



## AGENDA

- ITEM 1. Call to Order
- ITEM 2. Consideration of the January 3, 2011 Council Meeting Minutes
- ITEM 3. Consideration of the Agenda
- ITEM 4. Comments from the Public
- ITEM 5. New Business
  - a. Departmental Budget Review & Updates
  - b. Marijuana Dispensaries and Site Cultivation
- ITEM 6. Unfinished Business
  - a. Solid Waste -Discussion
  - b. Town Services Review & Departmental Restructure Plan
- ITEM 7. Additions by Council
  - a. Proclamation - Boston Post Cane
- ITEM 8. Manager's Report
- ITEM 9. Requests for Information and Town Council Comments
- ITEM 10. Review of Town Warrants 15 and Town Payroll 15
- ITEM 11. Adjournment

Joseph Friedman  
1 Veazie Villas  
852-0093

Jonathan Parker  
1149 Buck Hill Dr.  
947-4740

Brian Perkins  
1116 Chase Rd.  
942-2609

Roderick Hathaway  
203 Chickadee Drive  
947-6207

David King  
1081 Main Street  
942-2376

## **AGENDA NOTES and MANAGER'S REPORT**

For Tuesday Jan 18th @ 7 PM Veazie Council Chambers

### **ITEM 5A: Departmental Budget Review and Update Reports:**

Please find enclosed a copy of departmental reports that the departments had gathered together for your review. Since the executive department had a special session with the Town Council and provided information it was not included in your packet. If you need that information reprinted please contact Karen or I prior to the meeting.

The goal is to give everyone an update on where the departments are mid way thru the fiscal year. It will also afford everyone the opportunity to discuss how the budget was developed last year.

### **ITEM 5B: Marijuana Dispensaries and Site of Cultivation Discussion:**

Please find enclosed another proposed Moratorium on Medical Marijuana Dispensaries and Sites of Marijuana Cultivation. At the present time, Penobscot County's licensee has been awarded to a firm that is planning on opening a shop in Bangor and a growing facility in Bangor or Hermon. The Town's Attorney has outlined the following - it looks like it might take a few more months for the Planning Board to finalize its recommendations and to hold a public hearing, and for the Town Council to undertake its review, hearing and adoption procedure.

He also informed me that the Planning Board's draft provisions include the requirement for an annual license for any such facility, but did not specify the licensing authority or licensing procedure. This licensing approach probably makes sense, so that the Town would have an annual opportunity to ensure that the facility is operating properly and in accordance with the law. He asked that staff discuss this concept with the Town Council, and get some input on whether an annual license should be required, and, if so, which official or entity should be the licensing authority. At the present time, staff's recommendation would be that it be designated to the Police Chief.

If the Town Council wishes to proceed with the moratorium the following motion would be proposed: " Motion to schedule a public hearing on the proposed Moratorium on Marijuana Dispensaries and Marijuana Site of Cultivation for January 31, 2011 as required under the Veazie Town Charter."

**ITEM 6A: Solid Waste:**

In prior discussions staff was drafting up a proposed RFP. Now Bangor is reviewing what they are doing and staff has been in discussions with the City. As you know we have been single stream for quite a while now and the City is now thinking on moving in that direction. The City of Bangor does not offer it at the present time. The City is also thinking of moving to automated collection and / or a pay as you throw. Staff's opinion is that we would not recommend a pay as you throw system at the present time until we see what happens in the communities that have enacted them.

We have also enclosed a copy of the GAT agreement with PERC that the Town has. The agreement guarantees annual tonnage to be delivered to PERC. If we do not meet the tonnage agreed to within the agreement PERC can bill the Town the difference. At the present time we have traded our 'underages' with other communities within our trading area, ie. Bangor.

Staff would recommend that we wait and work with the City of Bangor on what they decide to do. We may be able to partner with the city at best for a coordinated regional effort or write an RFP that would afford the Town with some new opportunities such as automated collection.

**ITEM 6B: Town Services Review and Departmental Restructuring Plan Study:**

Over the last several months there have been requests for departments to compare services and create benchmarks with other communities. As you may understand many communities do not collect data or have it available for extraction to be useful for comparisons or the creations of benchmarks.

As you are aware Veazie was a part of a regional working group (Old Town, Milford, Orono and Veazie) that were working to develop mutual benefit ideas. From the working group, Old Town developed an RFP for a review of town services and departmental restructuring, and discussions on assessing spun off from there and ended up including Bangor sometime later. I expressed the problem that we faced with Peggy Daigle the City Manager of Old Town. She outlined that Old Town faced the same problem. They ended up putting out an RFP for a city services review and departmental restructuring plan study. She then outlined that if the Town was interested in using the City's consultant who won the contract that she would forward me the consultant's information. Enclosed is a copy of what the consultant is doing for the City of Old Town. In general, management believes that having an objective review and recommendation plan may be very productive for the Town. It was pointed out that the consultant had an established collection of data from a

number of communities already obtained and collected. Lastly please find a memo from Assessor / Ceo Thomas on his thoughts on what we will need to fill if he retires in the future.

We are currently using the consultant on a number of management development matters at the present time and are developing a survey for planning purposes.

Now we wish to have a discussion on the future and having the consultant come on and conduct a study of what the Town does and how departments might be able to be restructured to become more effective and efficient. Especially since some key positions maybe transitioning in the near future. In conclusion, we would like to invite the consultant to a future meeting to discuss study and evaluation opportunities.

**ITEM 7: Proclamation Boston Post Cane:**

Chairman Hathaway had requested a proclamation to be drafted so that the Town Council could award a Boston Cane to the Town's oldest resident. Please find attached the drafted proclamation.

**ITEM 8.**

Please find enclosed:

- a.) A copy of a letter from Time Warner pertaining to the Cable Franchise Renewal. As you are aware the last one cost the Town some \$18,000 in legal costs. This time around the Cable Consortium will be the lead on the renewals.
- b.) A copy of a letter from the Sewer District pertaining to the proposed rate increase. The notice was lacking firm dates or the adoption process defined within the notice so we cannot report on the hearing date.
- c.) Copies of emails pertaining to snow plow comments.
- d.) A copy of a statement from WBRC displaying the inkind contribution that they made.
- e.) Please find enclosed maps developed by the Conservation Commission of the walking trails.
- f.) A copy of the Water District's meeting minutes.
- g.) An invitation from the Bangor City Council on the "Community Reads" Program. If you are interested please contact them soon. There are a limited number of spaces.

**PRESENT:** Chairman Hathaway, Councilor Friedman, Councilor Perkins, Councilor King, Councilor Parker, Manager W. Reed, Deputy Clerk K. Humphrey, Office Administrator J. Reed, Assessor/CEO A. Thomas, Public Works Superintendent B. Stoyell, Parks & Recreation Director R. Young, Police Chief M. Leonard, Members of the Public.

**ITEM 1.** The January 3, 2011 Veazie Town Council meeting was called to order at 7:00PM.

**ITEM 2. Consideration of the Minutes**

Motion By: Councilor Friedman—to accept the December 20, 2010 meeting minutes as written. Seconded: Councilor Parker, Voted 5-0 in favor.

**ITEM 3. Consideration of the Agenda**

Councilor Friedman outlined that CEO/Assessor Allan Thomas mentioned that he would be retiring this year and would like to discuss having someone work with Allan before he leaves to ensure a smooth transition. Chairman Hathaway stated that one of the tasks of the regional board is looking at assessing and having one assessor for all three communities. He outlined that the next meeting is scheduled for January 24<sup>th</sup> at 9:00am at the Orono Council Chambers.

**ITEM 4. Comments from the Public**

Water District Trustee James Parker outline that Water District was holding its public hearing on their proposed rate restructure on Tuesday, January 4<sup>th</sup> at 7:00pm in the Orono Council Chambers.

**ITEM 5a. Public Hearing – Veazie Land Use Ordinance Concerning Telecommunications Towers**

Motion By: Councilor Friedman—to open a public hearing to hear comments on the proposed revisions to the Veazie Land Use Ordinance Concerning Telecommunications Towers as recommended by the Veazie Planning Board and first read and introduced at the December 13<sup>th</sup>, 2010 Town Council Meeting. Seconded: Councilor King, Voted 5-0 in favor.

Craig Hitchings, Radio Project Office Manager for the State of Maine, inquired whether Cityscapes comments about the I1 zone and 1000 foot setback were taken into considering on the ordinance.

Member of the public Robert Rice thanked the Council and Planning Board for the ordinance. He outlined that it was a well written ordinance and a good ordinance for this community. He also thanked the Council for moving ahead with addressing dead spots and keeping it as a separate issue.

Craig Hitchings wanted to thank the Council and Planning Board for involving the State and keeping them informed. He outlined that this ordinance does restrict the State from building a tower in the Town of Veazie. He then read aloud the letter that State Chief Information Officer Greg McNeal wrote to Chairman Hathaway. He outlined that when they sited this location and worked with the Orono Veazie Water District that he felt they involved the people in the process. He added that

the tower would be 1400 feet from the nearest home and it would not have a significant visual impact in the area.

Planning Board member John Manter stated that he recommended amending the ordinance so that it would allow the State of Maine to build their proposed tower on Buck Hill.

Member of the public Carol Arnold outlined that she had heard that Veazie was not the first site the State was interested in, Kelly Road in Orono was. Buck Hill is a residential area and she doesn't know why the Town would want one in a residential area. She outlined that Buck Hill was designated as a scenic spot years ago.

Member of the public Pat Rice outlined that Veazie is roughly three square miles and if the Town gives the State a waiver to put a tower on Buck Hill it would open up towers to any residential zone. She added that the Kelly Road site is zoned for towers and that she and others had heard that it did work for the State's telecommunications. She recommended that they consider other possibilities.

Fire Captain Pete Metcalf urged the Council to hold off on making any decision until the Town had its study completed for the Police, Fire and Public Works departments. He outlined the problems the departments have with communications. He added that the study may come back and the Town may need a tower of a certain height that the ordinance does not allow.

Councilor Friedman expressed his urge to pass the ordinance.

Member of the public James Parker stated that if the Council passes the ordinance they may end up with a tower on Buck Hill where they didn't want it. He outlined that a court may rule that the Town's ordinance is too stringent and does not allow a tower to work in the Town of Veazie.

Craig Hitchings outlined that the State's proposal for Buck Hill was an 180 foot tower to provide adequate coverage. This was based on a 300 foot elevation on Buck Hill. The I1 zone would require a 280 foot tower because it is at a 200 foot elevation.

Motion By: Councilor Friedman—to close the public hearing. Seconded: Councilor Parker, Voted 5-0 in favor.

**ITEM 6a. Comeau Property Matter**

Motion By: Councilor Friedman—to order the Town Manager to authorize and execute on the Town Council's behalf a purchase and sales agreement for the property of Herbert and Julia Comeau, Tax Map 10 Lot 27, +/- 0.26 acres for the sum of \$10,000.00 in a timely manner and that said funds be taken from the General Fund Undesignated Account. Seconded: Councilor Parker. Councilor Perkins stated he felt the Town was paying too much for the property. Chairman Hathaway stated that he was not for spending money but if it helps prevent future

recourse which may cost the Town more than he is in favor. There was no further discussion. Voted 3-2 in favor.

- ITEM 6b. Veazie Land Use Ordinance Concerning Telecommunications Towers**  
Motion By: Councilor Friedman—for the Town of Veazie to hereby ordain that the following amendments to the Land Use Ordinance of the Town of Veazie hereinafter “Land Use Ordinance” be enacted. Seconded: Councilor King, Voted 5-0 in favor.

- ITEM 7. Additions by Council**  
Chairman Hathaway outlined that it is the goal to post the agenda by the Wednesday before the meeting and this item was an effort for last minute additions to be added.

- ITEM 8. Manager’s Report**  
The Town Council reviewed the following items:

- a. A copy of an email from Don MacKay regarding the draft community center design.
- b. The draft Medical Marijuana Veazie Land use Ordinance revisions that the Planning Board is working on.
- c. Copies of emails pertaining to snow removal.
- d. A copy of the MMA Property and Casualty Pool Annual Audit.

- ITEM 9. Requests for Information and Town Council Comments**  
Councilor King outlined that he received a positive email regarding snow removal and will forward it to Manager Reed. It was outlined that the contractor is being very cooperative.

Chairman Hathaway inquired on an update on the dam removal and whether it would still occur in 2012. Manager Reed stated that it will probably be later. The Trust must have a certain amount of funds before it may remove the dam. Chairman Hathaway outlined that the Council should discuss the building as it may have some value to the community. David King – got an email that the roads were really good. Will forward to bill.

Chairman Hathaway also suggested having Joe McNeil from the BAT come to a future meeting to give an update.

Chairman Hathaway also suggested discussing paving for 2011, if the Council wants to consider bonding they should start discussing it now.

Manager Reed outlined that Barney Silver will be in attendance at the next Council meeting.

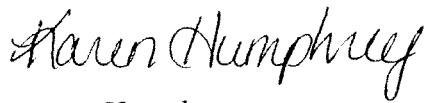
The Council moved the next Council meeting to Tuesday, January 18<sup>th</sup> since the 17<sup>th</sup> was a holiday.

Councilor Perkins inquired on the status of salt. Manager Reed outlined that the Town is 30 tons over where they were last year on this date. He was not sure on the numbers for per storm usage. Councilor Parker pointed out that the Town is also plowing Route 2 now and that uses a lot of salt. Manager Reed will come back to the next meeting with more information.

**ITEM 10. Warrants:** Town Warrant 14 and Town Payroll 14 were circulated for signature.

**ITEM 11. Adjournment:** Motion: Councilor Friedman —to adjourn the January 3, 2011 Town Council Meeting. Seconded: Councilor King There was no further discussion. Voted 5-0. Meeting adjourned 7:51 pm.

*A true record, Attest:*



*Karen Humphrey  
Deputy Clerk  
Town of Veazie*



**TOWN OF VEAZIE**  
1084 Main Street, Veazie, ME 04401  
Phone: (207) 947-2781 Fax: (207) 942-1654

**ITEM #** 5a



**DATE:** 01/07/11  
**TO:** BUDGET COMMITTEE  
**CC:** WILLIAM REED, TOWN MANAGER  
VEAZIE TOWN COUNCIL  
**FROM:** JULIE REED, DEPUTY TRESURER  
**RE:** 2<sup>ND</sup> QUARTER REVIEW

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The Town Staff would like to inform you that the Council has requested a review of the budget and the item will be on the agenda for the Tuesday January 18, 2011 meeting. Town Staff would encourage the Budget Committee to attend the meeting for the second quarter review.

Please find enclosed a copy of the Balance Sheet and the Revenue and Expense report that the Council will review. The information provided are the revenues and expenses posted through the warrant dated December 20, 2010.

Also included is the draft Budget Committee meeting schedule for the 2011/2012 budget process.

## 2011 – 2012 Budget Meeting Schedule

<u>Day</u>	<u>Date</u>		<u>Time</u>	<u>Topic</u>
Monday	January 24 <sup>th</sup>	Budget Committee All Departments	6:30 PM	2 <sup>nd</sup> Quarter Review
Tuesday	April 5 <sup>th</sup>	Budget Committee All Departments	6:30 PM	3 <sup>rd</sup> Quarter Review
Tuesday	April 12 <sup>th</sup>	<b>Workshop</b> Budget Committee All Departments	6:30 PM	Municipal Budget
<i>School Vacation is the Week of April 18-22, 2011 Patriots Day, Monday, April 18, 2011</i>				
Tuesday	April 26 <sup>th</sup>	<b>Workshop</b> Budget Committee All Departments	6:30 PM	<u>Budget Committee Session</u> <u>Recommendations to be made</u>
Monday	May 2 <sup>nd</sup>	<i>Last day for submittal of recommendations to Budget Officer</i>		
Wednesday	May 4 <sup>th</sup>	<b>Workshop</b> Budget Committee All Departments	6:30 PM	<u>Scheduled if needed</u>
Monday	May 9 <sup>th</sup> – 13 <sup>th</sup>	Manager issues Budget Message		
Monday	May 9 <sup>th</sup>	<b>Public Hearing</b> Town Council Budget Committee Department Heads	7:00 PM	Budget Committee Review of Workshop, Council Review Session and Public Hearing on Total Budgets
<i>(Recommend warrant signing for Town Report)</i>				
Monday	May 23 <sup>rd</sup>	<b>Council Meeting</b>	7:00 PM	
<i>Memorial Day, Monday, May 30, 2011</i>				
Monday	June 6 <sup>th</sup>	Council Meeting	7:00PM	
<i>Last Possible Day to sign and post Town Meeting Warrant</i>				
Tuesday	June 14 <sup>th</sup>	<b>Town Meeting</b>	8:00 PM	Voting of Warrant Articles.

All meetings will be held in the Council Chambers of the Municipal Building except for the Town Meeting, which will be held at the Veazie Community School.

**TOWN OF VEAZIE**  
**BALANCE SHEET FOR FUND 100**  
**December 31, 2010**

**ASSETS**

GENERAL FUND CHECKING	\$2,267,004.99
EFT ACCOUNT	96,275.86
CREDIT CARD CLEARING ACCOUNT	874.03
CASH DRAWERS	900.00
REC PETTY CASH	300.00
TOWN OFFICE PETTY CASH	300.00
OFFSET ACCOUNT	0.00
<b>TOTAL CASH</b>	<b>2,365,654.88</b>
BANGOR SAVINGS TRUST ACCOUNT	607,407.41
BANGOR SAVINGS AGENCY ACCOUNT	150,688.28
CASCO BAY TIF AGENCY	610,921.57
CASCO BAY TIF DEVELOPER	2,226.40
BANGOR SAVINGS ADVANTAGE	2,700.00
<b>TOTAL INVESTMENTS</b>	<b>1,373,943.66</b>
2010 REAL ESTATE	99,519.26
2009 REAL ESTATE	28,056.13
2008 REAL ESTATE	4,955.83
2007 REAL ESTATE	365.38
<b>TOTAL OUTSTANDING</b>	<b>132,896.60</b>
2010 PERSONAL PROPERTY	197.40
2009 PERSONAL PROPERTY	104.50
<b>TOTAL OUTSTANDING</b>	<b>301.90</b>
ABATEMENTS	
PREPAID TAXES	12,519.62
OVERPAYMENT OF TAXES	0.00
<b>TOTAL TAX OFFSETS</b>	<b>12,519.62</b>
ACCOUNTS RECEIVABLE	0.00
<b>TOTAL RECEIVABLES</b>	<b>0.00</b>
HEALTH INSURANCE	1,006.17
125 MEDICAL REIMBURSEMENT	2,592.00
<b>TOTAL RECEIVABLES / OTHER</b>	<b>3,598.17</b>
<b><u>TOTAL ASSETS</u></b>	<b><u>3,888,914.83</u></b>

**TOWN OF VEAZIE**  
**BALANCE SHEET FOR FUND 100**  
**December 31, 2010**

**LIABILITIES AND EQUITY**

ACCOUNTS PAYABLE-PRIOR YEAR	\$0.00
ACCOUNTS PAYABLE- GENERAL	149.99
<b>TOTAL PAYABLES</b>	<b>149.99</b>
BMV REGISTRATIONFEES	0.00
BMV SALES TAX	0.00
BMV TITLE FEES	0.00
RV REGISTRATION FEES	0.00
RV SALES TAX	0.00
ANIMAL WELFARE	0.00
INLAND FIS/WILD FEES	0.00
PLUMBING-STATE	208.50
BIRTH CERTIFICATES	8.80
MARRIAGE LICENSE	(22.80)
DEATH CERTIFICATE	(2.80)
BURIAL PERMIT	(6.00)
<b>TOTAL STATE PAYABLES</b>	<b>185.70</b>
DEFERRED REVENUES	44,447.00
<b>TOTAL DEFERRED REVENUE</b>	<b>44,447.00</b>
DTF CAPITAL PROJECTS	343,849.76
DTF TRUST FUND	(16,800.00)
<b>TOTAL DUE TO FROM ACCOUNTS</b>	<b>333,200.30</b>
<b>TOTAL LIABILITIES</b>	<b>377,982.99</b>
DESIGNATED-EMPLOYEE FUND	323.12
REC SCHOLARSHIP FUND	448.00
COMPREHENSIVE PLANNING	23,429.70
VEAZIE DAYS	904.78
TOTE BAG DONATION	1,178.00
COMMUNITY CENTER GRANT	0.00
PVCC DUES	1,421.00
TRAINING	2,200.00
DONATION FIRE DEPT	1,243.22
FIRE GRANT	255.14
FIRE DEPT-CAPITAL	6,724.75
POLICE DEPARTMENT-CAP	6,816.00
POLICE DEPT DONATION	1,325.16
EXECUTIVE DEPT-CAP	8,576.14
NRCS CONSERVATION GRANT	2,268.76
PUBLIC WORKS-CAPITAL	20,878.11
CONSERVATION COMMISSION	13,767.00
PLANNING BOARD EXPENSE	3,291.02
PROJECT CANOPY GRANT	0.00
HISTORICAL SOCIETY	14,254.00
ECONOMIC DEVELOPMENT FUND	21,479.61
ENTRANCE SIGNS	1,171.66
LEGAL SERVICE	2,286.00
TIF FEES	504,497.72
HIGHWAY PROJECTS-CAPITAL	0.00
DESIGNATED WORKING CAPITAL	600,000.00
<b>TOTAL DESIGNATED</b>	<b>1,238,738.89</b>
YTD NET INCOME	1,997,586.54

**TOWN OF VEAZIE**  
**BALANCE SHEET FOR FUND 100**  
**December 31, 2010**

UNDESIGNATED FUND GENERAL	\$274,606.41
TOTAL UNDESIGNATED	<u>2,272,192.95</u>
TOTAL EQUITY	<u>3,510,931.84</u>
<i>TOTAL LIABILITIES AND EQUITY</i>	<u><u>3,888,914.83</u></u>

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
<b>REVENUES</b>					
TAX REVENUE					
INTERGOVERNMENTAL REVENUE	(5,479,232.19)	(18,291.70)	(5,307,909.38)	3%	(171,322.81)
TOWN CLERK REVENUE	(219,850.00)	(19,768.77)	(119,943.64)	45%	(99,906.36)
REFUNDS/REIMBURSEMENTS	(35,310.00)	(863.30)	(18,276.77)	48%	(17,033.23)
RECREATION REVENUE	(22,000.00)	(4,320.00)	(14,027.06)	36%	(7,972.94)
OTHER REVENUE	(44,150.00)	(1,958.00)	(23,769.00)	46%	(20,381.00)
INTEREST INCOME	(129,000.00)	(220.00)	(2,900.00)	98%	(126,100.00)
TOTAL REVENUES	(40,000.00)	0.00	(13,091.33)	67%	(26,908.67)
<b>EXPENSES</b>					
GENERAL ADMINISTRATION					
GENERAL ADMIN SALARIES					
ADMIN TAXES/INSURANCE	207,700.00	16,562.28	104,559.81	50%	103,140.19
ADMIN BENEFITS	19,451.30	1,239.41	8,180.38	58%	11,270.92
ADMIN DEPARTMENTAL	54,000.00	4,037.31	23,713.81	56%	30,286.19
CONTRACTED SERVICES	10,850.00	358.49	2,309.77	79%	8,540.23
ADMIN MAINTENANCE	43,500.00	1,156.46	27,710.83	36%	15,789.17
ADMIN UTILITIES	3,000.00	184.52	590.12	80%	2,409.88
ADMIN EQUIPMENT	23,900.00	1,592.28	7,484.67	69%	16,415.33
ADMIN CAPITAL OUTLAY	1,725.00	7.75	342.50	80%	1,382.50
ADMIN OTHER OPERATING EXPENSES	24,800.00	643.87	8,393.26	66%	16,406.74
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.0%	0.00
POLICE DEPARTMENT					
POLICE DEPARTMENT SALARIES	388,926.30	25,782.37	183,285.15	53%	205,641.15
POLICE TAXES/INSURANCE					
POLICE BENEFITS	233,000.00	21,100.53	121,238.61	48%	111,761.39
POLICE DEPARTMENTAL EXPENSE	23,849.64	1,583.92	11,609.35	51%	12,240.29
POLICE MAINTENANCE	43,978.73	3,781.91	21,747.66	51%	22,231.07
POLICE DEPARTMENT OTHER OPERATING E	32,650.00	2,038.80	12,402.13	62%	20,247.87
	11,250.00	358.47	4,120.77	63%	7,129.23
	3,725.00	409.73	1,251.15	66%	2,473.85
	348,453.37	29,273.36	172,369.67	51%	176,083.70

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
FIRE DEPARTEMENT					
SALARIES					
FIRE PAYROLL TAXES/INSURANCE	152,179.00	13,266.85	81,279.35	47%	70,899.65
FIRE DEPARTMENT BENEFITS	22,844.00	996.56	8,528.34	63%	14,315.66
FIRE DEPARTMENTAL EXPENSE	14,336.00	1,339.69	7,738.53	46%	6,597.47
FIRE DEPARTMENT CONTRACTED SERVICE	11,100.00	317.54	2,416.53	78%	8,683.47
FIRE DEPARTMENT MAINTENANCE	5,600.00	0.00	287.00	95%	5,313.00
FIRE DEPARTMENT EQUIPMENT	12,400.00	550.66	4,305.07	65%	8,094.93
FIRE DEPARTMENT OTHER OPERATING EXP	8,250.00	444.00	2,368.64	71%	5,881.36
	8,000.00	0.00	1,148.81	86%	6,851.19
PUBLIC WORKS	234,709.00	16,915.30	108,072.27	54%	126,636.73
PUBLIC WORKS SALARIES					
PUBLIC WORKS TAXES/INSURANCE	118,568.00	6,241.16	40,043.15	66%	78,524.85
PUBLIC WORKS BENEFITS	20,570.00	527.96	5,983.61	71%	14,586.39
PUBLIC WORKS DEPARTMENTAL EXPENSE	36,485.00	999.17	5,796.76	84%	30,688.24
PUBLIC WORKS TRAINING TRAVEL	66,920.00	8,447.68	14,855.12	78%	52,064.88
PUBLIC WORKS EQUIPMENT	500.00	44.44	109.44	78%	390.56
TOTAL PUBLIC WORKS	33,700.00	2,819.27	13,371.13	60%	20,328.87
PARKS & REC	276,743.00	19,079.68	80,159.21	71%	196,583.79
PARKS & RECREATIONS SALARIES					
PARKS & RECREATION TAXES/INSURANCE	49,200.00	4,225.32	35,104.32	29%	14,095.68
PARKS & RECREATION BENEFITS	5,550.00	338.11	3,292.50	41%	2,257.50
PARKS & RECREATION DEPARTMENTAL EXP	9,800.00	937.54	5,396.89	45%	4,403.11
PARKS & RECREATION OTHER OPERATING	20,720.00	306.73	9,839.95	53%	10,880.05
	4,400.00	327.21	1,929.69	56%	2,470.31
CAPITAL ACCOUNTS	89,670.00	6,134.91	55,563.35	38%	34,106.65
CAPITAL OUTLAY					
SPECIAL ASSESSMENTS	105,750.00	1,489.64	85,818.00	19%	19,932.00
TRANSFERS	1,856,140.41	157,139.36	1,435,021.12	23%	421,119.29
DESIGNATED ACCOUNTS	2,627,517.59	213,184.80	1,348,408.80	49%	1,279,108.79
	33,400.00	1,207.75	14,655.52	56%	18,744.48

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
TOTAL EXPENSES	<u>4,622,808.00</u>	<u>373,021.55</u>	<u>2,883,903.44</u>	<u>38%</u>	<u>1,738,904.56</u>
	5,961,309.67	470,207.17	3,483,353.09	42%	2,477,956.58



