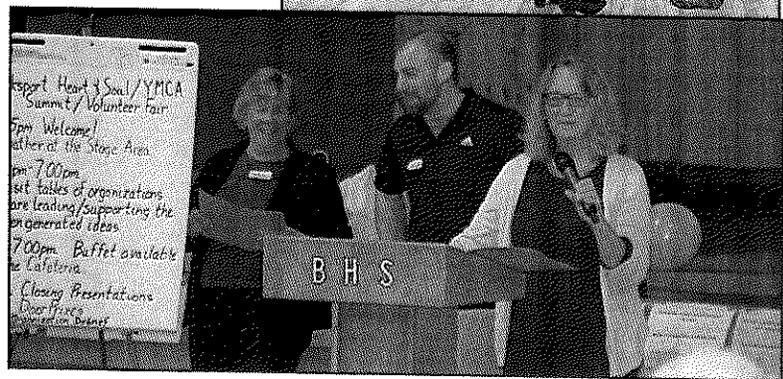
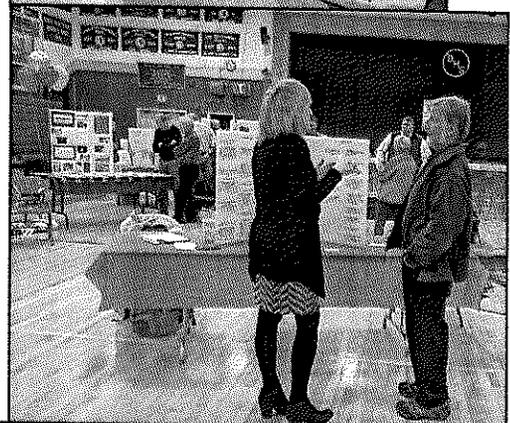
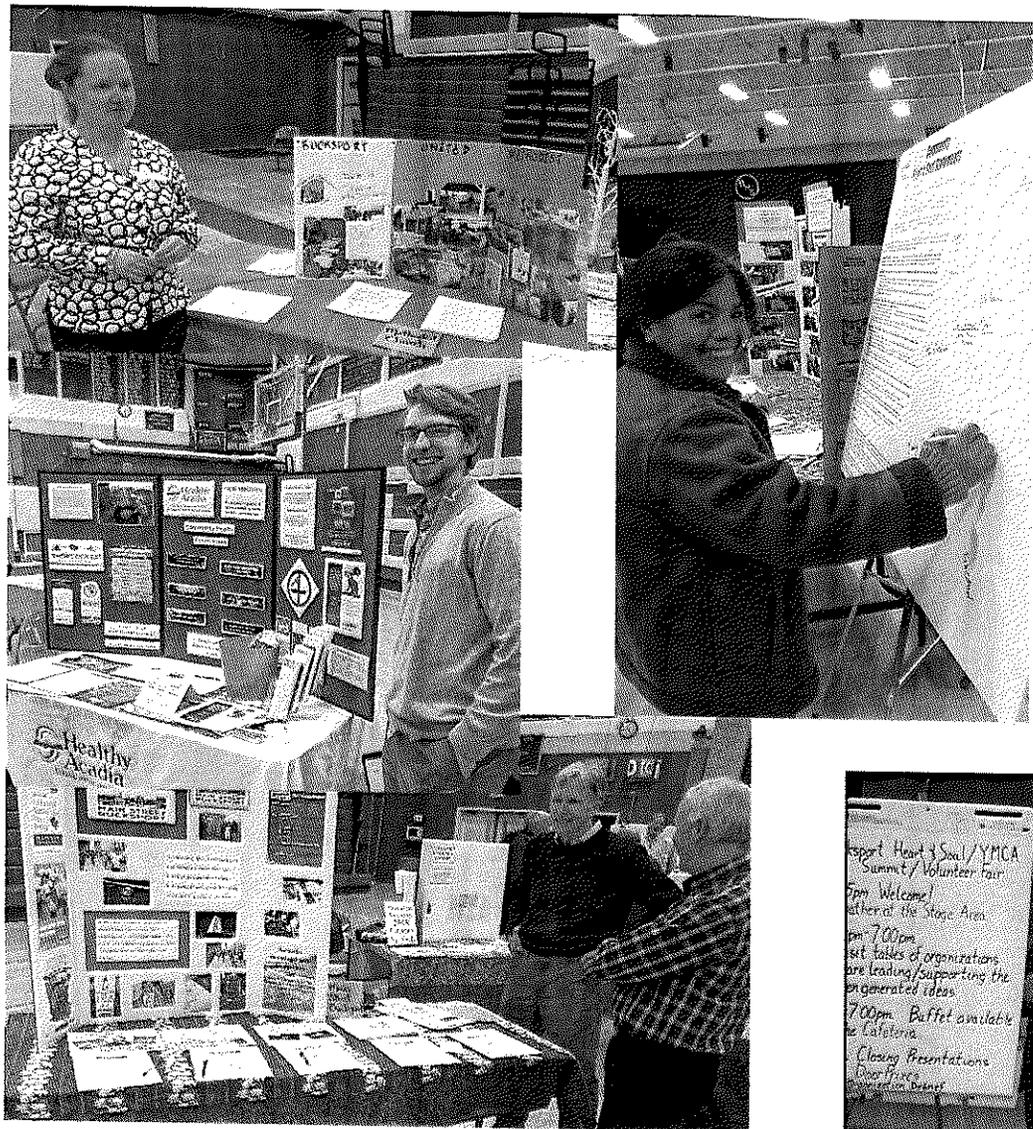
**When: Wednesday, April 25th 4:30pm-7:30pm**

**Where: Bucksport High School gym and cafeteria**

Celebrate with our many community partners on April 25th from 4:30-7:30. You can visit informational tables and see how your talents and interests can take Bucksport to a brighter future. Contact with your Bucksport neighbors and find out what they are doing. Join their projects. Enjoy a buffet meal (Courtesy Town of Bucksport) Win a door prize. Celebrate with Bucksport Heart & Soul!

 This program is co-sponsored by the Bucksport Branch, Down East Family YMCA.





# Stewardship Committee

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A Stewardship Committee will be tasked with overseeing the implementation of the Action Plan. Membership on this Committee will include representation from community organizations, institutions and community members. The first meeting is planned for October 2018.

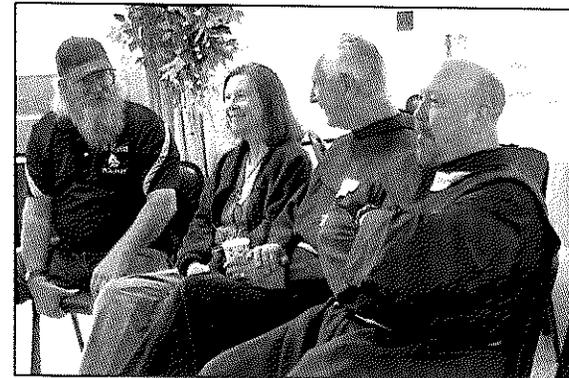
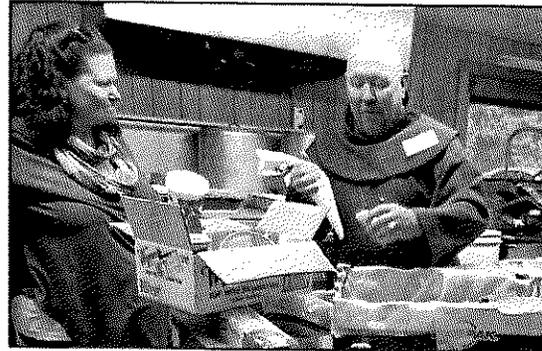
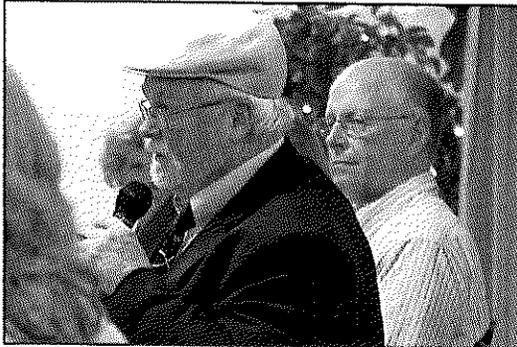
## Overall Goal

- To maintain momentum from the Heart & Soul community development process and ensure success in implementing the community's action plan.
- To keep track of the 82 citizen generated ideas and ensure that the Town Council is considering the Community Statements during decision making

The Stewardship Group will do this by:

- Strengthening collaboration between and among the existing organizations in order to maximize effective use of our collective human resources to make Bucksport the best possible place to live, work, and learn.
- Fostering greater communication, understanding and trust among the active groups and institutions in the community -- including the schools, the town, and cultural and civic organizations.
- Ensuring that the Town Council and community groups incorporate the values and principles articulated as a result of the Bucksport Heart & Soul project into their day-to-day work.
- Providing a forum for discussion, vetting and development of new ideas for community projects.

- Identifying opportunities for, and support collaboration among, community organizations and institutions to maximize the impact of their efforts to benefit the community -- such as joint efforts to market and promote community events, seek grant funding, and host skill building workshops to build capacity and encourage new leadership.



## Appendix 1: *Eighty-Two Citizen Generated Ideas with Leaders/Supporters*

The list below was developed in early 2018 through numerous community meetings and events. The 2018 Bucksport Heart & Soul Summit and Volunteer Fair resulted in organizational commitments to these projects. This list is evolving and subject to change and hopefully will grow in interest and commitment. The ideas may be expanded, developed and implemented at any time.

	Ideas to further our Heart & Soul community statements	IMPACT:	FEASIBILITY:	Leaders/Supporters
1	Expand and improve the annual clean-up day.	High	High	Garden Club support/RSU25 support/EC support/YMCA support/Chamber support/Main Street leadership
4	Broadcast all municipal meetings.	High	High	Town Government - in proposed budget
7	Develop an anti-litter program.	High	High	Chamber support promotion/Economic Development (ED) support/Garden Club support
10	Establish a Downtown Beautification program.	High	High	Bucksport Garden Club leadership/ED support/Bucksport United Methodist Church (Bucksport UMC) support
11	Establish a bird watching program.	Medium-Low	High	GPMT lead or support/Chris Johnson support/
12	Continue holding block parties.	High	High	GMPT support & lead a block party/ED support/RSU25 support with use of schools/Chamber lead a block party/Gardner Commons & Nancy Minott lead a neighborhood block party/Bucksport UMC support
20	Install a buddy bench downtown and along waterfront.	High	High	RSU25 leadership - High School Shop Class/

21	Expand/Connect Trail Systems.	High	High	ED support/RSU25 support with maintenance/YMCA support - maintain and program this/
23	Expand the bus and taxi service to more than once a week.	High	High	Chamber support/Bucksport Regional Health Center (Health Center) support
24	Expand the buy local program.	High	High	Health Center support - backpack program expand/RSU 25 support/ Chamber leadership/Bucksport UMC support
25	Develop a water quality education/improvement program for the river.	High	High	RSU25 support by expansion of curriculum with hosting events
26	Develop a program where Bucksport businesses reduce the use of plastic bags.	High	High	Town support with ordinance that has been put forward (next 30 days)/ Health Center support
32	Organize a cookbook club and cooking classes.	Medium	High	Health Center support through use of kitchen & planning classes - Healthy Acadia/RSU25 Adult Ed/
33	Develop cross country ski trails.	High	High	ED support with Jay's crew/ YMCA support, lead?
34	Establish a youth civic leadership program	High	High	RSU25 support through curriculum/ ED support/YMCA leadership - Y programs available/Bucksport UMC support
35	Add and improve directional and wayfinding signage.	High	High	ED leadership
36	Build a dog park.	High	High-Medium	
38	Develop a program for volunteers to assist elders with gardening and clean up.	High	High	Health Center leadership or support - Thriving in Place/ Gardner Commons support with list of needs/
39	Enhance trail system with exercise stations alongside the trails.	High	High	YMCA support - Splash Pad proposal
41	Provide nature walks at the Miles Lane trails.	High	High	YMCA support/check Field's Pond
43	Expand the downtown flower program.	High	High	Bucksport Garden Club leadership- Adopt a Barrel/ED leadership-financial & staffing support
44	Develop a farm to school program to promote healthy foods in the school.	High	High	Education Coordinator overlap/ Health Center support-Healthy Acadia/Chamber support via Farmer's Market

46	Form Friends of Bucksport Trails.	High	High	YMCA support through trail maintenance
50	Develop a foster grandparent program.	High	High	YMCA?/RSU25 leadership - Seniors at Miles Lane, next Fall
53	Establish a bicycle/pedestrian club.	Low-Medium	High	ED - club, no, trails, yes
54	Develop a single-track mountain bike trail.	Medium	High	GPMT leadership/YMCA support/ED support
56	Establish a year round farmers' market.	High	High	Chamber leadership
59	Form a community walking club.	Medium-High	High	Health Center support-promotion, offer once a week walks - sponsor a walk a week/YMCA provide programming
60	Form a community outing club.	High	High	YMCA support
61	Establish more waterside picnic areas.	High	High	
62	Plant more trees throughout town.	High	High	Bucksport Garden Club support
66	Hold an annual community volunteer fair.	High	High	YMCA leadership
67	Create a welcome packet for new residents.	High	High	ED support/Health Center support/YMCA support/Chamber support/Bucksport UMC support
69	Initiate a Community Reading day throughout the RSU.	Low	High	RSU25 support/Garner Commons support
70	Bring Senior College program to Bucksport.	High	High	
71	Establish community drug task force/support existing work being done.	High	High	Healthy Acadia leadership/ community members support
72	Institute a Street Art program.	High	High	Lighthouse Art Center support/ Chamber support/ED support/Main Street leadership/Main Street Bucksport lead

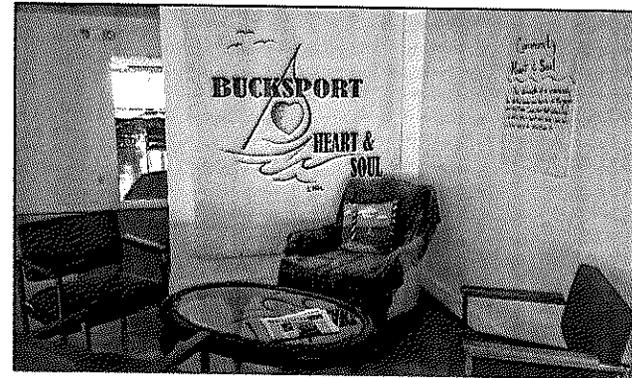
73	Enhance and expand the school garden program beyond Miles Lane.	High	High	ED support/RSU25 support/Health Center support/ community member support/Chamber support through Farmer's Market
74	Provide free Wi-Fi throughout village compact area.	High	High	ED leadership/
76	Provide and install bike racks in town.	High	High	ED leadership/Bucksport UMC support
78	Build a playground on the waterfront.	High	High	If Town requested this it could go to the YMCA
80	Build bocce court on the waterfront.	High	High	ED leadership/
81	Redesign the Rufus Googins Park.	High	High	ED support/Main Street Bucksport leadership
2	Provide a welcome program for tourists.	High-Medium	Medium	ED support
3	Expand the Y program to have a youth activity coordinator.	High	Medium	YMCA 20,000grant for position-March outcome/
5	Develop after school program for middle school students.	High	Medium	YMCA leadership/RSU25 support re academic support program/
8	Build a multi-generational playground.	High	Medium	YMCA support/Health Center support
13	Take steps to expand marina and boat access improvement.	High	Medium	Town leadership-in the works, \$ put in budget
14	Establish a small business co-op.	High	Medium	ED support/Chamber support
27	Find space and develop a community commons.	High	Medium	ED-in works

