



Veazie Town Council

Regular Meeting

December 9, 2013

AGENDA

- ITEM 1:** Call to Order
- ITEM 2:** Secretary to do the Roll Call
- ITEM 3:** Pledge of Allegiance
- ITEM 4:** Consideration of the Agenda
- ITEM 5:** Approval of the November 25th, 2013 Council Meeting Minutes.
- ITEM 6:** Comments from the Public

New Business:

- ITEM 7:** Presentation – Maine Municipal Health Trust
- ITEM 8:** Presentation – Code Enforcement
- ITEM 9:** Presentation – Police Dept.
- ITEM 10:** Presentation – Community Center Redevelopment Committee
- ITEM 11:** Presentation – Municipal Dept.

Old Business:

- ITEM 12:** Manager's Report
- ITEM 13:** Comments from the Public
- ITEM 14:** Requests for information and Town Council Comments
- ITEM 15:** Review & Sign of AP Town Warrant #11, and # Town Payroll #11. Veazie School Payroll Warrant #12 and Veazie School Warrant #12A & #12B.
- ITEM 16:** Adjournment

Joseph Friedman
1 Veazie Villas
852-0933

Karen Walker
1002 Mutton Ln
947-0458

Robert Rice
1116 Buck Hill Dr
942 -3064

Tammy J. Perry
5 Prouty Drive
947-9624

Chris Bagley
16 Silver Ridge
907-4820

Agenda Items For December 9, 2013 Council Meeting

Item 7- Susan Smith from Maine Municipal Employee Health Trust will be with us this evening to provide information on our current insurance and other options that exist. This is a follow up to the presentation that was made by Medi-Vision at the last Council Meeting. Her information is included in the Council packet for review.

Item 8- Code Enforcement Officer John Larson will be with us this evening to make a presentation to the Council.

Item 9- Sgt. Keith Emery from the Police Department will be with us this evening to make a presentation to the Council. His presentation is included in the Council Packet for review prior to the meeting.

Item 10- Don McKay and the Community Center Reuse Committee will be with us this evening to make a presentation to the Council

Item 11- Manager Mark Leonard will make the Municipal Office presentation to the Council

Veazie Town Council Meeting
November 25th, 2013

Members Present: Chairman Tammy Perry, Councilor Chris Bagley, Councilor Karen Walker, Councilor Joseph Friedman and Councilor Robert Rice, Manager Mark Leonard, Secretary Julie Strout, Assessor Ben Birch, Asst. Assessor Lillian Smith, Rec. Director Rob Young, Retired Fire Chief Gerry Martin, Don MacKay from the Conservation Commission Committee, Carl McNally from Med-A-Vision and various members of the public.

Members Absent: None

ITEM 1: Call to order

Chairman Tammy Perry called the meeting to order at 6:30pm.

ITEM 2: Secretary to do the roll call:

All present.

ITEM 3: Pledge of the allegiance:

ITEM 4: Consideration of the Agenda

Councilor Rice wanted to add Item #13a as Ground Maintenance Contract reconsideration and add Item #13b as Discussion of Zoning Ordinance and clear cutting.

ITEM 5: Approval of the November 12th 2013 Council Meeting Minutes.

Councilor Chris Bagley made a motion, seconded by Councilor Karen Walker to accept the November 12th, 2013 Meeting Minutes as written. Voted 4-0-1. Councilor Joseph Friedman abstained. Motion carried.

ITEM 6: Comments from the Public.

There were several comments made from citizens.

New Business:

ITEM 7: Retire Fire Chief Presentation

Chairman Tammy Perry presented Chief Gerry Martin with a plaque to thank him for all of his years of service from 1981 to 2013 at the Veazie Fire Dept. Forest Ranger Gerry Parsons presented a plaque as well for all of Chief Martin's years as Fire Warden for the Town of Veazie.

ITEM 8: Discussion with Sewer District Trustees

The Sewer District Trustees were not able to attend the meeting but the Councilor's still left it open for discussion. The Council would like Manager Leonard to write a letter to the Sewer District to be put on their agenda for the December 16th meeting. The Council would also like to invite the Sewer District to another Council Meeting in the future.

ITEM 9: Presentation – Assessing Dept.

Assessor Ben Birch reviewed his budget presentation with the Councilor's. The Councilor's thanked Mr. Birch for all of his hard work this past tax season.