**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
<b>REVENUES</b>					
TAX REVENUE:					
REAL ESTATE TAX COMMITMENT	(2,627,323.69)	0.00	(2,627,323.69)	0%	0.00
SUPPLEMENTAL TAX COMMITMENT	(8,232.52)	0.00	(8,232.52)	0%	0.00
PERSONAL PROP TAX COMMITMENT	(2,483,568.36)	0.00	(2,483,568.36)	0%	0.00
EXCISE TAX - BMV	(305,000.00)	(18,202.97)	(151,945.19)	50%	(153,054.81)
EXCISE TAX - BOATS	0.00	0.00	(219.40)	0%	219.40
HOMESTEAD EXEMPTION	(44,107.62)	0.00	(33,099.00)	25%	(11,008.62)
INTEREST AND COSTS	(11,000.00)	(88.73)	(3,521.22)	68%	(7,478.78)
Total TAX REVENUE	(5,479,232.19)	(18,291.70)	(5,307,909.38)	3%	(171,322.81)
INTERGOVERNMENTAL REVENUE:					
MUNICIPAL REVENUE SHARING	(200,000.00)	(15,865.18)	(107,702.58)	46%	(92,297.42)
LOCAL ROAD ASSISTANCE	(15,000.00)	(3,609.00)	(7,217.00)	52%	(7,783.00)
GENERAL ASSISTANCE REIMB	(3,000.00)	(294.59)	(3,215.09)	(7%)	215.09
VETERANS REIMBURSEMENT	(1,500.00)	0.00	(1,606.00)	(7%)	106.00
SNOWMOBILE REIMBURSEMENT	(150.00)	0.00	0.00	100%	(150.00)
TREE GROWTH REIMBURSEMENT	(200.00)	0.00	(202.97)	(1%)	2.97
Total INTERGOVERNMENTAL REVENUE	(219,850.00)	(19,768.77)	(119,943.64)	45%	(99,906.36)
TOWN CLERK REVENUE:					
CLERKS FEES	(1,000.00)	(184.25)	(383.25)	62%	(616.75)
VITAL RECORDS	(750.00)	(109.80)	(379.80)	49%	(370.20)
PLUMBING PERMITS	(1,500.00)	0.00	(189.00)	87%	(1,311.00)

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
TOWN CLERK REVENUE (continued):					
BUILDING PERMIT	(3,000.00)	0.00	(526.55)	82%	(2,473.45)
ELECTRICAL PERMIT	(1,000.00)	(10.00)	(110.00)	89%	(890.00)
MOBIL HOME PARK FEES	(360.00)	0.00	0.00	100%	(360.00)
CABLE TV FEES	(21,000.00)	0.00	(10,743.22)	49%	(10,256.78)
POLICE FEES AND FINES	(1,000.00)	(20.00)	(25.00)	98%	(975.00)
PD SALARY REIMBURSEMENT	0.00	0.00	0.00	0%	0.00
FIRE DEPARTMENT REVENUE	0.00	0.00	(2,520.00)	0%	2,520.00
ANIMAL FEES AND FINES	(700.00)	(134.00)	(207.00)	70%	(493.00)
BMV AGENT FEES	(5,000.00)	(278.00)	(2,933.00)	41%	(2,067.00)
MISCELLANEOUS	0.00	(4.25)	(136.95)	0%	136.95
CONCEALED WEAPONS	0.00	(123.00)	(123.00)	0%	123.00
Total TOWN CLERK REVENUE	(35,310.00)	(863.30)	(18,276.77)	48%	(17,033.23)
REFUNDS/REIMBURSEMENTS:					
MRC					
WINTER ROADS CONTRACT	(20,000.00)	0.00	(9,707.06)	51%	(10,292.94)
TIF ADMIN FEES	0.00	(4,320.00)	(4,320.00)	0%	4,320.00
Total REFUNDS/REIMBURSEMENTS	(2,000.00)	0.00	0.00	100%	(2,000.00)
	(22,000.00)	(4,320.00)	(14,027.06)	36%	(7,972.94)
RECREATION REVENUE:					
AFTER SCHOOL PROGRAM	(29,650.00)	(1,718.00)	(11,534.00)	61%	(18,116.00)
ADULT PROGRAMS - REC	(1,000.00)	0.00	(71.00)	93%	(929.00)
SUMMER REC PROGRAMS	(12,600.00)	0.00	(11,064.00)	12%	(1,536.00)
OTHER RECREATION REVENUES	0.00	(60.00)	(250.00)	0%	250.00
YOUTH LEAGUE	(900.00)	(180.00)	(850.00)	6%	(50.00)

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
RECREATION REVENUE (continued):					
Total RECREATION REVENUE	(44,150.00)	(1,958.00)	(23,769.00)	46%	(20,381.00)
OTHER REVENUE:					
COMM CENTER RENTAL					
CERTIFICATION BLOCK GRANT	(3,000.00)	0.00	(1,830.00)	39%	(1,170.00)
CEMETERY FEES	0.00	0.00	0.00	0%	0.00
CEMETERY TRANSFER	(1,000.00)	(220.00)	(1,070.00)	(7%)	70.00
EDUCATIONAL RESERVE TRANSFER	0.00	0.00	0.00	0%	0.00
MUNICIPAL CREDIT RESERVE TRANSFER	0.00	0.00	0.00	0%	0.00
UNDESIGNATED FUND TRANSFER	(125,000.00)	0.00	0.00	100%	(125,000.00)
Total OTHER REVENUE	0.00	0.00	0.00	0%	0.00
INTEREST INCOME:					
INTEREST	(129,000.00)	(220.00)	(2,900.00)	98%	(126,100.00)
CAPITAL GAINS/LOSES	(40,000.00)	0.00	(13,091.33)	67%	(26,908.67)
OPERATING TRANSFERS IN	0.00	0.00	0.00	0%	0.00
Total INTEREST INCOME	0.00	0.00	0.00	0%	0.00
TOTAL REVENUES	(40,000.00)	0.00	(13,091.33)	67%	(26,908.67)
EXPENSES	(5,969,542.19)	(45,421.77)	(5,499,917.18)	8%	(469,625.01)
GENERAL ADMINISTRATION					
GENERAL ADMIN SALARIES:					
TOWN MANAGER	68,000.00	5,156.51	33,507.47	51%	34,492.53

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
GENERAL ADMIN SALARIES (continued):					
DEPUTY TREASURER	43,000.00	3,360.00	22,107.75	49%	20,892.25
DEPUTY CLERK	35,000.00	2,973.04	18,739.62	46%	16,260.38
ASSISTANT CLERK	11,000.00	1,063.50	5,829.00	47%	5,171.00
ASSESSOR / CEO	42,500.00	3,612.23	21,170.97	50%	21,329.03
TOWN COUNCIL	3,200.00	0.00	1,600.00	50%	1,600.00
CUSTODIAL SERVICES	5,000.00	397.00	1,605.00	68%	3,395.00
Total GENERAL ADMIN SALARIES	207,700.00	16,562.28	104,559.81	50%	103,140.19
ADMIN TAXES/INSURANCE:					
FICA EXPENSE - ADM	13,900.40	1,004.51	6,460.21	54%	7,440.19
MEDICARE - ADM	3,250.90	234.90	1,510.86	54%	1,740.04
WORKERS COMPENSATION - ADM	2,300.00	0.00	209.31	91%	2,090.69
Total ADMIN TAXES/INSURANCE	19,451.30	1,239.41	8,180.38	58%	11,270.92
ADMIN BENEFITS:					
HEALTH INSURANCE - ADM	37,500.00	2,771.01	15,482.86	59%	22,017.14
RETIREMENT - ADM	16,500.00	1,266.30	8,230.95	50%	8,269.05
Total ADMIN BENEFITS	54,000.00	4,037.31	23,713.81	56%	30,286.19
ADMIN DEPARTMENTAL:					
GENERAL ASSISTANCE					
MMA DUES	0.00	0.00	0.00	0%	0.00
PVCOG DUES	2,800.00	0.00	0.00	100%	2,800.00
	0.00	0.00	0.00	0%	0.00
PVCC CABLE COOP	1,000.00	0.00	0.00	100%	1,000.00
REGISTRY EXPENSE	1,500.00	8.31	547.20	64%	952.80

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
ADMIN DEPARTMENTAL (continued):					
ELECTION COSTS					
ASSESSOR'S EXPENSE	2,500.00	350.18	1,406.80	44%	1,093.20
PLANNING BOARD EXPENSE	2,750.00	0.00	355.77	87%	2,394.23
TOWN COUNCIL	0.00	0.00	0.00	0%	0.00
CHAMBER OF COMMERCE	0.00	0.00	0.00	0%	0.00
Total ADMIN DEPARTMENTAL	300.00	0.00	0.00	100%	300.00
CONTRACTED SERVICES:					
LEGAL FEES					
AUDIT FEES	10,850.00	358.49	2,309.77	79%	8,540.23
MAINTENANCE AGREEMENT	5,000.00	0.00	0.00	100%	5,000.00
PROCESSING FEES	7,000.00	0.00	5,500.00	21%	1,500.00
TRIO LICENSES	10,000.00	462.70	3,124.50	69%	6,875.50
ANNUAL REPORT	7,000.00	693.76	4,552.34	35%	2,447.66
NEPDES COMPLIANCE	5,500.00	0.00	5,620.82	(2%)	(120.82)
Total CONTRACTED SERVICES	2,000.00	0.00	0.00	100%	2,000.00
	7,000.00	0.00	8,913.17	(27%)	(1,913.17)
ADMIN MAINTENANCE:					
CUSTODIAL SUPPLIES	43,500.00	1,156.46	27,710.83	36%	15,789.17
Total ADMIN MAINTENANCE	3,000.00	184.52	590.12	80%	2,409.88
	3,000.00	184.52	590.12	80%	2,409.88
ADMIN UTILITIES:					
ELECTRICITY	18,000.00	1,027.51	5,172.91	71%	12,827.09
OIL	0.00	0.00	0.00	0%	0.00
TELEPHONE	3,500.00	284.49	1,411.07	60%	2,088.93

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
ADMIN UTILITIES (continued):					
WATER / SEWER	2,200.00	280.28	900.69	59%	1,299.31
BOTTLED GAS	200.00	0.00	0.00	100%	200.00
Total ADMIN UTILITIES	23,900.00	1,592.28	7,484.67	69%	16,415.33
ADMIN EQUIPMENT:					
EQUIPMENT PURCHASE	1,000.00	0.00	0.00	100%	1,000.00
EQUIPMENT REPAIR	0.00	0.00	0.00	0%	0.00
EQUIPMENT RENTAL(POSTAGE)	725.00	7.75	342.50	53%	382.50
FURNITURE	0.00	0.00	0.00	0%	0.00
Total ADMIN EQUIPMENT	1,725.00	7.75	342.50	80%	1,382.50
ADMIN CAPITAL OUTLAY:					
TRAINING - ADM	2,000.00	0.00	289.33	86%	1,710.67
DUES / SUBSCRIPTIONS	3,500.00	50.00	1,477.80	58%	2,022.20
OFFICE SUPPLIES	4,800.00	307.93	1,527.87	68%	3,272.13
POSTAGE	4,250.00	(0.88)	2,475.34	42%	1,774.66
PRINTING - ADM	1,500.00	0.00	0.00	100%	1,500.00
MEALS / TRAVEL - ADM	4,500.00	286.82	980.90	78%	3,519.10
BOOKS / FORMS	1,250.00	0.00	60.00	95%	1,190.00
ADVERTISING	2,000.00	0.00	1,230.90	38%	769.10
ALARM SYSTEM	1,000.00	0.00	351.12	65%	648.88
PUBLIC LIABILITY	0.00	0.00	0.00	0%	0.00
Total ADMIN CAPITAL OUTLAY	24,800.00	643.87	8,393.26	66%	16,406.74
TOTAL ADMINISTRATION	388,926.30	25,782.37	183,285.15	53%	205,641.15
POLICE DEPARTMENT					

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
POLICE DEPARTMENT SALARIES:					
POLICE CHIEF	52,500.00	8,747.69	31,594.25	40%	20,905.75
PATROL SALARIES	164,000.00	11,816.63	79,857.61	51%	84,142.39
MDEA SALARY	0.00	0.00	0.00	0%	0.00
POLICE TECHNICIAN	0.00	0.00	0.00	0%	0.00
OVERTIME - PD	9,000.00	500.76	8,269.19	8%	730.81
ANIMAL CONTROL PAYROLL	0.00	0.00	0.00	0%	0.00
TRAINING	6,000.00	35.45	1,517.56	75%	4,482.44
DARE PROGRAM	1,500.00	0.00	0.00	100%	1,500.00
Total POLICE DEPARTMENT SALARIES	233,000.00	21,100.53	121,238.61	48%	111,761.39
POLICE TAXES/INSURANCE:					
FICA - PD	14,505.50	1,283.69	7,312.06	50%	7,193.44
MAINE STATE RETIREMENT-PD	0.00	0.00	0.00	0%	0.00
MEDICARE - PD	3,390.39	300.23	1,710.22	50%	1,680.17
WORKERS COMP - PD	5,953.75	0.00	2,587.07	57%	3,366.68
Total POLICE TAXES/INSURANCE	23,849.64	1,583.92	11,609.35	51%	12,240.29
POLICE BENEFITS:					
HEALTH INSURANCE - PD	30,928.54	3,058.86	17,065.76	45%	13,862.78
RETIREMENT FUND-PD	13,050.19	723.05	4,681.90	64%	8,368.29
MAINE STATE RETIREMENT	0.00	0.00	0.00	0%	0.00
Total POLICE BENEFITS	43,978.73	3,781.91	21,747.66	51%	22,231.07
POLICE DEPARTMENTAL EXPENSE:					
GASOLINE COSTS - PD	12,000.00	1,103.34	6,335.00	47%	5,665.00

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
POLICE DEPARTMENTAL EXPENSE (continued):					
ANIMAL CONTROL					
SCHOOL CROSSING	4,600.00	280.71	1,649.26	64%	2,950.74
LAB FEES	2,800.00	247.20	906.40	68%	1,893.60
COMMUNICATIONS - PD	500.00	0.00	0.00	100%	500.00
AMMUNITION - PD	5,000.00	307.55	1,703.85	66%	3,296.15
UNIFORMS- PD	1,500.00	0.00	1,385.69	8%	114.31
UNIFORM REPAIR - PD	3,500.00	0.00	321.93	91%	3,178.07
COMMUNITY POLICING	0.00	0.00	0.00	0%	0.00
PERSONNEL EVALUATIONS - PD	750.00	100.00	100.00	87%	650.00
BI-ANNUAL PHYSICALS - PD	2,000.00	0.00	0.00	100%	2,000.00
POLICE ACADEMY	0.00	0.00	0.00	0%	0.00
Total POLICE DEPARTMENTAL EXPENSE	32,650.00	2,038.80	12,402.13	62%	20,247.87
POLICE MAINTENANCE:					
CRUISER REPAIR					
CRUISER #2	9,000.00	358.47	3,518.77	61%	5,481.23
RADIO REPAIR - PD	0.00	0.00	0.00	0%	0.00
ISSUED EQUIPMENT-PD	0.00	0.00	0.00	0%	0.00
EQUIPMENT REPAIR-PD	1,500.00	0.00	176.00	88%	1,324.00
Total POLICE MAINTENANCE	750.00	0.00	426.00	43%	324.00
POLICE DEPARTMENT OTHER OPERATING E TRAINING - PD	11,250.00	358.47	4,120.77	63%	7,129.23
DUES / MEMBERSHIPS - PD	0.00	0.00	0.00	0%	0.00
REGIONAL COMPUTER	500.00	250.00	350.00	30%	150.00
	0.00	0.00	0.00	0%	0.00



**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
POLICE DEPARTMENT OTHER OPERATING EXPENSE (continued):					
PRINTING - PD	0.00	0.00	0.00	0%	0.00
COMPUTER/MAINT-PD	1,500.00	0.00	239.98	84%	1,260.02
OFFICE SUPPLIES-PD	1,725.00	159.73	661.17	62%	1,063.83
Total POLICE DEPARTMENT OTHER OPERA	3,725.00	409.73	1,251.15	66%	2,473.85
	348,453.37	29,273.36	172,369.67	51%	176,083.70
FIRE DEPARTEMENT					
SALARIES:					
FIRE CHIEF SALARY	9,500.00	791.66	5,541.62	42%	3,958.38
ASST FIRE CHIEF SALARY	5,700.00	0.00	0.00	100%	5,700.00
FIREFIGHTER DAY COVERAGE	96,979.00	8,423.66	50,900.68	48%	46,078.32
CALL FIREFIGHTERS	40,000.00	4,051.53	24,837.05	38%	15,162.95
Total SALARIES	152,179.00	13,266.85	81,279.35	47%	70,899.65
FIRE PAYROLL TAXES/INSURANCE:					
FICA - FD	9,924.00	807.65	4,980.98	50%	4,943.02
MEDICARE - FD	2,160.00	188.91	1,169.60	46%	990.40
WORKERS COMP - FD	10,760.00	0.00	2,377.76	78%	8,382.24
Total FIRE PAYROLL TAXES/INSURANCE	22,844.00	996.56	8,528.34	63%	14,315.66
FIRE DEPARTMENT BENEFITS:					
HEALTH INSURANCE - FD	8,011.00	793.90	4,445.20	45%	3,565.80
RETIREMENT - FD	6,325.00	545.79	3,293.33	48%	3,031.67
MAINE STATE RETIREMENT-FD	0.00	0.00	0.00	0%	0.00
Total FIRE DEPARTMENT BENEFITS	14,336.00	1,339.69	7,738.53	46%	6,597.47

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
<b>FIRE DEPARTMENTAL EXPENSE:</b>					
GASOLINE - FD	2,300.00	64.73	568.26	75%	1,731.74
COMMUNICATIONS - FD	2,300.00	146.31	976.00	58%	1,324.00
UNIFORM COST - FD	1,500.00	106.50	665.77	56%	834.23
ANNUAL TB-FD	300.00	0.00	10.50	97%	289.50
HEPATITIS B - FD	500.00	0.00	0.00	100%	500.00
EMS RECERTIFICATION - FD	700.00	0.00	0.00	100%	700.00
ANNUAL PHYSICALS - FD	2,500.00	0.00	196.00	92%	2,304.00
FIRE PREVENTION	1,000.00	0.00	0.00	100%	1,000.00
<b>Total FIRE DEPARTMENTAL EXPENSE</b>	<b>11,100.00</b>	<b>317.54</b>	<b>2,416.53</b>	<b>78%</b>	<b>8,683.47</b>
<b>FIRE DEPARTMENT CONTRACTED SERVICE:</b>					
MAINTENANCE CONTRACT-FD	5,600.00	0.00	287.00	95%	5,313.00
UNION CONTRACT EXPENSE	0.00	0.00	0.00	0%	0.00
<b>Total FIRE DEPARTMENT CONTRACTED SE</b>	<b>5,600.00</b>	<b>0.00</b>	<b>287.00</b>	<b>95%</b>	<b>5,313.00</b>
<b>FIRE DEPARTMENT MAINTENANCE:</b>					
ENGINE 191	2,500.00	262.46	1,419.73	43%	1,080.27
ENGINE 192--changed from 193	1,000.00	0.00	849.64	15%	150.36
UNIT 190	1,750.00	0.00	0.00	100%	1,750.00
UNIT 198	1,750.00	0.00	187.50	89%	1,562.50
ENGINE 195	2,000.00	125.00	758.00	62%	1,242.00
RADIO REPAIR - FD	2,000.00	109.50	984.50	51%	1,015.50
SCBA MAINTENANCE	1,400.00	53.70	105.70	92%	1,294.30
<b>Total FIRE DEPARTMENT MAINTENANCE</b>	<b>12,400.00</b>	<b>550.66</b>	<b>4,305.07</b>	<b>65%</b>	<b>8,094.93</b>

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
FIRE DEPARTMENT EQUIPMENT:					
FIREFIGHTING EQUIPMENT					
ISSUE EQUIPMENT - FD	2,500.00	0.00	1,074.00	57%	1,426.00
EMS EQUIPMENT	4,500.00	444.00	862.11	81%	3,637.89
SM MECHANICAL EQUIPMENT-FD	450.00	0.00	381.53	15%	68.47
	800.00	0.00	51.00	94%	749.00
Total FIRE DEPARTMENT EQUIPMENT	8,250.00	444.00	2,368.64	71%	5,881.36
FIRE DEPARTMENT OTHER OPERATING EXPE					
TRAINING TUITION - FD					
TRAINING INSTRUCTOR - FD	2,000.00	0.00	225.00	89%	1,775.00
DUES / SUBSCRIPTIONS - FD	1,500.00	0.00	0.00	100%	1,500.00
TRAINING TRAVEL - FD	700.00	0.00	389.00	44%	311.00
TRAINING MATERIALS - FD	450.00	0.00	448.44	0%	1.56
QUINT TRAINING REQUIREMENTS	450.00	0.00	9.69	98%	440.31
SUPPLIES - FD	0.00	0.00	0.00	0%	0.00
NFPA CODE SUBSCRIPTION	2,000.00	0.00	76.68	96%	1,923.32
EMERGENCY CALLS COST LINE	900.00	0.00	0.00	100%	900.00
	0.00	0.00	0.00	0%	0.00
Total FIRE DEPARTMENT OTHER OPERATI	8,000.00	0.00	1,148.81	86%	6,851.19
PUBLIC WORKS	234,709.00	16,915.30	108,072.27	54%	126,636.73
PUBLIC WORKS SALARIES:					
PUBLIC WORKS SALARIES	113,568.00	6,144.14	39,361.24	65%	74,206.76
PUBLIC WORKS OVERTIME	5,000.00	97.02	681.91	86%	4,318.09

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
PUBLIC WORKS SALARIES (continued):					
CUSTODIAN EXPENSE	0.00	0.00	0.00	0%	0.00
Total PUBLIC WORKS SALARIES	118,568.00	6,241.16	40,043.15	66%	78,524.85
PUBLIC WORKS TAXES/INSURANCE:					
FICA - PW	7,256.00	427.89	2,684.88	63%	4,571.12
MEDICARE - PW	1,814.00	100.07	627.93	65%	1,186.07
WORKERS COMP - PW	11,500.00	0.00	2,670.80	77%	8,829.20
Total PUBLIC WORKS TAXES/INSURANCE	20,570.00	527.96	5,983.61	71%	14,586.39
PUBLIC WORKS BENEFITS:					
HEALTH INSURANCE - PW	27,000.00	743.17	4,146.52	85%	22,853.48
RETIREMENT - PW	9,485.00	256.00	1,650.24	83%	7,834.76
Total PUBLIC WORKS BENEFITS	36,485.00	999.17	5,796.76	84%	30,688.24
PUBLIC WORKS DEPARTMENTAL EXPENSE:					
SHOP EXPENSE - PW	10,000.00	110.29	1,343.92	87%	8,656.08
PROJECT MATERIALS - PW	6,000.00	184.14	184.14	97%	5,815.86
COMMUNICATIONS - PW	3,500.00	279.41	1,329.96	62%	2,170.04
UNIFORM COST - PW	3,500.00	179.12	1,334.70	62%	2,165.30
HEPATITIS B - PW	120.00	0.00	0.00	100%	120.00
DRUG TESTING - PW	300.00	0.00	150.00	50%	150.00
STREET SWEEPING	0.00	0.00	0.00	0%	0.00
DRAIN CLEANING	6,000.00	2,163.11	2,163.11	64%	3,836.89
HIGHWAY MAINTENANCE	11,000.00	1,162.26	3,894.50	65%	7,105.50
ROAD SALT	19,000.00	4,369.35	4,369.35	77%	14,630.65

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
PUBLIC WORKS DEPARTMENTAL EXPENSE (continued):					
WINTER MAINTENANCE CONTRACT					
LIQUID CALCIUM	0.00	0.00	0.00	0%	0.00
CEMETERY MAINTENANCE	0.00	0.00	0.00	0%	0.00
MAINTENANCE SUPPLIES	6,000.00	0.00	85.44	99%	5,914.56
Total PUBLIC WORKS DEPARTMENTAL EX	1,500.00	0.00	0.00	100%	1,500.00
	66,920.00	8,447.68	14,855.12	78%	52,064.88
PUBLIC WORKS TRAINING TRAVEL:					
TRAINING/TRAVEL-PW					
Total PUBLIC WORKS TRAINING TRAVEL	500.00	44.44	109.44	78%	390.56
	500.00	44.44	109.44	78%	390.56
PUBLIC WORKS EQUIPMENT:					
EQUIP PARTS PURCHASE - PW					
EQUIPMENT RENTAL - PW	10,000.00	(226.61)	(138.85)	101%	10,138.85
EQUIPMENT O / M - PW	1,700.00	0.00	0.00	100%	1,700.00
Total PUBLIC WORKS EQUIPMENT	22,000.00	3,045.88	13,509.98	39%	8,490.02
	33,700.00	2,819.27	13,371.13	60%	20,328.87
TOTAL PUBLIC WORKS	276,743.00	19,079.68	80,159.21	71%	196,583.79
PARKS & REC					
PARKS & RECREATIONS SALARIES:					
REC DIRECTOR	31,200.00	3,491.32	16,691.32	47%	14,508.68
REC YOUTH WORKERS	18,000.00	734.00	18,413.00	(2%)	(413.00)
Total PARKS & RECREATIONS SALARIES	49,200.00	4,225.32	35,104.32	29%	14,095.68
PARKS & RECREATION TAXES/INSURANCE:					
FICA - REC	3,300.00	274.02	2,240.96	32%	1,059.04

**REVENUES & EXPENSES**  
For the Six Months Ending December 31, 2010

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
PARKS & RECREATION TAXES/INSURANCE (continued):					
MEDICARE - REC	750.00	64.09	524.08	30%	225.92
WORKERS COMP - REC	1,500.00	0.00	527.46	65%	972.54
Total PARKS & RECREATION TAXES/INSUR	5,550.00	338.11	3,292.50	41%	2,257.50
PARKS & RECREATION BENEFITS:					
HEALTH INSURANCE - REC	7,500.00	743.17	4,146.52	45%	3,353.48
RETIREMENT - REC	2,300.00	194.37	1,250.37	46%	1,049.63
Total PARKS & RECREATION BENEFITS	9,800.00	937.54	5,396.89	45%	4,403.11
PARKS & RECREATION DEPARTMENTAL EXP					
PARK MAINTENANCE					
FAMILY DANCE	1,200.00	0.00	74.60	94%	1,125.40
SUMMER TRANSPORTATION	500.00	0.00	0.00	100%	500.00
INSTRUCTIONAL COSTS	4,520.00	0.00	4,099.51	9%	420.49
YOUTH LEAGUE	1,000.00	0.00	500.00	50%	500.00
HALLOWEEN CARNIVAL	3,000.00	(200.00)	846.11	72%	2,153.89
SPRING EGG HUNT	500.00	258.33	570.98	(14%)	(70.98)
REC COMMUNITY PROGRAM	500.00	0.00	0.00	100%	500.00
AFTER SCHOOL PROGRAM	4,000.00	0.00	1,397.28	65%	2,602.72
SUMMER ADMISSIONS	2,500.00	248.40	536.68	79%	1,963.32
	3,000.00	0.00	1,814.79	40%	1,185.21
Total PARKS & RECREATION DEPARTMENT	20,720.00	306.73	9,839.95	53%	10,880.05
PARKS & RECREATION OTHER OPERATING:					
MILEAGE/TRAVEL-REC	500.00	0.00	321.72	36%	178.28
RECREATION COMMUNICATIONS	1,700.00	164.93	766.96	55%	933.04