28	Develop a community center.	High	Medium	ED support/RSU25 schools open spaces/YMCA support-capital campaign
29	Establish a community garden.	High	Medium	Bucksport Garden Club support/ED support Garden Club/community members
31	Start a community theater program.	High	Medium	Library support/ YMCA support programs/
40	Develop more entertainment and make more use of the Bucksport Performing Arts Center.	High	Medium	RSU25 support through Performing Arts Center use/ Shawn resource person
42	Establish a facade improvement program for businesses.	High	Medium	ED leadership
45	Develop a Healthy Food Program.	High	Medium	Chamber support through Farmer's Market/Health Center leadership/RSU25 support
47	Develop the Upper Silver Lake Trail systems.	High	Medium	YMCA support/ED support
48	Develop a master plan for bathroom facilities on Bucksport trail system.	High	Medium	ED support and in process/ YMCA support-warming hut open year round
49	Develop a trail around Silver Lake.	High	Medium	ED support/ YMCA support
51	Develop a senior/youth mentorship program.	High	Medium	YMCA support/RSU25 support
55	Develop bike trails connecting outlying areas with downtown	High	Medium	ED support
57	Provide safer and more sidewalks.	High	Medium	Chamber support/ED lead, in process
58	Develop a neighborhood watch program.	High	Medium	Bucksport UMC support

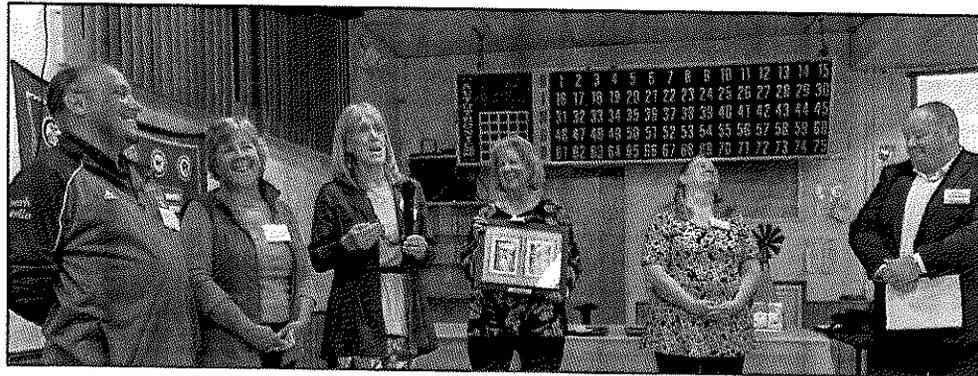
63	Hire/contract with a professional/marketing planner for Bucksport	High	Medium-Low	
64	Build a nursing home in Bucksport.	High	Medium	
75	Build a skate board park.	High	Medium	Health Center play with idea re: grants?
79	Add more sculptures on the waterfront.	High	Medium	ED support
6	Develop animal farm/petting zoo for kids.	Medium	Low	Chamber support via Farmer's Market
9	Build an indoor swimming pool.	High	Low	
15	Establish a bottle and cans returnables program to benefit municipal projects.	Low	Low	
16	Build a bowling alley.	Medium	Low	ED leadership to bring one here
17	Expand commercial activity on the waterfront.	High	Low	ED leadership
18	Develop vendor booths along the waterfront.	Low	Low	
19	Install brick sidewalks on Main Street.	Low	Low	
22	Bury power lines along Main Street.	High	Low	
30	Establish a community sailing program.	Low	Low	RSU25 support MMA program past 4 years/YMCA support-work wih MMA

37	Build condominiums downtown.	High	Low	
52	Establish a children's museum.	Medium	Low	Historical Society support
65	Open Silver Lake to more recreational activities.	High	Low	
68	Create a Bucksport History Center.	Low	Low	
77	Establish "Live From Downtown Bucksport" weekly news show.	High	Low	Health Center support with a week live/ Chamber support with a week live/RSU25 support WERU internship & school radio station/ Mayor David Keene
82	Offer financial assistance for merchants.	High	Low	ED leadership

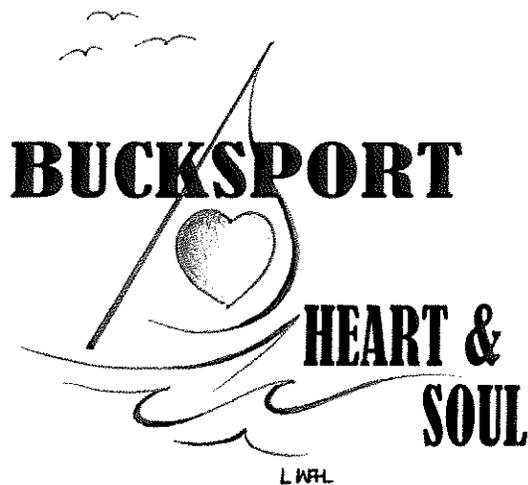
We thank the Town of Bucksport and Town Manager Susan Lessard for recognizing the value of community development and supporting the efforts of Bucksport Heart & Soul. We thank the Orton Family Foundation for their research and expertise in creating a Community Development model that is rooted in the understanding that a strong, sustainable community is lead by the people's voices. We thank Jane Lafleur, our Heart & Soul coach, for sharing with us her expertise gained from her work in other Communities' Heart & Soul endeavors, and at the same time, allowing our collective voices to determine the course of H&S in our unique town. We thank all those groups, individuals, and businesses who have partnered with us to create meaningful events. We thank the Rosen family for sharing their Main Street building with the whole community, providing a place for community to gather, celebrate, hold meetings and events, and build relationships with each other. And our deepest thanks go to each member of our community, for it is *their* voices, after all, that are at the heart and soul of this project and provide the foundation for developing community.



The voices of all community members are needed to maintain the momentum of Bucksport's Heart & Soul and to implement the 82 citizen generated ideas. We look forward to the coming years with enthusiasm and optimism.



# Stewardship Group Meeting



Wednesday, October 24,  
2018

6:00 p.m. - 8:00 p.m.

Bucksport High School  
Library

Light Refreshments

## You Are Invited to Join!

**Celebrate** with  
our community the  
implementation of  
many of the  
82 Heart & Soul  
citizen-generated  
ideas!

**Collaborate**  
with other  
individuals and  
organizations to  
implement more!

The Heart & Soul Stewardship Group brings together community organizations to maintain momentum from the H&S Community Development process. The work will be guided by what matters to the people of the community reflected in our nine Heart & Soul community statements. Through collaboration, the Heart & Soul Stewardship Group will encourage and support the implementation of the 82 citizen generated ideas for action.

**RESOLVE #R-2019-20 TO APPROVE PAYMENT REQUISITION 28 FOR  
PROFESSIONAL SERVICES ASSOCIATED WITH THE SECONDARY TREATMENT  
PLANT UPGRADE BIDDING/ADDED FUNDING ASSISTANCE AND  
CONSTRUCTION CONTRACTS**

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

Whereas Apex Construction is the contractor selected for construction of the secondary treatment facility, and

Whereas Payment Requisition 28 for this project has been reviewed and authorized by the contractor, the engineers, the owner and Rural Development,

Be it resolved by the Bucksport Town Council in Town Council assembled to approve the payment of \$5,483.75 to Olver Associates, Inc. found on invoice #8858, #8893, #8912, #8947, , and \$8,259.90 to ADA Fence Company on Invoice #22C.

Be it further resolved that the \$13,743.65 for these services be paid from grant funding received for the project.

**Acted on October 11, 2018**

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

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

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**Pay Req 28**

**NAME OF SYSTEM: TOWN OF BUCKSPORT WASTEWATER TREATMENT PROCESS UPGRADE**

	Contract #1			Contract #2			Contract #3			Contract #4	
	Date of Completion	Contract Amount		Date of Completion	Contract Amount		Date of Completion	Contract Amount		Date of Completion	Contract Amount
Original:	7/5/2017	\$ 11,872,600.00	Original:			Original:			Original:		
Revised:	9/13/2017	\$ 11,997,019.55	Revised:			Revised:			Revised:		

**Description of Project: Wastewater Treatment Process Upgrade**  
**Dates of Request - From: 7-17-18 To: 9-18-18**

No other monies or benefits may be paid out under this program unless this report is completed as required by existing law and regulations (7 C.F.R. Part 1924).

Item	Test	Description	Total Project					RD						
			Budget	Previously Paid	This Pay Period	Total To Date	Balance	Budget	Previously Paid	This Pay Period	Total to Date	Balance		
													Loan \$7,800,000	
1	T	Development												
1a	T	Construction -WWTP	\$11,997,019.55	\$11,997,019.55	\$0.00	\$11,997,019.55	\$0.00	\$11,971,652.65	\$11,971,652.65	\$0.00	\$11,971,652.65	\$0.00	\$400,000.00	\$400,000.00
1b	T	Construction - Solar Panels	\$400,000.00	\$0.00	\$0.00	\$0.00	\$400,000.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,165.48	\$20,000.00
2	T	Misc. Equipment	\$41,165.48	\$21,165.48	\$0.00	\$21,165.48	\$20,000.00	\$41,165.48	\$21,165.48	\$0.00	\$21,165.48	\$0.00	\$0.00	\$0.00
3	T	Land & Rights	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	T	Legal & Admin	\$16,418.18	\$16,418.18	\$0.00	\$16,418.18	\$0.00	\$8,014.18	\$8,014.18	\$0.00	\$8,014.18	\$0.00	\$0.00	\$0.00
5	T	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5a	T	Constr. Admin.	\$88,000.00	\$86,443.35	\$1,556.65	\$88,000.00	\$0.00	\$70,850.00	\$69,293.35	\$1,556.65	\$70,850.00	\$0.00	\$0.00	\$0.00
5b	T	Design	\$460,000.00	\$460,000.00	\$0.00	\$460,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5c	T	Inspection	\$464,000.00	\$462,883.36	\$865.85	\$463,749.21	\$250.79	\$423,110.00	\$421,993.36	\$865.85	\$422,859.21	\$250.79	\$0.00	\$0.00
5d	T	Inspection Expenses	\$15,473.48	\$15,473.48	\$0.00	\$15,473.48	\$0.00	\$15,252.38	\$15,252.38	\$0.00	\$15,252.38	\$0.00	\$0.00	\$0.00
5e	T	Solar Related	\$20,000.00	\$0.00	\$3,061.25	\$3,061.25	\$16,938.75	\$20,000.00	\$0.00	\$3,061.25	\$3,061.25	\$16,938.75	\$0.00	\$0.00
	T	CMP Fee	\$35,704.01	\$35,704.01	\$0.00	\$35,704.01	\$0.00	\$35,704.01	\$35,704.01	\$0.00	\$35,704.01	\$0.00	\$0.00	\$0.00
6	T	Contingency	\$15,447.94	\$0.00	\$0.00	\$0.00	\$15,447.94	\$15,447.94	\$0.00	\$0.00	\$0.00	\$0.00	\$15,447.94	\$0.00
7	T	Cemetery Fencing	\$8,259.90	\$0.00	\$8,259.90	\$8,259.90	\$0.00	\$8,259.90	\$0.00	\$8,259.90	\$0.00	\$8,259.90	\$0.00	\$0.00
8	T	Interest	\$30,543.46	\$30,543.46	\$0.00	\$30,543.46	\$0.00	\$30,543.46	\$30,543.46	\$0.00	\$30,543.46	\$0.00	\$0.00	\$0.00
9	T	Permit Fees	\$2,968.00	\$2,968.00	\$0.00	\$2,968.00	\$0.00					\$0.00	\$0.00	\$0.00
	T	<b>TOTAL</b>	\$13,595,000.00	\$13,128,618.87	\$13,743.65	\$13,142,362.52	\$452,637.48	\$13,040,000.00	\$12,573,618.87	\$13,743.65	\$12,587,362.52	\$452,637.48		

I certify to the best of my knowledge and belief that the billed costs or disbursements requested are in accordance with the terms of the project and have not been previously requested and that all work is in accordance with the contract documents.

The review and acceptance of this estimate by USDA-RD or DEP does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents

Owner Signature:  Date: 9-27-18

Engineer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

RD Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*So*

		Contract #1		Contract #2		Contract #3		Contract #4		
		Date of Completion	Contract Amount	Date of Completion	Contract Amount	Date of Completion	Contract Amount	Date of Completion	Contract Amount	
			\$	Original: Revised:		Original: Revised:		Original: Revised:		
<b>\$555,000</b>										
Item	Description	TOWN								
		Budget	Previously Paid	This Pay Period	Total to Date	Balance				
1	Development									
1a	Construction Contract	\$25,366.90	\$25,366.90	\$0.00	\$25,366.90	\$0.00				
2	Misc. Equipment	\$0.00	\$0.00		\$0.00	\$0.00				
3	Land & Rights	\$0.00	\$0.00		\$0.00	\$0.00				
4	Legal & Admin	\$8,404.00	\$8,404.00	\$0.00	\$8,404.00	\$0.00				
5	Engineering	\$0.00				\$0.00				
5a	Constr. Admin.	\$17,150.00	\$17,150.00	\$0.00	\$17,150.00	\$0.00				
5b	Design	\$460,000.00	\$460,000.00	\$0.00	\$460,000.00	\$0.00				
5c	Inspection	\$40,890.00	\$40,890.00	\$0.00	\$40,890.00	\$0.00				
5d	Inspection Expenses	\$221.10	\$221.10	\$0.00	\$221.10	\$0.00				
5e	Energy Audit	\$0.00	\$0.00		\$0.00	\$0.00				
6	Contingency	\$0.00	\$0.00		\$0.00	\$0.00				
7	Interest	\$0.00	\$0.00		\$0.00	\$0.00				
8	Permit Fees	\$2,968.00	\$2,968.00	\$0.00	\$2,968.00	\$0.00				
	<b>TOTAL</b>	<b>\$555,000.00</b>	<b>\$555,000.00</b>	<b>\$0.00</b>	<b>\$555,000.00</b>	<b>\$0.00</b>				