ITEM 10: Presentation - Recreation Dept.

Rec. Director Rob Young reviewed his budget presentation with the Councilor's. The Councilor's would like to see a Revenue and Expense report for the Rec. Dept. by the Dec. 9th meeting.

ITEM 11: Presentation – Conservation Commission

Don MacKay discussed what the goals and plans were for the Conservation Commission Committee for the upcoming year with the Councilor's. They are looking for \$3000 to \$4000 for the FY 14/15 budget to be able to help with obtaining grants.

ITEM 12: Arbor Day Proclamation

The Councilor's decided to sign the Arbor Day Proclamation as is but wanted this put back on an agenda in Feb. or March to have Arbor Day in the spring and to reword the proclamation so that all Councilor's can sign it.

Old Business:

ITEM 13: Presentation – Med-A-Vision

Carl McNally updated the Councilor's on his health insurance proposal. The Councilor's would like Manager Leonard to invite a MMA Health Trust Representative to the Dec. 9th meeting to hear their Health Ins. proposal. Mr. McNally will also be attending this meeting as well.

ITEM 13a: Grounds Maintenance Reconsideration

Councilor Robert Rice made a motion, seconded by Councilor Joseph Friedman to reopen the bids for the Ground Maintenance Contract and to have them in for the Jan. 13th Council Meeting. Voted 3-2-0. Councilor Chris Bagley and Councilor Karen Walker opposed. Motion carried.

ITEM 13b: Discussion of Zoning Ordinance & Clear Cutting

Councilor Rice had two questions, one being, did we change the zoning regulations of the Oak Ridge Subdivision lots at some point in time? Two, if we approve a subdivision what are the statute of limitation for completing the sub division? CEO John Larson will be at the Dec. 9th meeting to update the Councilor's on these questions.

ITEM 14: Manager's Report

Manager Mark Leonard reviewed his report with the Councilor's. Councilor Robert Rice made a motion, seconded by Councilor Karen Walker to have Manager Leonard send certified letters to the appropriate authorities in regards to the liability concerns due to the excess water on the roads from the trucks coming from the Penobscot River Dam Project. Voted 5-0-0. Motion carried.

ITEM 15: Comments from the Public

None

ITEM 16: Requests for information and Town Council Comments

None

ITEM 17: Review & Sign of AP Town Warrant #10 and Town Payroll #10 and Veazie School Payroll Warrant #11 and Veazie School Warrant #11.

The warrants were circulated and signed.

ITEM 18: Adjournment

Councilor Joseph Friedman motioned to adjourn

Councilor Karen Walker seconded. No discussion. Voted 5-0-0

Motion carried.

Adjourned at 8:35 pm

A True Copy Attest:



Julie L Strout

Deputy Town Clerk



ITEM # 9



Veazie Police Department

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

To: Veazie Town Council

From: Sgt. Keith Emery

Date: 11/28/13

Re: Report to Council

The Veazie Police Department is a full service, 24hr a day police agency. We currently have ten police officers. Of those, four are full time officers. This includes the police chief. We are fortunate to have a large amount of experienced officers also.

1. Chief Mark Leonard: Chief Leonard has been in law enforcement since 1993. During this time, he has served in the Maine Drug Enforcement Agency and continues to assist on their Clandestine Lab Enforcement Team. Chief Leonard has also served as the Chief of the Maine Chiefs of Police, as well as the New England Chiefs of Police.
2. Sgt. Keith Emery: Sgt. Emery has been in Law Enforcement since 1989. During this time, he has been heavily involved in training new officers and is a certified field training officer and advanced training officer. Sgt. Emery has also served two years with the Department of Homeland Security as a supervisory screening agent, and was the primary agent running the Bar Harbor Airport.
3. Officer Matt Parkhurst: Officer Parkhurst has been in Law Enforcement and/or held the position of emergency 911 communications officer for 5 years. Matt has also served on the Glenburn Fire Department, reaching the rank of Lieutenant.
4. Officer Roger Hershey: Officer Hershey has been in Law Enforcement both as a police officer, police supervisor and dispatcher for 25 years. Roger has always been heavily involved in community policing efforts, and since he started in Veazie approximately a year ago, has started projects including the "Good Morning Project".