**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
PARKS & RECREATION OTHER OPERATING (continued):					
SUPPLIES - REC					
ADVERTISING - REC	2,100.00	162.28	841.01	60%	1,258.99
	100.00	0.00	0.00	100%	100.00
Total PARKS & RECREATION OTHER OPER	4,400.00	327.21	1,929.69	56%	2,470.31
	89,670.00	6,134.91	55,563.35	38%	34,106.65
CAPITAL ACCOUNTS					
CAPITAL OUTLAY:					
POLICE DEPARTMENT-CAP					
EXECUTIVE DEPARTMENT-CAP	4,000.00	0.00	0.00	100%	4,000.00
BUILDING MAINTENANCE - CAP	3,750.00	0.00	1,836.00	51%	1,914.00
PUBLIC WORKS - CAP	10,000.00	1,489.64	3,302.29	67%	6,697.71
EQUIPMENT REHAB - CAP	6,000.00	0.00	0.00	100%	6,000.00
MOWER - CAP	0.00	0.00	0.00	0%	0.00
FIRE GRANT	0.00	0.00	0.00	0%	0.00
ONE TON TRUCK - CAP	0.00	0.00	0.00	0%	0.00
VEMA - CAP	2,000.00	0.00	0.00	0%	0.00
FIRE DEPARTMENT - CAP	0.00	0.00	0.00	100%	2,000.00
BALLFIELD CAPITAL - CAP	0.00	0.00	0.00	0%	0.00
PLAYGROUND - CAP	0.00	0.00	0.00	0%	0.00
CEMETERY PROJECTS - CAP	0.00	0.00	0.00	0%	0.00
HIGHWAY PROJECTS - CAP	75,000.00	0.00	0.00	0%	0.00
COMMUNITY PROGRAMS	5,000.00	0.00	75,000.00	0%	0.00
TRAILER	0.00	0.00	5,679.71	(14%)	(679.71)
BULL DOZER	0.00	0.00	0.00	0%	0.00
	0.00	0.00	0.00	0%	0.00

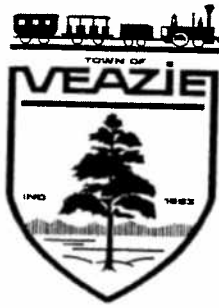
**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
CAPITAL OUTLAY (continued):					
Total CAPITAL OUTLAY	105,750.00	1,489.64	85,818.00	19%	19,932.00
SPECIAL ASSESSMENTS:					
COUNTY TAX	244,643.63	0.00	244,643.63	0%	0.00
SEWER DISTRICT APPROPRIATION	140,000.00	140,000.00	140,000.00	0%	0.00
HYDRANT RENTAL	76,890.00	0.00	38,445.00	50%	38,445.00
STREET LIGHTS	30,000.00	2,423.75	11,137.53	63%	18,862.47
STREET LINING	4,500.00	0.00	4,494.69	0%	5.31
SOLID WASTE	132,834.00	10,443.03	54,105.74	59%	78,728.26
HEATING COST	12,888.00	1,615.48	2,905.34	77%	9,982.66
GENERAL ASSISTANCE	10,000.00	1,952.25	6,803.47	32%	3,196.53
PUBLIC TRANSPORTATION	18,000.00	0.00	1,296.10	93%	16,703.90
DIESEL FUEL	13,650.00	704.85	3,437.34	75%	10,212.66
NETWORK MAINTENANCE	5,000.00	0.00	313.53	94%	4,686.47
TIF FINANCING	1,008,385.75	0.00	927,438.75	8%	80,947.00
OVERLAY	159,349.03	0.00	0.00	100%	159,349.03
TIF LEASE PAYMENTS	0.00	0.00	0.00	0%	0.00
Total SPECIAL ASSESSMENTS	1,856,140.41	157,139.36	1,435,021.12	23%	421,119.29
TRANSFERS:					
INSURANCE RESERVE - RES	37,300.00	0.00	37,300.00	0%	0.00
UNEMPLOYMENT - RES	2,000.00	0.00	2,000.00	0%	0.00
SICK TIME / PAID LEAVE RESERVE	0.00	0.00	0.00	0%	0.00
CONSERVAION TREE/LAND-RES	0.00	0.00	0.00	0%	0.00
POLICE CAR - RES	10,000.00	0.00	10,000.00	0%	0.00



**Veazie**  
**REVENUES & EXPENSES**  
**For the Six Months Ending December 31, 2010**

<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
TRANSFERS (continued):					
PD SAFETY EQUIPMENT RES	2,000.00	0.00	2,000.00	0%	0.00
MUNICIPAL CREDIT - RES	0.00	0.00	0.00	0%	0.00
MUNICIPAL BUILDING - RES	2,000.00	0.00	2,000.00	0%	0.00
COMM BUILDING - RES	5,000.00	0.00	5,000.00	0%	0.00
SCHOOL LUNCH TRANSFER	0.00	0.00	0.00	0%	0.00
SIDEWALKS - RES	0.00	0.00	0.00	0%	0.00
CUL de sac IMPROVEMENTS	0.00	0.00	0.00	0%	0.00
TRAFFIC LIGHTS - RES	1,000.00	0.00	1,000.00	0%	0.00
FIRE DEPARTMENT - RES	10,000.00	0.00	10,000.00	0%	0.00
PUBLIC WORKS-RES	0.00	0.00	0.00	0%	0.00
EDUCATION TUITION RESERVE	0.00	0.00	0.00	0%	0.00
COMMUNITY INVESTMENT - RES	0.00	0.00	0.00	0%	0.00
RSU 26 ASSESSMENT	2,558,217.59	213,184.80	1,279,108.80	50%	1,279,108.79
Total TRANSFERS	2,627,517.59	213,184.80	1,348,408.80	49%	1,279,108.79
DESIGNATED ACCOUNTS:					
CONSERVATION COMMISSION	4,000.00	0.00	2,954.20	26%	1,045.80
COMPREHENSIVE PLANNING	10,000.00	0.00	0.00	100%	10,000.00
HISTORICAL SOCIETY	1,000.00	0.00	0.00	100%	1,000.00
ECONOMIC DEVELOPMENT	5,000.00	100.00	4,450.00	11%	550.00
MS 4 COMPLIANCE	13,400.00	1,103.43	7,202.42	46%	6,197.58
EMPLOYEE FUND	0.00	4.32	48.90	0%	(48.90)
VEAZIE ENTRANCE SIGNS	0.00	0.00	0.00	0%	0.00
Total DESIGNATED ACCOUNTS	33,400.00	1,207.75	14,655.52	56%	18,744.48
TOTAL EXPENSES	4,622,808.00	373,021.55	2,883,903.44	38%	1,738,904.56
	5,961,309.67	470,207.17	3,483,353.09	42%	2,477,956.58



**To: William Reed; Town Manager**

**From: Brian P. Stoyell; Public Works Director**

**Date: 01/12/11**

**Re: Mid Year Budget Report**

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Please find the attached mid year update report and the 2010-2011 Budget report for the Public Works Department.

The Public Works Budget at the mid year point is on track except for the budget line for Equipment Operation and Maintenance. As of this year, one of the changes that has been implemented is the regionalization of fleet maintenance which is now being carried out at the City of Bangor Motor Pool. Robert Dawes the Director of the motor pool has been a valuable asset in bringing our equipment back up to par. Also all equipment is now on a regular maintenance program.

In conclusion the budget at the mid year point is on track and things seem to be progressing forward. If you have any questions please do not hesitate to call me at the office (207) 947-3319.

<b>PUBLIC WORKS DEPARTMENT</b>	<b>2009-2010</b>	<b>2010-2011</b>
<b>PERSONNEL</b>		
PUBLIC WORKS SALARIES	130,866.00	113,568.00
PUBLIC WORKS OVERTIME	5,000	5,000.00
FICA MEDICARE	11,000.00	9,070
WORKERS COMP.	11,500.00	11,500.00
HEALTH INSURANCE	37,000.00	27,000.00
RETIREMENT	<u>10,800.00</u>	<u>9,485.00</u>
<b>PERSONNEL SUBTOTAL</b>	206,166.00	175,623.00
<b>OPERATIONS</b>		
SHOP EXPENSE	10,000.00 \$	11,000.00
PROJECT MATERIALS	6,000.00	6,000.00
COMMUNICATIONS	2,420.00	3,500.00
UNIFORM COSTS	2,500.00	3,500.00
HEPATITIS B	120.00	120.00
DRUG TESTING	200.00	300.00
EQUIPMENT RENTAL	<u>200.00</u>	<u>1,700.00</u>
<b>OPERATIONS SUBTOTAL</b>	20,040.00	26,120.00
<b>PROFESSIONAL COSTS</b>		
STREET SWEEPING	0	0
DRAIN CLEANING	1,000.00	6,000.00
HIGHWAY MAINTENANCE	11,000.00	11,000.00
ROAD SALT	15,000.00	18,000.00
ROAD SAND	0.00	0.00
LIQUID CALCIUM	1,000.00	0.00
CEMETERY MAINTENANCE	<u>4,000.00</u>	<u>6,000.00</u>
<b>PROFESSIONAL COSTS SUBTOTAL</b>	32,000	40,000.00
<b>SERVICE COSTS</b>		
MAINTENANCE SUPPLIES	3,000.00	1,500.00
EQUIPMENT PARTS PURCHASE	5,000.00	10,000.00
EQUIPMENT O&M	7,500.00	22,000.00
TRAINING / TRAVEL	<u>2,000.00</u>	<u>500.00</u>
<b>SERVICE COSTS SUBTOTAL</b>	17,500.00	34,000.00
<b>TOTAL PUBLIC WORKS</b>	275,706.00	275,743.00
<b>CAPITAL</b>		
POWER EQUIP & SERVICE EQUIP	\$1,500.00	
TOOL PURCHASE AND REPLACEMENT	\$1,500.00	
RESTOCK FABRICATING METAL	\$1,500.00	
SHOP SUPPLIES	<u>\$1,500.00</u>	
	\$6,000.00	

Veazie  
PUBLIC WORKS  
For the Six Months Ending December 31, 2010

<u>Account Number</u>	<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
57777	EXPENSES	276,743.00	19,515.99	80,595.52	71%	196,147.48

Veazie  
PUBLIC WORKS  
For the Six Months Ending December 31, 2010

<u>Account Number</u>	<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
100-040-50010-010	EXPENSES:					
100-040-50010-020	PUBLIC WORKS SALARIES	113,568.00	6,144.14	39,361.24	65%	74,206.76
100-040-50020-010	PUBLIC WORKS OVERTIME	5,000.00	97.02	681.91	86%	4,318.09
100-040-50020-020	FICA - PW	7,256.00	427.89	2,684.88	63%	4,571.12
100-040-50020-030	MEDICARE - PW	1,814.00	100.07	627.93	65%	1,186.07
100-040-50030-010	WORKERS COMP - PW	11,500.00		2,670.80	77%	8,829.20
100-040-50030-020	HEALTH INSURANCE - PW	27,000.00	743.17	4,146.52	85%	22,853.48
100-040-50040-010	RETIREMENT - PW	9,485.00	256.00	1,650.24	83%	7,834.76
100-040-50040-020	SHOP EXPENSE - PW	10,000.00	110.29	1,343.92	87%	8,656.08
100-040-50040-040	PROJECT MATERIALS - PW	6,000.00	184.14	184.14	97%	5,815.86
100-040-50040-060	COMMUNICATIONS - PW	3,500.00	279.41	1,329.96	62%	2,170.04
100-040-50040-080	UNIFORM COST - PW	3,500.00	179.12	1,334.70	62%	2,165.30
100-040-50040-110	HEPATITIS B - PW	120.00			100%	120.00
100-040-50040-130	DRUG TESTING - PW	300.00		150.00	50%	150.00
100-040-50040-140	DRAIN CLEANING	6,000.00	2,163.11	2,163.11	64%	3,836.89
100-040-50040-150	HIGHWAY MAINTENANCE	11,000.00	1,162.26	3,894.50	65%	7,105.50
100-040-50040-170	ROAD SALT	19,000.00	4,369.35	4,369.35	77%	14,630.65
100-040-50040-180	CEMETERY MAINTENANCE	6,000.00		85.44	99%	5,914.56
100-040-50080-010	MAINTENANCE SUPPLIES	1,500.00			100%	1,500.00
100-040-50080-020	EQUIP PARTS PURCHASE - PW	10,000.00	209.70	297.46	97%	9,702.54
100-040-50080-030	EQUIPMENT O / M - PW	22,000.00	3,045.88	13,509.98	39%	8,490.02
100-040-50100-010	EQUIPMENT RENTAL - PW	1,700.00			100%	1,700.00
	TRAINING/TRAVEL-PW	500.00	44.44	109.44	78%	390.56
5????	Total EXPENSES	276,743.00	19,515.99	80,595.52	71%	196,147.48

Veazie  
CAPITAL ACCOUNTS  
For the Six Months Ending December 31, 2010

Account Number	Description	Budgeted	Expended December	Expended YTD	Percent Remaining	Amount Remaining
100-060-50090-010	EXPENSES:					
100-060-50090-020	POLICE DEPARTMENT-CAP	4,000.00			100%	4,000.00
100-060-50090-030	EXECUTIVE DEPARTMENT-CAP	3,750.00		1,836.00	51%	1,914.00
100-060-50090-040	BUILDING MAINTENANCE - CAP	10,000.00	1,489.64	3,302.29	67%	6,697.71
100-060-50090-090	PUBLIC WORKS - CAP	6,000.00			100%	6,000.00
100-060-50090-140	VEMA - CAP	2,000.00			100%	2,000.00
100-060-50090-150	HIGHWAY PROJECTS - CAP	75,000.00		75,000.00		
5????	COMMUNITY PROGRAMS	5,000.00		5,679.71	(14%)	(679.71)
	Total EXPENSES	105,750.00	1,489.64	85,818.00	19%	19,932.00



**Veazie Parks & Recreation Department  
Robert N. Young, Recreation Director  
1084 Main Street  
Veazie, ME 04401-7091**

**To: William Reed; Town Manager**

**From: Robert N. Young Recreation Director**

**Date: 01-10-11**

**Re: Year End/Budget Report**

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Per your request please find the yearend report and the end of year budget update for the Recreation department.

- 1) Reprint of the FY 10-11 budget report that was presented and accepted by the budget committee.
2. Budget report ending 12-31-10: 38% or \$34,106.65 remaining. Only area of concern Is Youth Workers due to Summer Employment. This should not affect the over all Budget we should be right on most of Rec. money is spent during the summer Months.

# Town of Veazie

Budget Request FY 2010- 2011

04/12/10

## Parks and Recreation Department Summary

Date \_\_\_\_\_

Past Fiscal Year And Anticipated Need For The Coming Year	Budget FY 2009-2010	Anticipated 2010-2011
	\$ 89,670	\$ 89,670

Proposed Budget Fiscal Year 08-09	Department's Request	Council / Budget Approved \$	% Increase % (Decrease)
	\$89,670		%0.00

**Support for Budget Request:** Provide justification for the budget request using as much detail as is necessary to support the request. Please use additional sheets if necessary.

\_\_\_\_\_  
This year s budget reflects a 0% increase to the Recreation Department Budget. The Department should be able to run an effective and successful program with this proposed budget.



Parks Rec. Department  
2010 - 2011 Proposed Budget

Description	09 -10 FY	10 - 11 FY	Increase
Rec. Director	\$29,120	\$31,200	\$2,080
Rec. Youth Workers	\$19,000	\$18,000	
FICA - Rec.	\$3,300	\$3,300	
Medicare - Rec.	\$750	\$750	
Workers Comp - Rec.	\$1,400	\$1,500	\$1,000
Health Insur - Rec.	\$7,500	\$7,500	
Retirement - Rec.	\$2,300	\$2,300	
Personnel Total	\$63,370	\$64,550	\$1,180
Park Maintance	\$1,500	\$1,200	
Family Dance	\$500	\$500	
Instructional Cost	\$1,200	1,000	
Youth League	\$3,000	\$3,000	
Halloween Carnival	\$500	\$500	
Spring Egg Hunt	\$500	\$500	
Rec. Community Programs	\$4,500	\$4,000	
Community Programs Total	\$11,700	\$10,700	
Summer Transportation	\$4,700	\$4,520	
Summer Admissions	\$3,000	\$3,000	
Supplies - Rec.	\$2,100	\$2,100	
Summer Rec. Total	\$9,800	\$9,620	
After School Program	\$2,200	\$2,500	\$300
Milage/Travel - Rec.	\$1,000	\$500	
Recreation Communication	\$1,500	\$1,700	\$200
Advertising	\$100	\$100	
After School Program Total	\$4,800	\$4,800	
Total Budget 09 -10 FY	\$89,670	\$89,670	

Veazie  
**PARKS AND RECREATION**  
 For the Six Months Ending December 31, 2010

<u>Account Number</u>	<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
57777	EXPENSES	89,670.00	6,134.91	55,563.35	38%	34,106.65

**Veazie**  
**PARKS AND RECREATION**  
For the Six Months Ending December 31, 2010

<b>Account Number</b>	<b>Description</b>	<b>Budgeted</b>	<b>Expended December</b>	<b>Expended YTD</b>	<b>Percent Remaining</b>	<b>Amount Remaining</b>
100-050-50010-010	EXPENSES:					
100-050-50010-020	REC DIRECTOR	31,200.00	3,491.32	16,691.32	47%	14,508.68
100-050-50020-010	REC YOUTH WORKERS	18,000.00	734.00	18,413.00	(2%)	(413.00)
100-050-50020-020	FICA - REC	3,300.00	274.02	2,240.96	32%	1,059.04
100-050-50020-030	MEDICARE - REC	750.00	64.09	524.08	30%	225.92
100-050-50030-010	WORKERS COMP - REC	1,500.00		527.46	65%	972.54
100-050-50030-020	HEALTH INSURANCE - REC	7,500.00	743.17	4,146.52	45%	3,353.48
100-050-50040-010	RETIREMENT - REC	2,300.00	194.37	1,250.37	46%	1,049.63
100-050-50040-020	PARK MAINTENANCE	1,200.00		74.60	94%	1,125.40
100-050-50040-040	FAMILY DANCE	500.00			100%	500.00
100-050-50040-050	SUMMER TRANSPORTATION	4,520.00		4,099.51	9%	420.49
100-050-50040-060	INSTRUCTIONAL COSTS	1,000.00		500.00	50%	500.00
100-050-50040-070	YOUTH LEAGUE	3,000.00	(200.00)	846.11	72%	2,153.89
100-050-50040-080	HALLOWEEN CARNIVAL	500.00	258.33	570.98	(14%)	(70.98)
100-050-50040-090	SPRING EGG HUNT	500.00			100%	500.00
100-050-50040-100	REC COMMUNITY PROGRAM	4,000.00		1,397.28	65%	2,602.72
100-050-50040-110	AFTER SCHOOL PROGRAM	2,500.00	248.40	536.68	79%	1,963.32
100-050-50100-010	SUMMER ADMISSIONS	3,000.00		1,814.79	40%	1,185.21
100-050-50100-040	MILEAGE/TRAVEL-REC	500.00		321.72	36%	178.28
100-050-50100-060	RECREATION COMMUNICATIONS	1,700.00	164.93	766.96	55%	933.04
100-050-50100-080	SUPPLIES - REC	2,100.00	162.28	841.01	60%	1,258.99
57777	ADVERTISING - REC	100.00			100%	100.00
	Total EXPENSES	89,670.00	6,134.91	55,563.35	38%	34,106.65

# **Year End Report 2010**



## **MISSION STATEMENT**

As members of the Veazie Police Department our mission is to provide a professional community-oriented police service. We are committed to creating and maintaining an active community partnership and assisting citizens in identifying and solving problems to improve the quality of life in our community. We are dedicated to protecting life, property, and maintaining order while assuring fair and equal treatment to everyone.



## **Veazie Police Department**

Mark Leonard, Chief of Police  
1084 Main Street  
Veazie, ME 04401-7091  
Tel / Fax (207) 947-2358

**To: William Reed; Town Manager**

**From: Mark E Leonard; Chief of Police**

**Date: 01-10-11**

**Re: Year End/ Budget Report**

---

Per your request please find the yearend report and the end of year budget update for the police department. A snap shot of what is included is as follows:

- 1) Department Photo: (from left) Off. Justin Angelo, Off. Tucker Bonnevie, Off. Tyler Morrison, Sgt. Paul Haslam, Chief Mark Leonard, Sgt. Keith Emery, Off. Brian Sirois, Off. Kevin Sirois, Off. Ralph Bridges, Off. Jason Boden (missing from photo Off. Dain Bryant)
- 2) Reprint of FY 10-11 budget report that was presented and accepted by the budget committee
- 3) Budget report ending 12-31-10: 51% or \$176,083.70 remaining. Only area of concern is overtime where I have 8% or \$730.81 remaining. This is mostly because of two extended/ unplanned sickness.
- 4) Department Stats:
  - Total Calls for Service: 2657 or 221.4 per month
  - Total Criminal/Civil and Traffic Citations: 314 or 26 per month
  - Total Written Warnings: 936 or 78 per month

**CRIME PREVENTION IS EVERYBODY'S BUSINESS**

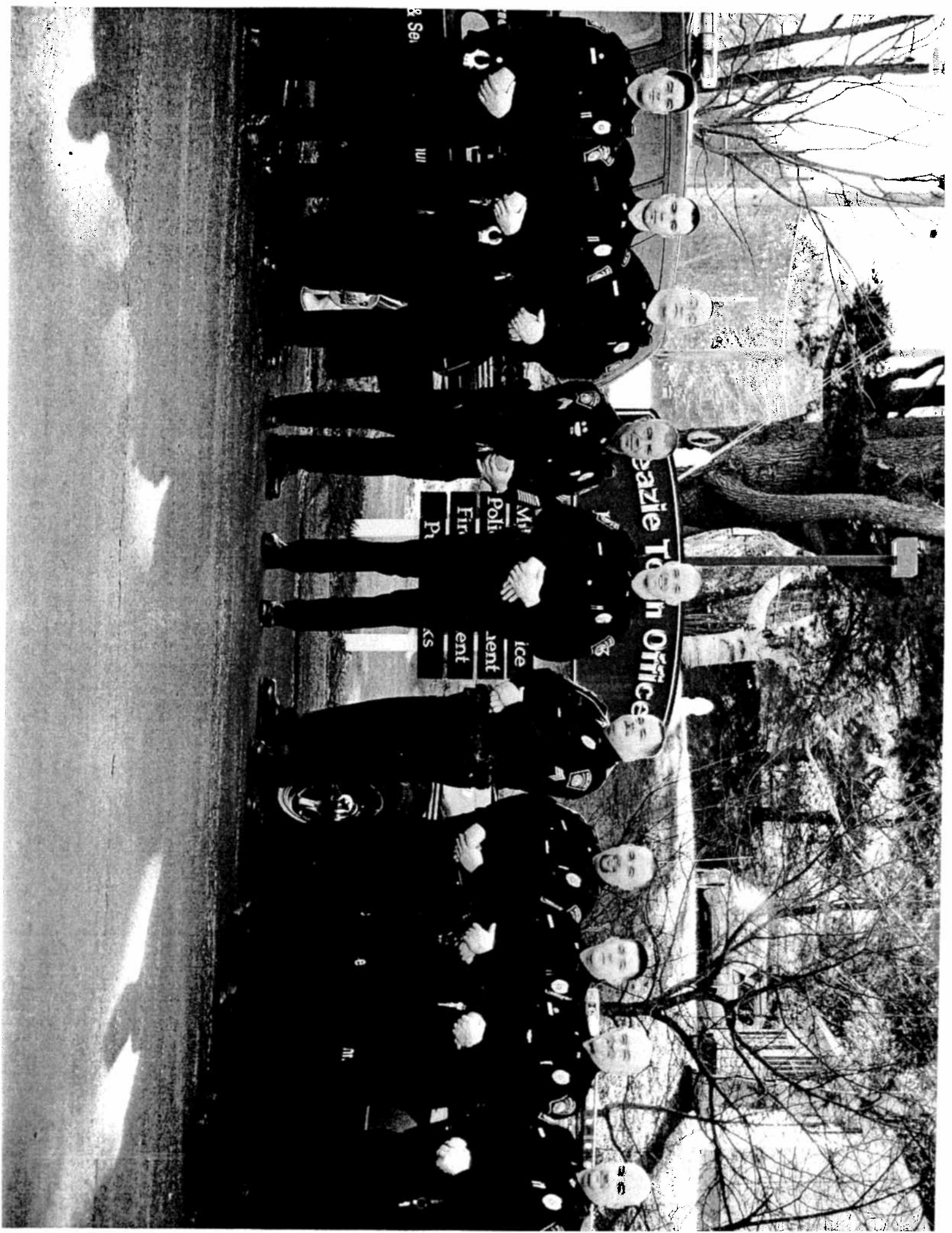
5) Vehicle Photos:

Marked 2010 Dodge Charger- 34089 miles

Marked 2009 Dodge Durango-26122 miles

(not pictured) Unmarked 2007 Dodge Charger- 110947 miles

I look forward to meeting with you and discussing this in person. If you need anything added to the report or need further details on something that is in the report please don't hesitate to ask me.





**Veazie Police Department**  
Mark Leonard, Chief of Police  
1084 Main Street  
Veazie, ME 04401-7091  
Tel / Fax (207) 947-2358



**To: Veazie Budget Committee Members**

**CC: William Reed; Veazie Town Manager  
Veazie Town Council Members**

**From: Mark E Leonard; Chief of Police**

**Date: 04-07-2010**

**Re: Proposed Police Department Budget for FY 10-11**

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Again this year as I have done in past years I would like to start by saying thank you the members of the budget committee for agreeing to participate in the budget process for the Town of Veazie. The budget that I am presenting again this year is very conservative but will continue to allow the Police Department to provide the level of service that the community has come to expect without sacrificing the safety of the residents of the Town of Veazie or the Officers that provide this safety.

In the pages that follow you will see the recommendations for the 2010-2011 Police Department Budget. This proposed budget shows an overall decrease of \$10,000.00 under FY 09-10's budget. This figure takes into account the total impact on the Town of Veazie's FY 10-11 Budget including reserve accounts and capital expenditures.

Below you will find a copy of the entire budget as proposed and then I will be discussing it further in the pages that follow.



**Proposed Police Department Budget for FY 10-11**

	<b><u>09-10 FY</u></b>	<b><u>10-11 FY</u></b>	<b><u>Change</u></b>
<b><u>Personnel</u></b>			
Payroll/Salaries	\$216,500.00	\$216,500.00	
Overtime	\$9,000.00	\$9,000.00	
Medicare	\$3,390.39	\$3,390.39	
FICA	\$14,505.50	\$14,505.50	
Workers Comp	\$5,953.75	\$5,953.75	
Health Insurance	\$30,928.54	\$30,928.54	
Retirement	<u>\$13,050.19</u>	<u>\$13,050.19</u>	
<b>Total Personnel</b>	<b>\$293,328.37</b>	<b>\$293,328.37</b>	
<b><u>Operations</u></b>			
Communications	\$5,000.00	\$5,000.00	
Training	\$6,000.00	\$6,000.00	
Animal Control	\$4,600.00	\$4,600.00	
Lab Fees	\$500.00	\$500.00	
Dues and Membership	\$500.00	\$500.00	
Ammo	\$1,500.00	\$1,500.00	
Uniforms	\$3,500.00	\$3,500.00	
Personnel Evaluation	\$2,000.00	\$2,000.00	
Crossing Guard	\$2,800.00	\$2,800.00	
DARE	\$1,500.00	\$1,500.00	
Office Supplies	\$1,725.00	\$1,725.00	
Computers/ Maintenance	\$1,500.00	\$1,500.00	
Issued Equipment	\$1,500.00	\$1,500.00	
Community Policing	\$750.00	\$750.00	
Equipment Repair	<u>\$750.00</u>	<u>\$750.00</u>	
<b>Total Operations</b>	<b><u>\$34,125.00</u></b>	<b><u>\$34,125.00</u></b>	
<b><u>Vehicle Maintenance</u></b>			
Cruiser Repair	\$9,000.00	\$9,000.00	
Gasoline	<u>\$12,000.00</u>	<u>\$12,000.00</u>	
<b>Total Vehicle Maintenance</b>	<b>\$21,000.00</b>	<b>\$21,000.00</b>	
<b>Total Budget</b>	<b>\$348,453.37</b>	<b>\$348,453.37</b>	0.00%
<b><u>Reserves</u></b>			<b><u>Change</u></b>
Cruiser	\$20,000.00	\$10,000.00	\$10,000.00
Police Safety Equip	\$2,000.00	\$2,000.00	
VEMA	\$2,000.00	\$2,000.00	
<b><u>Capital</u></b>	<u>\$4,000.00</u>	<u>\$4,000.00</u>	
<b>Total Impact</b>	<b>\$376,453.37</b>	<b>\$366,453.37</b>	<b>-10,000.00</b>

### **Proposed Police Department Budget for FY 10-11**

Again for the FY 10-11 budget cycle we were asked to present the budgets in a program orientated form much like we switched to two budget cycles ago. The proposed FY 10-11 Police Budget is split into three sections. The first program is community policing/ crime prevention, the second program is training and the third program is operations. In the next few pages I will talk about each of the above programs and discuss what we are currently doing. This can only occur with adequate but conservative funding, which in my opinion is what is requested. I hope that each of you will agree and support the budget as presented.