BUCKSPORT, MAINE  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Invoice Date	Invoice Number	Request No.	Payee	Description	Invoice Amount	Cumulative Amount
12/16/11	5177	1	Olver Associates Inc.	Design	\$ 2,450.00	\$ 2,450.00
02/10/12	5273	1	Olver Associates Inc.	Design	\$ 1,500.00	\$ 3,950.00
03/09/12	5313	1	Olver Associates Inc.	Design	\$ 2,500.00	\$ 6,450.00
04/11/12	5357	1	Olver Associates Inc.	Design	\$ 1,500.00	\$ 7,950.00
05/08/12	5402	1	Olver Associates Inc.	Design	\$ 2,522.00	\$ 10,472.00
06/06/12	5454	1	Olver Associates Inc.	Design	\$ 14,467.00	\$ 24,939.00
07/03/12	5504	1	Olver Associates Inc.	Design	\$ 4,676.00	\$ 29,615.00
08/08/12	5577	1	Olver Associates Inc.	Design	\$ 3,270.00	\$ 32,885.00
09/09/12	5613	1	Olver Associates Inc.	Design	\$ 5,738.75	\$ 38,623.75
10/09/12	5673	1	Olver Associates Inc.	Design	\$ 7,345.00	\$ 45,968.75
11/14/12	5693	1	Olver Associates Inc.	Design	\$ 8,550.00	\$ 54,518.75
12/14/12	5735	1	Olver Associates Inc.	Design	\$ 4,250.00	\$ 58,768.75
01/11/13	5772	1	Olver Associates Inc.	Design	\$ 4,000.00	\$ 62,768.75
02/06/13	5813	1	Olver Associates Inc.	Design	\$ 13,000.00	\$ 75,768.75
03/14/13	5853	1	Olver Associates Inc.	Design	\$ 2,500.00	\$ 78,268.75
04/10/13	5896	1	Olver Associates Inc.	Design	\$ 15,800.00	\$ 94,068.75
05/10/13	5931	1	Olver Associates Inc.	Design	\$ 14,520.00	\$ 108,588.75
06/12/13	5978	1	Olver Associates Inc.	Design	\$ 8,500.00	\$ 117,088.75
07/05/13	6024	1	Olver Associates Inc.	Design	\$ 1,865.00	\$ 118,953.75
08/12/13	6062	1	Olver Associates Inc.	Design	\$ 2,312.50	\$ 121,266.25
09/09/13	6108	1	Olver Associates Inc.	Design	\$ 2,650.00	\$ 123,916.25
10/07/13	6148	1	Olver Associates Inc.	Design	\$ 10,560.00	\$ 134,476.25
11/12/13	6194	1	Olver Associates Inc.	Design	\$ 9,650.00	\$ 144,126.25
12/10/13	6233	1	Olver Associates Inc.	Design	\$ 6,500.00	\$ 150,626.25
01/07/14	6277	1	Olver Associates Inc.	Design	\$ 5,302.00	\$ 155,928.25
02/12/14	6319	1	Olver Associates Inc.	Design	\$ 12,750.00	\$ 168,678.25
03/11/14	6358	1	Olver Associates Inc.	Design	\$ 39,300.00	\$ 207,978.25
04/08/14	6398	1	Olver Associates Inc.	Design	\$ 25,453.00	\$ 233,431.25
05/14/14	6438	1	Olver Associates Inc.	Design	\$ 26,000.00	\$ 259,431.25
06/10/14	6480	1	Olver Associates Inc.	Design	\$ 23,550.00	\$ 282,981.25
07/15/14	6524	1	Olver Associates Inc.	Design	\$ 35,000.00	\$ 317,981.25
08/14/14	6575	1	Olver Associates Inc.	Design	\$ 40,000.00	\$ 357,981.25
09/10/14	6623	1	Olver Associates Inc.	Design	\$ 4,270.00	\$ 362,251.25
10/08/14	6694	1	Olver Associates Inc.	Design	\$ 2,050.00	\$ 364,301.25
02/14/15	6890	1	Olver Associates Inc.	Design	\$ 10,724.00	\$ 375,025.25
03/10/15	6911	1	Olver Associates Inc.	Design	\$ 18,364.50	\$ 393,389.75
04/10/15	6953	1	Olver Associates Inc.	Design	\$ 13,850.00	\$ 407,239.75
05/12/15	6995	1	Olver Associates Inc.	Design	\$ 7,065.00	\$ 414,304.75
06/09/15	7043	1	Olver Associates Inc.	Design	\$ 3,500.00	\$ 417,804.75
07/01/15	7090	1	Olver Associates Inc.	Design	\$ 42,195.25	\$ 460,000.00
08/11/15	7139	1	Olver Associates Inc.	Contract Admin./Inspection	\$ 14,500.00	\$ 474,500.00
03/16/15	3470452	1	Berstein Shur	Legal	\$ 1,944.00	\$ 476,444.00
04/21/15		1	Town of Bucksport	Permit Fee	\$ 2,200.00	\$ 478,644.00
03/04/15		1	Fellows Kee Tymoczko & Pierson	Legal	\$ 2,500.00	\$ 481,144.00
04/17/15		1	Berstein Shur	Legal	\$ 1,368.00	\$ 482,512.00
06/15/15		1	Berstein Shur	Legal	\$ 2,592.00	\$ 485,104.00
07/02/15		1	Town of Bucksport	Permit Fee	\$ 768.00	\$ 485,872.00
09/09/15	7187	2	Olver Associates Inc.	Contract Admin./Inspection	\$ 23,441.10	\$ 509,313.10
10/08/15	7231	2	Olver Associates Inc.	Contract Admin./Inspection	\$ 20,320.00	\$ 529,633.10
10/14/15	1	2	Apex Construction Inc.	Construction	\$ 551,066.50	\$ 1,080,699.60

BUCKSPORT, MAINE  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Invoice Date	Invoice Number	Request No.	Payee	Description	Invoice Amount	Cumulative Amount
11/12/15	7273	3	Olver Associates Inc.	Contract Admin./Inspection	\$ 39,075.00	\$ 1,119,774.60
11/11/15	2	3	Apex Construction Inc.	Construction	\$ 293,068.14	\$ 1,412,842.74
12/09/15	3	4	Apex Construction Inc.	Construction	\$ 298,140.40	\$ 1,710,983.14
12/08/15	7328	4	Olver Associates Inc.	Contract Admin./Inspection	\$ 20,970.00	\$ 1,731,953.14
11/03/15	10300155078	4	Central Maine Power	CMP Fee	\$ 35,704.01	\$ 1,767,657.15
01/08/16	7364	5	Olver Associates Inc.	Contract Admin./Inspection	\$ 17,618.75	\$ 1,785,275.90
12/31/15	4	5	Apex Construction Inc.	Construction	\$ 417,855.53	\$ 2,203,131.43
02/05/16	5	6	Apex Construction Inc.	Construction	\$ 238,366.27	\$ 2,441,497.70
02/08/16	7400	6	Olver Associates Inc.	Contract Admin./Inspection	\$ 18,870.00	\$ 2,460,367.70
03/04/16	6	7	Apex Construction Inc.	Construction	\$ 305,772.67	\$ 2,766,140.37
03/08/16	7440	7	Olver Associates Inc.	Contract Admin./Inspection	\$ 16,122.35	\$ 2,782,262.72
04/06/16	7480	8	Olver Associates Inc.	Contract Admin./Inspection	\$ 16,080.75	\$ 2,798,343.47
04/13/16	7	8	Apex Construction Inc.	Construction	\$ 610,040.89	\$ 3,408,384.36
05/10/16	7513	9	Olver Associates Inc.	Contract Admin./Inspection	\$ 29,497.60	\$ 3,437,881.96
05/10/16	8	9	Apex Construction Inc.	Construction	\$ 932,137.92	\$ 4,370,019.88
06/10/16	7562	10	Olver Associates Inc.	Contract Admin./Inspection	\$ 17,050.00	\$ 4,387,069.88
06/15/16	9	10	Apex Construction Inc.	Construction	\$ 1,080,268.43	\$ 5,467,338.31
06/14/16		10	Camden National Bank	Interest	\$ 11,200.00	\$ 5,478,538.31
07/13/16	10	11	Apex Construction Inc.	Construction	\$ 676,311.83	\$ 6,154,850.14
07/11/16	7621	11	Olver Associates Inc.	Contract Admin./Inspection	\$ 19,845.00	\$ 6,174,695.14
08/10/16	11	12	Apex Construction Inc.	Construction	\$ 906,581.13	\$ 7,081,276.27
08/10/16	7679	12	Olver Associates Inc.	Contract Admin./Inspection	\$ 15,800.00	\$ 7,097,076.27
09/09/16	7734	13	Olver Associates Inc.	Contract Admin./Inspection	\$ 20,102.50	\$ 7,117,178.77
09/14/16	12	13	Apex Construction Inc.	Construction	\$ 1,062,769.28	\$ 8,179,948.05
10/12/16	13	14	Apex Construction Inc.	Construction	\$ 442,076.02	\$ 8,622,024.07
10/11/16	7784	14	Olver Associates Inc.	Contract Admin./Inspection	\$ 16,380.00	\$ 8,638,404.07
10/25/16		15	Camden National Bank	Interest	\$ 19,343.46	\$ 8,657,747.53
11/10/16	7823	15	Olver Associates Inc.	Contract Admin./Inspection	\$ 15,595.00	\$ 8,673,342.53
11/09/16	14	15	Apex Construction Inc.	Construction	\$ 684,691.80	\$ 9,358,034.33
12/14/16	15	16	Apex Construction Inc.	Construction	\$ 735,767.50	\$ 10,093,801.83
		16	Fellows Kee Tymoczko & Pierson	Legal	\$ 2,000.00	\$ 10,095,801.83
12/09/16	7867	16	Olver Associates Inc.	Contract Admin./Inspection	\$ 15,310.00	\$ 10,111,111.83
01/11/17	16	17	Apex Construction Inc.	Construction	\$ 272,889.36	\$ 10,384,001.19
01/09/17	7913	17	Olver Associates Inc.	Contract Admin./Inspection	\$ 18,950.00	\$ 10,402,951.19
12/30/16	3521433	17	Berstein Shur	Legal	\$ 3,017.68	\$ 10,405,968.87
02/08/17	17	18	Apex Construction Inc.	Construction	\$ 388,249.80	\$ 10,794,218.67
02/09/17	7959	18	Olver Associates Inc.	Contract Admin./Inspection	\$ 17,567.50	\$ 10,811,786.17
03/08/17	8000	19	Olver Associates Inc.	Contract Admin./Inspection	\$ 19,993.25	\$ 10,831,779.42
03/08/17	18	19	Apex Construction Inc.	Construction	\$ 125,196.70	\$ 10,956,976.12
12/30/16	3521434	20	Berstein Shur	Legal	\$ 2,996.50	\$ 10,959,972.62
04/12/17	19	20	Apex Construction Inc.	Construction	\$ 399,170.90	\$ 11,359,143.52
04/10/17	8040	20	Olver Associates Inc.	Contract Admin./Inspection	\$ 26,900.00	\$ 11,386,043.52
05/10/17	20	21	Apex Construction Inc.	Construction	\$ 230,879.09	\$ 11,616,922.61
05/10/17	8083	21	Olver Associates Inc.	Contract Admin./Inspection	\$ 20,370.00	\$ 11,637,292.61
06/14/17	21	22	Apex Construction Inc.	Construction	\$ 226,704.30	\$ 11,863,996.91
06/12/17	8141	22	Olver Associates Inc.	Contract Admin./Inspection	\$ 23,830.00	\$ 11,887,826.91
07/10/17	8201	23	Olver Associates Inc.	Contract Admin./Inspection	\$ 20,015.00	\$ 11,907,841.91
07/12/17	22	23	Apex Construction Inc.	Construction	\$ 198,203.12	\$ 12,106,045.03
07/24/17	319010	24	USA BlueBook	Misc. Equipment	\$ 4,156.52	\$ 12,110,201.55
07/27/17	323670	24	USA BlueBook	Misc. Equipment	\$ 1,075.82	\$ 12,111,277.37
07/27/17	323734	24	USA BlueBook	Misc. Equipment	\$ 698.72	\$ 12,111,976.09
07/27/17	323397	24	USA BlueBook	Misc. Equipment	\$ 5,970.46	\$ 12,117,946.55
08/09/17	8255	24	Olver Associates Inc.	Contract Admin./Inspection	\$ 21,490.00	\$ 12,139,436.55
08/09/17	23	24	Apex Construction Inc.	Construction	\$ 181,732.78	\$ 12,321,169.33
09/12/17	8301	25	Olver Associates Inc.	Contract Admin./Inspection	\$ 32,503.03	\$ 12,353,672.36
08/21/17	1170445	26	Microscope World	Misc. Equipment	\$ 5,060.00	\$ 12,358,732.36
09/28/17	H2408-22917	26	The Home Depot	Misc. Equipment	\$ 1,894.96	\$ 12,360,627.32
10/04/17	77475	26	Guay Fire Equipment Inc.	Misc. Equipment	\$ 2,309.00	\$ 12,362,936.32
10/12/17	8353	26	Olver Associates Inc.	Contract Admin./Inspection	\$ 5,200.00	\$ 12,368,136.32
11/28/17	24	26	Apex Construction Inc.	Construction	\$ 489,480.23	\$ 12,857,616.55
01/10/18	8495	27	Olver Associates Inc.	Contract Admin./Inspection	\$ 4,812.50	\$ 12,862,429.05
02/12/18	8538	27	Olver Associates Inc.	Contract Admin./Inspection	\$ 6,175.00	\$ 12,868,604.05
04/12/18	8637	27	Olver Associates Inc.	Contract Admin./Inspection	\$ 2,710.00	\$ 12,871,314.05
05/10/18	8684	27	Olver Associates Inc.	Contract Admin./Inspection	\$ 1,066.36	\$ 12,872,380.41

BUCKSPORT, MAINE  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Invoice Date	Invoice Number	Request No.	Payee	Description	Invoice Amount	Cumulative Amount
05/10/18	8684	27	Olver Associates Inc.	Contract Admin./Inspection	\$ 3,912.00	\$ 12,876,292.41
07/10/18	8798	27	Olver Associates Inc.	Contract Admin./Inspection	\$ 2,727.50	\$ 12,879,019.91
07/13/18	25	27	Apex Construction Inc.	Construction	\$ 249,598.96	\$ 13,128,618.87
<b>08/08/18</b>	<b>8893</b>	<b>28</b>	<b>Olver Associates Inc.</b>	<b>Contract Admin./Inspection</b>	<b>\$ 1,745.00</b>	<b>\$ 13,130,363.87</b>
<b>08/08/18</b>	<b>8858</b>	<b>28</b>	<b>Olver Associates Inc.</b>	<b>Contract Admin./Inspection</b>	<b>\$ 1,620.00</b>	<b>\$ 13,131,983.87</b>
09/12/18	8912	28	Olver Associates Inc.	Contract Admin./Inspection	\$ 802.50	\$ 13,132,786.37
09/12/18	8947	28	Olver Associates Inc.	Contract Admin./Inspection	\$ 1,316.25	\$ 13,134,102.62
09/21/18	22C	28	ADA Fence Company Inc.	Cemetery Fence	\$ 8,259.90	\$ 13,142,362.52
TOTAL					\$ 13,142,362.52	