CRIME PREVENTION IS EVERYBODY'S BUSINESS

5. Officer Dain Bryant: Officer Bryant has been in law enforcement for over 25 years. He worked as a full time officer for the City of Brewer, before going into business for himself, but has remained in law enforcement as a part time officer.
6. Officer Brian Sirois: Officer Sirois has been a part time officer here with us for approximately 12 years and also works for the Maine Correctional Center as a full time prison guard.
7. Officer Kevin Sirois: Officer Kevin Sirois has been with us for approximately 4 years as a part time officer. Kevin is also a full time firefighter/paramedic Lieutenant with the Orono Fire Department.
8. Officer Todd Nadeau: Officer Nadeau has been a part time police officer for over 20 years, and is also the Executive Director for the American Red Cross Pine Tree Chapter.
9. Officer Brian Nichols: Officer Nichols has over 10 years full time law enforcement with the City of Bangor, and is currently a part time officer here, and a full time communications officer with the Maine State Police. Officer Nichols has extensive training, and is also a Security Police, U.S. Air Force veteran.
10. Officer Robert Hutchings: Officer Hutchings has over 30 years law enforcement experience and has done many years with the Maine Drug Enforcement Agency. After being retired from the Bangor Police for a few years, he started with us as a part time officer.

We have two marked patrol vehicles, and run one at a time per shift. Our primary vehicle is a 2012 Dodge Charger, which has approximately 67000 miles on it and was purchased 5/2012. Our back up vehicle is a 2009 Dodge Durango SUV. This vehicle is primarily used if our main cruiser is off line for some reason, or during poor weather. The Durango currently has approximately 53,000 miles on it and was purchased 11/2008. We also have a 2010 Dodge Charger that is an unmarked patrol vehicle that is used by the Chief of Police/Manager. This has approximately 128,000 miles and was purchased 1/2010.

From January 1st 2013 until 11/28/13, the Veazie Police Department handled 2634 calls for service. This report was printed 11/28/13, so the numbers will be even higher by the end of the year. Please see attachment marked "A" for a breakdown of incidents handled by our department.

From January 1st 2013 until 11/28/13, our agency issued 169 citations, including criminal, civil and traffic. Again, this report was printed 11/28/13, so the numbers will increase by end of year. Please see attachment marked "B".

From January 1st 2013 until 11/28/13, our agency issued 743 written warnings, and these numbers will increase by years end. Please see attachment "C".

The Veazie Police Department is very involved in our school. We participate every year in the schools "CSI" course, where the children investigate a crime scene, process evidence, interview witnesses and suspects and submit the case to the prosecutor. We are also present every school day when the children arrive at school and upon dismissal.

We have also started the "Good Morning Project" in Veazie, where senior citizens can sign up with us, and we will check on them in the morning to ensure everything is okay with them. We share this duty with the Veazie Fire Department. Please see attachment "D".

Our agency also conducts property checks, both residential and for businesses. With our residential checks, residents of Veazie can fill out our property check form, which includes the date of departure and date of arrival back home and these houses get checked every day by one of our officers. As a result of this program, we have been able to find open windows or unlocked doors that would allow easy access for a burglary. We also located a burglary at a residence and were able to not only find it before the owner, but solve the burglary. Please see attachment "E" for a copy of our property check form.

I would also like to point out that our department, without a dedicated criminal investigator, does an excellent job clearing crimes. Although we cannot solve every crime, we take it personal and work as hard as possible. I believe this is evidenced by our 2012 Uniform Crime Reporting numbers. Our department has the highest clearance rate in the area, without the luxury of a dedicated detective(s) like most of the other agencies. In 2012, our clearance rate was 70.2, with the next highest being Brewer, with 62.3 (and two full time detectives). The average crime rate for urban areas is 30.5, and rural areas 28.5. Please see attachment "F".



Veazie Police Department

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
Administrative Delivery	200
Agency Assistance	168
Alarm	63
Alcohol Offense	3
Animal Noise	3
Animal Problem	41
Assault	4
Assault with a Knife	1
Attempt to Locate	3
Non-sufficient Funds Check	1
Search Due to Bail Conditions	10
Burglary	8
Theft of property from motor	42
Citizen Assist	35
Civil Matter	10
All Court Papers	6
Criminal Mischief	10
Custodial Interference	1
Dead Body	1
Deliver Message	4
Overtime Detail	14
Disorderly Conduct	7
Controlled Substance Problem	9
Erratic Vehicle Operation	10
Escort	1
Family Fight/Domestic	18
Non-booking Fingerprinting	17
Fireworks	3
Found Property	10
Fraud	2
911 Hangup	32
Harassment	6
Illegal Burning	2
Information Report	152
Intoxicated Person	5
Juvenile Problem	10
Runaway	1
Litter/Pollution/Public Health	2
Lockout	3
Lost Property	2
Motorist Assist Program	39
Ambulance or Medical Assist	78
Mental Health Problem	3
911 Misdial	31