#### **Program 1- Community Policing/ Crime Prevention:**

Community Policing is a collaborative effort between the police and the community that identifies problems of crime and disorder and involves all elements of the community in the search for solutions to these problems. Community Policing offers a way for law enforcement to help re-energize our community. Developing strong, self-sufficient communities is an essential step in creating an atmosphere in which serious crime will not flourish.

Effective Community Policing has a positive impact on reducing neighborhood crime, helping to reduce fear of crime and enhancing the quality of life in the community. It accomplishes these things by combining the efforts and resources of the police, local government and community members.

As you may or may not be aware, an effective Community Policing program starts from the top and moves down through the staff. I am very proud of the efforts that each staff member is putting into making this program successful.

Crime prevention is the anticipation, recognition and appraisal of a crime risk and the initiation of some action to remove or reduce it. This is one of the highest priorities of the Veazie Police Department. The principles and skills associated with crime prevention have never been more important than they are today. The terrorist acts of September 11, 2001 still loom in everyone's minds which raises the concern about future such acts. This along with other outside forces from around the World creates the pressing need to protect the physical assets of the Town of Veazie.

We are currently participating in or promoting numerous crime prevention programs and are always looking to expand in this area. Studies have shown that with good community policing tactics, crime prevention statistics will increase and vise versa. The following is a look at what the Veazie Police Department has done over the past twelve months.

**Statistics:**

**Calls for service-** 2520

**Traffic Summons-** 247 for 264 violations

**Written Warnings-** 839 warnings for 873 violations

**Property reported Stolen:** \$9,334.00

**Property Recovered:** \$3,993.00 or approximately a 43 % recovery rate

**Requested Funding for Community Policing/Crime Prevention Program**

	<b><u>10-11 FY</u></b>	<b><u>10-11 FY</u></b>
<b>Personnel</b>	\$293,328.37	\$293,328.37
<b>Lab Fees</b>	\$500.00	\$500.00
<b>Dues and Membership</b>	\$500.00	\$500.00
<b>Personnel Evaluation</b>	\$2,000.00	\$2,000.00
<b>Crossing Guard</b>	\$2,800.00	\$2,800.00
<b>DARE</b>	\$1,500.00	\$1,500.00
<b>Community Policing</b>	\$750.00	\$750.00
<b>Uniforms</b>	\$3,500.00	\$3,500.00
<b>Issued Equipment</b>	<u>\$1,500.00</u>	<u>\$1,500.00</u>
<b>Total</b>	<b>\$306,378.37</b>	<b>\$306,378.37</b>

This program makes up approximately 87.9% of the budget

I am not requesting any increases and I am in hopes to maintain the current funding. My sole reason for doing this is because of the tough economic times that are occurring not only in this community, but both State and Nationwide. With the requested funds I will be able to maintain current staffing level and continue to provide the same level of service that we are currently providing which the community has come to expect. We are fortunate that we are able to find Professional Police Officers that want to work for the current pay level that we are paying our part time police officers. With the requested funding we will not be able to increase their wages.

### **Program 2- Training:**

Another important factor in a successful Community Policing / Crime Prevention program is training. As Chief Law Enforcement Officer I take the training that this Department provides and offers very seriously. A department that does not train their Officers is not giving the community all the services that they deserve.

Training is a very important part of law enforcement, and must be ongoing to keep up with the changing criminal justice system. Officers need to be trained every year about changes in the law, equipment changes, and new investigative procedures. The staff of the Veazie Police Department participated in numerous hours of training during the past 12 months. Some of these trainings have been attended and others were completed using the internet. This does not include the numerous hours that the officers spend reading and viewing publications pertaining to current trends and techniques concerning law enforcement. This also does not include our monthly Department meetings where we discuss a wide array of topics.

### **Requested Funding for Training Program**

	<b><u>09-10 FY</u></b>	<b><u>10-11 FY</u></b>	<b><u>Change</u></b>
<b>Training</b>	\$6,000.00	\$6,000.00	
<b>Ammo</b>	\$1,500.00	\$1,500.00	
<b>Total</b>	<b>\$7,500.00</b>	<b>\$7,500.00</b>	

This program makes up approximately 2.2% of the budget and contains no change in the FY 10-11 request.

### **Program 3- Operations:**

	<b><u>09-10 FY</u></b>	<b><u>10-11 FY</u></b>	<b><u>Change</u></b>
<b>Communications</b>	\$5,000.00	\$5,000.00	
<b>Animal Control</b>	\$4,600.00	\$4,600.00	
<b>Office Supplies</b>	\$1,725.00	\$1,725.00	
<b>Computers/ Maintenance</b>	\$1,500.00	\$1,500.00	
<b>Cruiser Repair</b>	\$9,000.00	\$9,000.00	
<b>Gasoline</b>	\$12,000.00	\$12,000.00	
<b>Equipment Repair</b>	\$750.00	\$750.00	
<b>Total</b>	<b>\$34,575.00</b>	<b>\$34,575.00</b>	

This program makes up the second largest portion of the budget at approximately 9.9 %. Although I would like to increase areas of this section I'm in hopes to maintain the current funding level.

**Reserve Accounts:**

	<b><u>09-10 FY</u></b>	<b><u>10-11 FY</u></b>	<b><u>Change</u></b>
<b>Cruiser</b>	\$20,000.00	\$10,000.00	-50%
<b>Police Safety Equip</b>	\$2,000.00	\$2,000.00	
<b>VEMA</b>	\$2,000.00	\$2,000.00	

Additional portions of the town's budget that the Police Department effects is reserves. I am decreasing the cruiser reserve line by 50% because we were recently able to purchase a new cruiser through insurance. With this insurance purchase we will not have another scheduled purchase for a new cruiser until next fiscal year. I do not want to eliminate the entire line in case we have an unforeseen need to purchase a cruiser before next fiscal year. I also don't want to eliminate the entire line and then request the entire amount back next fiscal year.

**Capital Account:**

	<b><u>09-10 FY</u></b>	<b><u>10-11 FY</u></b>	<b><u>Change</u></b>
	\$4,000.00	\$4,000.00	

The last account that affects the Town of Veazie's overall budget is a capital account for the Police Department. I am proposing that we budget \$4,000.00 for this account. The requested monies will be put towards the purchase a new identification system for Veazie's Public Safety Employees. We have attempted, and will continue to attempt to make this purchase through grants, but at this time we have been unsuccessful and the need for a secure identification system is extremely important. We have been extremely fortunate that our current system hasn't been compromised as it is simply made from an excel program that was created numerous years ago. With a secure identification system we would be able to make secure, professional looking id's for all employees.

This concludes my FY 10-11 Budget presentation. I feel that this budget will allow us to continue our day to day operations without sacrificing the safety of the residents of the Town of Veazie or the Officers that provide this safety and security for our citizens. I look forward to meeting with you and discussing this proposed budget.

Respectfully Submitted,

Mark E Leonard  
Chief of Police  
Veazie Police Department

Veazie  
POLICE DEPARTMENT  
For the Six Months Ending December 31, 2010

<u>Account Number</u>	<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
57777	EXPENSES	348,453.37	29,273.36	172,369.67	51%	176,083.70

**Veazie**  
**POLICE DEPARTMENT**  
**For the Six Months Ending December 31, 2010**

<u>Account Number</u>	<u>Description</u>	<u>Budgeted</u>	<u>Expended December</u>	<u>Expended YTD</u>	<u>Percent Remaining</u>	<u>Amount Remaining</u>
	EXPENSES:					
100-020-50010-010	POLICE CHIEF	52,500.00	8,747.69	31,594.25	40%	20,905.75
100-020-50010-020	PATROL SALARIES	164,000.00	11,816.63	79,857.61	51%	84,142.39
100-020-50010-040	OVERTIME - PD	9,000.00	500.76	8,269.19	8%	730.81
100-020-50010-050	TRAINING	6,000.00	35.45	1,517.56	75%	4,482.44
100-020-50010-060	DARE PROGRAM	1,500.00			100%	1,500.00
100-020-50020-010	FICA - PD	14,505.50	1,283.69	7,312.06	50%	7,193.44
100-020-50020-020	MEDICARE - PD	3,390.39	300.23	1,710.22	50%	1,680.17
100-020-50020-030	WORKERS COMP - PD	5,953.75		2,587.07	57%	3,366.68
100-020-50030-010	HEALTH INSURANCE - PD	30,928.54	3,058.86	17,065.76	45%	13,862.78
100-020-50030-020	RETIREMENT FUND-PD	13,050.19	723.05	4,681.90	64%	8,368.29
100-020-50040-010	GASOLINE COSTS - PD	12,000.00	1,103.34	6,335.00	47%	5,665.00
100-020-50040-020	ANIMAL CONTROL	4,600.00	280.71	1,649.26	64%	2,950.74
100-020-50040-025	SCHOOL CROSSING	2,800.00	247.20	906.40	68%	1,893.60
100-020-50040-030	LAB FEES	500.00			100%	500.00
100-020-50040-040	COMMUNICATIONS - PD	5,000.00	307.55	1,703.85	66%	3,296.15
100-020-50040-050	AMMUNITION - PD	1,500.00		1,385.69	8%	114.31
100-020-50040-060	UNIFORMS - PD	3,500.00		321.93	91%	3,178.07
100-020-50040-080	COMMUNITY POLICING	750.00	100.00	100.00	87%	650.00
100-020-50040-090	PERSONNEL EVALUATIONS - PD	2,000.00			100%	2,000.00
100-020-50060-010	CRUISER REPAIR	9,000.00	358.47	3,518.77	61%	5,481.23
100-020-50060-040	ISSUED EQUIPMENT-PD	1,500.00		176.00	88%	1,324.00
100-020-50060-050	EQUIPMENT REPAIR-PD	750.00		426.00	43%	324.00
100-020-50100-020	DUES / MEMBERSHIPS - PD	500.00	250.00	350.00	30%	150.00
100-020-50100-050	COMPUTER/MAINT-PD	1,500.00		239.98	84%	1,260.02
100-020-50100-060	OFFICE SUPPLIES-PD	1,725.00	159.73	661.17	62%	1,063.83
5????	Total EXPENSES	348,453.37	29,273.36	172,369.67	51%	176,083.70

**Veazie**  
**CAPITAL ACCOUNTS**  
**For the Six Months Ending December 31, 2010**

<b>Account Number</b>	<b>Description</b>	<b>Budgeted</b>	<b>Expended December</b>	<b>Expended YTD</b>	<b>Percent Remaining</b>	<b>Amount Remaining</b>
100-060-50090-010	EXPENSES: POLICE DEPARTMENT-CAP	4,000.00			100%	4,000.00
100-060-50090-020	EXECUTIVE DEPARTMENT-CAP	3,750.00		1,836.00	51%	1,914.00
100-060-50090-030	BUILDING MAINTENANCE - CAP	10,000.00	1,489.64	3,302.29	67%	6,697.71
100-060-50090-040	PUBLIC WORKS - CAP	6,000.00			100%	6,000.00
100-060-50090-090	VEMA - CAP	2,000.00			100%	2,000.00
100-060-50090-140	HIGHWAY PROJECTS - CAP	75,000.00		75,000.00		
100-060-50090-150	COMMUNITY PROGRAMS	5,000.00		5,679.71	(14%)	(679.71)
57777	Total EXPENSES	105,750.00	1,489.64	85,818.00	19%	19,932.00





## **Veazie Police Department**

Mark E. Leonard, Chief of Police  
1084 Main Street  
Veazie, ME 04401-7091  
(207) 947-2358  
Fax: (207) 947-2358

**To:** Chief Leonard

**From:** Sgt. Emery

**Date:** 01/06/2011

**Re:** Year End Statistics 2010

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Total criminal/civil and traffic Citations: 314

**Average citation per month: 26**

Total offense for above citations: 333

**Average offense per month: 27.75**

Total traffic warnings (written): 936

**Average warnings per month: 78**

Total offenses for above warnings: 973

**Total offenses per month: 81**

**CRIME PREVENTION IS EVERYBODY'S BUSINESS**

Total number of calls for service/incidents handled: 2657

**Average incidents/calls for service per month: 221.4**

**A break down of the types of incidents handled:**

Alarms: 51

All other (not classified): 19

Ambulance or medical assist: 102

Animal problem: 43

Alcohol offenses: 6

Assault (various, non-domestic): 8

Agency Assist (including administrative deliveries): 252

ATL: 2

Burglary: 2

Bail search: 5

Citizen dispute: 3

Custodial Interference: 4

Citizen Assist: 58

Civil matter/dispute: 14

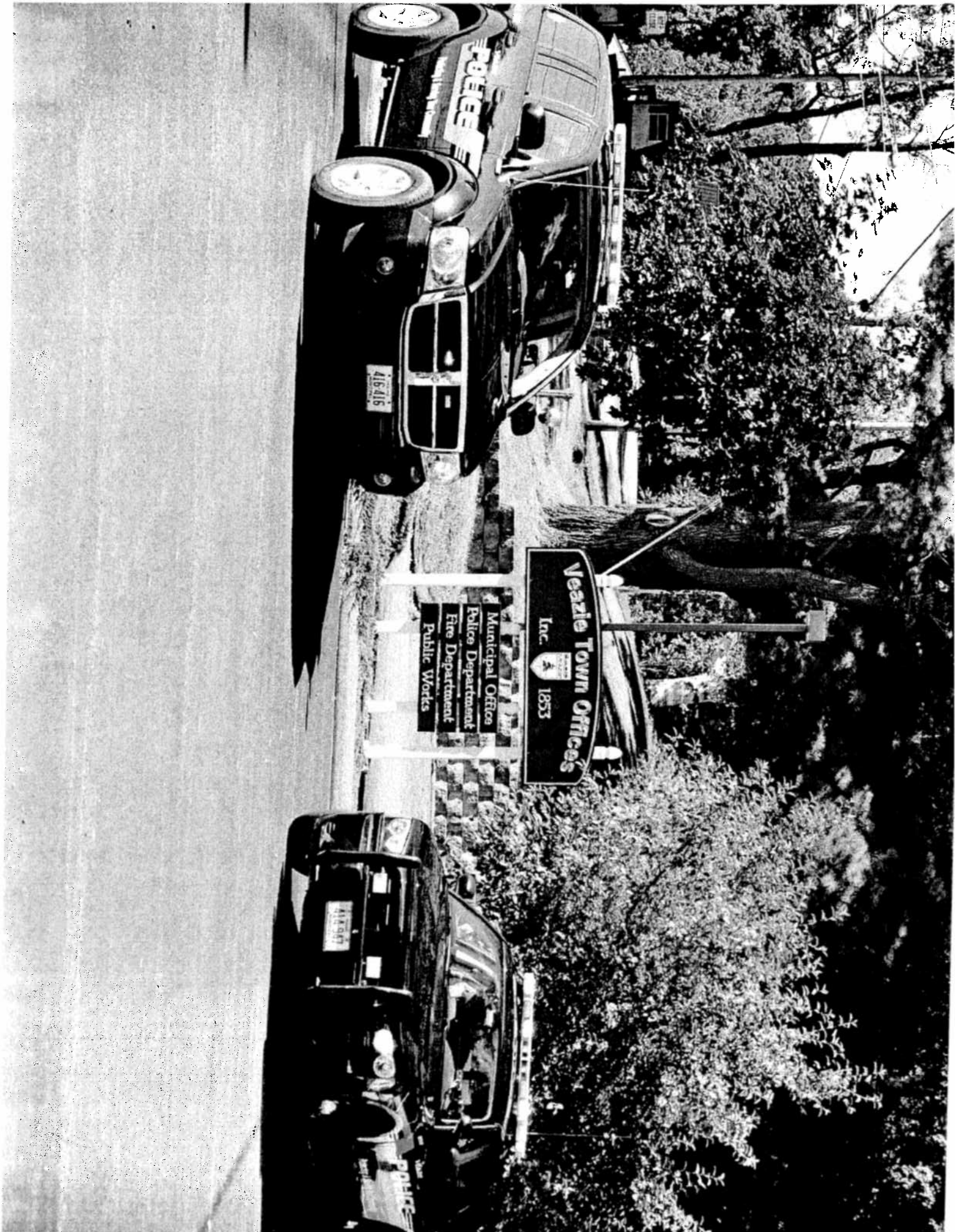
Criminal mischief: 8

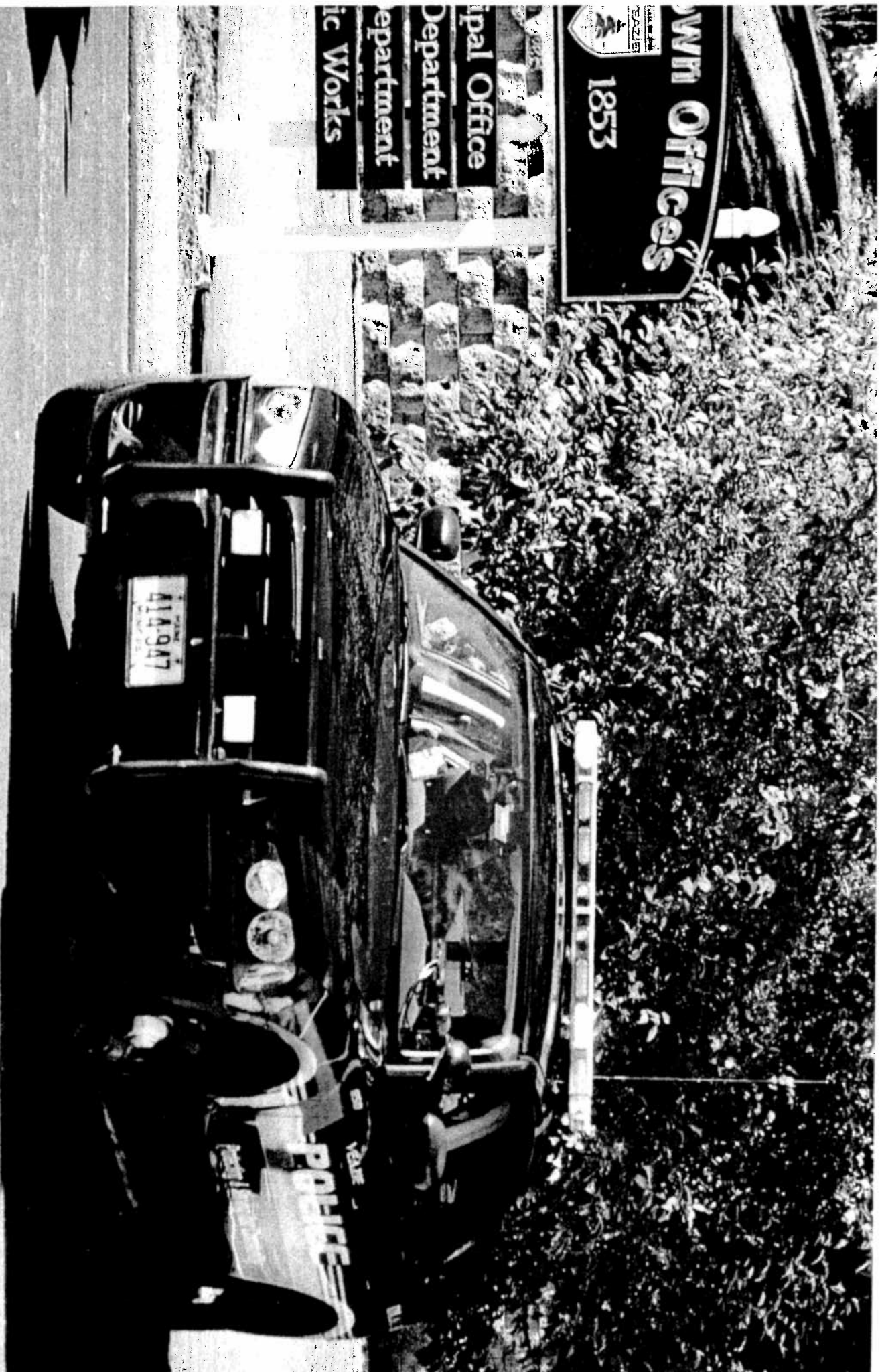
Communications offense: 4

Controlled substance/possession: 6

Court service: 39  
Disorderly Conduct: 13  
Designated patrol: 243  
OUI: 2  
Emotional/behavior problem (mental problem): 5  
Escort: 2  
Erratic Vehicle operation: 23  
Fire alarm: 1  
Family Fight (domestic violence): 14  
False information/report: 1  
Fraud/Forgery: 8  
Fireworks: 1  
Harassment: 15  
Internal investigation: 2  
Police Information: 260  
Intoxicated person: 5  
Juvenile problem: 7  
Lost/Found property: 21  
Motorist assist: 29  
Missing person: 3  
ATV complaint: 1  
Noise problem: 28  
Nonsufficient funds (bad check): 2  
Obstructing Gov't admin: 1  
Detail: 17

Parking problem: 10  
Property check: 766  
Property watch: 39  
Patronizing prostitution: 2  
Public service: 57  
Suspicious person/circumstance: 42  
Sex offense: 2  
Suicide threat/attempt: 12  
Traffic crash: 14  
Traffic hazard: 13  
Threatening: 1  
Traffic offenses (non infraction): 34  
Theft (all): 17  
Trespassing: 8  
Training: 152  
Unsecure building: 35  
Utility problem: 7  
Vandalism: 1  
VIN inspection: 2  
Violation of a protection order: 5  
Violation of conditions of release: 5  
Warrant arrest: 22  
Weapon problem: 2  
Welfare check: 71  
Wanted out: 7









# Town of Veazie Fire/Rescue Department

**To: William Reed; Town Manager**

**From: Gerry G. Martin; Fire Chief**

**Date: 01/12/2011**

**Re: Mid Year Budget Report**



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Per your request please find the following reports on the 2010-2011 Budget.

- 1) Copy of the 2010-2011 Budget Report that was accepted by the Budget Committee and Town Council.
- 2) December 2010 monthly report.
- 3) Detailed Incident Report from 1-1-2010 to 12-31-2010.
- 4) Payroll bread down for December.

Much of the Fire Department Budget is on track. The areas of concern that are being addressed are:

- 1) Call firefighter payroll
- 2) Fleet maintenance

We are looking at regionalization of fleet maintenance with Bangor Fire Department. I have been meeting with the Bangor Fire Department Chief and at this point I am waiting on his updates.

In conclusion I believe at this point I can stay within the overall budget.



# Town of Veazie Fire/Rescue Department

## MEMORANDUM

**To:** Chief Martin

**From:** Capt Metcalf

**Date:** January 10, 2011

**Re:** December 2010 monthly report



Report on the Fire Department  
December 2010

### Incidents

100 - Fire, other	1	3.03%
<b>Total - Fires</b>	<b>1</b>	<b>3.03%</b>
321 - EMS call, excluding vehicle accident with injury	20	60.61%
<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>	<b>20</b>	<b>60.61%</b>
500 - Service Call, other	1	3.03%
521 - Water evacuation	2	6.06%
571 - Cover assignment, standby, moveup	2	6.06%
5711 - Mutual Aid	1	3.03%
<b>Total - Service Call</b>	<b>6</b>	<b>18.18%</b>
651 - Smoke scare, odor of smoke	1	3.03%
<b>Total - Good Intent Call</b>	<b>1</b>	<b>3.03%</b>
743 - Smoke detector activation, no fire - unintentional	5	15.15%
<b>Total - False Alarm &amp; False Call</b>	<b>5</b>	<b>15.15%</b>
<b>Total</b>	<b>33</b>	<b>100.00%</b>
	<b>33</b>	<b>100.00%</b>

Day of the Week	Number of Incidents
Sunday	3
Monday	6
Tuesday	3
Wednesday	10
Thursday	5
Friday	2
Saturday	4

# Town of Veazie Fire/Rescue Department

## Incidents by Time of Day

01:00:00 to 01:59:59	1	
04:00:00 to 04:59:59	1	
05:00:00 to 05:59:59	2	
06:00:00 to 06:59:59	1	
07:00:00 to 07:59:59	1	
08:00:00 to 08:59:59	5	
09:00:00 to 09:59:59	1	
10:00:00 to 10:59:59	3	Shaded area represents daytime coverage
11:00:00 to 11:59:59	1	
12:00:00 to 12:59:59	2	
13:00:00 to 13:59:59	3	
14:00:00 to 14:59:59	1	
15:00:00 to 15:59:59	1	
16:00:00 to 16:59:59	2	
17:00:00 to 17:59:59	2	
19:00:00 to 19:59:59	1	
22:00:00 to 22:59:59	1	
23:00:00 to 23:59:59	4	

## December Training

12/2/2010 1800 Respiratory Protection 1910.134,  
*Annual review of our required respiratory protection program which included gear donning and an SCBA confidence course. 13 Members in attendance.*

12/3/2010 0730 Respiratory Protection 1910.134,  
*Annual review of our required respiratory protection program – make up as class was missed. 1 Member in attendance.*

12/9/2010 1800 Pre-Incident Planning,  
*Conducted two table top scenarios involving a response to a structure fire and a response to a hazardous materials incident. Class focused on the Incident Management System and resource management. 11 Members in attendance.*

12/16/2010 1800 Musculoskeletal Injuries  
*Class review of musculoskeletal injuries with practical exercises of proper splinting. 9 Members in attendance.*

12/23/2010 1800 Split Training

Aerial Apparatus - Operations,  
*Review of aerial placement and operations – included setting aerial for roof vent operations and rescue from windows.*

Ambulance Orientation  
*Review of ambulance operations including stretcher operation, equipment locations, assisting EMS providers, maintenance procedures and driving.*

*10 Members in attendance*

# Town of Veazie Fire/Rescue Department

12/30/2010 1800 Ladder Raise Fundamentals, -  
*Practical exercises of proper carries and raising of ground ladders. 10 Members in attendance*

## **Other Activities**

12/3/2010 Public Education Activity – conducted a CPR class.

12/13/2010 Meeting – attended council meeting – Tower and communication update on agenda.

12/20/2010 Public Relations Activity – brought gift bags to school for all students. Gift bag consisted of a 9-volt battery for a smoke alarm, public education material and a free bowling pass.

12/20/2010 Meeting – attended council meeting – ambulance contract on agenda.

12/26/2010 Storm Coverage 2000-0700  
Three covered station due to snow storm

12/30/2010 Hydrant Shoveling Detail 0945-1445

# Memorandum

**Date:** March 16, 2010

**To:** Budget Committee

**From:** Chief Gerry Martin

**RE:** Proposed 2010 -2011 Fire Department Budget

This is my recommendation for the 2010-2011 Fire Department Budget to provide Fire & Rescue services to protect the citizens of Veazie. The total requested operational budget including Capital Expense for the Fire Department is \$243,997.00. This budget only contains increases in the personnel and payroll category and those increases are due to the full time employees union contracted pay raise. This year's budget request shows a \$6,408.00 increase in the Personnel Services section and no changes in the General Maintenance or Operations Section. We are also requesting again this year a \$5,000.00 capital expense for apparatus replacement and \$5,000 for a SCBA Bottle Replacement Program. The total budget request including the capital expense is \$6408.00 more than what was approved for the 2009-2010 fiscal year.

I am proposing the following changes in the Personal Services Section

1. **\$250.00 increase** in the Fire Chief Salary.
2. **No change** in the Assistant Chief Salary.
3. **\$3661.00 increase** in the Fire Fighter-Day Coverage area due to approved collective bargaining agreement pay raises. This also includes a \$2600 Fire Science degree/certificate stipend that is in the collective bargaining agreement.
4. **\$500 increase** in the Firefighter pay due to new pay schedule the council approved that corresponds to the new collective bargaining agreement that the full-time employees received effective July 1, 2008.
5. **\$348.00 increase** in the firefighter retirement fund.
6. **\$361.00 increase** in the Health Insurance.
7. **\$81.00 increase** in Medicare
8. **\$579.00 increase** in Social Security (FICA)
9. **\$628.00 increase** in Workers Compensation.