**Bold items are those included in this request**

ITEM 1A - DEVELOPMENT DETAIL

WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Payee	Description	RD	TOWN	Total
10/14/15	Apex Construction Inc.	Construction	\$ 525,699.60	\$ 25,366.90	\$ 551,066.50
11/11/15	Apex Construction Inc.	Construction	\$ 293,068.14	\$ -	\$ 293,068.14
11/11/15	Apex Construction Inc.	Construction	\$ 298,140.40	\$ -	\$ 298,140.40
12/31/15	Apex Construction Inc.	Construction	\$ 417,855.53	\$ -	\$ 417,855.53
2/5/16	Apex Construction Inc.	Construction	\$ 238,366.27	\$ -	\$ 238,366.27
3/4/16	Apex Construction Inc.	Construction	\$ 305,772.67	\$ -	\$ 305,772.67
4/6/16	Apex Construction Inc.	Construction	\$ 610,040.89	\$ -	\$ 610,040.89
5/10/16	Apex Construction Inc.	Construction	\$ 932,137.92	\$ -	\$ 932,137.92
6/15/16	Apex Construction Inc.	Construction	\$ 1,080,268.43	\$ -	\$ 1,080,268.43
7/13/16	Apex Construction Inc.	Construction	\$ 676,311.83	\$ -	\$ 676,311.83
8/10/16	Apex Construction Inc.	Construction	\$ 906,581.13	\$ -	\$ 906,581.13
9/14/16	Apex Construction Inc.	Construction	\$ 1,062,769.28	\$ -	\$ 1,062,769.28
10/12/16	Apex Construction Inc.	Construction	\$ 442,076.02	\$ -	\$ 442,076.02
11/9/16	Apex Construction Inc.	Construction	\$ 684,691.80	\$ -	\$ 684,691.80
12/14/16	Apex Construction Inc.	Construction	\$ 735,767.50	\$ -	\$ 735,767.50
1/11/17	Apex Construction Inc.	Construction	\$ 272,889.36	\$ -	\$ 272,889.36
2/8/17	Apex Construction Inc.	Construction	\$ 388,249.80	\$ -	\$ 388,249.80
3/8/17	Apex Construction Inc.	Construction	\$ 125,196.70	\$ -	\$ 125,196.70
4/12/17	Apex Construction Inc.	Construction	\$ 399,170.90	\$ -	\$ 399,170.90
5/10/17	Apex Construction Inc.	Construction	\$ 230,879.09	\$ -	\$ 230,879.09
6/14/17	Apex Construction Inc.	Construction	\$ 226,704.30	\$ -	\$ 226,704.30
7/12/17	Apex Construction Inc.	Construction	\$ 198,203.12	\$ -	\$ 198,203.12
8/9/17	Apex Construction Inc.	Construction	\$ 181,732.78	\$ -	\$ 181,732.78
11/28/17	Apex Construction Inc.	Construction	\$ 489,480.23	\$ -	\$ 489,480.23
7/13/18	Apex Construction Inc.	Construction	\$ 249,598.96	\$ -	\$ 249,598.96
Subtotal Previous Request			\$ 11,971,652.65	\$ 25,366.90	\$ 11,997,019.55
Subtotal This Request			\$ -	\$ -	\$ -
Total			\$ 11,971,652.65	\$ 25,366.90	\$ 11,997,019.55

ITEM 2 - MISC EQUIPMENT

WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Inv. #	Payee	Description	RD	TOWN	Total
07/24/17	319010	USA BlueBook	Equipment	\$ 4,156.52		\$ 4,156.52
07/27/17	323670	USA BlueBook	Equipment	\$ 1,075.82		\$ 1,075.82
07/27/17	323734	USA BlueBook	Equipment	\$ 698.72		\$ 698.72
07/27/17	323397	USA BlueBook	Equipment	\$ 5,970.46		\$ 5,970.46
08/21/17	1170445	Microscope World	Equipment	\$ 5,060.00		\$ 5,060.00
09/28/17	H2408-22917	The Home Depot	Equipment	\$ 1,894.96		\$ 1,894.96
10/04/17	77475	Guay Fire Equipment Inc.	Equipment	\$ 2,309.00		\$ 2,309.00
Subtotal Previous Request				\$ 21,165.48	\$ -	\$ 21,165.48
Subtotal This Request				\$ -	\$ -	\$ -
Total				\$ 21,165.48	\$ -	\$ 21,165.48

ITEM 4 - LEGAL & ADMINISTRATION

WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Inv. #	Payee	Description	RD	TOWN	Total
					\$ -	\$ -
03/04/15		Fellows Kee Tymoczko & Pierson	Title Opinion	\$ -	\$ -	\$ -
03/16/15	3470452	Bernstein Shur	Bond Counsel	\$ 2,500.00	\$ -	\$ 2,500.00
04/17/15	3472947	Bernstein Shur	Bond Counsel	\$ 1,944.00	\$ -	\$ 1,944.00
06/15/15	3477524	Bernstein Shur	Bond Counsel	\$ 1,368.00	\$ -	\$ 1,368.00
12/06/16		Fellows Kee Tymoczko & Pierson	Bond Counsel	\$ 2,592.00	\$ -	\$ 2,592.00
12/30/16	3521433	Bernstein Shur	Title Updates	\$ 2,000.00	\$ -	\$ 2,000.00
12/30/16	3521434	Berstein Shur	Bond Counsel	\$ 3,017.68	\$ -	\$ 3,017.68
			Bond Counsel	\$ 2,996.50	\$ -	\$ 2,996.50
			Subtotal Previous Request	\$ 16,418.18	\$ -	\$ 16,418.18
			Subtotal This Request	\$ -	\$ -	\$ -
			Total	\$ 16,418.18	\$ -	\$ 16,418.18

ITEM 5B - ENGINEERING DETAIL  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Invoice Number	Payee	Description	RD	TOWN	Total
b. Design Engineering						
12/16/11	5177	Olver Associates Inc.	Design	\$ -	\$ 2,450.00	\$ 2,450.00
2/10/12	5273	Olver Associates Inc.	Design	\$ -	\$ 1,500.00	\$ 1,500.00
3/10/12	5313	Olver Associates Inc.	Design	\$ -	\$ 2,500.00	\$ 2,500.00
4/11/12	5357	Olver Associates Inc.	Design	\$ -	\$ 1,500.00	\$ 1,500.00
5/8/12	5402	Olver Associates Inc.	Design	\$ -	\$ 2,522.00	\$ 2,522.00
6/6/12	5454	Olver Associates Inc.	Design	\$ -	\$ 14,467.00	\$ 14,467.00
07/03/12	5504	Olver Associates Inc.	Design	\$ -	\$ 4,676.00	\$ 4,676.00
08/08/12	5577	Olver Associates Inc.	Design	\$ -	\$ 3,270.00	\$ 3,270.00
09/09/12	5613	Olver Associates Inc.	Design	\$ -	\$ 5,738.75	\$ 5,738.75
10/09/12	5673	Olver Associates Inc.	Design	\$ -	\$ 7,345.00	\$ 7,345.00
11/14/12	5693	Olver Associates Inc.	Design	\$ -	\$ 8,550.00	\$ 8,550.00
12/14/12	5735	Olver Associates Inc.	Design	\$ -	\$ 4,250.00	\$ 4,250.00
01/11/13	5772	Olver Associates Inc.	Design	\$ -	\$ 4,000.00	\$ 4,000.00
02/12/13	5813	Olver Associates Inc.	Design	\$ -	\$ 13,000.00	\$ 13,000.00
03/14/13	5853	Olver Associates Inc.	Design	\$ -	\$ 2,500.00	\$ 2,500.00
04/10/13	5896	Olver Associates Inc.	Design	\$ -	\$ 15,800.00	\$ 15,800.00
05/10/13	5931	Olver Associates Inc.	Design	\$ -	\$ 14,520.00	\$ 14,520.00
06/12/13	5978	Olver Associates Inc.	Design	\$ -	\$ 8,500.00	\$ 8,500.00
07/05/13	6024	Olver Associates Inc.	Design	\$ -	\$ 1,865.00	\$ 1,865.00
08/12/13	6062	Olver Associates Inc.	Design	\$ -	\$ 2,312.50	\$ 2,312.50
09/09/13	6108	Olver Associates Inc.	Design	\$ -	\$ 2,650.00	\$ 2,650.00
10/07/13	6148	Olver Associates Inc.	Design	\$ -	\$ 10,560.00	\$ 10,560.00
11/12/13	6194	Olver Associates Inc.	Design	\$ -	\$ 9,650.00	\$ 9,650.00
12/10/13	6233	Olver Associates Inc.	Design	\$ -	\$ 6,500.00	\$ 6,500.00
01/07/14	6277	Olver Associates Inc.	Design	\$ -	\$ 5,302.00	\$ 5,302.00
02/12/14	6319	Olver Associates Inc.	Design	\$ -	\$ 12,750.00	\$ 12,750.00
03/11/14	6358	Olver Associates Inc.	Design	\$ -	\$ 39,300.00	\$ 39,300.00
04/08/14	6398	Olver Associates Inc.	Design	\$ -	\$ 25,453.00	\$ 25,453.00
05/14/14	6438	Olver Associates Inc.	Design	\$ -	\$ 26,000.00	\$ 26,000.00
06/10/14	6480	Olver Associates Inc.	Design	\$ -	\$ 23,550.00	\$ 23,550.00
07/15/14	6524	Olver Associates Inc.	Design	\$ -	\$ 35,000.00	\$ 35,000.00
08/14/14	6575	Olver Associates Inc.	Design	\$ -	\$ 40,000.00	\$ 40,000.00
09/10/14	6623	Olver Associates Inc.	Design	\$ -	\$ 4,270.00	\$ 4,270.00
10/08/14	6694	Olver Associates Inc.	Design	\$ -	\$ 2,050.00	\$ 2,050.00
02/10/15	6890	Olver Associates Inc.	Design	\$ -	\$ 10,724.00	\$ 10,724.00
03/10/15	6911	Olver Associates Inc.	Design	\$ -	\$ 18,364.50	\$ 18,364.50
04/10/15	6953	Olver Associates Inc.	Design	\$ -	\$ 13,850.00	\$ 13,850.00
05/12/15	6995	Olver Associates Inc.	Design	\$ -	\$ 7,065.00	\$ 7,065.00
06/09/15	7043	Olver Associates Inc.	Design	\$ -	\$ 3,500.00	\$ 3,500.00
07/01/15	7090	Olver Associates Inc.	Design	\$ -	\$ 42,195.25	\$ 42,195.25
Subtotal This Request				\$ -	\$ 460,000.00	\$ 460,000.00
				\$ -	\$ -	\$ -
Subtotal Design Engineering				\$ -	\$ 460,000.00	\$ 460,000.00

ITEM 5A - ENGINEERING DETAIL  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Invoice Number	Payee	Description	RD	TOWN	Total
a. Contract Administration						
8/11/15	7139	Olver Associates Inc.	Contract Administration	\$ -	\$ 4,000.00	\$ 4,000.00
9/9/15	7187	Olver Associates Inc.	Contract Administration	\$ -	\$ 8,050.00	\$ 8,050.00
10/8/15	7231	Olver Associates Inc.	Contract Administration	\$ -	\$ 5,100.00	\$ 5,100.00
11/12/15	7273	Olver Associates Inc.	Contract Administration	\$ 4,500.00	\$ -	\$ 4,500.00
12/8/15	7328	Olver Associates Inc.	Contract Administration	\$ 3,470.00	\$ -	\$ 3,470.00
1/8/16	7364	Olver Associates Inc.	Contract Administration	\$ 4,100.00	\$ -	\$ 4,100.00
2/8/16	7400	Olver Associates Inc.	Contract Administration	\$ 1,580.00	\$ -	\$ 1,580.00
3/8/16	7440	Olver Associates Inc.	Contract Administration	\$ 2,302.50	\$ -	\$ 2,302.50
4/6/16	7480	Olver Associates Inc.	Contract Administration	\$ 2,640.75	\$ -	\$ 2,640.75
5/10/16	7513	Olver Associates Inc.	Contract Administration	\$ 12,347.60	\$ -	\$ 12,347.60
6/15/16	7562	Olver Associates Inc.	Contract Administration	\$ 1,580.00	\$ -	\$ 1,580.00
7/11/16	7621	Olver Associates Inc.	Contract Administration	\$ 1,715.00	\$ -	\$ 1,715.00
8/10/16	7679	Olver Associates Inc.	Contract Administration	\$ 1,590.00	\$ -	\$ 1,590.00
9/9/16	7734	Olver Associates Inc.	Contract Administration	\$ 1,832.50	\$ -	\$ 1,832.50
10/11/16	7784	Olver Associates Inc.	Contract Administration	\$ 1,400.00	\$ -	\$ 1,400.00
11/10/16	7823	Olver Associates Inc.	Contract Administration	\$ 1,000.00	\$ -	\$ 1,000.00
12/9/16	7867	Olver Associates Inc.	Contract Administration	\$ 1,800.00	\$ -	\$ 1,800.00
1/9/17	7913	Olver Associates Inc.	Contract Administration	\$ 1,800.00	\$ -	\$ 1,800.00
2/9/17	7959	Olver Associates Inc.	Contract Administration	\$ 2,815.00	\$ -	\$ 2,815.00
3/8/17	8000	Olver Associates Inc.	Contract Administration	\$ 3,810.00	\$ -	\$ 3,810.00
4/10/17	8040	Olver Associates Inc.	Contract Administration	\$ 3,030.00	\$ -	\$ 3,030.00
5/10/17	8083	Olver Associates Inc.	Contract Administration	\$ 2,170.00	\$ -	\$ 2,170.00
6/12/17	8141	Olver Associates Inc.	Contract Administration	\$ 3,390.00	\$ -	\$ 3,390.00
7-10-17	8201	Olver Associates Inc.	Contract Administration	\$ 1,115.00	\$ -	\$ 1,115.00
8/9/17	8255	Olver Associates Inc.	Contract Administration	\$ 1,035.00	\$ -	\$ 1,035.00
9/12/17	8301	Olver Associates Inc.	Contract Administration	\$ 1,260.00	\$ -	\$ 1,260.00
10/12/17	8353	Olver Associates Inc.	Contract Administration	\$ 965.00	\$ -	\$ 965.00
1/10/18	8495	Olver Associates Inc.	Contract Administration	\$ 1,540.00	\$ -	\$ 1,540.00
2/12/18	8538	Olver Associates Inc.	Contract Administration	\$ 1,205.00	\$ -	\$ 1,205.00
4/12/18	8637	Olver Associates Inc.	Contract Administration	\$ 1,660.00	\$ -	\$ 1,660.00
5/10/18	8684	Olver Associates Inc.	Contract Administration	\$ 210.00	\$ -	\$ 210.00
6/12/18	8740	Olver Associates Inc.	Contract Administration	\$ 810.00	\$ -	\$ 810.00
7/10/18	8798	Olver Associates Inc.	Contract Administration	\$ 620.00	\$ -	\$ 620.00
Subtotal Previous Requests				\$ 69,293.35	\$ 17,150.00	\$ 86,443.35
8/8/18	8858	Olver Associates Inc.	Contract Administration	\$ 1,480.00	\$ -	\$ 1,480.00
9/12/18	8912	Olver Associates Inc.	Contract Administration	\$ 76.65	\$ -	\$ 76.65
Subtotal This Request				\$ 1,556.65	\$ -	\$ 1,556.65
Subtotal Admin.				\$ 70,850.00	\$ 17,150.00	\$ 88,000.00