<u>Nature of Incident</u>	<u>Total Incidents</u>
Missing Person	2
Noise Problem	19
OUI Alcohol or Drugs	2
P.O. Service	2
Parking Problem	4
Traffic Accident w/ Damage	20
Traffic Accident w/ Injuries	3
Property Watch/House Check	709
Property Damage, Non-Vandalism	1
Property Watch/House Check	33
Public Service/Meeting	76
Federal/State Criminal Check	34
Recovered Stolen Property	2
Resisting/Interfering /Officer	1
Search Warrant	2
Special Patrol	357
Subpoena Service	2
Suicide Threat	5
Suspicious Person/Circumstance	58
Sex Offender Registry Activity	5
Theft	14
Threatening	2
Traffic Hazard	12
Traffic Offense	52
Training	62
Criminal Trespass	4
Unsecure Premise	25
Utility Problem	9
VIN Inspection	1
Violation of Release Condition	4
Person Wanted Out	7
Warrant Arrest	6
Discharge of Firearms/Weapons	2
Welfare Check	26

Total reported: 2634

Report Includes:

All dates greater than '23:59:00 12/31/12', All agencies matching 'VZPD', All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



Veazie Police Department

Total Traffic Citation Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Total</u>
	[No code entered]	1
15-1092	Violation of Bail Condition	7
17-A.1105A.1.E3	Agg Traff/Furn/Cult Sch Drugs	1
17-A.1107A.1.A1	Unlawful Poss Scheduled Drugs	1
17-A.1107A.1.B1	Unlawful Poss Scheduled Drugs	2
17-A.1111.1	Illegal Poss of Hypodermic App	1
17-A.1111A.4.A	Sale & Use Drug Paraphernalia	3
17-A.207.1.A	Assault	2
17-A.207A.1.A	DV Assault	4
17-A.353.1.A	Theft by Unauthorized Taking	2
17-A.359.1.B.5	Receiving Stolen Property	2
17-A.402.1.A	Criminal Trespass	1
17-A.402.1.B	Criminal Trespass	1
17-A.402A.1.A	Aggravated Criminal Trespass	1
17-A.405.1.A	Burglary of Motor Vehicle	2
17-A.501.1.A	Disorderly Conduct	1
17-A.751A.1.A	Refusal to submit to Arst/Det	2
17-A.751B.1.B	Ref to Submit / Physical Force	1
17-A.752A.1.A	Assault on Police Officer	1
17-A.758.1.A	Obstr Report of Crime/Injury	1
17-A.806.1.A	Criminal Mischief	3
22.2383	Possession Marijuana	2
28-A.2051.1.B	Minor Consume Liquor	1
28-A.2051.1.E-1	Minor Possess Liquor	1
29-A.1251.1.B	Op Beyond Lic Restriction	2
29-A.1251.1.D	Oper Expired Lic > 90 days	3
29-A.1251.1.E	Oper Expired Lic < 90 days	4
29-A.1601.3	FT Produce Evid of Insurance	11
29-A.1768.7	FT Disp Curr/Val Insp Cert	13
29-A.1905	Inadequate Tail Light	1
29-A.2057.1C	Red Light Violations	1
29-A.2057.7	FT Stop/Yield @ Stop Sign	1
29-A.2073.3	Speeding 1-29 over	19
29-A.2074.3	Speeding > 30MPH	3
29-A.2081.3-A	OPR/PSGR 18> Not in Seatbelt	8
29-A.2104.1	False Plates	3
29-A.2396.2	Unsecured Load/Motor Vehicle	1
29-A.2411	Criminal OUI	2
29-A.2411.1A.B1	Criminal OUI W/ 1 Prev 10 Year	1
29-A.2412A.1A.A	Oper when Lic Susp/Revoked	13
29-A.2413	Driving to Endanger	2
29-A.2414.2	Failure to Stop L/E Officer	1
29-A.2414.3	Eluding an Officer	1
29-A.2415	Op Susp/Rev Under Other Licens	1