I am proposing the following changes in the Operations Section:

1. **No Change** in the Gasoline budget
2. **No Change** in the Annual Physicals
3. **No Change** in the Hepatitis B Expense
4. **No Change** in Annual TB Vaccine
5. **No Change** in the NFPA Code Subscription.
6. **No Change** in the Radio repair category.
7. **No Change** in Training Tuition

For future planning purposes we will be replacing the SCBA Bottle Replacement Program Capital Expense line item for budget year 2011-2012 with a Turn-Out Gear Replacement Program. The new NFPA guideline for turn-out gear requires that the Reflective shell has to be replaced every 5 years and the entire set has to be replaced every 10 years. The current cost for replacing a set of turn-out gear exceeds \$1000.00. We had obtained a grant about 3 years ago to update all fire department personnel's gear to include the drag rescue device so all department gear will need replacement at the same time.

These are my recommendations for an effective Fire Department budget to provide us with the resources to prepare for and quickly respond to any emergency that may occur in the community.

This request is being submitted for your review and suggestions. I look forward to meeting with you in the future to work out the final request for the council.

Respectfully Submitted

Gerry Martin  
Fire Chief  
Veazie Fire Department

# FIRE DEPARTMENT BUDGET

**2009-2010**

**2010-2011**

CHANGE

## Personnel

Fire Chief Salary	\$9,250.00	\$9,500.00	\$250.00
Asst. Chief Salary	\$5,700.00	\$5,700.00	\$0.00
Fire Fighter-Day Coverage	\$93,318.00	\$96,979.00	\$3,661.00
Call Firefighters	\$39,500.00	\$40,000.00	\$500.00
Retirement	\$5,265.00	\$5,613.00	\$348.00
Health Insurance	\$7,650.00	\$8,011.00	\$361.00
Medicare	\$2,079.00	\$2,160.00	\$81.00
Social Security (FICA)	\$9,345.00	\$9,924.00	\$579.00
Worker's Compensation	\$10,132.00	\$10,760.00	\$628.00
<b>Total Personnel Budget</b>	<b>\$182,239.00</b>	<b>\$188,647.00</b>	<b>\$6,408.00</b>

## Operations

Gasoline	\$2,300.00	\$2,300.00	\$0.00
Annual Physicals	\$2,500.00	\$2,500.00	\$0.00
Hepatitis B Expense	\$500.00	\$500.00	\$0.00
EMS Recertification	\$700.00	\$700.00	\$0.00
Radio Repair	\$2,000.00	\$2,000.00	\$0.00
NFPA Code Subscription	\$900.00	\$900.00	\$0.00
Dues & Publications	\$700.00	\$700.00	\$0.00
Uniforms	\$1,500.00	\$1,500.00	\$0.00
Fire Prevention	\$1,000.00	\$1,000.00	\$0.00
Training Tuition	\$2,000.00	\$2,000.00	\$0.00
Training Instructor Fees	\$1,500.00	\$1,500.00	\$0.00
Training Travel	\$450.00	\$450.00	\$0.00
Annual TB Vaccine	\$300.00	\$300.00	\$0.00
Communication	\$2,300.00	\$2,300.00	\$0.00
<b>Total Operations Budget</b>	<b>\$18,650.00</b>	<b>\$18,650.00</b>	<b>\$0.00</b>

## General Maintenance

Small Mechanical Equipment	\$800.00	\$800.00	\$0.00
Issue Equipment	\$4,500.00	\$4,500.00	\$0.00
Firefighting Equipment	\$2,500.00	\$2,500.00	\$0.00
SCBA Maintenance	\$1,400.00	\$1,400.00	\$0.00
Engine 191	\$2,500.00	\$2,500.00	\$0.00
Engine 192	\$1,000.00	\$1,000.00	\$0.00
Ladder 195	\$2,000.00	\$2,000.00	\$0.00
Unit 190	\$1,750.00	\$1,750.00	\$0.00
Unit 198	\$1,750.00	\$1,750.00	\$0.00
Maintenance Contracts	\$5,600.00	\$5,600.00	\$0.00
Supplies General	\$2,000.00	\$2,000.00	\$0.00
EMS Equipment	\$450.00	\$450.00	\$0.00
Training Materials	\$450.00	\$450.00	\$0.00
<b>Total General Maintenance</b>	<b>\$26,700.00</b>	<b>\$26,700.00</b>	<b>\$0.00</b>

## Total Fire Department

**\$227,589.00      \$233,997.00      \$6,408.00**

## Requested Capital Expenses

Truck Reserve Fund	\$5,000.00	\$5,000.00
SCBA Bottle Replacement Program	\$5,000.00	\$5,000.00

## Total Fire Department & Capital

**\$237,589.00      \$243,997.00      \$6,408.00**

**Fire Response****\$43,631.00**

Annual Respirator Physicals	
20 person @ \$100.00 ea	\$2,000.00
20 person @ 1 hour	20 hours
\$13.59 per hour department wage average	\$270.00
Fire Response	11 Responses
10 person @ 4 hours X 11 Calls	440 hours
\$13.59 per hour department wage average	\$5,980.00
Hazardous Condition	14 Responses
10 person @ 4 hours X 10 Calls	400 hours
\$13.59 per hour department wage average	\$5,436.00
Mutual Aid	15 Responses
6 person @ 2 hours X 15 Calls	180 hours
\$13.59 per hour department wage average	\$2,446.00
Service Call	20 Responses
10 person @ 2 hours X 20 Calls	400 hours
\$13.59 per hour department wage average	\$5,436.00
Good Intent Call	12 Responses
10 person @ 2 hours X 12 Calls	240 hours
\$13.59 per hour department wage average	\$3,262.00
Burn Permit inspections	45 Responses
1 person @ 1 hours X 45 Calls	45 hours
\$19.85 per hour department wage average	\$893.00
False Alarm	22 Responses
10 person @ 2 hours X 22 Calls	440 hours
\$13.59 per hour department wage average	\$5,980.00
Citizen Complaint	2 Response
4 person @ 2 hours X 2 Calls	16 Hours
\$13.59 per hour department wage average	\$217.00
Storm Coverage	7 storms
4 person @ 12 hours X 7 events	336 hours
\$13.59 per hour department wage average	\$4,566.00
Overtime costs	
2 person @ 10 hours per month	240 hours
\$29.77 per hour department wage average	\$7,145.00

**EMS Response****\$18,802.00**

Hep B Expense	\$500.00
Ems Recertification Expense	\$700.00
CLIA Fee	\$100.00
Annual TB Test	
20 person cost of shot and reading results @ \$15.00	\$300.00
20 person @ 2 hours	40 hours
\$13.59 per hour department wage average	\$544.00
EMS Equipment	\$450.00
EMS Reports and Documentation	
30 hours a month	360 hours
\$13.59 per hour department wage average	\$4,892.00
EMS Response	150 Responses
4 person @ 2 hours X 150 Calls	1200 hours
\$13.59 per hour department wage average	\$16,308.00

**Capital Expense****\$32,100.00**

Gasoline expenses	\$2,300.00
Uniforms	\$1,500.00
Communications	\$2,300.00
Issue Equipment	\$4,500.00
Firefighting Equipment	\$2,500.00
Car 190 Maintenance	\$1,750.00
Engine 191 Maintenance	\$2,500.00
Engine 192 Maintenance	\$1,000.00
Ladder 195 Maintenance	\$2,000.00
Rescue 198 Maintenance	\$1,750.00
SCBA Bottle Replacement Program	\$5,000.00
Truck Replacement fund	\$5,000.00

<b>Small Engine Maintenance and Inspections</b>		\$5,564.00
Small Engine Periodic maintenance parts and equipment		\$800.00
28 hours per month	240 hours	
\$19.85 per hour department wage average		\$4,764.00

<b>Hydrant Maintenance &amp; Testing</b>		\$2,346.00
Hydrant Testing		
3 hours per month	36 hours	
\$19.85 per hour department wage average		\$715.00
Hydrant Clearing after Snowstorm		
40 hours per month for 3 months	120 hours	
\$13.59 per hour department wage average		\$1,631.00

<b>Apparatus Maintenance &amp; Inspections</b>		\$33,348.00
140 hours per month	1680 hours	
\$19.85 per hour department wage average		\$33,348.00

<b>Hose Testing</b>		\$667.00
4 hours per month	48 hours	
\$13.59 per hour department wage average		\$667.00



242 or 24.04%  
one emergency calls

100% 242  
EMS 173  
Fire 119  
Other 36

52.74%  
36.28%  
10.97%

## Incident by Incident Type With Detail

Date Range: From 1/1/2010 To 12/31/2010

Incident Type	Incident Count	Used in Ave. Resp.	Average Response Time HH:MM:SS	Total Loss	Total Value
<b>Fire</b>					
Fire, other	3	3	00:07:28		
Building fire	5	4	00:08:05	\$1,050.00	\$151,000.00
Cooking fire, confined to container	1	1	00:05:47	\$237,046.00	\$1,364,700.00
Passenger vehicle fire	1	1	00:09:20		
Forest, woods or wildland fire	4	2	00:07:14		
Brush, or brush and grass mixture fire	2	2	00:09:23		
Grass fire	1	1	00:06:47		
<b>Total Fire:</b>	<b>17</b>	<b>14</b>	<b>00:07:51</b>	<b>\$238,096.00</b>	<b>\$1,515,700.00</b>
<b>EMS/Rescue</b>					
Medical assist, assist EMS crew	3	1	00:14:08		
EMS call, excluding vehicle accident with injury	164	153	00:08:39		
Vehicle accident with injuries	3	3	00:07:14		
Motor vehicle accident with no injuries	1				
Rescue or EMS standby	2				
<b>Total EMS/Rescue:</b>	<b>173</b>	<b>157</b>	<b>00:08:40</b>		
<b>Hazardous Condition</b>					
Gasoline or other flammable liquid spill	1	1	00:00:16		
Gas leak (natural gas or LPG)	1	1	00:05:29		
Carbon monoxide incident	1	1	00:07:16		
Electrical wiring/equipment problem, other	1	1	00:22:09		
Tree on wires	1	1	00:01:23		
Utility wire down other than power line.	1				
<b>Total Hazardous Condition:</b>	<b>6</b>	<b>5</b>	<b>00:07:18</b>		
<b>Service Call</b>					

INC027 (3 00)

Page 1 of 3

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Note: The incident count used in averages does not include the following  
Not completed incidents, Mutual Aid Given, Other Aid Given, Cancelled in Route, Not Priority, Fill-In Standby, No arrival and Invalid Dates/Times

Incident Type	Incident Count	Used in Ave. Resp.	Average Response Time HH:MM:SS	Total Loss	Total Value
<b>Service Call - (Continued)</b>					
Service Call, other	13	5	00:06:24		
Burn Permit	16	12	00:05:09		
Water evacuation	3				
Smoke or odor removal	1	1	00:16:45		
Assist police or other governmental agency	2	1	00:07:31		
Public service	6	3	00:11:40		
Assist invalid	1	1	00:02:18		
Cover assignment, standby, moveup	3				
Mutual Aid	5				
<b>Total Service Call:</b>	<b>50</b>	<b>23</b>	<b>00:06:45</b>		
<b>Good Intent</b>					
Good intent call, other	1	1	00:15:10		
Dispatched & cancelled en route	9				
Prescribed fire	4	2	00:11:29		
Smoke scare, odor of smoke	8	7	00:09:57		
<b>Total Good Intent:</b>	<b>22</b>	<b>10</b>	<b>00:10:47</b>		
<b>False Call</b>					
False alarm or false call, other	1	1	00:11:31		
Municipal alarm system, malicious false alarm	1	1	00:10:38		
System malfunction, other	1				
Smoke detector activation due to malfunction	12	12	00:11:03		
Alarm system sounded due to malfunction	6	6	00:07:20		
Smoke detector activation, no fire - unintentional	34	34	00:10:14		
Detector activation, no fire - unintentional	2	2	00:05:50		
Alarm system sounded, no fire - unintentional	2	2	00:07:12		
<b>Total False Call:</b>	<b>59</b>	<b>58</b>	<b>00:09:53</b>		
<b>Other</b>					
Citizen complaint	1	1	00:04:27		
<b>Total Other:</b>	<b>1</b>	<b>1</b>	<b>00:04:27</b>		

IN0027 (3.00)

Note: The incident count used in averages does not include the following  
 Not completed incidents, Mutual Aid Given, Other Aid Given, Cancelled in Route, Not Priority, Fill-In Standby, No arrival and Invalid Dates/Times.

Incident Type	Incident Count	Used in Ave. Resp.	Average Response Time HH:MM:SS	Total Loss	Total Value
Total Incident Count:	328	268		\$238,096.00	\$1,515,700.00

Note: The incident count used in averages does not include the following  
 Not completed incidents, Mutual Aid Given, Other Aid Given, Cancelled in Route, Not Priority, Fill-In Standby, No arrival and Invalid Dates/Times.

A	B	C	D	E	F	G	H	I	J
1	Veazie Fire Department Payroll		2010						
2	Month of December								
3									
4									
5	1900 Gerry G. Martin	Chief			Dates:	12/2/2010	12/9/2010	12/16/2010	12/23/2010
6	1901 Carl B. Tenney	A/C	4	Work	Ind Train	Training1	Training2	Training3	Training4
7	1902 Capt. Pete Metcalf	Capt FFI/EMT-I	0						
8	1903 Lt. David Hjorth	LFI	27.25	17.25		duty	duty	duty	duty
9	1904 Lt. Nick Sirois	FFI/EMT-I	44.5	1		2.5	3	2	
10	1905 Lt. Ken Roy	FFI/EMT-I	2			duty		duty	duty
11	1906 Lt. Scott Kigas	LFI	37.25			2.5	3	2.5	
12	1907 Scott Ireland	FFI	1						
13	1908 Tyler Morrison	FFI/EMT	24.5			2	2	2	2.5
14	1909 John Manter	FFI	0						
15	1910		23.25						
16	1911 Barrett McMullan	Prob FF	0			2.5	3	2	3
17	1912 Tony Levesque	Prob FF	7.5			2.5			
18	1913 David Jones	Prob FF	11.75			2.5	3		
19	1914 Dennis Farnham	Prob FF	0						
20	1915 Alec Johnston	Prob FF	6.75						
21	1916 Matthew Vinal	FF	12.5						
22	1917 William Lovejoy	FFI	18.75	3.5	1.5	2.5			2.75
23	1918 Jacob Cyr	Pre-App FF	11.5			2.5			2.75
24	1919 Andrew Rios	FF	9.75						
25	1920		29.25	5			3	2	2.75
26	1921		0			2.5	3	2	
27	1922		0						
28	1923 Dennis McRae	FFI/EMT	0						
29	1924 Robert Gallant	FFI/EMT-I	56.5	22		2.5	3	2	3
30	1925		13.25			2.5	3		3
31			0						
32	Totals:								
33			341.25	48.75	1.5	27	29	14.5	22.5
34									
35				Total Training Hours	108		Fire Hours		
36				Total Work Hours	48.75		EMS Hours		105
37				Total Individual Hours	1.5				78
38				Total Call Hours	183				
39				TOTAL HOURS	341.25		Fire Total \$		\$1,349.89
40				TOTAL \$	\$4,536.63		EMS Total \$		\$1,071.50
41							Total Call \$		\$2,421.39

[illegible]

	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI
1												
2												
3	EMS	EMS	EMS	EMS	EMS	EMS	EMS	EMS	EMS	EMS	EMS	EMS
4	2010267	2010300	2010301	2010303	2010304	2010305	2010306	2010307	2010309	2010312	2010313	2010317
5												
6												
7			duty									
8	2		2	2	duty		duty			duty		
9												
10	2	2	2				2	2	2		duty	duty
11												
12												
13												
14												
15											2	
16												
17												
18												
19												
20	2	2	2									
21												
22										duty		
23											2	
24												duty
25												2
26												
27												
28						2			2			2
29												
30												
31												
32	6	4	6	2	2	2	4	4	6	0	4	4
33												
34	\$26.98	\$32.88	\$26.98	\$26.98	\$26.98	\$28.32	\$26.98	\$26.98	\$26.98		\$26.98	\$18.60
35	\$32.88	\$18.60	\$32.88				\$32.88	\$32.88	\$32.88		\$20.22	\$28.32
36	\$18.60		\$18.60						\$28.32			
37												
38	\$78.46	\$51.48	\$78.46	\$26.98	\$26.98	\$28.32	\$59.86	\$59.86	\$88.18		\$47.20	\$46.92
39												
40												
41												

This box highlights the individual payroll per EMS call - does not count on duty personnel

[illegible]

[illegible]



## Incidents by Time of Day

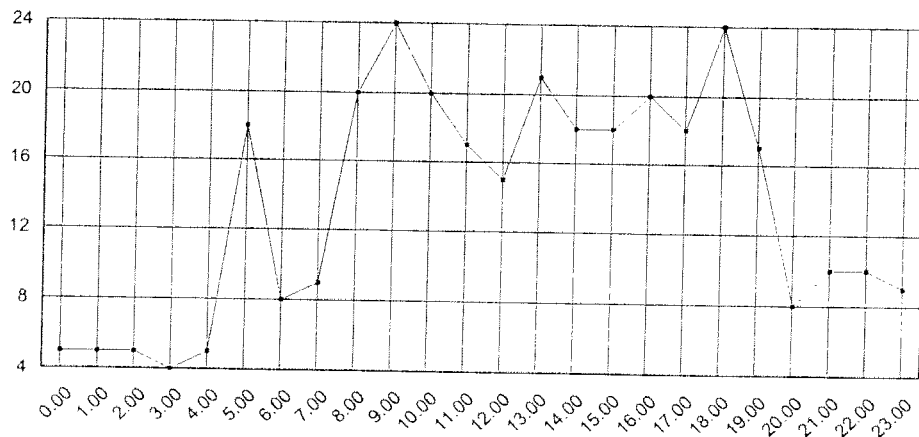
Date Range: From 1/1/2010 To 12/31/2010

Time of Day	Number of Incidents
00:00:00 to 00:59:59	5
01:00:00 to 01:59:59	5
02:00:00 to 02:59:59	5
03:00:00 to 03:59:59	4
04:00:00 to 04:59:59	5
05:00:00 to 05:59:59	18
06:00:00 to 06:59:59	8
07:00:00 to 07:59:59	9
08:00:00 to 08:59:59	20
09:00:00 to 09:59:59	24
10:00:00 to 10:59:59	20
11:00:00 to 11:59:59	17
12:00:00 to 12:59:59	15
13:00:00 to 13:59:59	21
14:00:00 to 14:59:59	18
15:00:00 to 15:59:59	18
16:00:00 to 16:59:59	20
17:00:00 to 17:59:59	18
18:00:00 to 18:59:59	24
19:00:00 to 19:59:59	17
20:00:00 to 20:59:59	8
21:00:00 to 21:59:59	10
22:00:00 to 22:59:59	10
23:00:00 to 23:59:59	9
	<u>328</u>

50

78

Day	Night
800	128



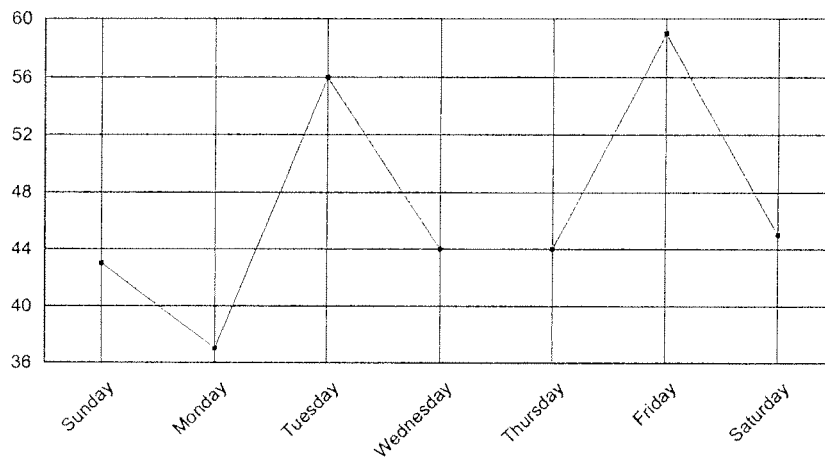
60.975% Day  
39.024% Night

## Incidents by Day of Week

Date Range: From 1/1/2010 To 12/31/2010

---

Day of the Week	Number of Incidents
Sunday	43
Monday	37
Tuesday	56
Wednesday	44
Thursday	44
Friday	59
Saturday	45



## Average Response Time by Time of Day

Report Period: From 1/1/2010 To 12/31/2010

Time	Count	Count in Average	Average Response Time HHMMSS
00:00:00 to 00:59:59	5	5	00:13:41
01:00:00 to 01:59:59	5	4	00:16:00
02:00:00 to 02:59:59	5	5	00:13:51
03:00:00 to 03:59:59	4	1	00:11:57
04:00:00 to 04:59:59	5	4	00:10:02
05:00:00 to 05:59:59	18	12	00:11:37
06:00:00 to 06:59:59	8	5	00:09:41
07:00:00 to 07:59:59	9	7	00:07:57
08:00:00 to 08:59:59	20	14	00:06:05
09:00:00 to 09:59:59	24	18	00:06:57
10:00:00 to 10:59:59	20	13	00:05:50
11:00:00 to 11:59:59	17	14	00:07:55
12:00:00 to 12:59:59	15	13	00:06:25
13:00:00 to 13:59:59	21	16	00:06:18
14:00:00 to 14:59:59	18	16	00:07:25
15:00:00 to 15:59:59	18	17	00:06:05
16:00:00 to 16:59:59	20	18	00:07:25
17:00:00 to 17:59:59	18	17	00:08:49
18:00:00 to 18:59:59	24	21	00:09:13
19:00:00 to 19:59:59	17	13	00:11:08
20:00:00 to 20:59:59	8	8	00:08:12
21:00:00 to 21:59:59	10	10	00:14:06
22:00:00 to 22:59:59	10	9	00:12:28
23:00:00 to 23:59:59	9	8	00:13:11
Totals:	328	268	

Avg Response Time is  
based on the time it's  
rcvd @ dispatch and unit  
on scene.

Note: The incident count used in averages does not include the following

Not completed incidents, Mutual Aid given, Other Aid Given, Cancelled in Route, Not priority, Fill-In Standby, No arrival and Invalid Dates/Times

# False Alarms Report

Date Range: From 1/1/2010 To 12/31/2010

District(s) Selected: ALL

Address	Incident	Alarm Date/Time	Day of Week	Incident Type
District - No Valid District Entered				
1 Flag St	2010167	07/07/2010 02:55:20	Wednesday	733 - Smoke detector activation due to malfunction
"	2010177	07/25/2010 14:02:01	Sunday	733 - Smoke detector activation due to malfunction
"	2010178	07/26/2010 20:24:12	Monday	743 - Smoke detector activation, no fire - unintentional
"	2010179	07/27/2010 07:20:05	Tuesday	735 - Alarm system sounded due to malfunction
"	2010190	08/03/2010 18:17:48	Tuesday	735 - Alarm system sounded due to malfunction
"	2010204	08/22/2010 20:09:46	Sunday	743 - Smoke detector activation, no fire - unintentional
"	2010250	10/19/2010 10:03:39	Tuesday	733 - Smoke detector activation due to malfunction
"	2010224	09/19/2010 09:04:57	Sunday	743 - Smoke detector activation, no fire - unintentional
"	2010225	09/21/2010 09:38:25	Tuesday	743 - Smoke detector activation, no fire - unintentional
"	2010243	10/05/2010 19:50:40	Tuesday	743 - Smoke detector activation, no fire - unintentional
"	2010017	01/18/2010 18:59:21	Monday	743 - Smoke detector activation, no fire - unintentional
"	2010039	02/19/2010 07:23:00	Friday	743 - Smoke detector activation, no fire - unintentional
"	2010097	04/10/2010 13:32:35	Saturday	743 - Smoke detector activation, no fire - unintentional
"	2010074	03/30/2010 17:27:05	Tuesday	733 - Smoke detector activation due to malfunction
"	2010075	03/30/2010 18:59:11	Tuesday	733 - Smoke detector activation due to malfunction
"	2010076	03/30/2010 22:54:16	Tuesday	733 - Smoke detector activation due to malfunction
"	2010078	03/31/2010 13:17:13	Wednesday	733 - Smoke detector activation due to malfunction
"	2010296	12/01/2010 13:50:32	Wednesday	743 - Smoke detector activation, no fire - unintentional
1 Flag St,	2010292	11/26/2010 14:13:45	Friday	743 - Smoke detector activation, no fire - unintentional
"	2010298	12/02/2010 08:16:39	Thursday	743 - Smoke detector activation, no fire - unintentional
"	2010229	09/27/2010 21:26:27	Monday	743 - Smoke detector activation, no fire - unintentional
"	2010220	09/12/2010 00:51:17	Sunday	743 - Smoke detector activation, no fire - unintentional
"	2010275	11/14/2010 18:07:19	Sunday	743 - Smoke detector activation, no fire - unintentional
"	2010198	08/13/2010 08:46:37	Friday	743 - Smoke detector activation, no fire - unintentional
"	2010157	06/23/2010 11:37:11	Wednesday	743 - Smoke detector activation, no fire - unintentional
1 Flag St, 111	2010247	10/15/2010 10:29:37	Friday	745 - Alarm system sounded, no fire - unintentional
"	2010239	10/03/2010 10:10:52	Sunday	743 - Smoke detector activation, no fire - unintentional
1 Flag St, 2nd floor	2010128	05/10/2010 13:31:15	Monday	743 - Smoke detector activation, no fire - unintentional

INC033 (3.00)

Address	Incident	Alarm Date/Time	Day of Week	Incident Type
<b>District - No Valid District Entered - Continued</b>				
1 Flag St, 2nd fl	2010150	06/12/2010 12:50:59	Saturday	743 - Smoke detector activation, no fire - unintentional
1 Flag St, apt 111	2010308	12/10/2010 23:40:24	Friday	743 - Smoke detector activation, no fire - unintentional
1 Flag St, apt 208	2010191	08/06/2010 13:36:49	Friday	733 - Smoke detector activation due to malfunction
1040 School St	2010137	05/21/2010 14:08:42	Friday	735 - Alarm system sounded due to malfunction
"	2010108	04/21/2010 08:58:48	Wednesday	743 - Smoke detector activation, no fire - unintentional
"	2010197	08/11/2010 12:05:23	Wednesday	735 - Alarm system sounded due to malfunction
"	2010263	10/29/2010 18:53:07	Friday	743 - Smoke detector activation, no fire - unintentional
"	2010289	11/22/2010 19:23:00	Monday	711 - Municipal alarm system, malicious false alarm
1055 School St, 10	2010264	10/30/2010 19:46:49	Saturday	700 - False alarm or false call, other
1117 Main St	2010161	06/29/2010 14:03:13	Tuesday	733 - Smoke detector activation due to malfunction
1134 Chase Rd	2010170	07/09/2010 05:09:34	Friday	733 - Smoke detector activation due to malfunction
1290 State St	2010094	04/08/2010 10:00:54	Thursday	745 - Alarm system sounded, no fire - unintentional
1360 State St	2010125	05/05/2010 13:13:24	Wednesday	743 - Smoke detector activation, no fire - unintentional
"	2010249	10/19/2010 08:46:46	Tuesday	733 - Smoke detector activation due to malfunction
"	2010314	12/14/2010 23:11:34	Tuesday	743 - Smoke detector activation, no fire - unintentional
14 Moosehead Rd, Fogler	2010277	11/15/2010 08:27:06	Monday	730 - System malfunction, other
1522 State St	2010172	07/19/2010 14:01:06	Monday	735 - Alarm system sounded due to malfunction
"	2010174	07/20/2010 17:15:40	Tuesday	735 - Alarm system sounded due to malfunction
"	2010070	03/27/2010 22:08:02	Saturday	743 - Smoke detector activation, no fire - unintentional
2 Silver Ridge	2010315	12/15/2010 16:36:07	Wednesday	743 - Smoke detector activation, no fire - unintentional
"	2010135	05/19/2010 09:47:54	Wednesday	743 - Smoke detector activation, no fire - unintentional
3 Flag St	2010121	05/02/2010 02:28:19	Sunday	733 - Smoke detector activation due to malfunction
"	2010112	04/25/2010 18:41:03	Sunday	743 - Smoke detector activation, no fire - unintentional
"	2010162	06/30/2010 17:51:14	Wednesday	743 - Smoke detector activation, no fire - unintentional
"	2010160	06/29/2010 05:09:55	Tuesday	743 - Smoke detector activation, no fire - unintentional
"	2010192	08/07/2010 18:00:29	Saturday	744 - Detector activation, no fire - unintentional
3 Flag St,	2010269	11/09/2010 16:25:16	Tuesday	744 - Detector activation, no fire - unintentional
"	2010244	10/09/2010 17:43:04	Saturday	743 - Smoke detector activation, no fire - unintentional
"	2010116	04/30/2010 17:15:57	Friday	743 - Smoke detector activation, no fire - unintentional
"	2010104	04/16/2010 18:57:02	Friday	743 - Smoke detector activation, no fire - unintentional
3 Flag St, 2nd floor	2010031	02/09/2010 19:39:41	Tuesday	743 - Smoke detector activation, no fire - unintentional
<b>Subtotal:</b>	<b>59</b>			
<b>Grandtotal:</b>	<b>59</b>			