ITEM 5C - ENGINEERING DETAIL

WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Invoice Number	Payee	Description	RD	TOWN	Total
c. Inspection						
8/11/15	7139	Olver Associates Inc.	Inspection	\$ -	\$ 10,500.00	\$ 10,500.00
9/9/15	7187	Olver Associates Inc.	Inspection	\$ -	\$ 15,200.00	\$ 15,200.00
10/8/15	7231	Olver Associates Inc.	Inspection	\$ -	\$ 15,190.00	\$ 15,190.00
11/12/15	7273	Olver Associates Inc.	Inspection	\$ 34,575.00	\$ -	\$ 34,575.00
12/8/15	7328	Olver Associates Inc.	Inspection	\$ 17,500.00	\$ -	\$ 17,500.00
1/8/16	7364	Olver Associates Inc.	Inspection	\$ 12,687.50	\$ -	\$ 12,687.50
2/8/16	7400	Olver Associates Inc.	Inspection	\$ 17,150.00	\$ -	\$ 17,150.00
3/8/16	7440	Olver Associates Inc.	Inspection	\$ 13,790.00	\$ -	\$ 13,790.00
4/6/16	7480	Olver Associates Inc.	Inspection	\$ 13,440.00	\$ -	\$ 13,440.00
5/10/16	7513	Olver Associates Inc.	Inspection	\$ 17,150.00	\$ -	\$ 17,150.00
6/15/16	7562	Olver Associates Inc.	Inspection	\$ 15,470.00	\$ -	\$ 15,470.00
7/11/16	7621	Olver Associates Inc.	Inspection	\$ 18,060.00	\$ -	\$ 18,060.00
8/10/16	7679	Olver Associates Inc.	Inspection	\$ 14,210.00	\$ -	\$ 14,210.00
9/9/16	7734	Olver Associates Inc.	Inspection	\$ 18,270.00	\$ -	\$ 18,270.00
10/11/16	7784	Olver Associates Inc.	Inspection	\$ 14,980.00	\$ -	\$ 14,980.00
11/10/16	7823	Olver Associates Inc.	Inspection	\$ 14,595.00	\$ -	\$ 14,595.00
12/9/16	7867	Olver Associates Inc.	Inspection	\$ 13,510.00	\$ -	\$ 13,510.00
1/9/17	7913	Olver Associates Inc.	Inspection	\$ 17,150.00	\$ -	\$ 17,150.00
2/9/17	7959	Olver Associates Inc.	Inspection	\$ 14,752.50	\$ -	\$ 14,752.50
3/8/17	8000	Olver Associates Inc.	Inspection	\$ 15,610.00	\$ -	\$ 15,610.00
4/10/17	8040	Olver Associates Inc.	Inspection	\$ 23,870.00	\$ -	\$ 23,870.00
5/10/17	8083	Olver Associates Inc.	Inspection	\$ 18,200.00	\$ -	\$ 18,200.00
6/12/17	8141	Olver Associates Inc.	Inspection	\$ 20,440.00	\$ -	\$ 20,440.00
7/10/17	8201	Olver Associates Inc.	Inspection	\$ 18,900.00	\$ -	\$ 18,900.00
8/9/17	8255	Olver Associates Inc.	Inspection	\$ 20,105.00	\$ -	\$ 20,105.00
9/12/17	8301	Olver Associates Inc.	Inspection	\$ 17,985.00	\$ -	\$ 17,985.00
10/12/17	8353	Olver Associates Inc.	Inspection	\$ 4,235.00	\$ -	\$ 4,235.00
1/10/18	8495	Olver Associates Inc.	Inspection	\$ 3,272.50	\$ -	\$ 3,272.50
2/12/18	8538	Olver Associates Inc.	Inspection	\$ 4,970.00	\$ -	\$ 4,970.00
4/12/18	8637	Olver Associates Inc.	Inspection	\$ 1,050.00	\$ -	\$ 1,050.00
5/10/18	8684	Olver Associates Inc.	Inspection	\$ 856.36	\$ -	\$ 856.36
6/12/18	8740	Olver Associates Inc.	Inspection	\$ 3,102.00	\$ -	\$ 3,102.00
7/10/18	8798	Olver Associates Inc.	Inspection	\$ 2,107.50	\$ -	\$ 2,107.50
Subtotal Previous Requests				\$ 421,993.36	\$ 40,890.00	\$ 462,883.36
<b>8/8/18</b>	<b>8858</b>	<b>Olver Associates Inc.</b>	<b>Inspection</b>	<b>\$ 140.00</b>		<b>\$ 140.00</b>
<b>9/12/18</b>	<b>8912</b>	<b>Olver Associates Inc.</b>	<b>Inspection</b>	<b>\$ 725.85</b>		<b>\$ 725.85</b>
<b>Subtotal This Request</b>				<b>\$ 865.85</b>	<b>\$ -</b>	<b>\$ 865.85</b>
Subtotal Inspection				\$ 422,859.21	\$ 40,890.00	\$ 463,749.21

ITEM 5D- ENGINEERING DETAIL  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Invoice Number	Payee	Description	RD	TOWN	Total
d. Inspection Expenses						
9/9/15	7187	Olver Associates Inc.	Expenses	\$ -	\$ 191.10	\$ 191.10
10/8/15	7231	Olver Associates Inc.	Expenses	\$ -	\$ 30.00	\$ 30.00
1/8/16	7364	Olver Associates Inc.	Expenses	\$ 831.25		\$ 831.25
2/8/16	7400	Olver Associates Inc.	Expenses	\$ 140.00		\$ 140.00
3/8/16	7440	Olver Associates Inc.	Expenses	\$ 99.85		\$ 99.85
3/8/17	8000	Olver Associates Inc.	Expenses	\$ 573.25		\$ 573.25
8/9/17	8255	Olver Associates Inc.	Expenses	\$ 350.00		\$ 350.00
9/12/17	8301	Olver Associates Inc.	Expenses	\$ 13,258.03		\$ 13,258.03
Subtotal Previous Requests				\$ 1,994.35	\$ 221.10	\$ 2,215.45
Subtotal This Request				\$ -		\$ -
Subtotal Inspection				\$ 1,994.35	\$ 221.10	\$ 2,215.45

ITEM 5E- ENGINEERING DETAIL  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Invoice Number	Payee	Description	RD	TOWN	Total
c. Solar Panel						
Subtotal Previous Requests				\$	-	\$
8/8/18	8893	Olver Associates Inc.	Design	\$	1,745.00	\$ 1,745.00
9/12/18	8947	Olver Associates Inc.	Design	\$	1,316.25	\$ 1,316.25
Subtotal This Request				\$	3,061.25	\$ 3,061.25
Subtotal Inspection				\$	3,061.25	\$ 3,061.25

ITEM F - CMP FEE  
WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Date	Invoice Number	Payee	Description	RD	TOWN	Total
f. CMP Fee						
11/3/15	10300155078	Central Maine Power	CMP Fee	\$ 35,704.01		\$ 35,704.01
			Subtotal Previous Requests	\$ 35,704.01	\$ -	\$ 35,704.01
			Subtotal This Request	\$ -	\$ -	\$ -
			Subtotal Inspection	\$ 35,704.01	\$ -	\$ 35,704.01

ITEM 7 - INTEREST

WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Invoice Date	Invoice No.	Payee	Description	RD	TOWN	Total
06/14/16		Camden National Bank	Interest	\$ 11,200.00		\$ 11,200.00
10/25/16		Camden National Bank	Interest	\$ 19,343.46		\$ 19,343.46
			Subtotal Previous Request	\$ 30,543.46	\$ -	\$ 30,543.46
			Subtotal This Request	\$ -	\$ -	\$ -
			Item 6 Totals	\$ 30,543.46	\$ -	\$ 30,543.46

ITEM 7 - CEMETERY FENCE

WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Invoice Date	Invoice No.	Payee	Description	RD	TOWN	Total	
				Subtotal Previous Request	\$ -	\$ -	\$ -
09/21/18	22C	ADA Fence Company Inc.	Fencing	\$ 8,259.90		\$ 8,259.90	
				Subtotal This Request	\$ 8,259.90	\$ 8,259.90	
				Total	\$ 8,259.90	\$ 8,259.90	

ITEM 8 - PERMIT FEES

WASTEWATER TREATMENT PLANT PROCESS UPGRADE  
SUMMARY THROUGH 9-18-18

Invoice Date	Invoice No.	Payee	Description	RD	TOWN	Total
4/21/15		Town of Bucksport	Permit Fee		\$ 2,200.00	\$ 2,200.00
07/02/15		Town of Bucksport	Permit Fee	\$ -	\$ 768.00	\$ 768.00
Subtotal Previous Request				\$ -	\$ 2,968.00	\$ 2,968.00
Subtotal This Request				\$ -	\$ -	\$ -
Total				\$ -	\$ 2,968.00	\$ 2,968.00

**OLVER ASSOCIATES INC.**

ENVIRONMENTAL ENGINEERS

INVOICE

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

Account No. 1541  
Date: August 8, 2018  
Invoice No. 8858

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

FOR PROFESSIONAL SERVICES THROUGH PERIOD ENDING July 28, 2018

Ongoing training and assistance related to transition to secondary treatment  
Follow up completion of punchlists  
Site visits to update punchlist and assess warranty items  
Assistance with alkalinity system optimization  
Follow up on cemetery fence

Labor Charges:

On site Operations assistance	\$ 1,480.00
Inspection hours 2 @\$70/hr	140.00

Current Charges \$ 1,620.00

Approved by:

  
\_\_\_\_\_  
William M. Olver

**OLVER ASSOCIATES INC.**

ENVIRONMENTAL ENGINEERS

INVOICE

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

Account No. 1268  
Date: August 8, 2018  
Invoice No. 8893

PROJECT: Town of Bucksport  
Secondary Treatment Plant Solar Panels Addition

FOR PROFESSIONAL SERVICES THROUGH PERIOD ENDING July 28, 2018

Ongoing preparation of solar panel RFP

Labor Charges \$ 1,745.00

Current Charges \$ 1,745.00

Approved by:



William M. Olver

**OLVER ASSOCIATES INC.**

ENVIRONMENTAL ENGINEERS

INVOICE

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

Account No. 1541  
Date: September 12, 2018  
Invoice No. 8912

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

FOR PROFESSIONAL SERVICES THROUGH PERIOD ENDING September 1, 2018

Ongoing training and assistance related to transition to secondary treatment  
Site visits to update punchlist and assess warranty items  
Follow up on cemetery fence

Labor Charges:

On site Operations assistance	\$ 382.50
Inspection hours 6 @\$70/hr	420.00
<hr/>	

Current Charges \$ 802.50

Approved by:

  
\_\_\_\_\_  
William M. Olver

**OLVER ASSOCIATES INC.**

ENVIRONMENTAL ENGINEERS

INVOICE

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

Account No. 1268  
Date: September 12, 2018  
Invoice No. 8947

PROJECT: Town of Bucksport  
Secondary Treatment Plant Solar Panels Addition

FOR PROFESSIONAL SERVICES THROUGH PERIOD ENDING September 1, 2018

Ongoing preparation of solar panel RFP

Labor Charges \$ 1,316.25

Current Charges \$ 1,316.25

Approved by:



William M. Olver



9a



# TOWN OF BUCKSPORT APPLICATION FOR APPOINTMENT TO A BOARD, COMMITTEE AND/OR COMMISSION

Please place an 'X' next to the name of the board, committee and/or commission on which you would like to serve as a member: (If you express an interest in serving on more than one, please identify your order of preference, with '1' being the most preferred.)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> BOARD OF APPEALS   | <input type="checkbox"/> COMPREHENSIVE PLAN COMMITTEE              |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW    | <input type="checkbox"/> CONSERVATION COMMISSION                   |
| <input type="checkbox"/> BOARD OF PARKS AND RECREATION | <input checked="" type="checkbox"/> ECONOMIC DEVELOPMENT COMMITTEE |
| <input type="checkbox"/> CEMETERY COMMITTEE            | <input type="checkbox"/> PLANNING BOARD                            |
| <input type="checkbox"/> CHARTER COMMISSION            | <input checked="" type="checkbox"/> POLICE ADVISORY COMMITTEE      |

OTHER (Please identify) \_\_\_\_\_

APPLICANT NAME Richard L. PETERSEN

MAIL ADDRESS P.O. BOX 1911

STREET ADDRESS 11 Buckley LN

TELEPHONE HOME \_\_\_\_\_ CELL 207-879-4111 WORK \_\_\_\_\_

E-MAIL ADDRESS DICK@ASKHelpful.com

- Are you at least 18 years of age?  YES  NO
- Are you a legal resident of Bucksport?  YES  NO
- Are you a United States citizen?  YES  NO

Please describe any experience, education, skills and talents you have that will be helpful in serving as a board, committee and/or commission member: (additional sheets may be attached if more space is needed)

ZBA IN SACO, ZBA

JUMP START Saco Police Dept.

MARY'S WALK SACO

Business degree USMA

Ref - MARK Johnson Mayor of Saco

Vic: Whits 207-284-6710 Cell 207-590-6453

[Signature]

APPLICANT SIGNATURE

DATE 9/15/2018

PLEASE RETURN THIS APPLICATION TO:  
TEL. 207-469-7368 FAX 207-469-7369

BUCKSPORT TOWN OFFICE, 50 MAIN STREET  
P.O DRAWER X, BUCKSPORT, ME 04416

	OFFICE USE
DATE APPLICATION RECEIVED:	_____
APPOINTMENT COMMITTEE REVIEW DATE:	_____
TOWN COUNCIL REVIEW DATE:	_____
DECISION:	_____
	_____
	_____

11a

# TRANSFER STATION MONTHLY REPORT

MONTH September YEAR 2018

TRIPS 4 BUCKSPORT - TOTAL WEIGHT 141,280 LBS 70.64 TONS

### SHIPPED

<u>2</u>	O SORT RECYCLING	TOTAL WEIGHT	<u>14,820</u> LBS	<u>7.41</u> TONS
<u>3</u>	LOADS OF DEMO	TOTAL WEIGHT	<u>28,820</u> LBS	<u>14.41</u> TONS
<u>1</u>	LOADS OF METAL	TOTAL WEIGHT	<u>8,400</u> LBS	<u>4.20</u> TONS
<u>1</u>	REFRIGERATORS	TOTAL WEIGHT	<u>3360</u> LBS	<u>1.68</u> TONS <u>30</u> UNITS

### SHIPPED

<u>13</u>	BATTERIES
<u>7</u>	PROPANE TANKS
<u>200</u>	WASTE OIL - PUMPED GALLONS
<u>1550</u>	LBS - ITEMS GIVEN AWAY

### MONEY IN:

D M & J	\$ <u>124.00</u>
TRANSFER STATION	\$ <u>1,782.31</u>
TOTAL:	\$ <u>1908.31</u>

# Bucksport Fire & Rescue

## September 2018 Monthly Report

<b>Calls</b>	<b>September</b>	<b>FYTD</b>
<b>EMS</b>	74	235
<b>Fire</b>	19	51
<b>Inspections</b>	4	13
<b>Fire Permits</b>	50	114
<b>EMS Calls/Extra Crew</b>	3	15

### Projects & Personnel

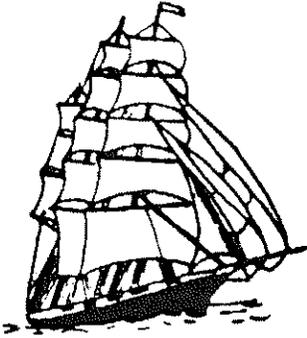
- We have been designated as the recipient of the monthly “Hannaford Helps” program, where a donation is made to our department for each re-usable bag that is sold during the month of September.
- We assisted the staff at the Craig Brook National Fish Hatchery in repairing their flagpole that had been damaged during a wind storm which prevented them from raising or lowering the flags.
- We completed the annually required Pump Tests and SCBA Bench Tests and all maintenance issues were identified and corrected or are being scheduled for any remaining repairs.
- We met with representatives of the Maine Maritime Academy regarding an MOU for issues involving high angle rescue, which we determined is mostly already covered by our county-wide mutual aid fire agreement.
- FF Warren Weaver took our 1855 Torrent Hand Tub fire apparatus to Portland to the Maine State Federation of Firefighter’s Convention and participated in their parade and judging contest. We were awarded First Place in the “Best Hand Tub/Class ‘A’ Original” category and received numerous positive comments from citizens about how remarkable it is that Bucksport has saved such an important part of their history. That unit is one of several pieces of original equipment that we have maintained and preserved for the future generations to enjoy.
- The chief attended the monthly HCFFA meeting held on Islesford (Little Cranberry Isle) at which USCG personnel discussed what they have for equipment and the types of support that they can provide to municipalities in times of emergency or disasters. We also attended the District Chief’s meeting held at the Orland Fire station this month.