<u>Violation</u>	<u>Description</u>	<u>Total</u>
29-A.2601.10	Ref to Sign Uniform Summ/Comp	1
29-A.351.1.A	Registration Viol < 150 Days	8
29-A.351.1.B	Registration Viol > 150 Days	23
29-A.351.5.A	Expiration 14 Day Permit	2

Report Totals		169
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Report Includes:

All dates of issue between '23:59:00 12/31/12' and '23:59:00 11/28/13', All agencies matching 'VZPD', All issuing officers, All areas, All courts, All offense codes, All dispositions, All citation/warning types



Veazie Police Department

Total Traffic Citation Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Total</u>
15-1092	[No code entered]	1
17-A.1105A.1.E3	Violation of Bail Condition	7
17-A.1107A.1.A1	Agg Traff/Furn/Cult Sch Drugs	1
17-A.1107A.1.B1	Unlawful Poss Scheduled Drugs	1
17-A.1111.1	Unlawful Poss Scheduled Drugs	2
17-A.1111A.4.A	Illegal Poss of Hypodermic App	1
17-A.207.1.A	Sale & Use Drug Paraphernalia	3
17-A.207A.1.A	Assault	2
17-A.353.1.A	DV Assault	4
17-A.359.1.B.5	Theft by Unauthorized Taking	2
17-A.402.1.A	Receiving Stolen Property	2
17-A.402.1.B	Criminal Trespass	1
17-A.402A.1.A	Criminal Trespass	1
17-A.405.1.A	Aggravated Criminal Trespass	1
17-A.501.1.A	Burglary of Motor Vehicle	2
17-A.751A.1.A	Disorderly Conduct	1
17-A.751B.1.B	Refusal to submit to Arst/Det	2
17-A.752A.1.A	Ref to Submit / Physical Force	1
17-A.758.1.A	Assault on Police Officer	1
17-A.806.1.A	Obstr Report of Crime/Injury	1
22.2383	Criminal Mischief	3
28-A.2051.1.B	Possession Marijuana	2
28-A.2051.1.E-1	Minor Consume Liquor	1
29-A.1251.1.B	Minor Possess Liquor	1
29-A.1251.1.D	Op Beyond Lic Restriction	2
29-A.1251.1.E	Oper Expired Lic > 90 days	3
29-A.1601.3	Oper Expired Lic < 90 days	4
29-A.1768.7	FT Produce Evid of Insurance	11
29-A.1905	FT Disp Curr/Val Insp Cert	13
29-A.2057.1C	Inadequate Tail Light	1
29-A.2057.7	Red Light Violations	1
29-A.2073.3	FT Stop/Yield @ Stop Sign	1
29-A.2074.3	Speeding 1-29 over	19
29-A.2081.3-A	Speeding > 30MPH	3
29-A.2104.1	OPR/PSGR 18> Not in Seatbelt	8
29-A.2396.2	False Plates	3
29-A.2411	Unsecured Load/Motor Vehicle	1
29-A.2411.1A.B1	Criminal OUI	2
29-A.2412A.1A.A	Criminal OUI W/ 1 Prev 10 Year	1
29-A.2413	Oper when Lic Susp/Revoked	13
29-A.2414.2	Driving to Endanger	2
29-A.2414.3	Failure to Stop L/E Officer	1
29-A.2415	Eluding an Officer	1
	Op Susp/Rev Under Other Licens	1