31 @ 1 Flag St  
10 @ 3 Flag St

## TOWN OF VEAZIE

**Ordinance, Enacting a Moratorium on Medical Marijuana Dispensaries and Sites of Marijuana Cultivation**

**WHEREAS**, a referendum was passed by the Maine voters liberalizing the laws relating to Marijuana Dispensaries; and

**WHEREAS**, the State of Maine Department of Health and Human Services adopted emergency Rules Governing the Maine Medical Use of Marijuana Program (10-144 CMR Chapter 122), effective May 5, 2010; and

**WHEREAS**, the Maine Department of Health and Human Services, Division of Licensing and Regulatory Services, has issued a Request for Applications for non-profit corporations to become dispensaries for growing and dispensing marijuana to registered patients under the Maine Medical Use of Marijuana Act (Title 22 M.R.S. §§2421-2430-A); and

**WHEREAS**, the potential location of Marijuana Dispensaries and Sites of Marijuana Cultivation in the Town of Veazie raises legitimate and substantial questions and concerns about the impact of such facilities on the Town of Veazie, including questions of the adequacy of streets for additional traffic; the compatibility of Marijuana Dispensaries and Sites of Marijuana Cultivation within existing residential and commercial zones; the potential adverse health and safety effects of the Marijuana Dispensaries and Sites of Marijuana Cultivation on the community; the possibility of illicit sale and use of illegal drugs, misuse of prescribed marijuana, associated criminal activity, and drug related deaths; and the increased burden on the Veazie Police Department; and

**WHEREAS**, marijuana is illegal to possess under federal law; and

**WHEREAS**, the State of Maine allows the possession of certain amounts of marijuana, and

**WHEREAS**, the current Land Use Ordinance of the Town of Veazie and Comprehensive Plan do not adequately address the concerns listed above; and

**WHEREAS**, the possible effects of the location of Marijuana Dispensaries and Sites of Marijuana Cultivation has implications for the health, safety and welfare of the Town of Veazie and its citizens; such implications include, but are not limited to, the location of

such Marijuana Dispensaries and Sites of Marijuana Cultivation proximate to schools, residential areas, and public ways; and

**WHEREAS**, the Town of Veazie needs a reasonable amount of time to study the Land Use Ordinance and Comprehensive Plan to determine the implications of future proposed Marijuana Dispensaries and Sites of Marijuana Cultivation and to develop reasonable regulations governing the location and operations of such treatment facilities; and

**WHEREAS**, the Town of Veazie, under its home rule authority and its police power, has the authority to impose reasonable restrictions, conditions, and limitations on such a facility; and

**WHEREAS**, the Council members for the Town of Veazie, through the advice of the Veazie Planning Board and staff, shall study the Veazie Land Use Ordinance to determine the land use implications of Marijuana Dispensaries and Sites of Marijuana Cultivation and consider what locations and conditions of approval might be appropriate for such facilities and such cultivation; and

**WHEREAS**, the existing Comprehensive Plan, Zoning Ordinance, and other applicable laws and regulations, if any, are not adequate to prevent serious public harm by the development of Marijuana Dispensaries and Sites of Marijuana Cultivation in the Town of Veazie; and

**WHEREAS**, the Planning Board of the Town of Veazie has developed a draft of proposed amendments to the Town's Land Use Ordinance to address the foregoing matters, and is in the process of finalizing the amendments that it intends to recommend to the Town Council for adoption; and

**WHEREAS**, the Town's Moratorium on Marijuana Dispensaries and Sites of Marijuana Cultivation ordinance enacted on July 19, 2010 expired on December 18, 2010, prior to the full development and consideration of the proposed amendments by the Planning Board and the Town Council, and before the adoption of the final amendments to the Land Use Ordinance by the Town Council; and

**WHEREAS**, the Moratorium is necessary to prevent an overburdening of public facilities that is reasonably foreseeable as the result of Marijuana Dispensaries and Sites of Marijuana Cultivation being located in the Town of Veazie, and to provide the Town

adequate time to complete the development, review and adoption amendments to its Land Use Ordinance; and

**WHEREAS**, it is anticipated that such development, review and adoption of amendments to the Land Use Ordinance could take up to one hundred eighty (180) days from the expiration of the prior Moratorium ordinance;

**NOW, THEREFORE, THE TOWN OF VEAZIE HEREBY ORDAINS THAT THE FOLLOWING ORDINANCE ENACTING A MORATORIUM ON MARIJUANA DISPENSARIES AND SITES OF MARIJUANA CULTIVATION BE ENACTED:**

1. **Applicability and Purpose:** This moratorium shall apply to Marijuana Dispensaries and Sites of Marijuana Cultivation, as defined below, that may be proposed to be located within the Town of Veazie.
2. **Prohibition:** During the time this Ordinance is applicable, no officer, official, employee, office, board, or agency of the Town of Veazie shall accept, process, approve, deny, or in any other way act upon any application for a building permit, certificate of occupancy, site plan review, conditional use plan review and/or any other permits or approvals related to such use. No person or organization shall develop or operate Marijuana Dispensaries or Sites of Marijuana Cultivation within the Town of Veazie on or after December 18, 2010.
3. **Enforcement, violation, and penalties:** If Marijuana Dispensaries or Sites of Marijuana Cultivation are established in violation of this Ordinance, each day of any continuing violation shall constitute a separate offense for this purpose. The Town shall be entitled to all rights available to it in law and equity, including its reasonable attorney fees and costs in prosecuting any violations.
4. **Definitions:** As used in this Ordinance, the following terms have the following meanings:
  - a. "Marijuana" shall have the definition set forth in Title 17-A M.R.S.A. Section 1101 (1) and 10-144 CMR Chapter 122, Section 1.15.
  - b. "Marijuana Dispensaries" means one or more marijuana dispensary, facility or location, whether fixed or mobile, where marijuana is made available to or distributed to any person or entity authorized to receive it under Maine Law.
  - c. "Sites of Marijuana Cultivation" means one or more sites at which marijuana may be cultivated for the specific purpose of making marijuana available to or distributed to any person or entity authorized to receive it under Maine Law.



5. **Date:** This Ordinance shall apply retroactively to December 18, 2010 and shall remain in effect for a period of one hundred eighty (180) days after said date, unless extended, repealed, or modified by the Veazie Town Council.
6. **Pending proceedings:** Notwithstanding the provisions of Title 1 M.R.S. § 302, this Ordinance shall apply to any proposal to establish Marijuana Dispensaries or Sites of Marijuana Cultivation, whether or not an application or proceeding to establish said uses would be deemed a pending proceeding under Title 1 M.R.S. § 302.
7. **Action by the Town Council and Planning Board:** During the applicable period of this Ordinance, the Planning Board and staff shall expeditiously act to review the implications of such Marijuana Dispensaries and Sites of Marijuana Cultivation on, among other things, the health, safety, welfare, traffic, law enforcement, land use, aesthetic, property value, and environmental impacts on the Town of Veazie and its citizens. Toward the end of the Moratorium, the Town will hold at least one public hearing and receive input from interested parties.
8. **Severability:** Should any section or provision of this Ordinance be declared by any court to be invalid, such a decision shall not invalidate any other section or provision.

**TOWN OF VEAZIE**

ITEM # 5b1

Ordinance, Enacting a Moratorium on Medical Marijuana Dispensaries and Sites of Marijuana Cultivation

**WHEREAS**, a referendum was passed by the Maine voters liberalizing the laws relating to Marijuana Dispensaries; and

**WHEREAS**, the State of Maine Department of Health and Human Services adopted emergency Rules Governing the Maine Medical Use of Marijuana Program (10-144 CMR Chapter 122), effective May 5, 2010; and

**WHEREAS**, the Maine Department of Health and Human Services, Division of Licensing and Regulatory Services, has issued a Request for Applications for non-profit corporations to become dispensaries for growing and dispensing marijuana to registered patients under the Maine Medical Use of Marijuana Act (Title 22 M.R.S. §§2421-2430-A); and

**WHEREAS**, the potential location of Marijuana Dispensaries and Sites of Marijuana Cultivation in the Town of Veazie raises legitimate and substantial questions and concerns about the impact of such facilities on the Town of Veazie, including questions of the adequacy of streets for additional traffic; the compatibility of Marijuana Dispensaries and Sites of Marijuana Cultivation within existing residential and commercial zones; the potential adverse health and safety effects of the Marijuana Dispensaries and Sites of Marijuana Cultivation on the community; the possibility of illicit sale and use of illegal drugs, misuse of prescribed marijuana, associated criminal activity, and drug related deaths; and the increased burden on the Veazie Police Department; and

**WHEREAS**, marijuana is illegal to possess under federal law; and

**WHEREAS**, the State of Maine allows the possession of certain amounts of marijuana, and

**WHEREAS**, the current Land Use Ordinance of the Town of Veazie and Comprehensive Plan do not adequately address the concerns listed above; and

**WHEREAS**, the possible effects of the location of Marijuana Dispensaries and Sites of Marijuana Cultivation has implications for the health, safety and welfare of the Town of Veazie and its citizens; such implications include, but are not limited to, the location of

such Marijuana Dispensaries and Sites of Marijuana Cultivation proximate to schools, residential areas, and public ways; and

**WHEREAS**, the Town of Veazie needs a reasonable amount of time to study the Land Use Ordinance and Comprehensive Plan to determine the implications of future proposed Marijuana Dispensaries and Sites of Marijuana Cultivation and to develop reasonable regulations governing the location and operations of such treatment facilities; and

**WHEREAS**, the Town of Veazie, under its home rule authority and its police power, has the authority to impose reasonable restrictions, conditions, and limitations on such a facility; and

**WHEREAS**, the Council members for the Town of Veazie, through the advice of the Veazie Planning Board and staff, shall study the Veazie Land Use Ordinance to determine the land use implications of Marijuana Dispensaries and Sites of Marijuana Cultivation and consider what locations and conditions of approval might be appropriate for such facilities and such cultivation; and

**WHEREAS**, the existing Comprehensive Plan, Zoning Ordinance, and other applicable laws and regulations, if any, are not adequate to prevent serious public harm by the development of Marijuana Dispensaries and Sites of Marijuana Cultivation in the Town of Veazie; and

**WHEREAS**, the Planning Board of the Town of Veazie has developed a draft of proposed amendments to the Town's Land Use Ordinance to address the foregoing matters, and is in the process of finalizing the amendments that it intends to recommend to the Town Council for adoption; and

**WHEREAS**, the Town's Moratorium on Marijuana Dispensaries and Sites of Marijuana Cultivation Ordinance enacted on July 19, 2019 expired on December 18, 2019, prior to the full development and consideration of the proposed amendments by the Planning Board and the Town Council, and before the adoption of the final amendments to the Land Use Ordinances by the Town Council; and

**WHEREAS**, the Moratorium is necessary to prevent an overburdening of public facilities that is reasonably foreseeable as the result of Marijuana Dispensaries and Sites of Marijuana Cultivation being located in the Town of Veazie, and to provide the Town

adequate time to complete the development, review and adoption amendments to its Land Use Ordinance; and

**WHEREAS**, it is anticipated that such development, review and adoption of amendments to the Land Use Ordinance could take up to one hundred eighty (180) days from the expiration of the prior Moratorium Ordinance;

**NOW, THEREFORE, THE TOWN OF VEAZIE HEREBY ORDAINS THAT THE FOLLOWING ORDINANCE ENACTING A MORATORIUM ON MARIJUANA DISPENSARIES AND SITES OF MARIJUANA CULTIVATION BE ENACTED:**

1. **Applicability and Purpose:** This moratorium shall apply to Marijuana Dispensaries and Sites of Marijuana Cultivation, as defined below, that may be proposed to be located within the Town of Veazie.
2. **Prohibition:** During the time this Ordinance is applicable, no officer, official, employee, office, board, or agency of the Town of Veazie shall accept, process, approve, deny, or in any other way act upon any application for a building permit, certificate of occupancy, site plan review, conditional use plan review and/or any other permits or approvals related to such use. No person or organization shall develop or operate Marijuana Dispensaries or Sites of Marijuana Cultivation within the Town of Veazie on or after December 16, 2010.
3. **Enforcement, violation, and penalties:** If Marijuana Dispensaries or Sites of Marijuana Cultivation are established in violation of this Ordinance, each day of any continuing violation shall constitute a separate offense for this purpose. The Town shall be entitled to all rights available to it in law and equity, including its reasonable attorney fees and costs in prosecuting any violations.
4. **Definitions:** As used in this Ordinance, the following terms have the following meanings:
  - a. "Marijuana" shall have the definition set forth in Title 17-A M.R.S.A. Section 1101 (1) and 10-144 CMR Chapter 122, Section 1.15.
  - b. "Marijuana Dispensaries" means one or more marijuana dispensary, facility or location, whether fixed or mobile, where marijuana is made available to or distributed to any person or entity authorized to receive it under Maine Law.
  - c. "Sites of Marijuana Cultivation" means one or more sites at which marijuana may be cultivated for the specific purpose of making marijuana available to or distributed to any person or entity authorized to receive it under Maine Law.

Tom 2 1/11/11 11:09 AM

Deleted: a study

Tom 2 1/11/11 11:09 AM

Deleted: .

Tom 2 1/11/11 11:09 AM

Deleted: development

Tom 2 1/11/11 11:09 AM

Deleted: recommendations will

Tom 2 1/11/11 11:09 AM

Deleted: at least

Tom 2 1/11/11 11:09 AM

Deleted: June 21

5. Date: This Ordinance shall apply retroactively to ~~December 18, 2010~~ and shall remain in effect for a period of one hundred eighty (180) days after said date, unless extended, repealed, or modified by the Veazie Town Council.

Tom 2/15/11 11:09 AM

Deleted:

Tom 2/15/11 11:09 AM

Deleted: June 21

6. Pending proceedings: Notwithstanding the provisions of Title 1 M.R.S. § 302, this Ordinance shall apply to any proposal to establish Marijuana Dispensaries or Sites of Marijuana Cultivation, whether or not an application or proceeding to establish said uses would be deemed a pending proceeding under Title 1 M.R.S. § 302.

7. Action by the Town Council and Planning Board: During the applicable period of this Ordinance, the Planning Board and staff shall expeditiously act to review the implications of such Marijuana Dispensaries and Sites of Marijuana Cultivation on, among other things, the health, safety, welfare, traffic, law enforcement, land use, aesthetic, property value, and environmental impacts on the Town of Veazie and its citizens. Toward the end of the Moratorium, the Town will hold at least one public hearing and receive input from interested parties.

Tom 2/15/11 11:09 AM

Deleted: The Planning Board and interested parties shall endeavor to submit recommendations for permanent action by November 19, 2010.

8. Severability: Should any section or provision of this Ordinance be declared by any court to be invalid, such a decision shall not invalidate any other section or provision.



## Penobscot Energy Recovery Company

P.O. Box 160 • 29 Industrial Way  
Orrington, Maine 04474  
(207) 825 - 4566

**ESOCO ORRINGTON, LLC.**  
Plant Operator

January 3, 2011

Town of Veazie  
1084 Main Street  
Veazie, ME 04401

### Re: Reference GAT

Municipal Officials:

Enclosed is a revised Schedule B to your Second Amended, Restated and Extended Waste Disposal Agreement. This revised schedule is a result of GAT (Guaranteed Annual Tonnage) trading conducted by the Municipal Review Committee, in accordance with Article V of aforementioned contract. This schedule is an integral part of the contract and should replace the 2010 Schedule B.

The GAT's shown on the revised Schedule B became effective January 1, 2011. Your municipality's GAT is the minimum MSW tons obligated to be delivered to PERC annually.

Please do not hesitate to call me if you should have any questions regarding this matter. The number to reach me is 825-4566, ext# 117.

Sincerely,

Penobscot Energy Recovery Company  
By: ESOCO Orrington, LLC  
Acting as Agent

A handwritten signature in cursive script that reads "Gary A. Stacey".

Gary A. Stacey  
Plant Controller

Encl. Schedule B

## SCHEDULE B

### Charter Municipalities and Reference GATs

Revised Effective January 1, 2011

<u>Charter Municipality</u>	<u>Reference GAT</u>
Abbot *	150
Albion	1,000
Alton	345
Atkinson	110
Baileyville (Alexander, Crawford, Talmadge, Grand Lake Stream, Topsfield, Baring, Waite)	1,350
Bancroft *	25
Bangor	30,500
Bar Harbor	4,850
Belfast *	850
Blue Hill/ Surry (Brooksville, Brooklin, Sedgwick)	4,000
Boothbay Reg. (Boothbay, Boothbay Harbor, Edgecomb, Southport)	4,500
Bowerbank *	34
Bradley	500
Brewer	6,400
Brooks	375
Brownville	650
Bucksport	1,850
Burnham	500
Carmel	1,000
Castine *	270
Central Penobscot (Bradford, Charleston, Corinth)	2,900
Cherryfield * (Deblois, Beddington)	550
Chester *	400
China	1,800
Clifton	400
Clinton	2,350
Cranberry Isle *	130
Dedham	375
Dixmont *	146
Dover-Foxcroft	2,200
Drew Plantation *	17
East Millinocket *	800
Eddington	850
Edinburg *	38
Enfield	700
Etna *	450
Fairfield	3,500
Franklin *	260
Freedom *	250
Garland *	230

Glenburn	2,000
Gouldsboro	825
Greenbush	550
Guilford	1,200
Hampden	3,500
Hancock	400
Harrington *	400
Haynesville *	50
Hermon	3,500
Holden	1,100
Howland *	280
Hudson *	150
Jackson	150
Kenduskeag *	300
Knox *	350
LaGrange *	300
Lamoine	600
Lee	375
Levant	975
Lincoln	3,600
Lucerne	300
Machias * (Marshfield, Whitneyville, Rouge Bluffs)	1,600
Mariaville	160
Macwahoc *	56
Mars Hill	800
Mattawamkeag	375
Maxfield *	45
Medford *	80
Medway *	700
Mid-Coast (Camden, Rockport, Lincolnville, Hope)	7,000
Mid-Maine (Corinna, Dexter, Exeter, St Albans)	4,150
Milbridge *	610
Milford	1,075
Millinocket	2,800
Milo	1,320
Monson	240
Montville *	160
Mt. Desert EMR Group (Mt Desert, Tremont, Trenton, S. Harbor)	6,736
Newburgh	650
Northern Katahdin * (Moro Plt., Merrill, Smyrna, Mt. Chase, Hersey, Dyer Brook, Patten, Crystal, Island Falls, Amity, New Limerick)	1,000
Oakfield *	200
Old Town	4,700
Orland	350
Orono	4,265
Otis	158
Palmyra	800
Parkman	200



Passadumkeag *	160
Penobscot *	550
Penobscot County	870
Piscataquis County (Orneville) *	200
Pleasant River SWD (Addison, Beals, Centerville, Columbia, Columbia Falls)	1,600
Plymouth	500
Reed Plantation	100
Rockland	5,200
Sangerville	600
Searsmont *	140
Searsport	650
Sebec *	170
Sherman * (Stacyville)	650
Sorrento *	65
Springfield *	165
Stetson	835
Steuben	625
Stockton Springs *	425
Stonington	1,000
Sullivan *	125
Swans Island *	150
Thomaston Group (OwlsHead, Thomaston, S. Thomaston)	3,730
Thorndike	275
Tri-County * (Union, Appleton, Liberty, Washington, Palermo, Somerville )	1,450
Troy	220
Union River SWD (Amherst, Aurora, Great Pond, Osborn, Waltham)	400
Unity	800
Vassalboro	1,440
Veazie	800
Verona	300
Waldoboro Group (Cushing, Friendship, Waldoboro)	3,460
Waterville	9,800
West Gardiner	800
Winn *	230
Winter Harbor *	110
Winslow	3,400
Winthrop	3,100
Wiscasset * (Alna, Westport)	<u>2,000</u>
	185,835

\* Became Charter Municipality after June 26, 1998 consistent with terms of the Second Amended, Restated and Extended Waste Disposal Agreements.

Breakdown of individual GATs for Schedule B groups of Charter Municipalities that combine waste deliveries to PERC.

**Blue Hill/Surry**

Blue Hill	2,667 tons
Surry	1,333 tons

**Mid-Coast Group**

Camden	3,296 tons
Hope	665 tons
Lincolnville	1,177 tons
Rockport	1,862 tons

**Mid-Maine Group**

Corinna	1,355 tons
Dexter	2,224 tons
Exeter	200 tons
St Albans	371 tons

**Mt Desert EMR Group**

Mt. Desert	1,944 tons
Tremont	1,080 tons
Trenton	1,227 tons
Southwest Harbor	2,485 tons

**Thomaston Group**

Owls Head	989 tons
Thomaston	1,979 tons
South Thomaston	762 tons

**Waldoboro Group**

Cushing	615 tons
Friendship	559 tons
Waldoboro	2,286 tons

December 3, 2009

Margaret N. Daigle  
City Manager  
150 Brunswick Street  
Old Town, Maine 04468

RE: Response to Invitation to Bid – Proposed Department Restructure Plan Review and Review of City Services, Contract #128-12-04-09

Dear Ms. Daigle:

Municipal Resources, Inc. (MRI) is pleased to offer our services to conduct an audit of your municipal services and operations, and compare those services to communities of similar size and makeup. In addition, we are also prepared to conduct a separate review of the Old Town Water District.

Our firm is dedicated to providing professional, technical, and management support services to local governments throughout New England. Founded in 1989, our entire professional staff has hands-on experience managing and directing state and local government operations. We understand and appreciate the issues and challenges associated with making local government service delivery systems work efficiently and effectively, and we have a long history of successfully tailoring working relationships that meet the specific and unique needs of each individual client.

We have the experience, capacity and expertise to conduct a thorough and meaningful study and will deliver a well written and understandable report containing well thought out, practical, and operationally sound recommendations.

#### **WORK PLAN AND APPROACH**

Our work plan and approach are intended to result in a comprehensive and objective review, and will involve identification and evaluation of the factors which affect demand for and delivery of municipal services. Some of the key components of our approach to this engagement are:

1. Meet with municipal officials to discuss goals and objectives for the next 5-10 years, as well as perceived needs and expectations for the community.
2. Interview, individually or in small groups, all municipal managers and employees and allow opportunity for them to provide confidential input by distributing and reviewing questionnaires on relevant issues. Additionally, we will openly invite written communication from any interested parties within the community.
3. Review, evaluate, and comment upon all policies, procedures, and practices, as well as management and supervisory systems, currently employed in any of the City's operating units.
4. Inspect, evaluate, and comment upon all equipment, rolling stock and facilities, including hardware and software, of each department.
5. Review, evaluate, and comment upon the current organizational and operating structure of the various operating departments, as well as upon staffing levels, labor and management deployment, overtime and call back procedures and practices, and personnel competencies and training.
6. Review, evaluate, and comment upon facilities and equipment maintenance plans, replacement programs, and capital improvement plans.
7. Review, evaluate, and comment upon the operating and capital budgets for each of the operating units, as well as address current and potential revenue sources.
8. Undertake a financial controls review of the procedures, policies and practices for budget preparation and monitoring, contract administration, personnel evaluation, hiring and promotion, along with the purchasing and procurement policies and practices employed by each of the operating units within the City.
9. In consultation with the City, identify five (5) comparable municipalities and compare and contrast organizational and operational approaches, expenses, and staffing levels.
10. Establish eight (8) to ten (10) benchmark tasks and compare and contrast the cost and approach against the five (5) communities selected above.

11. Analyze the information and data generated and prepare a comprehensive written report of the findings and recommendations along with a PowerPoint executive summary.

Our work plan will incorporate on-site visits and operational observation, as well as off-site research/data analysis, and meetings between the consultant team to develop final conclusions and recommendations.

The study will provide an independent, objective evaluation of City services in which we will seek to identify opportunities to reduce or eliminate duplication and redundancy and to maximize utilization of human and financial resources along with facilities and equipment. While our technical review and assessment is done by in-service experts who are aware of the requirements and responsibilities placed on local government, we assess each operating unit within the context of the overall municipal organization to ensure that final recommendations are balanced and rationally prioritized.

Our goal is to help solve problems and provide imaginative solutions for future success. We do not put forth idealistic or unachievable narrowly focused technical cookbook solutions, rather our reports are written so that they are understandable and include detailed recommendations with accompanying support documentation. Our overarching objective is to:

- Assist the City obtain maximum value for limited tax dollars;
- Raise public awareness of the need for and value of municipal services; and
- Provide information that helps local leaders develop and execute plans that best meet the community's needs within available resources.

### **SCOPE OF WORK**

#### **TASK 1: REVIEW AND COMPARISON OF CITY SERVICES**

This task will require fairly intensive involvement within the community, including interviews with the City Manager, Assistant City Manager, City Council members, department heads, municipal employees, representatives of various municipal boards and committees, and a number of residents/business people identified by the City Manager and City Council. Our purpose during Task 1 is to be inclusive enough to:

1. Identify major issues and concerns of the community regarding the delivery of municipal services and/or the operations of the individual City departments;
2. Gain an understanding of each operating unit – their operating budgets, organizational and management structure, staffing, facilities and equipment, and their overall strengths and weaknesses;
3. Achieve an understanding and appreciation of the values, culture and personality of the City and its local government; and
4. Understand, to the extent possible, the community's needs, wants, and desires with regard to municipal services, now and into the future.

MRI will employ a multi-disciplinary peer review approach to this project; we assign subject experts with hands-on experience to review and critique each operating unit and department within the existing municipal structure. A consultant with extensive municipal management experience will lead and coordinate the review team to ensure that the views and opinions of the individual subject experts are balanced in the context of a broader view of the municipal organization as a whole and that areas of duplication and redundancy throughout the collective organization are identified and clearly addressed.

We will assign a senior consultant with specific subject expertise and hands on experience in each major operating area to spend time with the key personnel in each of the departments in order to gain an understanding of and document the organizational, operational, management systems and approaches currently in place, and to quantify and categorize the primary service demands in each operating unit. We will carefully evaluate what is being done, who is doing it, how it is being done, and what it costs, and then compare and contrast the current structures against alternative approaches, and contemporary practice and convention, as well as against the five (5) comparable communities which will be selected in consultation with the City.

We will review the operating budgets and expenditure detail for the last three years to gain a sense of how the City currently commits it's financial resources towards provision of various services, after which we will conduct a detailed review of departmental activities. We will conduct a physical inspection of community facilities and equipment to identify and isolate obvious problems or issues and to gain an understanding of current and future demands on available resources.

We will request that the City appoint a contact person to help coordinate on-site activities and expedite communication. In addition to information indicated in the RFP, we also request access to the following documents and information:

- All available demographic information on the City, including information about the population, school census, tax rate, unemployment rate, etc.
- Details of any grievances filed by any employees over the past two (2) years and the disposition of each.
- Roster of names, job title, current assignments, and contact information for municipal employees.
- Maps of police patrol areas, highway plow routes, utility precincts, and any special service districts.
- A sampling of citizen complaints received by the City regarding any of the various operations of the City during the past two (2) years.
- A list of all accidents involving municipal vehicles during the past two (2) years.
- A list of any current lawsuits pending against the City or its employees in their official capacity.
- A copy of the City's Emergency Response Plan.