### Training

- Fire crews attended a hands-on training session held at the Waste Water Treatment Facility regarding confined space issues, ropes & knots, tripod assisted rescues and more. We are required by the Department of Labor to hold this type of training annually as incidents like these can happen at any time but not typically very often. Through active training sessions, crews can be properly prepared to respond to these calls and be better enabled to execute the process in a timely and safe fashion.
- EMS staff participated in a classroom lecture on “Seizures and Related Medical Emergencies” presented by FF/EMT-P John Gavelek. We respond to these types of calls on a frequent basis, sometimes weekly, and not all of these patients can be treated in the same fashion. Often times, the patient can be violent or aggressive and others are not, some medications work on some people and not others, each call is presented differently but each patient still has to be treated appropriately and safely.
- Crews also had the opportunity to tour RSU 25 buildings, including the High School and the Miles Lane School, to see the floor plans and perform a walkthrough of the facilities. This allows us to pre-plan what actions to take during emergency situations that may occur there as well as to learn where feature items such as the alarm systems, electrical panels, elevator rooms and more are located.
- We are hosting a Maine State Fire Institute “Advanced Officer” course being instructed by Captain Chris Connor & Captain Pam Payson for students from throughout the region.

### Grants

- We attended the FEMA Grant training program held at Eastern Maine Community College regarding information on the upcoming grant season. Each year priorities are set by FEMA staff and some of the application issues are changed and updated and this seminar helps to ensure that our applications are adjusted and filled out accordingly.
- The Maine Forest Service VFA Grant period has opened and we have been working on that process to determine what gear and supplies are required by our department over the next few years and we will be submitting that application in the next few weeks.



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*

*SEPTEMBER 2018*

#### *Chief Sean Geagan:*

In the month of August I finished my year as the president of the Maine Chiefs of Police Association. It was a very busy year around the state and a lot of good work for law enforcement was completed. I want to take the time to thank my staff for stepping up this year and making things run smoothly during this past year. I also want to thank the Town of Bucksport and the Town Council for allowing me the opportunity to do this. I will say that the Town of Bucksport is well known around the country. The state had a lot of things come up this year that fortunately do not occur on a yearly basis that had to be dealt with such as an officer line of duty death. This is something that we never want to have to deal with but unfortunately it was put in front of us and we dealt with it in the most professional way possible. I will now act as the past president for the next year on the Executive Board for the Maine Chiefs of Police Association.

School has started back up and we are onto another year with our SRO program. We will be looking to expand our DARE program into the High School this year. This is part of an ongoing goal to touch base with the students that we taught in the Middle School a few years ago. We are also looking to put the program into the Miles Lane School. I had the opportunity to be at the Jewett School the opening day of school, this was a great day. I have also had the opportunity to meet and greet the children off the bus at the Miles Lane School in the past month. This program continues to be an asset to the town and the school department and continues to grow each year. We have already completed practice lock downs at all of our schools and have had a full review by a consultant of the safety and security of our district.

As mentioned earlier, I attended the Maine Chiefs conference in Bar Harbor this month. The training at the conference was on Teen Killers and the study of school shootings. This was taught by Phil Chalmers who teaches around the country, close to 100 law enforcement personnel attended this training.

I attended a meeting on Police Protocols in dispatching in Augusta this month. This is an ongoing project that is looking at implementing police protocols into dispatch services as they now have for fire departments. Stay tuned.....

The department completed its yearly taser recertification training this month. We are scheduled to replace our taser units in two years as this is appropriated in our CIP program. I also attended yearly mandatory training with Sergeant Winchester in Hampden this month. This covers the yearly mandatory trainings in order to retain your law enforcement certificate in the State of Maine. We covered New Law Updates and Dealing with people with Mental Illness which is a growing issue in law enforcement.

I have recently been asked to be on the Board of Directors for the Down East YMCA and to represent the Town of Bucksport. I have accepted this and have completed my orientation training and attended my first board meeting this month.

The department received a letter of thanks this month this was addressed to Sergeant Winchester. It addressed his work in comforting an individual in a time of need due to an unexpected death in the family, A Job Well Done !!! A copy is attached to this report.

### **Sergeant David Winchester:**

In the month of September, the Bucksport Police Department assisted the Maine Drug Enforcement Agency conduct 3 search warrants as part of ongoing drug investigations.

On September 21<sup>st</sup>, a search warrant was conducted with members of the Bucksport Police, MDEA, Maine Wardens Service and the Maine Marine Patrol. A large amount of heroin, cocaine, crack cocaine, 2 firearms and approximately \$6000.00 in cash was recovered and 5 people were arrested and transported to jail.

Also this month, on September 6<sup>th</sup>, the Bucksport Police Department assisted the Maine Drug Enforcement Agency conduct a separate search warrant at a residence where a methamphetamine lab was discovered. As a result of this investigation, 2 people were arrested and transported to jail and an amount of methamphetamine was recovered as evidence. This is the 3<sup>rd</sup> methamphetamine lab discovered in the Bucksport/Verona area this year.

Sergeant Winchester completed a grant for funding for ballistic vests for the Patrol Officers. The Department received \$2635.50 to purchase new vests to replace the older, expiring ones currently used. The cost to replace the vests is approximately \$800-\$1000 each. The current vests worn by the Department's Officers have a life span of 5 years.

Sergeant Winchester attended Maine Chief's Association meeting this month that included a ceremony to elect a new President and specialized training in teen violence. Chief Geagan completed his year long stint as the President of the Maine Chief's Association and Chief Richard Lahaye (Searsport PD) was elected as the new President.

He also attended training at Hampden PD that included new mandated law updates and specialized training required by all law enforcement members in the state.

The Bucksport Police Department also held training for all patrol members to recertify in the taser. This training is required every year and is mandatory for all full time members.

Sergeant Winchester made two (2) arrests this month. Both arrests were for outstanding warrants. Carl Burch (46 of Bucksport) was arrested on a warrant from Penobscot County and taken to jail. Meredith Greene (39 of Bucksport) was arrested for an outstanding warrant out of Waldo County and also charged with operating after suspension. She was transported to jail.

He is currently working on several investigations including: theft, operating under the influence, missing person, drug investigations, sexual assaults, computer crimes, elder abuse, and domestic assault.

### **Patrol:**

The Patrol Division had 5 arrests, 25 citations and 171 warnings for a total of 196 violations. There were 390 CAD calls for police services this month. The Patrol Division handled 23 motor vehicle accidents. I have included a map of all the calls for service for the Police Department this month.

Officer Woodman had 36 violations, Sergeant Winchester 7 violations, ACO Joy had 5, Officer Marcel had 14 violations, Officer Lowe had 42 violations, Officer Schmidt had 56 violations, Officer Welch had 24 violations, Officer Findlay had 7 violations, Officer Bishop had 3 violations, Chief Geagan had 2 violations and ACO Joy had 5 violations. 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 52, Sergeant Winchester 22, ACO Joy 16, Officer Marcel 55, Officer Lowe 55, Officer Schmidt 94, Officer Welch 15, Officer Findlay 40, Chief Geagan 12, Officer Bishop 24.

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 September we had 0 Criminal Homicides, 0 Forcible Rape, and 0 Robbery. We had 0 assaults, 1 burglary, we had 3 thefts, and we had a total of 4 cases this month and we cleared 2. 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 September, the Dispatch Center made 8000 radio log entries. A partial list from the new system 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 52 burn permits this month all of these include meeting with individuals in the building to complete these; they completed 3 concealed weapons permits. They also completed Court Work, Payroll, and Purchase Orders for billing purposes along with answering all calls and greeting the public at the Public Safety Building. There were 40 in person complaints this month. 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 September, Officer Joy handled 24 animal complaints. Officer Joy took in 3 cats from Bucksport, 2 dogs from Orrington, 1 dog from Orland. He had 2 dogs reclaimed, and 2 cats were transferred to a different location.

**Police Advisory Committee:**

The Police Advisory Committee is on summer break.

Respectfully submitted,



Sean P. Geagan  
Chief of Police

The family of  
Paul F. Rubenskas  
acknowledges with grateful appreciation  
your kind expression of sympathy

David,

Erin writing on behalf of my  
mother Marie Rubenstein. She  
wishes to thank you, as do I  
and my family, for helping her  
and supporting her when my  
dad passed away suddenly &  
unexpectedly Aug 5<sup>th</sup> on board  
the American Cruise Line ship.  
She really cant thank you  
enough for all your kindness.

Thanks for being with  
her and providing comfort  
when she was far away  
from home & her world  
suddenly changed forever.

Sincerely, Diana Hasan for  
Mamie Rubenstein



# Bucksport Police Department

## Total CAD Calls Received, by Nature of Call

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
911 Call	10	2.57
Non Dispatched 911 call	1	0.26
Agency Assistance	5	1.29
Assist Fire Department	1	0.26
Assist Law Enforcement	15	3.86
Assist Other	9	2.31
Alarm	7	1.80
Animal Problem	23	5.91
Attempt to Locate	1	0.26
Attempt to Locate	1	0.26
Bail Check	2	0.51
Burglary	3	0.77
Check well being	13	3.34
Citizen Requested Assistance	8	2.06
Civil Problem	3	0.77
Concealed Weapons Permit	3	0.77
Disabled/Stranded Motorist	1	0.26
Domestic Call	3	0.77
DUI Alcohol or Drugs	1	0.26
Fire	1	0.26
Found Property	7	1.80
Fraud	1	0.26
In Person/phone/text/internet	3	0.77
Information Report	20	5.14
Juvenile Problem	3	0.77
Lost Property	5	1.29
Medical Emergency	7	1.80
Missing Person ALL	1	0.26
Motor Vehicle Complaint	24	6.17
Noise Complaint	1	0.26
Drug/alcohol overdose	1	0.26
Parking Violation/Obstructing	1	0.26
Traffic Accident w/ Damage	19	4.88
Traffic Accident, w/ Injuries	4	1.03
Property/Buisness Check	2	0.51
Serve Protection Orders	1	0.26
Registration of Sex Offender	2	0.51
Any Special Detail	4	1.03
Attempted Suicide	1	0.26
Suspicious Person/Veh/Incident	22	5.66
Theft	5	1.29
Road Hazards (Sign/Signal/Debr	2	0.51
Traffic Violation	137	35.22
Trespassing	1	0.26

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<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Criminal Mischief/Damage	1	0.26
Warrant Arrest	3	0.77

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Total reported: 389

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**Report Includes:**

All dates between '00:01:00 09/01/18' and '00:01:00 10/01/18', All nature of incidents, All cities matching 'BUC', All types, All priorities, All agencies matching 'BKPD'



TOWN OF BUCKSPORT  
CODE ENFORCEMENT/PLANNING OFFICE  
REPORT  
September, 2018

**PERMITS ISSUED**

11 building/land use permits were issued, including 1 mobile home, 1 demolition of a dwelling, 1 home-based business, 1 commercial renovation, 2 residential renovations, 1 commercial addition and the rest for accessory structures.

2 plumbing permits were issued for interior plumbing.

**ADDRESSING ACTIVITY:** No activity

**BOARD OF APPEALS ACTIVITY:** The board of appeals met on September 11<sup>th</sup> to consider a variance appeal. The variance was granted.

**PLANNING BOARD ACTIVITY**

The planning board met 2 times in September. At their regular meeting on September 4<sup>th</sup>, the board reviewed a proposal from the regulatory review committee to allow recreational vehicles and tiny houses on wheels to be occupied year-round. After a lengthy discussion, the board voted to reject the proposed changes. Their decision was forwarded to the town manager. The board also received a request from a citizen to allow sawmills in the rural parts of town. The board asked the CEO to prepare a draft change to the land use ordinance addressing sawmills.

At a special meeting on September 20<sup>th</sup>, the board reviewed an application to change the use of the building at 3 River Road from a fitness center to a church. The board approved the change.

**ENFORCEMENT ACTIVITY**

- Sent a letter to a Hollow Lane property owner regarding a shoreland clearing violation and an illegal apartment added in their dwelling. The owner is cooperating.
- Sent a letter to the owner of a dilapidated building on Buck Street that is being occupied without approval. The owner is cooperating.
- Sent a letter in July to a Bucks Mills Road property owner informing them that their long-standing violations concerning the occupancy of their mobile home are expected to be finally resolved by the end of August. UPDATE: The owner informed me that all remaining work will be completed by late August or early September, as soon as their contractor can schedule the work. As of October 4<sup>th</sup>, no work has been done.
- Sent a letter in July to a Second Street property owner about nuisance conditions on the property. There was no response. UPDATE: A second letter was sent on September 26<sup>th</sup>.
- Sent a letter in July to the owner of a Central Street property with nuisance conditions. There was no response. UPDATE: A second letter was sent on September 26<sup>th</sup>.
- Issued a notice of violation for nuisance conditions at a Mount Olive Heights property. A vacant dwelling is filled with garbage and trash, and the building is unsecured. UPDATE: The certified letter was not accepted, so a second letter was sent by regular mail on September 26<sup>th</sup>.

**OTHER ACTIVITY**

- Updated information on the town's website.
- Worked on updates to ordinances.
- Attended regulatory review and infrastructure committee meetings and a council meeting.
- Conducted plumbing and occupancy inspections.

- Addressed two attempted break-ins at Wilson Hall. A request was submitted to public works to cut vegetation that provides cover for vandals.
- Typical office work maintaining records, answering calls and emails, meeting with citizens, answering questions, providing copies of documents.

TO: SUSAN LESSARD, TOWN MANAGER  
FROM: JAY LANPHER, PUBLIC WORKS DIRECTOR  
SUBJECT: SEPTEMBER 2018 MONTHLY REPORT  
DATE: OCT 4, 2018

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

- 2 days maintaining street signs
- 2 days sweeping streets
- 5 days filling gravel shoulders
- 1 day cutting brush on Millvale Rd
- 4 loads of trash hauled to EMR in South West Harbor
- 1 day blazing trails at Silver Lake trails
- 5 days spent mowing roadside and cemeteries
- 6 days patching potholes
- 2 days picking up tree debris with Big Jay Tree Service

Annual fall chores have begun in preparation for the coming winter.

~~12a~~  
12a

FIRST READING: A proposed ordinance to repeal and replace Appendices A, B, C and D in Appendix M General Assistance Ordinance for the purposes of updating information in compliance with State requirements. The updated appendices shall read as follows:

**Appendix A**

Effective: 10/01/18-09/30/19

## 2018-2019 GA Overall Maximums

### Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	733	814	1,032	1,294	1,748
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	693	697	908	1,137	1,297
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	669	736	932	1,193	1,461
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,058	1,159	1,483	1,986	2,303
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	989	1,039	1,382	1,749	2,433
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	784	831	1,091	1,593	1,820

<b>COUNTY</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5*</b>
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	786	875	1,017	1,345	1,636
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	766	884	1,098	1,487	1,515

\*Note: Add \$75 for each additional person.