Veazie Police Department

Total Traffic Warning Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Total</u>
	[No code entered]	3
17-A.505.1	Obstructing Public Ways	1
29-111	FT Produce Registration	1
29-1361	Defective Equipment	1
29-947-3A	Red Light Violation	1
29-A.1251.1.C	Oper W/O Lic ME Res 30-90 days	1
29-A.1251.1.E	Oper Expired Lic < 90 days	1
29-A.1251.2B	Operating Expired Lic <30 days	2
29-A.1407	FT Notify Name/Adrs Change Reg	2
29-A.1408.1	FT Produce License/Permit	13
29-A.1601.3	FT Produce Evid of Insurance	93
29-A.1754.2	Disp Expired Cert of Insp	2
29-A.1756	Violation Inspection Standards	1
29-A.1768.5	Op Defective Motor Vehicle	2
29-A.1768.7	FT Disp Curr/Val Insp Cert	138
29-A.1904.1A	Oper M/C w Inadeq Headlamp	4
29-A.1904.4	Oper w/o Two Headlamps	116
29-A.1905	Inadequate Tail Light	55
29-A.1909	Inadequate Plate Light	11
29-A.1912.1	Oper w Inc/Leaking Exhaust Sys	2
29-A.1912.3	Excessive Exhaust Noise	3
29-A.1917.2	Inadequate Tires	1
29-A.2051.1	Leaving Travel Lane Unsafely	1
29-A.2053.1	FT Keep Right	1
29-A.2053.5	FT Left Turn MV Yield Rgt of Way	1
29-A.2057	FT Obey Traff Control Device	4
29-A.2057.1C	Red Light Violations	3
29-A.2057.7	FT Stop/Yield @ Stop Sign	15
29-A.2062.2	Op MC w/o Headlamp	1
29-A.2067.1	Op w/o Lights Nighttime	1
29-A.2067.1C	Op w/o Lights W/Wndshld Wipers	3
29-A.2067.2	FT Dim Headlights	5
29-A.2070	Improper Passing	1
29-A.2073.3	Speeding 1-29 over	147
29-A.2074.1A	Speeding < 30 MPH School Zone	7
29-A.2081.3-A	OPR/PSGR 18> Not in Seatbelt	2
29-A.2082.2	Op w Obstructed View	1
29-A.2082.4	Improper Display Decals	2
29-A.2102	Unlwf Use Lic/Perm/ID card	1
29-A.2118.2	FT Maintain Control MV	3
29-A.351.1.A	Registration Viol < 150 Days	60
29-A.351.1.B	Registration Viol > 150 Days	2
29-A.404.1	FT Carry Registration Cert	14
29-A.452.1	Imp Display of Reg Plate	5

<u>Violation</u>	<u>Description</u>	<u>Total</u>
29-A.452.2	Imp Display of Reg Plate	3
29-A.452.3	Imp Display of Reg Plate	6

Report Totals: 743

Report Includes:

All dates greater than '23:59:00 12/31/12', All agencies matching 'VZPD', All issuing officers, All areas, All violations

Penobscot County**January–December 2012**

Contributing Agency	Estimated Population	Crime Rate	Murder	Rape	Robbery	Aggravated Assault	Burglary	Larceny	M/V Theft	Arson	Total Index Crimes	Clearance Rate
Penobscot SO	—	—	—	2	6	3	219	365	32	—	627	22.6
Bangor	33,036	58.15	6	7	40	23	253	1,543	46	3	1,921	30.2
Brewer	9,481	30.80	—	1	2	3	26	254	5	1	292	62.3
Dexter	3,894	30.56	—	—	—	1	33	80	5	—	119	22.7
Lincoln	5,084	47.99	—	1	1	2	50	183	7	—	244	37.7
Old Town	7,839	34.57	—	1	3	3	42	210	10	2	271	17.0
Orono	10,364	20.17	—	—	2	1	27	175	3	1	209	22.0
Hampden	7,254	14.47	1	1	—	1	32	67	2	1	105	26.7
Millinocket	4,502	20.44	—	—	—	2	22	64	4	—	92	15.2
East Millinocket	3,071	14.00	—	1	—	—	12	29	1	—	43	16.3
Newport	3,275	28.70	—	—	2	—	20	72	—	—	94	39.4
Veazie	1,918	24.50	—	—	1	—	12	32	2	—	47	70.2
University of ME Orono	—	—	—	4	—	3	4	164	1	5	181	9.4
Holden	3,076	27.31	—	—	1	1	19	63	—	—	84	22.6
Penobscot SP	—	—	1	1	3	7	140	269	21	7	449	36.7
Penobscot County Totals	153,902	31.05	8	19	61	50	911	3,570	139	20	4,778	30.1
Total Urban Areas	92,794	39.89	7	16	52	40	552	2,936	86	13	3,702	30.5
Total Rural Areas	61,108	17.61	1	3	9	10	359	634	53	7	1,076	28.5