In addition, during our visits to the individual departments, we will be asking for access to the following records:

- Records showing calls for service, work activity logs, and workload projection.
- Copies of departmental work schedules.
- Records of complaint investigation and disposition (to the extent that they may be legally made available to us).
- Vehicle and equipment maintenance records.
- Individual employee activity records.

Among the questions that we will attempt to answer will be the following:

- Do City officials, members of the community and municipal employees have a clear idea of the values, missions, goals and objectives of the City's Government in general, and the individual departments specifically, and are they in agreement on them?
- To what extent would an added emphasis/more focus on different management practices or changed approaches assist the City or individual departments in more efficiently or effectively delivering services to the community?

- Is proper organizational theory, including chain of command, span of control, and unity of command, in place within the municipal organization, and are these principles working in everyday operations?
- Are the current operating budgets and levels of staffing adequate?
- Once passed by the City, is the budget being properly administered?
- Are there adequate financial and management controls in place in such areas as City owned property and equipment, cash receipts, and purchasing?
- Are personnel adequately trained, groomed and supervised? Are they utilized efficiently and effectively?
- Are the communications and data processing systems adequate, and is management information provided on a timely basis and properly utilized?
- Are managers and department heads providing proper oversight and leadership?
- Do all employees have a proper sense of community service and sensitivity to the issues of working in a small New England community?
- Is employee turnover reasonable, and if high, what are the causes?
- Are the salary schedule, wages, and employee benefits competitive?
- Are the hiring and promotional processes adequate to select the best-qualified candidates and screen out undesirables?
- Are citizen complaints and concerns responded to in a proper manner?
- Are the rules, regulations, policies and procedures adequate and up-to-date, and are they understood and observed by all?
- Are the physical facilities, rolling stock and equipment, including motor vehicles, computers, and communications equipment, up-to-date, capable of meeting the demands on it, and operated and maintained in the most cost-effective manner?
- How do City operating units stack up when compared to similarly challenged service units in other jurisdictions?
- Are there alternative approaches to organizing, managing or delivering core community services that would improve service quality, efficiency or reduce cost?

The preliminary results of our assessment will be presented in summary fashion in a work session format involving the project team, City Manager, City Council, Department Heads, and others as determined appropriate. During this work session, we will explain, interpret, and



expand upon the information in the report, as well as identify areas where City Officials feel more evaluation or research is warranted. Once we are satisfied that research and review has been completed to an acceptable level, we will produce a final written report with findings and recommendations for action presented in clear and understandable text and graphics with supporting information and documentation included. We will also prepare an executive summary in the form of a PowerPoint presentation suitable for use at public hearings or other forums where the results of our work can be presented and explained (by us or others) to the community.

## **TASK 2: PROPOSED DEPARTMENT RESTRUCTURE REVIEW**

Building upon the understanding of the existing organizational and operational structure that is developed in Task 1, MRI will review and critique the proposed department restructure plan. Included in the issues we will address are the:

- Identification of areas where the proposed Division structure will likely enhance the delivery of existing departmental services or where departmental operations will benefit from inclusion in the proposed Division.
- Identification of any additional areas, not in the proposed plan, where inclusion in a specific Division might result in a cost savings, cost avoidance, and/or more efficient delivery of services.
- Identification of likely initial costs associated with restructuring.
- Identification of potential down stream cost savings or cost avoidance after full implementation is realized.
- Identification of weaknesses or deficiencies in the proposed Department restructuring plan that might adversely impact successful implementation and suggested alternatives.
- Identification of likely impediments or obstructions to successful implementation along with recommendations to avoid or overcome them.

The initial results of our review and critique be presented in a work session format involving the City Manager, City Council, Department Heads, and others as determined appropriate. During this work session, we will explain, interpret, and expand upon the information in the report, as well as identify areas where the City Officials feel more evaluation or research is warranted. Once we are satisfied that research and review has been completed to an acceptable level, we will produce a final written report with findings, recommendations and a suggested implementation plan/strategy.

**TASK 3: REVIEW AND COMPARISON OF OLD TOWN WATER DISTRICT SERVICES (OPTIONAL)**

If the City decides to proceed, MRI will conduct a review and assessment of the Old Town Water District services using the same approach and methodology as described in Task 1 in order to understand the current organizational and operational structure and identify the facilities, systems and resources dedicated to and employed in managing and operating the District. Combining this information with the understandings gained in Tasks 1 and 2, we will identify areas where possible efficiencies might be realized through cooperation or collaboration with the City of Old Town. Among the issues addressed will be the following:

- The means and methods employed by the District in treatment, distribution and metering of water.
- The procedures employed in preparation of plans and specifications, permitting, inspections, records maintenance and site plan review.
- The plans, policies and procedures the District has developed to deal with both normal operating conditions and extraordinary situations.
- The system of internal communications, including written directives, which are used to communicate information, regulations and policies and procedures.
- The methods and procedures employed in developing budgetary estimates and the internal controls used in maintaining fiscal accountability.
- The methods and procedures employed in developing the District's long range capital planning.
- The internal control methods used to ensure compliance with rules, regulations, and policies and procedures, to ensure personal integrity, and to initiate corrective action when deficiencies are noted.
- Records management; control and accessibility of records.
- Utilization of advanced state-of-the-art technology, including automated data processing systems and procedures.
- Radio and telephone communications, to include staffing and scheduling

of personnel, radio and telephone procedures, suitability of equipment, and technology utilization.

- Identification of the operational and organizational strengths and weaknesses of the existing Water District.
- Identification of areas where existing Water District services or operations could potentially be improved or provided in a more efficient or cost effective manner.
- Identification of areas where the Water District and the City could potentially save money, avoid cost, improve efficiency or improve service quality by combining operations.
- Identification of areas where the delivery of existing Water District services or the operation of the department might be combined with other services and/or department(s) to result in a cost savings and/or more efficient delivery of services.
- Identification of areas where existing Water District services or various operations of the department might be reduced and/or discontinued.
- Identification of any staff weaknesses, deficiencies, or apparent training requirements.

The results of our assessment will be presented in summary fashion in a work session format involving the City Manager, City Council, Water District Management, and others as determined appropriate. During this work session, we will explain, interpret, and expand upon the information in the report, as well as identify areas where more evaluation or research is warranted. Once we are satisfied that research and review has been completed to an acceptable level, we will produce a final written report with findings and recommendations. All recommendations will be explained in detail with suggestions for implementation approaches and strategies where appropriate; supporting data and justification will be included in the report.

### **THE PROJECT TEAM**

All Principal Consultants affiliated with the firm have substantial experience in government service, a background which proves beneficial to our clients, as we are able to fully understand and address the issues and concerns of the officials and decision makers with whom we do business.

We believe that MRI has the best collection of talent that any consultant can produce at any price. Our consultants are all respected practitioners in their field and have held positions at or near the top in their respective professions. All are previous veterans of consulting assignments and have regional, and in some cases, national reputations. We are confident in our ability to provide any municipal organization with a full range of professional services necessary to successfully address virtually any organizational or operational issue.

The following team is proposed for this project; however, after consultation with the client, the team may be expanded or modified to better meet the desired outcomes of the project.

**Donald Jutton** will serve as Principal-in-Charge, will assist with project coordination and focus on the comparative analysis, the Water District assessment, community and economic development, code enforcement, and planning and zoning.

**James Bennett** will serve as lead consultant/project manager and focus on general management, finance, community economic development, the clerk, and general assistance.

**Wallace Stickney, PE**, and **David Hanlon** will focus on all facets of public works, including facilities management, pollution control, the Water District, and airport operations.

**Phil McGoldrick, Brian Duggan, Gregory Hanscom**, and **Alan Gould** will focus on public safety, EMS, and emergency management.

**Douglas Smith, CPA**, will focus on finance and the clerk's office.

**John Dever** will focus on code enforcement and ordinance compliance.

**Richard Bates** will focus on general management and recreation services.

**Joseph Lessard** will focus on assessing.

**Lydia Torr** will focus on Library management and operations.

**Andrew Gilmore** will focus on community economic development, prospect management, project planning and management, and planning and zoning

A staff profile for each team member is attached hereto as Appendix A.

### **DELIVERABLES**

MRI will provide the City with twenty (20) copies of the final report, together with one (1) copy of the final report in pdf version on disk.

A presentation of the final report shall be made to the City Council at a time and location to be determined. This presentation will allow for questions and answers of the final report and its conclusions.

### **TIMELINE**

Anticipated Execution of Contract	December 21, 2009
Anticipated Commencement of Work	December 21, 2009
Completion of Task #1 & submission of initial report	February 8, 2010
Completion of Task #2 & submission of initial report	March 1, 2010
Completion of Optional) Task #3 & submission of initial report	March 15, 2010
Presentation of Final Report	March 29, 2010

### **PROJECT COST**

The City's desire regarding submission of cost as reflected in the direction provide in the RFP is a bit confusing - **page 3** is a form requiring a specific dollar amount for each of the 3 separate tasks; however, **page 14** requests "**Cost. Provide an itemized list of costs for the proposed project as listed in the Proposed Scope Summary. Be specific as to the direct costs, e.g., and the indirect costs, e.g. travel, etc. Provide any additional information that would allow the City Manager to estimate control over all project costs.**"

Since we did not notice this matter in time to pose a question, we are providing the following task specific time/cost estimates with the understanding that the dollar

amounts shown on the submitted form are intended as GUARANTEED NOT TO EXCEED figures. There are some areas, such as research of comparative communities or development of demographic data, where the City may elect to assign City Staff, thereby reducing cost. Additionally, using on-line surveying and group interviews and fewer individual interviews will result in lower cost as well. We are also prepared to work with the City Manager to refine the scope in order to contain overall project cost.

### **Task # 1 – Review and Comparison of City Services**

- On-site meetings, interviews, inspections and field observation: 160 hours @ \$90/hour = \$14,400.
- Review, analysis and organization of available community and departmental data: 80 hours @ \$70/hour = \$5,600.
- Collection and analysis of comparative data from 5 communities: 150 hours @ \$70/hour = \$10,500.
- Expense related to project team travel and accommodations: \$3,000.
- Data analysis, team discussion and report preparation: 200 hours @ \$85/hour = \$17,000.

Total Guaranteed Not to Exceed Task # 1 **\$50,500.**

### **Task # 2 Proposed Departmental Restructure review**

- On-site meetings and interviews: 24 hours @ \$90/hour = \$2,160.
- Review and analysis of proposed plan: 10 hours @ \$70/hour = \$700.
- Data analysis, team discussion and report preparation: 30 hours @ 85/hour = \$2,550.
- Expense related to project team travel and accommodations: \$500.

Total Guaranteed Not to Exceed Task # 2 **\$5,910.**

### **Task #3 Review and Comparison of Water District Services**

- On-site meetings, interviews, inspections and field observation: 50 hours @ \$90/hour = \$4,500.
- Review, analysis and organization of departmental data: 20 hours @ \$70/hour = \$1,400.
- Analysis of comparative data from 5 communities: 30 hours @ \$70/hour = \$2,100.
- Expense related to project team travel and accommodations: \$1,000.

- Data analysis, team discussion and report preparation: 60 hours @ \$85/hour = \$5,100.

Total Guaranteed Not to Exceed Task #3 **\$14,100.**

NOTE: Substantial cost savings will be realized if Tasks #1 and #3 are undertaken concurrently – we estimate that the cost of Task #2 can be reduced by at least 60%.

### **REFERENCES**

See Appendix B, attached hereto for references.

### **ABOUT MRI**

Founded in 1989, MRI has two (2) principals, a staff of eleven (11) full-time professionals, four (4) administrative support staff, ten (10) part-time professionals, and a large group of professional affiliates from which it can draw for consulting services as necessary.

MRI is committed to providing innovative and creative solutions to the problems and issues facing local governments and school districts throughout New England. MRI is a New Hampshire Corporation operating from a primary office location in Meredith, New Hampshire, with field offices in Camden, Maine, Northampton, Massachusetts, and Harrisburg, Pennsylvania.

Our seasoned management staff can tailor services to specific client needs. Our clients realize that we have been in their shoes; we have the experience, sensitivity, and desire that it takes to develop and deliver services that specifically meet their needs.

MRI is committed to providing innovative and creative solutions to the problems and issues facing local governments and the agencies that serve them. Combined staff experience in the operations of local government, coupled with the realities of today's economic, regulatory, and political environments gives MRI a unique capability which can be brought to bear for local government officials, many of whom are volunteers seeking to do what is right for their communities.

The depth of MRI's experience is reflected not only in the experiences of its associates, but in the scope of services it provides its clients, from professional recruitment to organizational and operational assessments of individual municipal departments and

school districts or ongoing contracted services for various town government and school business support activities.

You will find that we approach every assignment with enthusiasm, responsiveness, creativity, and absolute integrity. We are very proud of our record and reputation for supporting quality local government services through better organization, operations, and communication.

### **CORPORATE STRUCTURE**

MRI is a C Corporation registered in New Hampshire, with the following officers:

Donald R. Jutton, President and Assistant Secretary;  
Joseph W. Lessard, Jr., Vice President, Treasurer, and Secretary;  
Alan S. Gould, Vice President, Chief Operating Officer;  
Michael H. Everngam, Chairman, Board of Directors; and  
Wallace E. Stickney, Emeritus, Board of Directors.

We are registered to do business in Maine, New Hampshire, Vermont, Massachusetts, Connecticut, Rhode Island, Pennsylvania, and New Jersey.

### **QUALIFICATIONS**

MRI has an extensive background in local government operations, community development, planning, finance, and tax assessing. Our collective staff experience in the operations of local government, coupled with an understanding of the realities of today's economic, regulatory, and political environments, gives MRI a unique capacity to provide assistance to local government officials in pursuit of more effective and responsive approaches to delivery of core community services.

MRI has provided professional, technical, and management support services to more than 350 local government entities since 1989. The firm is organized into several functional operating areas: Finance, Tax Assessing, Planning and Economic Development, Public Works, Public Safety, School Business Management, and Human Resources. We perform specific project assignments such as organizational and operational studies, wage and salary surveys, land use plan development or updates, and executive recruitments. We provide interim and supplemental staffing services on both short and long-term contracts; for example, we are currently providing interim Town Manager services in three (3) communities; long-term finance manager services in two (2) municipalities



and two (2) school districts; code enforcement staffing in two (2) communities; and interim police management services in one (1) community. We also have contracts with the NH Local Government Center's Municipal Association, the Pennsylvania League of Cities and Municipalities, and the Rhode Island Inter-Local Trust to provide various operational support, training, and consulting assistance to their members.

### **UNDERSTANDING THE RFP**

We have reviewed the Request for Proposal ("RFP"). We have on many occasions provided similar services as are outlined in the RFP to other municipal entities. We will abide by the RFP unless otherwise clearly stipulated within our proposal. We have performed preliminary due diligence on the scope of work required as part of the request.

Our response to the RFP has been prepared to conform to the requirements put forth. Our qualifications and ability to perform the required services are clearly stipulated within our response. We will abide by the terms of the RFP and our Contract with the Client. We are prepared to begin work in accordance with the requirements of the request for proposal and by the timeline set forth in our response.

### **CONTACT INFORMATION**

All communications regarding the Proposal should be addressed to:

Donald R. Jutton, President  
Municipal Resources, Inc.  
120 Daniel Webster Highway  
Meredith, New Hampshire 03253  
Telephone: (603) 279-0352, x-305  
Toll Free: (866) 501-0352, x-305  
Fax: (603) 279-2548  
Cell Phone: (603) 387-9729  
E-mail: [djutton@municipalresources.com](mailto:djutton@municipalresources.com)

### **ABILITY TO RESPOND IN A TIMELY MANNER**

MRI is familiar with the work requirements necessary to complete the proposed assignment and has the staff capacity and availability to complete the work within the required time frames.

Margaret N. Daigle  
City Manager  
December 3, 2009  
Page 16

### **CONCLUSION**

We bring a collective level of knowledge and experience to this project to ensure success. You will find our team to be responsive, imaginative, capable, and in possession of a strong public ethic with absolute integrity. I am confident we can provide the support services you require in an efficient and effective manner, and I look forward to the possibility of working with the City on this project.

Should you have questions or require clarification regarding this proposal, please feel free to call me.

Respectfully submitted,

Donald R. Jutton  
President

## **APPENDIX A**

**Donald R. Jutton, Project Manager**, founder and President of Municipal Resources, Inc., is a graduate of Bradford College with a BA in Urban Planning and Management and an MS in Community Economic Development from Southern NH University New Hampshire. He has also done graduate work in management and administration at Harvard University. Mr. Jutton has a broad government management and operations background, having served as Manager in Meredith, Littleton, Salem and Wakefield, New Hampshire. While maintaining a strong working knowledge of local government process and organizational planning, the primary emphasis of his work has been in the area of creative community economic development and pursuit of systemic change in management and delivery of core community services. He has authored five (5) TIF District Plans and his success in establishing collaborative efforts and managing very complex initiatives between public and private entities has effectively bridged frequently competing interests and has led to successful economic development activity valued at millions of dollars in many communities. He is noted for continually challenging client communities to rethink traditional approaches and explore innovative alternatives to community development and service delivery problems, emphasizing collaborations and partnerships that expand conventional thinking and extend to all corners of the community. The results of his work with communities have been reported in USA TODAY, Heart of NH Magazine, the Boston Globe, and numerous regional and local newspapers and journals.

**James A. Bennett** earned an MBA and a BA in Business from USM Portland and a degree in accounting from Bentley College. Mr. Bennett has more than 25 years of public management experience in Maine, having served as City Administrator in Lewiston, Assistant to the Mayor in Westbrook, and Town Manager in Old Orchard, New Gloucester, and Dixfield. He is Credentialed by ICMA and Certified by MTCMA. Jim is acknowledged for his demonstrated leadership skills and has received significant recognition for his economic development savvy and expertise. During his tenure in Lewiston the City led the state in job creation and tax base expansion; thanks in part to Jim's creative economic development approaches, the City nearly doubled the state valuation over a seven year period. He was selected to receive the 2006 ICMA Program Excellence Award for Strategic Leadership and Governance resulting from his work that led to the transformation of the gateway in Lewiston. Jim is currently Regional VP of the International City/County Management Association, past President and Board member of Maine Town & City Management Association, past Executive Board member for Maine Municipal Association, and past member of the Maine Governor's Municipal Advisory Committee.

**Wallace E. Stickney, P. E.**, holds a B.S. in Civil Engineering from New England College, a Masters in Engineering from Northeastern University, and a Masters in Public Administration from Harvard's Kennedy School. He is a Registered Professional

Engineer (retired) in New Hampshire and Massachusetts. After three years as a Physics and Engineering Mechanics Instructor at Boston's Wentworth Institute, he entered government service and has held operations and management positions at many levels of government over a 30-year career. His public service includes Town Engineer, Regional Planning Commissioner, Staff Environmental Engineer and Environmental and Economic Office Director with the U.S. Environmental Protection Agency, Special Assistant for Environment to the Governor of New Hampshire, the first Commissioner of the New Hampshire Department of Transportation, and National Director of the Federal Emergency Management Agency (FEMA) during the George H. W. Bush administration. As a student, he helped form and was President of the University of New Hampshire Flying Club and subsequently held an active Private Pilot Certificate for a number of years. As the first Commissioner of the NH DOT, he directed the consolidation of all of New Hampshire's transportation-related activities, including the Aeronautics Commission, into a comprehensive transportation organization. During his tenure at FEMA, he signed the first integrated Federal Emergency Response Plan and directed response and recovery activities for scores of major disasters including severe floods and hurricanes. He also lead the US delegation to NATO's Senior Emergency Planning Committee and directed the conversion of extensive resources once reserved exclusively for national defense missions into productive use for all sorts of disasters, natural and man-made. Since leaving Washington and the Federal Service, he has served as Chairman of the Board and is now a Senior Associate of Municipal Resources, Inc, a firm engaged in providing a broad range of services to municipal governments. In that role he has directed management studies of many public safety, planning and economic development, and public works organizations as well as holding positions of Interim Fire Chief of Hudson NH, Interim Public Works Director of the City of Lebanon, NH and, Interim Director of Lebanon's Airport.

**David P. Hanlon** has experience with all aspects of municipal public works management and administration including highway and bridge construction and maintenance, ice and snow control and removal, water and wastewater systems management and operations, drainage system planning and maintenance, parks and public properties management, solid waste management and project engineering. Mr. Hanlon retired in 2008 as the Director of Public Works for the Town of North Reading, Massachusetts, a position he held since 1991. Prior to working for the Town of North Reading, Mr. Hanlon also served as the Director of Public Works/Community Services for the Town of Salem, New Hampshire; as Town Engineer/Director of Public Works for the Town of Meredith, New Hampshire; and as Assistant City Engineer for the City of Pittsfield, Massachusetts. Mr. Hanlon has been a member of the United States Navy's Naval Reserve Construction Force (SEABEES) from January 1964 to the present. Mr. Hanlon has an A.E. in Civil & Highway Engineering Technology from the Wentworth Institute of Technology in Boston; a BS in Civil Engineering, graduating Magna Cum Laude from Northeastern University; and a MBA from Nichols College.

**Philip McGouldrick** earned an Associate's Degree in Fire Science and a Bachelors Degree in Education and has been a recognized and acknowledged leader and innovator in the fire service in Maine for the past 40 years. His years as Fire Chief in Cape Elizabeth and South Portland were preceded by 10 years as a fire fighter and 6 years as a volunteer fire fighter (before there were minimum age restrictions). He has spent more than 35 years as a Maine Fire Training Instructor and 10 years as an adjunct instructor at Southern Maine Community College. He has served as President of the Cumberland County Fire Chief's Association; President of the Maine Fire Chief's Association, the New England Division of the International Association of Fire Chiefs, and he served as a member of the Board of Directors and President of the International Association of Fire Chiefs. Additionally, Chief McGouldrick has served as a member of the Board of Directors of the Southern Maine EMS and the State of Maine EMS Board of Directors.

**Brian P. Duggan** now commands the Fire Department in the City of Northampton, Massachusetts, where he has instituted substantial changes to modernize the entire department including equipment, facilities, personnel, training and organizational structure. He formerly commanded the Northborough, Massachusetts, Fire Department, and has significant experience with the Massachusetts Department of Fire Services where he held several key positions. Mr. Duggan developed and directed the Graduate and Undergraduate Fire Science Programs at Anna Maria College in Paxton, Massachusetts from 1995 - 2003. Chief Duggan has a Business Management/Fire Science degree from Providence College and a Masters Degree of Business Administration (MBA) from Nichols College in Dudley, Massachusetts. He is a graduate of the National Fire Academy's Executive Fire Officer Program, and is one of only a few fire service professionals to be designated as a Chief Fire Officer by the Center for Public Safety Excellence (formerly the Commission on Fire Accreditation International - CFAI). In 2008, Brian completed the Senior Executives in State and Local Government Program at Harvard University, Kennedy School of Government. He leads the Massachusetts fire service through his affiliation as Chairman of the Fire Chiefs' Association of Massachusetts' Technology Committee and as a Regional Director on the Massachusetts State Fire Mobilization Committee. Mr. Duggan has authored several publications, inclusive of writing Section 7, Chapter 3, Fire Department Information Systems, in the Nineteenth and Twentieth Editions of the National Fire Protection Association's Fire Protection Handbook. Chief Duggan has served as a subject advisor to MRI since 2002 and will occasionally work on a project team.

**Gregory C. Hanscom** holds a BS in Education and an MPA, both from the University of Maine; currently he chairs the Public Safety Division & Criminal Justice Department at Southern Maine Community College; however, he enjoys a long and distinguished record of public service in the State of Maine. Mr. Hanscom began his professional career in law enforcement with the Portland Police department where he advanced to the position of Administrative Assistant to the Police Chief; from there he

went on to become the Police Chief in Windham, and thereafter the Chief of Police in Lewiston, Maine. Following his career in law enforcement, he was appointed and served for 10 years as Maine's Assistant Secretary of State/Director of the DMV where he re-engineered core services to gain efficiency, provided oversight of design and construction of new motor vehicle building, and initiated a complete organizational realignment to improve customer service delivery. In his current role at SMCC, he is responsible to provide direction and management cooperatively with college administrators and department faculty for criminal justice programs, provide instruction in program courses, and coordinate efforts with Fire Science, Fire Training and Education, and Paramedicine Programs to plan for and deliver interdisciplinary undertakings.

**Alan S. Gould, Vice President and Chief Operating Officer**, is a graduate of Saint Anselm College with a BS degree in Criminal Justice. He is certified as a Public Manager by the American Academy of Certified Public Managers and has completed numerous management and leadership programs including the Babson Command Training Institute and the FBI's LEEDS program. He is recognized for his creativity in community policing and his leadership in promoting ethics in the law enforcement community. Mr. Gould began his public sector career with the Salem, NH, Police Department where, during 21 years, he served in all ranks including Chief of Police. He served as Chief of Police in Rye, NH, where, upon retirement from law enforcement, he was appointed and served as Town Administrator until joining MRI in 2008. Mr. Gould served as the Ethics Instructor at the New Hampshire Police Academy for 15 years and has been an instructor of college courses in Criminal Code, Criminal Investigation, Report Writing, Constitutional Law, and Juvenile Delinquency. Among his many community involvements, Alan served as an initial incorporator of the Greater Salem Council Against Family Violence; a founder of New Hampshire's second "visitation center" designed to protect children from abusive parents; an initiator of Rye Senior SERVE, a non-profit organization established to help seniors remain in their homes as they age; and he continues as the Emergency Management Director in his home town of Rye, NH.

**Doug Smith, CPA**, obtained his BS in Accounting from Southern New Hampshire University. He has a combined 30 years experience in the public sector with emphasis on financial management, budgeting, business administration, and financial and compliance auditing. Before joining MRI Doug served in various senior finance roles for the State of NH including as internal auditor for the NH Retirement System where he also served as Business Administrator overseeing the System's budgeting and daily financial operations processes. He gained additional budgeting and finance management experience during five years with the NH Department of Administrative Services Budget Office and eight years as the budget and internal operations manager for the State Treasury Department. He also has ten years of financial and compliance auditing experience. Since joining MRI as a senior finance consultant in 2007 Doug has

provided accounting and financial support services to a number of municipalities and school districts including the Towns of Exeter, Raymond, Hooksett, Allenstown and Hampton, as well as the Winnisquam, Milton/Wakefield, Gilford, and Newfound school districts. He is a seasoned and experienced finance manager capable of managing and directing all aspects of a government finance office while at the same time, when needed, he is willing and able to roll up his sleeves and tend to the accounting details required to get the job done.

**John W. Dever, Jr. ("Jack")** served in the United States Navy Seabees retiring after a 20-year career in 1974. While enlisted, Jack worked on numerous construction projects worldwide as a member of several Seabee Technical Assistance Teams. During this time, he received extensive training and experience in specialty construction areas, including building, electrical, plumbing, welding, heavy equipment operation, and surveying. He became the Code Enforcement Officer for the Town of Meredith, New Hampshire, in 1985 where his duties included administration of the Town's zoning ordinances and serving as Building Inspector and Health Officer. During this time, he also served as a Certified Special Police Officer with the Town of Meredith. Jack retired after a 16-year career with the Town and affiliated with MRI shortly thereafter. Mr. Dever is a Certified International Code Council (ICC) Residential Building Inspector. He has also received training at the University of Wisconsin on Code Enforcement, Zoning Administration, and the International Plumbing Code, and attended the BOCA Institute seminar on Inspection and Enforcement of the International Building Code. He has also completed the New Hampshire Fire Academy's seminar on the 101 Life Safety Code. He is a member and past officer of the New Hampshire Building Officials Association, and a member and Past President of the New Hampshire Health Officers Association.