### Non-Metropolitan Areas

#### Persons in Household

<b>COUNTY</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5*</b>
<b>Aroostook County</b>	622	662	773	1,016	1,112
<b>Franklin County</b>	650	680	807	1,005	1,431
<b>Hancock County</b>	698	798	1,009	1,274	1,397
<b>Kennebec County</b>	727	756	944	1,241	1,326
<b>Knox County</b>	759	765	944	1,210	1,344
<b>Lincoln County</b>	788	845	1,004	1,259	1,503
<b>Oxford County</b>	694	699	839	1,221	1,426
<b>Piscataquis County</b>	615	681	843	1,115	1,238
<b>Somerset County</b>	679	714	859	1,156	1,219
<b>Waldo County</b>	696	761	903	1,231	1,389
<b>Washington County</b>	679	683	840	1,062	1,212

\* Please Note: Add \$75 for each additional person.

## 2018-2019 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2018, those amounts are:

<b>Number in Household</b>	<b>Weekly Maximum</b>	<b>Monthly Maximum</b>
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

**Note: For each additional person add \$144 per month.**

## Appendix C

Effective: 10/01/18-09/30/19

### 2018-2019 GA Housing Maximums

### (Heated & Unheated Rents)

**NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS!** Municipalities should **ONLY consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See *Instruction Memo* for further guidance.)

#### Non-Metropolitan FMR Areas

<b>Aroostook County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	112	483	131	565	
1	115	496	140	600	
2	133	572	163	700	
3	180	776	217	932	
4	192	826	236	1,016	
<b>Franklin County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	119	511	138	593	
1	120	514	144	618	
2	141	606	171	734	
3	178	765	214	921	
4	266	1,145	310	1,335	
<b>Hancock County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	124	535	147	633	
1	140	602	169	726	
2	183	788	215	924	
3	230	988	273	1,175	
4	246	1,058	299	1,285	
<b>Kennebec County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	131	564	154	662	
1	131	564	159	684	
2	168	724	200	859	
3	222	955	266	1,142	
4	230	987	282	1,214	

**Non-Metropolitan FMR Areas**

<b><u>Knox County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	139	596	161	694
1	139	596	161	694
2	168	724	200	859
3	215	924	258	1,111
4	234	1,005	287	1,232
<b><u>Lincoln County</u></b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	145	625	168	723
1	151	649	180	773
2	182	783	214	919
3	226	973	270	1,160
4	271	1,164	323	1,391
<b><u>Oxford County</u></b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	123	528	146	629
1	123	528	146	629
2	140	600	175	754
3	218	935	261	1,122
4	253	1,087	306	1,314
<b><u>Piscataquis County</u></b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	110	474	130	559
1	119	512	144	619
2	149	640	179	771
3	203	871	240	1,032
4	220	946	266	1,142
<b><u>Somerset County</u></b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	120	517	143	614
1	121	519	149	642
2	147	631	180	774
3	202	870	246	1,057
4	205	880	257	1,107

**Non-Metropolitan FMR Areas**

<b>Waldo County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	530	147	631
1	131	565	160	689
2	159	683	190	818
3	220	945	263	1,132
4	244	1,050	297	1,277

<b>Washington County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	513	143	614
1	119	513	143	614
2	140	601	176	755
3	181	776	224	963
4	203	873	256	1,100

**Metropolitan FMR Areas**

<b>Bangor HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	132	567	155	668
1	144	618	173	742
2	185	793	220	947
3	234	1,008	278	1,195
4	328	1,409	380	1,636

<b>Penobscot Cty. HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	527	146	628
1	123	527	146	628
2	156	669	191	823
3	198	851	241	1,038
4	223	958	276	1,185

<b>Lewiston/Auburn MSA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	503	140	604
1	125	540	154	664
2	165	711	197	847
3	211	907	254	1,094
4	261	1,122	314	1,349

**Metropolitan FMR Areas**

<b>Portland HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	208	892	231	993
1	224	963	253	1,087
2	289	1,244	325	1,398
3	395	1,700	439	1,887
4	457	1,964	510	2,191
<b>York/Kittery/S. Berwick HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	215	924
1	196	843	225	967
2	266	1,143	302	1,297
3	340	1,463	384	1,650
4	487	2,094	540	2,321
<b>Cumberland Cty. HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	144	618	167	719
1	148	635	177	759
2	202	868	234	1,006
3	304	1,307	347	1,494
4	344	1,481	397	1,708
<b>Sagadahoc Cty. HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	721
1	158	679	187	803
2	185	795	217	932
3	246	1,059	290	1,246
4	302	1,297	354	1,524
<b>York Cty. HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	600	163	701
1	160	688	189	812
2	203	875	236	1,013
3	274	1,201	323	1,388
4	274	1,201	326	1,403

**APPENDIX D - UTILITIES**

**ELECTRIC**

**NOTE:** For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

**1) Electricity Maximums for Households Without Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

**NOTE:** For each additional person add \$7.50 per month.

**2) Electricity Maximums for Households With Electrically Heated Hot Water:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

Number in Household	Weekly	Monthly
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

# REPEALED CONTENT

## Appendix A 2017-2018 GA Overall Maximums

### Metropolitan Areas

COUNTY	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	714	788	994	1,242	1,506
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	605	682	847	1,095	1,269
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	641	726	915	1,169	1,397
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton,	1,002	1,131	1,431	1,931	2,097

Hollis, Limington, Old Orchard Beach					
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	982	1,025	1,333	1,714	2,173
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	761	807	1,072	1,561	1,780

<b>COUNTY</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5*</b>
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	781	863	999	1,318	1,600
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	745	872	1,079	1,457	1,477

\*Note: Add \$75 for each additional person.

### Non-Metropolitan Areas

Persons in Ho

<b>COUNTY</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5*</b>
<b>Aroostook County</b>	618	642	760	965	1,049
<b>Franklin County</b>	646	671	793	985	1,400
<b>Hancock County</b>	693	787	992	1,249	1,367
<b>Kennebec County</b>	722	746	928	1,216	1,297
<b>Knox County</b>	754	755	928	1,186	1,315
<b>Lincoln County</b>	783	834	987	1,234	1,470
<b>Oxford County</b>	630	646	771	1,110	1,343
<b>Piscataquis County</b>	595	672	828	1,090	1,125
<b>Somerset County</b>	675	704	835	1,133	1,146
<b>Waldo County</b>	680	751	887	1,206	1,281

Washington County	630	645	763	985	1,173
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\* Please Note: Add \$75 for each additional person.

## Appendix B 2017-2018 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2017, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	81.86	352
3	117.21	504
4	148.84	640
5	176.74	760
6	212.33	913
7	234.65	1,009
8	268.14	1,153

Note: For each additional person add \$144 per month.

## Appendix C

### 2017-2018 GA Housing Maximums

#### (Heated & Unheated Rents)

**NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS!** Municipalities should ONLY consider adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See Instruction Memo for further guidance.)

#### Non-Metropolitan FMR Areas

Aroostook County	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly

0	111	476	130	559
1	111	476	134	578
2	130	558	159	684
3	167	718	204	878
4	177	762	221	949

<b>Franklin County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	503	137	587
1	117	503	141	607
2	137	591	167	717
3	173	743	209	898
4	258	1,108	302	1,300

<b>Hancock County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	124	535	147	633
1	139	599	167	720
2	183	788	213	915
3	227	976	270	1,159
4	242	1,041	294	1,264

<b>Kennebec County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	131	564	154	662
1	131	564	158	679
2	168	724	198	851
3	219	943	262	1,126
4	226	971	278	1,194

**Non-Metropolitan FMR Areas**

<b>Knox County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	139	596	161	694
1	139	596	161	694
2	168	724	198	851
3	212	913	255	1,096
4	230	989	282	1,212

<b>Lincoln County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	625	168	723
1	150	646	178	767
2	182	783	212	910
3	223	961	266	1,144

4	266	1,144	318	1,367
<b>Oxford County</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	110	472	133	570
1	110	472	135	579
2	132	567	161	694
3	195	837	237	1,020
4	237	1,017	288	1,240
<b>Piscataquis County</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	106	457	126	540
1	118	508	143	613
2	147	630	177	759
3	198	853	235	1,011
4	198	853	240	1,034
<b>Somerset County</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	120	517	143	615
1	121	519	148	637
2	147	631	176	758
3	202	869	243	1,043
4	202	869	243	1,043

**Non-Metropolitan FMR Areas**

<b>Waldo County</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	121	522	144	620
1	131	563	159	684
2	159	683	188	810
3	217	933	260	1,116
4	222	955	274	1,178
<b>Washington County</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	110	472	133	570
1	110	472	134	578
2	130	559	160	686
3	166	712	208	895
4	208	847	249	1,070

Metropolitan FMR Areas

<b>Bangor HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	129	556	152	654
1	140	600	168	721
2	184	790	213	917
3	225	969	268	1,152
4	275	1,180	326	1,403
<b>Penobscot Cty. HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	104	447	127	545
1	115	494	143	615
2	149	643	179	770
3	191	822	234	1,005
4	219	943	271	1,166
<b>Lewiston/Auburn MSA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	112	483	135	581
1	125	538	153	659
2	165	711	195	838
3	208	896	251	1,079
4	249	1,071	301	1,294

Metropolitan FMR Areas

<b>Portland HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	196	844	219	942
1	219	943	247	1,064
2	285	1,227	315	1,354
3	386	1,658	428	1,841
4	412	1,771	464	1,994
<b>York/Kittery/S. Berwick HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	214	922
1	195	837	223	958
2	263	1,129	292	1,256
3	335	1,441	378	1,624
4	430	1,847	481	2,070
<b>Cumberland Cty. HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly

0	140	603	163	701
1	144	619	172	740
2	202	868	231	995
3	299	1,288	342	1,471
4	338	1,454	390	1,677
<b>Sagadahoc Cty. HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	145	623	168	721
1	157	675	185	796
2	185	795	214	922
3	243	1,045	286	1,228
4	296	1,274	348	1,497
<b>York Cty. HMFA</b>				
	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	136	587	159	685
1	159	684	187	805
2	203	875	233	1,002
3	275	1,184	318	1,367
4	269	1,156	320	1,374

### 2017-2018 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2017 to September 30, 2018.**

#### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>				
	1	2	3	4	5+
<u>Hancock</u>	693	787	992	1,249	1,367

**NOTE:** For each additional person add \$75 per month.

**(The applicable figures from Appendix A, *once adopted*, should be inserted here.)**

#### APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	44.65	192
2	81.86	352
3	117.21	504

4	148.84	640
5	176.74	760
6	212.33	913
7	234.65	1,009
8	268.14	1,153

**NOTE:** For each additional person add \$144 per month.

**APPENDIX C - HOUSING MAXIMUMS**

<b>Hancock County</b> Bedrooms	<b>Unheated</b>		<b>Heated</b>	
	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	124	535	147	633
1	139	599	167	720
2	183	788	213	915
3	227	976	270	1,159
4	242	1,041	294	1,264

**APPENDIX D - UTILITIES**

**ELECTRIC**

**NOTE:** For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households Without Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<b>Number in Household</b>	<b>Weekly</b>	<b>Monthly</b>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

**NOTE:** For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households With Electrically Heated Hot Water:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<b>Number in Household</b>	<b>Weekly</b>	<b>Monthly</b>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00

5	\$38.75	\$167.00
6	\$41.00	\$176.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## Chapter 13 Property Maintenance

### **SECTION 1 PURPOSE**

- 1.1 The purpose of this chapter is to provide minimum standards to protect the environment, municipal services, property values and the health, safety and welfare of the public insofar as they may be affected by the maintenance of any existing building, structure or property, and to provide administration and enforcement of those standards.

### **SECTION 2 AUTHORITY**

- 2.1 The Code Enforcement Officer (CEO) is hereby authorized and directed by the Municipal Officers to administer and enforce all the provisions of this chapter.
- 2.2 The Municipal Officers shall have the authority to require an environmental site assessment and a performance bond or irrevocable letter of credit in accordance with the applicable provisions of this chapter.

### **SECTION 3 APPLICABILITY**

- 3.1 This chapter applies to the maintenance of all existing buildings, structures and properties in the Town of Bucksport.

### **SECTION 4 SEVERABILITY AND CONFLICT**

- 4.1 If a court finds any provision of this chapter to be invalid, the court's decision may not invalidate any other provision of this chapter.
- 4.2 If any provision of this chapter conflicts with another provision of this chapter or any other chapter, ordinance, regulation or statute, the more restrictive provision governs.

### **SECTION 5 ADMINISTRATION**

- 5.1 The CEO shall administer the provisions of this chapter.
- 5.2 The administrative provisions of the Maine Uniform Building and Energy Code shall apply to any permitting that may be required to maintain any building or property.
- 5.3 A demolition permit is required prior to demolishing any structure, except for the following structures:
1. A residential accessory structure.
  2. A commercial or noncommercial accessory structure with a footprint of 500 square feet or less.
  3. A structure ordered to be demolished by the town.
  4. A structure with no floor area.
  5. A structure owned by the town of Bucksport.
  6. A mobile home.
- 5.3.1 A demolition permit may not be issued until all applicable prerequisites identified in this section have been met.

- 5.3.2 A demolition permit may not be issued for any structure until all real estate taxes due for that structure have been paid in full.
- 5.3.3 A demolition permit may not be issued for any structure used to house equipment assessed with a personal property tax until all personal property taxes due for the equipment have been paid in full. This requirement shall apply whether or not the equipment is located in the structure when a permit application is submitted.
- 5.3.4 A demolition permit may not be issued until payment of the required permit fee has been made. The required fee shall be as identified in the Schedule of Fees adopted by the Town.
- 5.4 To ensure the protection of the environment and the public health, safety and welfare, the Town Council may require an environmental site assessment of a property where a demolition or site improvement is proposed, if that property is occupied or was previously occupied with a commercial land use involving the use, handling or disposal of hazardous substances, petroleum products, special wastes, hazardous wastes, or similar types of materials. If environmental hazards are identified, a remediation plan approved by the Town Council shall be required.
- 5.5 To ensure the protection of the environment and the public health, safety and welfare, the Town Council may require an irrevocable letter of credit or a performance bond to guarantee the satisfactory completion of the removal of identified environmental hazards on a property where a demolition or site improvement has been proposed. An irrevocable letter of credit or a performance bond may also be required to guarantee the satisfactory completion of the removal of demolished structures and site restoration.
- 5.5.1 Whenever the demolition or removal of material is reasonably anticipated to exceed 1,000 cubic yards, an irrevocable letter of credit or performance bond shall be required.
- 5.5.2 A required irrevocable letter of credit or a performance bond shall be issued in an amount equivalent to 110% of the cost to complete all required remediation and permitted demolition work.