Piscataquis County**January–December 2012**

Contributing Agency	Estimated Population	Crime Rate	Murder	Rape	Robbery	Aggravated Assault	Burglary	Larceny	M/V Theft	Arson	Total Index Crimes	Clearance Rate
Piscataquis SO	—	—	—	—	2	2	59	43	3	—	109	23.9
Dover-Foxcroft	4,189	27.69	—	1	—	15	23	74	2	1	116	22.4
Milo	2,327	25.35	—	1	—	8	11	36	2	1	59	23.7
Brownville	1,243	4.02	—	—	—	—	1	4	—	—	5	60.0
Greenville	1,636	27.51	—	—	—	6	13	24	2	—	45	46.7
Piscataquis SP	—	—	—	—	—	1	6	6	—	—	13	7.7
Piscataquis County Totals	17,432	19.91	—	2	2	32	113	187	9	2	347	26.2
Total Urban Areas	9,395	23.95	—	2	—	29	48	138	6	2	225	28.4
Total Rural Areas	8,037	15.18	—	—	2	3	65	49	3	—	122	22.1



Veazie Police Department

PROPERTY WATCH



Start Date: _____

Stop Date: _____

Owner's Name: _____

Address: _____

TELEPHONE WHERE YOU CAN BE REACHED:

1
Name:

Address: _____

Phone: _____

2
Name: _____

Address: _____

Phone: _____

ALARM INFORMATION:Residence Alarmed: ☐ Yes ☐ No

Audible Alarm: ☐ Yes ☐ No

Automatic Shut Off: ☐ Yes ☐ No

Alarm Company Phone #:

EMERGENCY CONTACT:

#1
Name:

Address: _____

Phone: _____

2
Name:

Address: _____

Phone: _____

LIGHTS:

Lights left on in residence: ☐ Yes ☐ No

On a timer: ☐ Yes ☐ No

If yes: Time on: _____ Time off: _____

VEHICLES:

Will there be vehicles left in the driveway: ☐ Yes ☐ No

1

Plate # : _____

State: _____

Make: _____

Model: _____

Color: _____

2
Plate # : _____
State: _____
Make: _____
Model: _____
Color: _____

3
Plate # : _____
State: _____
Make: _____
Model: _____
Color: _____

ADDITIONAL INFORMATION:

ADDRESS _____

[illegible]

Veazie Public Safety “Project Good Morning”

The Veazie Police and Fire Departments is pleased to sponsor the “Project Good Morning” Program. This program is designed to assist senior citizens or adults with disabilities living alone in the community. The goal is to assist these people so that they can continue living an independent lifestyle. “Project Good Morning” will aid in eliminating many concerns families may have about loved ones that live alone. The program provides the security of knowing that the family member will have a source of daily contact. This program is free.

Upon completing an application and upon its approval, a police officer or fireman from the Veazie Police or Fire Department will call daily, between 8 AM and 10 AM, to say "Good Morning". If contact cannot be made by telephone, a police officer or fireman will come to check the welfare of the participant.

About the Program

Who is eligible?

Any Veazie residents may be eligible for this program if they are a senior citizen who is 60 or older and are living alone or an adult with disability living alone. A short application must be completed and a waiver signed. This will provide us with some basic information about the participant.

Is there any charge for this program?

No. This program is a free service provided by the Veazie Police and Fire Departments.

How can I participate in this program?

Call (945-4636 or 945-4635) or stop by the Veazie Police or Fire Department and complete an application. If you cannot come into the Police or Fire Department please let us know, a police officer or fireman will be glad to bring the form to you.

What if I have a lifeline?

This program compliments Lifeline or any other service you may already participate in. Lifeline and these other services trigger immediate assistance in emergency.

Are you interested?

If you are interested in this program, or know someone who might benefit from the "Good Morning Project" program, please contact us.

"Good Morning Project"
Participant Application Form

Date: _____

Office use only
Participant Number: _____

Name: _____

Mailing Address: _____

Physical Address: _____

Telephone: _____

I live alone: YES NO

Contact person(s) who lives nearby:

Name: _____ Telephone: _____

Address: _____

Person(s) to notify in an emergency:

Name: _____ Telephone: _____

Address: _____

Primary Care Physician: _____

Telephone: _____

Medical Conditions "Good Morning Project" caller should be aware of:

1. _____
2. _____
3. _____

THIS INFORMATION WILL BE KEPT CONFIDENTIAL

Medications you take on a regular basis (both prescription and non-prescription) and dosages:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Medication Allergies: _____

Do you have a "DNR" (do not resuscitate), Living Will or Advanced Directive?
YES/NO

If yes, please explain. _____

Do you have a hidden key? YES NO

Location: _____

Do you drive a car? YES NO

Description of your car: _____

License plate number: _____

Date: _____

Person filling out this form: _____

Participant's Name Printed: _____

Participant's (or authorized representative) Signature: _____

THIS INFORMATION WILL BE KEPT CONFIDENTIAL

I, _____, DO/DO NOT authorize the Veazie Police Department and Veazie Fire Department "Good Morning Project" program coordinator, or his/her authorized designee, to receive pertinent information about myself from my family or primary care physician as it may pertain to my well being.