**Richard C. Bates** has a Bachelor of Science in Human Services from New Hampshire College (now University of Southern New Hampshire), and is a graduate of the New Hampshire Compensation Funds, Supervisors Academy, a graduate of the Primex Leadership Academy, and has taken numerous training and workshops sponsored by the ICMA. Mr. Bates has a broad public management background, having served as the Parks and Recreation Director of the Town of Raymond, New Hampshire, from June 1977 to June 2000, and as the Town Manager of the Town of Raymond, New Hampshire, from June 2000 to June 2007. During his tenure with the Town of Raymond, Mr. Bates headed the successful passage of a \$12 Million Bond for Raymond's first Wastewater Treatment Plan; headed the successful award of \$200,000 in EPA Brownfield funds for the cleanup of the former Tex Leather Tannery; and established Raymond's Parks and Recreation Program.

**Joseph W. Lessard, Jr.** graduated from the University of Maine with a BS degree in Engineering. He was Assessment Administrator/Code Enforcement Officer for the City of Gardiner, Maine and served as Chief Assessor for the Towns of Windham, Maine and Salem, New Hampshire. He has over 35 years experience in Assessing

Management and departmental operations and procedures, as well as expert witness experience at both the Board of Tax and Land Appeals and Superior Courts in New Hampshire, U.S. Federal Bankruptcy Court, and both the State of Maine Land Claims Commission and Board of Assessment Review. He is both a Certified Assessor and Certified General Appraiser in Maine and New Hampshire, approved as an Assessor Supervisor by NHDRA and a member of the International Association of Assessing Officers, the Maine Association of Assessing Officers, and the New Hampshire Association of Assessing Officials. He provides and oversees operational, management and technical support services to fifteen municipalities in this very specialized area.

**Lydia Torr** earned her Bachelor's Degree in Education from Plymouth State University and completed graduate level courses in Library Science through a cooperative program offered by the University of NH and the University of Rhode Island. Ms. Torr served as the Library Director in the Town of Meredith, NH, for more than 30 years during which time she was responsible for substantial changes and innovations that greatly improved access and service to the community. Under her guidance and direction, the Meredith Library was physically expanded and renovated, but more importantly, it grew to become a primary center of community activity offering creative and engaging programs for the youngest through the oldest residents of the Town. As a recognized leader in the profession, she served in various executive roles, including President of the NH Library Association and on numerous statewide and regional boards and committees focused on advancing the role of community libraries and the professionalism of those who work in them.

**Andrew (Drew) Gilmore** holds a B.A. degree from the University of Maine. He served as the Town Manager and also the former Director of Economic & Community Development for the Town of Wiscasset, Maine, and previous to his positions with Wiscasset, he was the Director of Community Development for Maine's Capitol City of Augusta. He is Member of the Economic Development Council of Maine, a certified CDBG Administrator, trained mediator, public facilitator, and a graduate of the Muskie School of Municipal Leadership Program. He has been involved in economic and community development, COB administration, municipal management, real estate development and governmental affairs for more than 15 years. Mr. Gilmore has been responsible for securing and managing millions of dollars of federal funding in a variety of different applications working directly with the Maine State Housing Authority and the Maine Department of Economic & Community Development. Some examples include: three separate \$300,000 CDBG Housing Rehabilitation Grants, a local multi-million dollar housing rehabilitation revolving loan program, \$200,000 Housing Opportunity Zone (HOZ) program, \$1 million economic transition federal earmark, several CDBG Economic Development Infrastructure (EDI) grants, several CDBG planning grants, a \$500,000 Capitol Riverfront Improvement Grant and a variety of other CDBG programs.



**APPENDIX B**

**REFERENCES**

**Acton, ME**

Assessing Services  
Nancy Ruma, Chairwoman  
Board of Selectmen  
PO Box 540  
Acton, ME 04001-0540  
(207) 636-3839

**Bedford, New Hampshire**

Fire Department Study  
Police Department Study  
Keith Hickey, Town Manager/Merrimack, NH  
(formerly Bedford Town Manager)  
(603) 424-2331

**Berlin, New Hampshire**

Regional Economic Planning  
after closing of Paper Mills  
Cathy Conway, Vice President  
Northern Community Investment  
Corporation (NCIC)  
220 Main Street  
PO Box 419  
Berlin, NH 03570  
(603) 752-1630, x-8

**Berwick, ME**

Assessing Services  
Keith Trefethen, Town Manager  
PO Box 696  
Berwick, ME 03901-0696  
(207) 698-5181

**Gloucester, MA**

Comprehensive Police / Fire Study  
Carolyn Kirk, Mayor  
9 Dale Avenue  
Gloucester, MA 01930  
(978) 281-9700

**Kennebunk, ME**

Fire Department/  
Organizational Assessment  
Completed 2007  
Barry Tibbetts, Town Manager  
1 Summer Street  
Kennebunk, ME 04043  
(207) 985-2102  
Stephen Nichols, Fire Chief  
(207) 985-2102, x-1340

**Kittery, ME**

Management Services  
Jonathan Carter, Town Manager  
Town of Kittery  
200 Rogers Road Extension  
Kittery, ME 03904  
(207) 475-1329

**Lebanon, New Hampshire**

Airport Manager  
Len Jarvi, Finance Director  
51 North Park Street  
Lebanon, NH 03766  
(603) 448-4220

**Windsor VT**

Town Government Assessment  
William Harkness, Chairman BOS  
Windsor Board of Selectmen  
PO Box 47  
Windsor, VT 05089  
(802) 674-6786

## Allan Thomas

**Tax Assessor/Code Enforcement Officer**  
**Storm Water Administrator / E-911 Addressing Officer**  
**Plumbing Inspector / Electrical Inspector / Building Inspector**  
**IT Manager**

### Goals & Objectives:

Short term: To simply keep the work under control.

Long term: To be prepared for retirement.

I consider it unlikely that the town will find somebody that is ready to step in and fulfill all of the requirements of these positions. Therefore, not only will the records have to be ready for a replacement, the jobs will probably be split up.

**Tax Assessing:** Splitting off Tax Assessing should be relatively easy.

**E-911 addressing** might go to the Fire Department.

**Code Enforcement**, including Plumbing inspection (both internal & subsurface wastewater disposal) Electrical inspection, & Building inspection may not be so easy unless the town makes some changes in what it expects.

The State of Maine has recently adopted a statewide building code MUBEC, Maine Uniform Building and Energy Code, and has allowed third party inspectors. The MUBEC is divided into several parts:

- Residential building code
- Commercial building code
- Residential energy code
- Commercial energy code
- Residential radon code
- Indoor residential ventilation code
- Indoor commercial ventilation code

I would suggest that the town consider splitting the responsibilities and retain only the residential inspection and the internal plumbing. This would probably mean adopting new ordinances whereas the old ordinances refer to a single inspector and refer to an old code. Three of the ordinances that may need to be updated are:

- Inspector of buildings
- Building Code
- National Electric Code

**Storm Water Administration:** This should NOT be ignored. Currently the Conservation Law Foundation has a full time environmental attorney just to check on the compliance of the 28 towns in Maine the few in New Hampshire.

Certainly Veazie Public Works should take over the responsibility for maintenance of the storm water drainage system. Responsibility for the Minimum Control Measures

#1 Outreach and education &

#2 Public Participation would probably have to be somebody from the office or a committee of citizens.

#3 Illicit Discharge Detection and Elimination We have already adopted a Storm Water ordinance. This is enforced by the Code Enforcement Officer.

#4 Construction Site Runoff - this will probably be of Planning Board review, Code Enforcement & third party inspectors.

#5 Post Construction site runoff - This MCM is to assure that storm water structures are maintained in perpetuity. We have adopted an ordinance. However I expect that the ordinance will have to be amended to require more third party inspectors at the property owner's expense.

#6 Good House Keeping (Municipal operations) We have our SWPPP ( Storm Water Pollution Prevention Plan) already in place. This references our hazardous materials storage plan that has been in place and operations and maintenance manuals recently worked out. I should have the final copies of the O&M manuals within a week or 2. Somebody will have to be certain that these are followed.

IT Manager: A few years ago I was given the title of IT Manager. I am sure that it was primarily because my degree is in Computer Science(although 20 years out of date at that time). At first I tried to do it all myself. The technology changes too fast for anybody to keep up at only 15% or less of a position. I would recommend that we continue utilizing consultants at least for the immediate future.

*VEAZIE TOWN COUNCIL  
A PROCLAMATION*

*WHEREAS* in August 1909, Mr. Edwin A. Grozier, publisher of the *Boston Post*, forwarded to the Selectman of 700 towns in New England a gold-headed ebony cane with the request that it be presented with the compliments of the *Boston Post* to oldest male citizen of the Town, and at the time of his death, passed to the next oldest male citizen of the Town; and,

*WHEREAS* the Town Council understands that in 1930, eligibility for the cane was opened to female citizens; and,

*WHEREAS* that the Council is the Trustee of the Cane, and are empowered to pass it to the oldest citizen; and;

*WHEREAS* the Veazie Town Council has determined that Margaret E. Van Aken, born on March 14, 1915 and who has resided in Veazie since 1915 to be the oldest applicant for the citizen of Veazie;

***THEREFORE, BE IT PROCLAIMED***, by the Town Council of the Town of Veazie, that Margaret E. Van Aken is hereby declared the oldest applicant for the citizen of Veazie and is hereby presented with the ***Boston Post Cane***.

Signed this *18<sup>th</sup> day of January, 2011* at the Town of Veazie, Maine in the witness thereof the seal and signatures of the Town of Veazie and its Town Council.

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Roderick Hathaway – Chairman

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Joseph Friedman – Councilor

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Brian Perkins – Councilor

---

Jonathan Parker – Councilor

---

David King – Councilor

ITEM # 82



December 17, 2010

**CERTIFIED MAIL**  
**RETURN RECEIPT REQUESTED**  
7008 0500 0000 8809 2764

Town of Veazie  
William Reed, Town Manager  
1084 Main Street  
Veazie, ME 04401

Dear Mr. Reed:

Time Warner Cable is pleased to provide cable television service to the Town of Veazie. We look forward to meeting the cable television related needs and interests of our customers in your community. Just as importantly, we value the good working relationship we have with the Town and its elected officials.

As you may know, our franchise to provide cable television service will expire on December 14, 2013. **Accordingly, Time Warner Cable hereby gives notice that it seeks renewal of its cable television franchise pursuant to the provisions of 47 U.S.C. 546 and requests commencement of renewal proceedings pursuant to 47 U.S.C. 546(a).**

I will be contacting you within the next few months, at which time we can discuss the renewal and a schedule in more detail.

As always, please do not hesitate to contact me should you have any questions regarding the renewal or our service in general.

Sincerely,

Shelley Winchenbach  
Director, Government Relations ME/NH

cc: Vice President of Public Affairs  
TWC Legal Affairs

# SEWER RATE INCREASE

The Veazie Sewer District has not raised its rates since 2001. We are currently planning an increase in 2011. The Veazie Sewer District works hard to keep rates as low as possible. However, some costs such as electricity and fuel are outside of our control. The District needs to make sure it has the funds necessary to provide wastewater treatment services as well as keeping up with the maintenance of our infrastructure. On the recommendation of our accounting firm, the District is proposing its first rate increase in a decade.

A rate increase helps ensure the continued success of the Veazie Sewer District by providing funding that allows us to meet our legal and environmental obligations in treating Veazie's wastewater and helps us protect our water resources for future generations.

## How much are the rates going up?

An exact figure has not yet been determined. We are still assessing our needs so that we can keep the rate increase as low as possible.

## Will the increase be all at once?

We are all experiencing increases in the costs of running our households. To minimize the hardship of a sewer rate increase, we plan to implement this increase in two to three phases. Only the first phase of the increase will be implemented this year.

## How can I voice my opinion or concerns?

Prior to the rate increase, there will be a public hearing. We are currently planning to hold this meeting around the end of February or beginning of March. Notification of the hearing will be published in the Legal Notices section of the *Bangor Daily News* and on our website.

## Where can I get more information?

For more information about the proposed rate increase, contact the Veazie Sewer District at 942-1536 or [billing@veaziesewerdistrict.com](mailto:billing@veaziesewerdistrict.com). You can also visit [www.veaziesewerdistrict.com](http://www.veaziesewerdistrict.com).

As always, the Trustees and staff of the Veazie Sewer District encourage anyone who has questions or would like to tour the facility and see how the District is working to protect our environment to contact us.

You also can visit our website at [www.veaziesewerdistrict.com](http://www.veaziesewerdistrict.com).

**Veazie Sewer District  
34 Hobson Ave.  
Veazie ME 04401-6947**

**[billing@veaziesewerdistrict.com](mailto:billing@veaziesewerdistrict.com) • (207) 942-1536**

**Office hours: Monday through Friday, 8:00 a.m. to 12:00 p.m.**

From: William Reed <veazietm@aol.com>  
Subject: **Re: Snow hauling**  
Date: January 6, 2011 8:56:17 AM EST  
To: "Barney " <barney@lousilver.com>  
Cc: rod hathaway <rod@mainetrailer.com>, Jon Parker <jparker@midmaine.com>, Joe Friedman <jfriedman3@roadrunner.com>, david king <vz801@myfairpoint.net>, Brian Perkins <Bperkins@apollo.umenfa.maine.edu>  
Bcc: Karen Humphrey <khumphrey@veazie.net>, Brian Stoyell <bstoyell@veazie.net>

Barney

Thank you for the update. I am sure this will help with sight distance and for the coming storm this weekend.

William Reed  
[veazietm@aol.com](mailto:veazietm@aol.com)

*Confidentiality notice: the email message contained herein is intended only for the individual to whom or entity to which it is addressed as shown at the beginning of the message and may contain information that is privileged, confidential, and/or exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, or if the employee or agent responsible for delivering the message is not an employee or agent of the intended recipient, you are hereby notified that any review, dissemination, distribution, use, or copying of this message is strictly prohibited. If you have received this message in error, please notify us immediately by return email and permanently delete this message and your reply to the extent it includes this message. Thank you for your cooperation.*

On Jan 5, 2011, at 4:50 PM, Barney wrote:

Bill

We have started to move some of the snow off of the roads and intersections. We are both hauling it off and pushing it back with a loader. By Friday we should have most of the town done. This should make the sight distances better and easier for people to get down the narrow streets. I believe that most all of the issues we have heard about have been taken care of. If there is anything you know of which is undone give me a call.

Barney

From: "Jane Robbins-Teel" <janerobbinsteel102@gmail.com>  
Subject: **General Comments to the Town**  
Date: January 5, 2011 9:40:50 AM EST  
To: veazietm@aol.com, "Bill Reed" <breed@veazie.net>  
▶ 1 Attachment, 0.6 KB

Request From: Jane Robbins-Teel  
Email: [janerobbinsteel102@gmail.com](mailto:janerobbinsteel102@gmail.com)  
Source IP: 216.220.227.130

Address: 5 Merrick Street  
City:  
State:  
Zip:  
Phone: 262-0033  
Organization:

During the most recent snow storm/blizzard, Merrick Street was not properly plowed/maintained. A small pick up truck was used to plow the street, and it was not wide enough to allow two vehicles to pass. Also the street remained icy after the storm. It was not salted/sanded.

I'm not convinced at this point that moving to Silver's for street maintenance was the wisest decision.

Thank you



[Attach0.html](#) (0.6 KB)



**Invoice**

January 06, 2011  
Project No: 03636.00  
Statement

Town of Veazie  
Attn: William Reed, Town Manager  
1084 Main Street  
Veazie, ME 04401

Project 03636.00 Veazie Community Building Fundraising  
**Professional Services from November 27, 2010 to December 31, 2010**  
Fee

Billing Phase	Fee	Percent Complete	Earned
Fee	6,000.00	100.00	6,000.00
In-kind contribution	-3,000.00	100.00	-3,000.00
Total Fee	3,000.00		3,000.00
	Previous Fee Billing		3,000.00
	Current Fee Billing		0.00
	<b>Total Fee</b>		<b>0.00</b>
	<b>Total this Invoice</b>		<b>\$0.00</b>

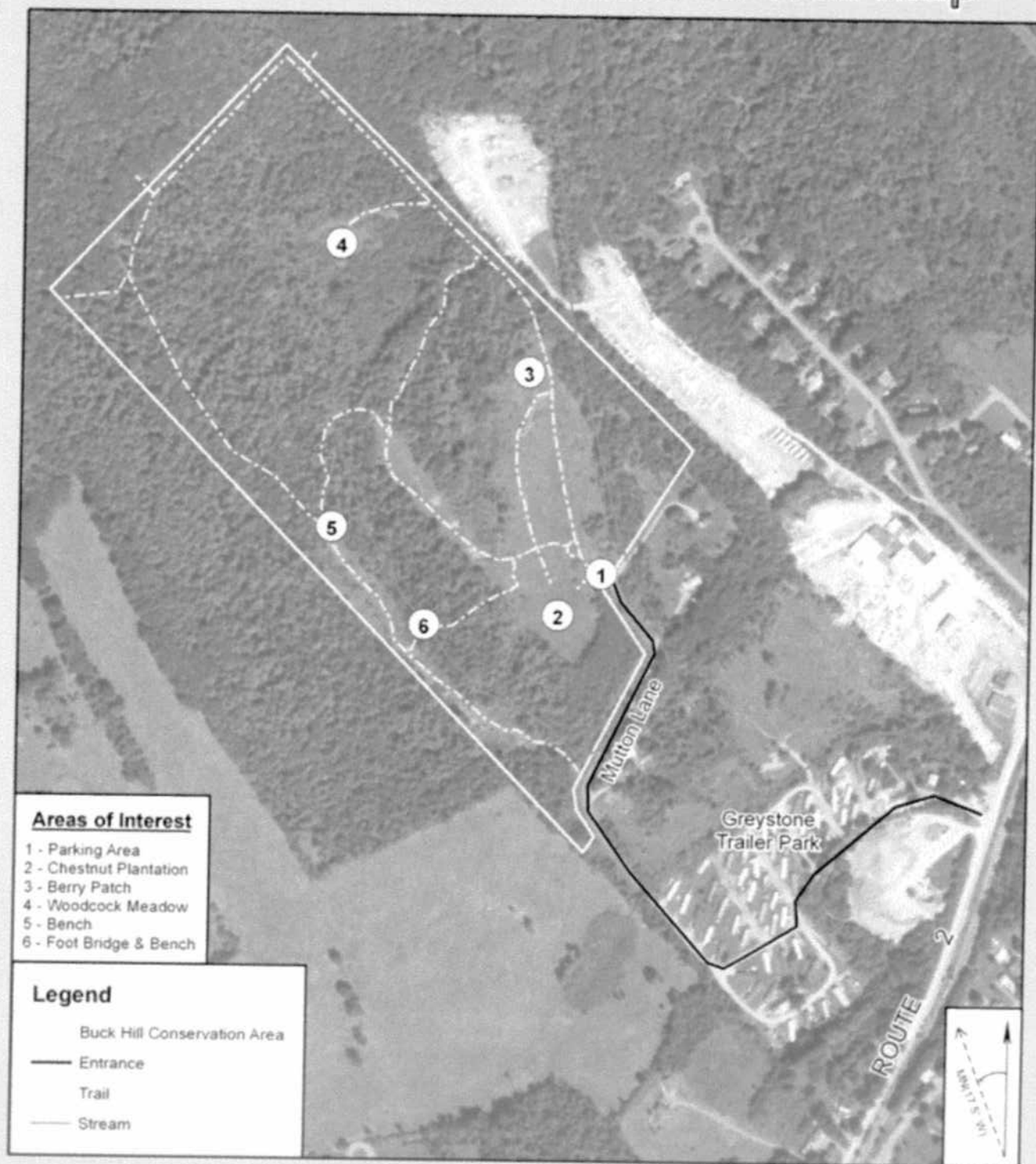
[www.wbrcae.com](http://www.wbrcae.com)

44 Central Street  
Bangor, Maine 04401-5116  
207.947.4511 voice 207.947.4628 fax

141 Proble Street  
Portland, Maine 04101  
207.828.4511 voice 207.828.4515 fax

8130 Lakewood Main Street, Suite 210  
Lakewood Ranch, Florida 34202  
941.556.0757 voice 941.556.0759 fax  
FL COA#AA260001395 & 27389

# Buck Hill Conservation Area Trail Map



## Buck Hill Conservation Area - Town of Veazie

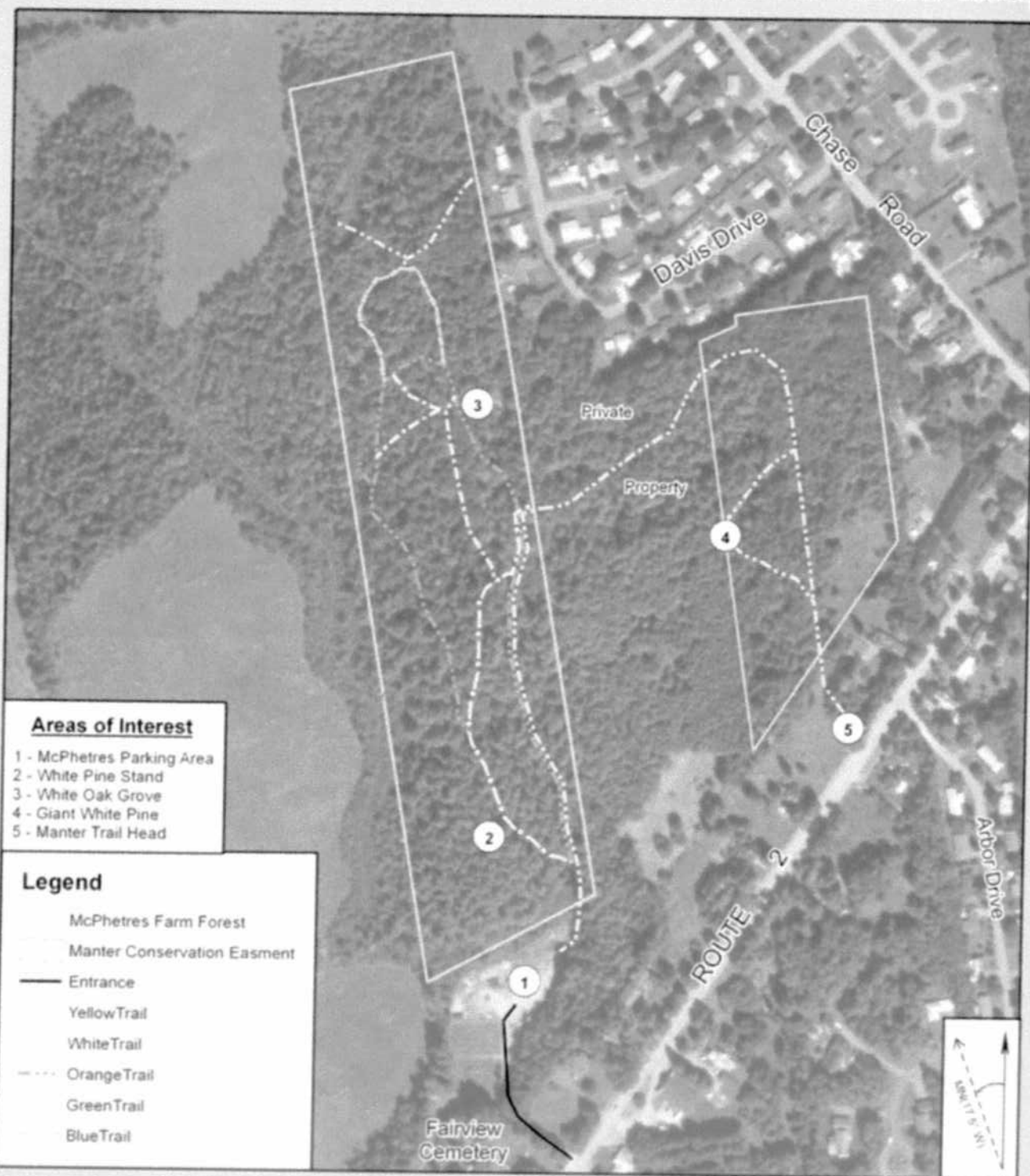
Aerial Photography NAIP 2007  
Created in ArcMap 9.3, 8/13/08  
Map Datum NAD 83  
Projection UTM, Zone 19

Golden Forestry Services, Inc.  
PO Box 111 Orono, ME 04473  
[www.goldenforestry.com](http://www.goldenforestry.com)  
207-356-8747

"Not a legal survey"



# McPhetres Forest & Manter Woods Trail Map



McPhetres Farm Forest - Town of Veazie  
Manter Easment - Orono Land Trust / Veazie Land Association

Aerial Photography NAIP 2007  
Created in ArcMap 9.3, 8/18/08  
Map Datum NAD 83  
Projection UTM, Zone 19

Golden Forestry Services, Inc.  
PO Box 111 Orono, ME 04473  
www.goldenforestry.com  
207-356-8747



\*Not a legal survey\*

Meeting of the Orono-Veazie Water District Trustees

ITEM # 8F

Held at the District Office December 7, 2010

Meeting # 389 called to order at 7:00 p.m.

Present: Trustee McCormack, Trustee Fortier, Trustee Hall, Trustee Borneman  
Supt. Cross, resident John Dall and Jim Treadwell.

Minutes of meeting # 388 approved as written.

- Item 1. A true list of water service assessments for October in the amount of \$ 68,923.41 was committed to Dennis Cross, Treasure by vote of Trustees.
- Item 2. Rate increase has been filed with the PUC. The public hearing is January 4<sup>th</sup> at the council chambers.
- Item 3. Penta electrical work is ongoing.
- Item 4. Trustees received quotes for a new auditor. Dennis will obtain further information for the next meeting.
- Item 5. Residuals disposal options – at the Nov. 8 meeting- the DEP agreed that the new disposal facility would be better off being constructed in the spring. DEP has issued a Notice of Violation; Trustees asked Dennis to review the back ground of this Notice of Violation.
- Item 6. Trustees reviewed the Income & Expense Statement for November.
- Item 7. Related to John Dall's house. Trustees reviewed past materials with John Dall and Jim Treadwell. Trustees will review at the next meeting.
- Item 8. Dennis indicated that the health insurance has increased by 9.5%.
- Item 9. Regarding Penta- Dennis indicated Penta states they will be done with Plant upgrade by end of December or first week in January.
- Item 10. Trustees reviewed past Weston & Sampson invoices and authorized Dennis to pay certain ones with a cover letter regarding conditions.
- Item 11. The meeting adjourned at 8:40 p.m.
- Item 12. The next meeting will be held at the Council Chambers after the hearing on January 4, 2011.

Respectfully submitted,

John McCormack  
Clark Bros. Trust

From: "Robbins-Teel, Jane" <jane.robbyns-teel@bangormaine.gov>  
 Subject: **Bangor's "Community Reads" Invitation**  
 Date: January 3, 2011 9:16:45 AM EST  
 To: "Reed, Bill" <veazietm@aol.com>  
 1 Attachment, 470 KB

**Good morning. Would you distribute the attached to members of Veazie's Town Council? Thanks!!!**

Jane Robbins-Teel  
 Administrative Assistant  
 City Manager's Office  
 207-992-4203 (telephone)  
 207-945-4445 (fax)



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**CITY COUNCIL**  
 Susan M. Hawes, Council Chair  
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January 4, 2011

Dear Elected/Town Officials:

For the last ten winters the Bangor Public Library and other area libraries have sponsored the "Community Reads" program. All citizens in the Penobscot Valley are encouraged to read the same book and get together for discussions – a chance to exchange ideas, build community and get to know each other. For the past five years, the Bangor City Council and councilors from neighboring towns have held their own special sub-group. Our meetings have been great fun and very successful.

This year we would again like to invite you to join us for a stimulating evening of conversation, food and discussion. Our local libraries have chosen *To Kill a Mockingbird* by Harper Lee, a remarkable and poignant tale of race, justice and injustice. It's a wonderful read.

**Where:** Hammond Street Senior Center, 2 Hammond St., 262-5532

**When:** 5:30 – 8:00, Thursday February 3 2011

**Participants:** limited to 18

**Sign up:** call Jane Robbins-Teel at 992-4203 ASAP at Bangor City Hall and with questions

**Facilitator:** Marge Irvine