## **SECTION 6 PROPERTY MAINTENANCE STANDARDS**

- 6.1 WATER, LAND AND VEGETATION
  - 6.1.1 Surface water run-off and subsurface drainage from any property must be contained or diverted to the extent necessary to prevent water from entering any public street or sidewalk and causing a public safety hazard, or entering any property or building and flooding or damaging that property or building.
    - 6.1.1.1 No surface or subsurface water may be drained to the public sewer system.
  - 6.1.2 No fill containing hazardous materials, junk, garbage or refuse may be deposited on any property, except in a landfill licensed to accept such fill.
    - 6.1.2.1 Disturbed soils must be stabilized in accordance with best management practices for erosion and sedimentation control.
  - 6.1.3 Open shafts, wells, tanks, and other subterranean cavities that present a fall hazard must be removed, filled, covered, barricaded or otherwise protected to prevent a public safety hazard.

- 6.1.4 Vegetated landscaping is not required to be maintained, except that no vegetated landscaping on any abandoned property in the Compact Area may be uncared for to the extent that a public safety concern is identified by the CEO for any of the following reasons:
1. Overgrown vegetation has become a fire risk to buildings or structures.
  2. Overgrown vegetation has become a habitat or cover for wildlife that may cause injury, disease or property damage.
  3. Overgrown vegetation provides cover for unauthorized use or illegal activity.

*11 New Section*

6.2 ROADS [RESERVED]

6.3 OUTDOOR STORAGE

- 6.3.1 No unserviceable, discarded, worn out or junked motor vehicle or vehicle parts may be stored outside on any property in the Compact Area.
- 6.3.2 No more than two unserviceable, discarded, worn out or junked motor vehicles may be stored outside on any property outside the Compact Area, except in a licensed automobile graveyard.
- 6.3.3 No accumulation of discarded, worn-out or junked items may be allowed outside on any property, except in a licensed junkyard. Discarded, worn-out or junked items include any physical objects that are no longer maintained for their intended purpose and which are rotting or rusting, or otherwise in a state of decay, disintegration, delamination, deformation, degradation, damage or deterioration.
- 6.3.4 No mobile home may be permanently stored on any property. A mobile home is considered permanently stored if it remains on a property for one year without being permitted and approved for occupancy.
- 6.3.5 All refuse and garbage must be stored in a sanitary manner in closed bags, cans or receptacles with covers, or in structures or containers intended for waste storage.
- 6.3.5.1 Refuse or garbage may not be stored in any manner or quantity that causes the attraction of animals or emits foul odor.
- 6.3.5.2 Waste containers may not be filled over capacity.
- 6.3.6 Waste containers in the Compact Area may not be emptied or moved on or off site by a commercial hauler between the hours of 10:00 p.m. and 7:00 a.m. on any day.
- 6.3.7 Waste containers contracted for regular waste disposal must be screened from ordinary view by pedestrians on the Waterfront Walkway, and by pedestrians and motorists on Main Street or Route 1. This requirement applies to one or more container with a total or combined volume of one cubic yard or greater.
- 6.3.7.1 Screening may be provided by:
1. Natural or altered topographical features such as hills, gullies or embankments that are stable and vegetated;
  2. Vegetation such as trees and shrubs that effectively provide screening at all times;
  3. Stone, brick or concrete walls; or
  4. Buildings, fencing or other structures, except motor vehicles, box trailers or similar structures.
- 6.3.7.2 All buildings, fences and other structures providing screening in accordance with Section 6.3.7.1 must be structurally sound, free of rot and decay and properly maintained.

- 6.3.7.3 All fencing utilized for screening must be designed and installed to resist damage from the force of wind and to remain stable and plumb in frozen soil.
- 6.3.7.4 The exterior surface of fencing utilized for screening must be uniform in appearance and comprised of materials customarily used for fence installations. The material used may be wood, metal, vinyl, composite, stone or masonry. For the purposes of this section, "exterior surface" means the side facing a street or an abutting property.

#### 6.4 BUILDINGS AND STRUCTURES

- 6.4.1 All buildings and structures and appurtenances attached thereto must be maintained in good repair and free of defects, dilapidation and decay.
- 6.4.2 All vacant structures must be secured to the extent necessary to prevent unauthorized entry.
- 6.4.3 No building intended for human occupancy may have any opening that allows the entry of wild animals into or under the building.
- 6.4.4 No exterior wall may remain without finish siding for more than one year.
- 6.4.5 No roof may remain without finish roofing for more than one year.
- 6.4.5.1 No roof on a building in the Compact Area may be finished or refinished with wood roofing material. An existing roof finished with wood roofing material may be repaired with like material.
- 6.4.6 All interior surfaces must be kept in good repair, clean, and free of mold and chipping or flaking lead-based paint. Asbestos-containing material must be maintained to the extent necessary to prevent the release of asbestos fibers into the air.
- 6.4.6.1 All removal of lead-based paint and asbestos-containing material must be conducted in accordance with state law.
- 6.4.7 All exits and secondary means of escape for a building must be kept clear of obstructions and in operating condition.
- 6.4.8 All required lighting must be maintained in operating condition.
- 6.4.9 All mechanical, heating, ventilation and electrical equipment installations must be maintained in operating condition.
- 6.4.9.1 All chimneys, smoke stacks, and similar appurtenances must be maintained structurally safe and sound, and in good repair.
- 6.4.9.2 No exhaust fan may be vented into an attic or through an eave soffit panel.
- 6.4.10 All plumbing and septic system installations must be maintained in a sanitary and operating condition.
- 6.4.11 All required smoke and carbon monoxide detectors must be maintained in operating condition.
- 6.4.12 All required sprinkler systems must be maintained in operating condition.
- 6.4.13 All required fire alarm systems must be maintained in operating condition.
- 6.4.14 All required radon mitigation systems must be maintained in operating condition.

### **SECTION 7 DEMOLITION STANDARDS**

- 7.1 Demolitions must be screened from view to the greatest practical extent from any public street, public recreational area, and navigable waters. This requirement may be waived by the CEO for demolitions of short duration, or when site constraints make the installation of screening impractical or unreasonable.

- 7.1.2 Adequate measures must be taken to prevent unauthorized entry into any demolition site containing or suspected of containing environmental hazards, unsanitary conditions or other risks to the public health and safety.
- 7.2 Exterior lighting required for any demolition activity is subject to compliance with the requirements of Appendix K Land Use Ordinance, Section 12.17.
- 7.3 Noise from demolition activity involving the use of crushers, blasting or similar high-decibel generating equipment is subject to compliance with the applicable Maine Department of Environmental Protection noise regulations in Chapter 375.10.
- 7.4 Smoke and dust from any demolition activity is subject to compliance with the requirements of Appendix K Land Use Ordinance, Section 12.21.
- 7.5 Vibration from any demolition activity is subject to compliance with the requirements of Appendix K Land Use Ordinance, Section 12.22.
- 7.6 The disposal of all debris and other wastes from any demolition activity is subject to compliance with the requirements of Appendix K Land Use Ordinance, Section 12.27.
  - 7.6.1 Universal wastes must be recycled in accordance with state law.
  - 7.6.2 Burial of demolition debris must be conducted in accordance with state law.
  - 7.6.3 Burning of demolition debris may only be conducted with permission from the Fire Department.
- 7.7 Demolitions are subject to compliance with all applicable fire, safety and building codes.
- 7.8 Any utility connection to a public system must be appropriately terminated and disconnected prior to the commencement of any demolition affecting such connection.
- 7.8.1 Abandoned septic tanks are subject to compliance with the requirements of the State of Maine Subsurface Wastewater Disposal Rules.
- 7.9 Demolitions may not cause the pollution or contamination of soils, water or air with any hazardous material. Removal of hazardous materials is subject to compliance with applicable state or federal rules, laws and regulations.
- 7.10 All holes in the ground remaining after the removal of below-ground structures must be filled with appropriate backfill material, except when new construction is permitted for the site.
  - 7.10.1 All disturbed soils must be graded to provide proper drainage, and stabilized in accordance with best management practices for erosion and sedimentation control.
- 7.11 Demolition and any related activity including, but not limited to, crushing, compacting, sorting, moving, loading or removing demolished material, and truck traffic to and from a demolition site, may only be conducted between the hours of 7:00AM and 7:00PM, Monday through Friday. This section shall not apply to any demolition that is exempt from permitting.
- 7.12 No trucks or equipment may be parked or stored on any public street, except as may be temporarily necessary to do so for loading or unloading purposes.
- 7.12.1 Appropriate measures must be taken to prevent the accumulation of mud or debris on a public street from trucks exiting a demolition site.

**SECTION 8** *RESERVED*

**SECTION 9** **NUISANCES**

- 9.1 A building, structure or property that is in violation of any provision of this chapter is deemed to be a nuisance. A building, structure or property identified as a nuisance is deemed to be a dangerous nuisance if it poses a risk of incapacitating injury or death for any person.
- 9.1.1 The CEO may determine that a risk of incapacitating injury or death exists if any of the following conditions is present or imminent:
1. A structural failure.
  2. An explosion.
  3. A fire.
  4. A fire-damaged structure.
  5. An electrical hazard.
  6. Poisonous contamination or biological infection of water, air or the physical environment.
  7. A precipitous fall hazard.
  8. Catastrophic damage.
- 9.2 Any identified nuisance condition is subject to enforcement in accordance with the provisions of Section 10.

**SECTION 10** **ENFORCEMENT**

- 10.1 The CEO shall enforce the provisions of this chapter and shall make every reasonable effort to obtain voluntary compliance when a nuisance condition is identified.
- 10.2 Where it is necessary to make an inspection to enforce the provisions of this chapter, or whenever the CEO has reasonable cause to believe that there exists in a structure or upon a property a violation of this chapter, the CEO may enter the structure or premises at reasonable times to inspect the structure or property, provided that if such structure or property is occupied, the CEO shall present credentials to the occupant and request entry. If such structure or property is unoccupied, the CEO shall first make a reasonable effort to locate the owner or other person having charge or control of the structure or property and request entry. If entry is refused, the CEO shall have recourse to the remedies provided by law to secure entry.
- 10.3 A formal enforcement action taken by the CEO shall require a written Notice of Violation issued to the property owner and violator, if different, containing the following information:
1. Name and address of the property owner/violator
  2. Location of the property, and map and lot number
  3. Date that the violation was observed
  4. Description of the violation
  5. Corrective order and time allowed to comply
  6. Penalty statement
  7. Date of the notice and the CEO's signature

- 10.4 Notice of Violations shall be delivered via First Class United States Mail. When delivery by mail is not accepted or not possible, in hand delivery shall be made by a local law enforcement officer, or by a sheriff or sheriff's deputy pursuant to Rule 4 of the Maine Rules of Civil Procedure.
- 10.5 When compliance with the corrective order of the Notice of Violation is not accomplished within the allotted time, the property owner or violator may submit a written request to the CEO for a one-time extension. An extension may be allowed if a reasonable hardship can be shown.
- 10.6 Prior to issuing a formal violation notice, the CEO may order the occupants of any building or property deemed to be a dangerous nuisance to immediately vacate the building or property and not return until the building or property is approved for occupancy.
- 10.6.1 The CEO shall post a written notice of a dangerous nuisance on the property as soon as possible after the dangerous nuisance has been identified. The CEO shall order the owner or owner's agent to secure the building or property to prevent unauthorized entry and to address any immediate public safety hazard.
- 10.6.2 If action is not taken as ordered by the CEO to address the dangerous nuisance, the CEO shall cause the building or property to be secured and shall take any other necessary protective measures including, but not limited to, installing sidewalk and street barricades, and ordering adjacent structures to be vacated.
- 10.6.3 The owner shall be ordered to repay all expenses incurred by the town to secure the dangerous premises and protect the public safety within 30 days after demand. If the owner fails to comply, a special tax may be assessed against the property and collected in the same manner as other municipal taxes are collected.
- 10.7 In the event that a building demolition is ordered by the CEO and the owner fails to comply with the demolition order, the Town Council may take action in accordance with Title 17 §2851 et seq.
- 10.8 The Town Attorney, with the assistance of the CEO, may take an enforcement action to District Court when authorized to do so by the Municipal Officials.

### **SECTION 11 APPEALS**

- 11.1 An aggrieved party may take an administrative appeal from any decision, action or non-action of the CEO to the Bucksport Board of Appeals.
- 11.1.1 A Notice of Violation may not be appealed.
- 11.2 An application for appeal must be received at the Bucksport Town Office no later than 30 days after the date of the decision, action or non-action being appealed.
- 11.3 An appeal of a decision of the Board of Appeals may be taken to Superior Court in accordance with the provisions of Title 30-A §2691.

### **SECTION 12 WAIVERS**

- 12.1 The CEO may grant a waiver of any specific requirement of this chapter, provided that:
1. No waiver has the effect of nullifying the intent and purpose of the Comprehensive Plan and this chapter;

2. Extraordinary and unnecessary hardships may result from strict compliance with the requirement or there are special circumstances of a particular plan; and
  3. The health, safety and welfare of the public are protected.
- 12.2 The CEO may set conditions to any granted waiver as necessary to protect the purposes of this chapter.
- 12.3 The following provisions of this chapter may not be waived:
1. Required permits.
  2. Required fees.
  3. Town Council orders.

### **SECTION 13 DEFINITIONS**

**Building:** Any structure used or intended for supporting or sheltering any use or occupancy.

**Commercial Hauler:** One who is in the business of emptying or moving solid waste containers.

**Compact Area:** Any area in Bucksport that is in the public sewer or water service area.

**Finish Roofing:** Any building product specifically designed for finish weather protection on a building roof including, but not limited to, roll roofing, asphalt shingles, fiberglass shingles, slate shingles, wood shingles, clay tiles, metal panels and any other material designed for use as finish roofing.

**Finish Siding:** Any building product specifically designed for finish weather protection on a building's exterior wall surface including, but not limited to, wood clapboards, wood shakes, vinyl siding, aluminum siding, stone, brick, stucco, composite materials and any other material designed for use as finish siding.

**Garbage:** The animal and vegetable waste resulting from the handling, preparation, cooking and consumption of food.

**Junk:** Discarded, worn-out or junked plumbing, heating supplies, electronic or industrial equipment, household appliances, or furniture. Discarded, scrap and junked lumber. Old or scrap copper, brass, rope, rags, batteries, paper trash, rubber debris, waste and all scrap iron, steel and other scrap ferrous or nonferrous material.

**Operating condition:** Working as designed and expected, without defect.

**Ordinary view:** Seen or observed without the aid of magnification provided by binoculars, telescopes or similar optical equipment.

**Person:** An individual, corporation, partnership or any other group acting as a unit.

**Public safety hazard:** Any condition of a property, building or structure that poses a risk of injury or death for any person.

Chapter 13 Property Maintenance Effective:

**Refuse:** Combustible and noncombustible waste materials, except garbage.

**Structure:** That which is built or constructed.

**Unserviceable:** Not ready for use or presently useable.

**Public Hearing, Chapter 2, Section 11 Employee Responsibilities** to clarify that only full-time employees are prohibited from service on the Town Council.

11.11 POLITICAL ACTIVITY: Full-time employees and their spouses Employees shall refrain from seeking or accepting nomination or election to any office in the Town government. No employee may use and from using their influence publicly in any way for or against any candidate for elective office in the Town government. No employee may ~~Employees shall not~~ circulate petitions or campaign literature for elective Town officials, or be in any way concerned with soliciting or receiving subscriptions, contributions, or political service for any person for any political purpose pertaining to the Town government.

11.11.1 Section 11.11 is not to be construed to prevent any employee ~~employees~~ from beginning, or continuing to be members of any political organization, from attending political meetings, from expressing their views of political matters, or from voting with complete freedom in any local, state, or national election.