I, _____, DO/DO NOT authorize the "Good Morning Project" program coordinator to inform the Veazie Police Department and Veazie Fire Department of my participation in the program and authorize the police to use "forcible entry" if needed to access my house/apartment/mobile home.

This will absolve the Town of Veazie and the "Good Morning Project" program of any and all liability for receiving information pertaining to my general well being and safety. It will also absolve the Veazie Police Department and Veazie Fire Department of any and all property damage that may occur if they are unable to make contact with me and must force entry into my residence.

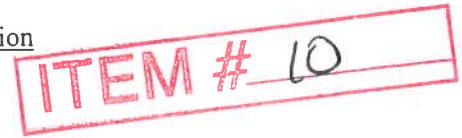
Date: _____

Signature: _____

Witness: _____

Veazie Community Center Redevelopment Advisory Committee

Summary Report and Proposed Course of Action



Executive Summary/Action Items

The Veazie Community Center Redevelopment Advisory Committee believes that the Community Center renovation is feasible and needed by the Town. We recommend the following action items:

- Authorize the continuation of the phasing plan begun by WBRC last winter. The Council previously approved \$1,200 to start this plan. Support the strategy to begin the renovations by bringing the first floor space up to code in order to increase community usage as rapidly as possible.
- Authorize the Committee to explore the retention of the Musson Group or similar firm to assist us with granting writing for the purpose of fundraising. This will alleviate financial burden for renovation costs.
- Review the grant contracts to ensure that the Town is meeting any reporting requirements. Notably, the Committee members recall that ARRA signage is required to be installed at the Community Center, to reflect that federal grant money was used in the renovation.

Summary

The Veazie Community Center Redevelopment Advisory Committee was established in 2009 to evaluate the renovation of the Community Center building. The Committee has held many meetings over the last four years for the purpose of gathering public input, raising funds, and facilitating the renovation. Significant progress has been made. Concept drawings have been developed, windows and doors replaced, the building insulated and heated with a new furnace. This report summarizes the history of the committee and some key activities and accomplishments, describes our major findings, and presents a feasible path forward for the Town.

The consensus of the Committee is that the majority of town residents are in favor of a Veazie community center that provides an improved quality of life to town residents. In general, the ideas and comments provided by town residents reflect that the building should offer benefits to all age groups, and serve a variety of needs. People have many ideas as to what uses the building might fulfill. In general, most people think the building ought to be multi-use. Some ideas are pure recreation, while other ideas are a potential money-maker for the town. Many believe that a blend of the two would be best.

People are aware of the potential redevelopment costs, but they note that other towns have community centers, libraries, or grange halls, or similar facilities. For many, they utilized the Community Center as children. They fondly remember the building. Obtaining grant funding is an attractive option for people. They recognize that the renovation of the building will take time. They want to minimize tax burden. In general, residents would support a building that roughly broke even, in terms of cost.

Various people and organizations have evaluated the building. The general consensus is that while it was initially well-constructed, significant portions of the building are obsolete. The building will require construction upgrades to bring it to the appropriate building code requirements. Better access and more

bathrooms are among the primary needs. When the Committee was formed, the building was believed to have no value. Various entities had looked at the building, but the combination of small site footprint and substantial repairs meant there was little interest in the building. It had languished for more than a decade. It was leased to the Eastern Maine School of Self Defense, partly as a way to keep the building functioning. For one use or another, a majority of town residents polled prefer to keep the building in town ownership.

Based on the input, the Community Center Redevelopment Advisory Committee recommends that the town redevelop the building as a multi-use Community Center. The redevelopment process should occur at a reasonable pace and provide for a mix of revenue generating and recreational activities for everyone. Costs should be minimized through the use of grants, TIF funds, and by using volunteer assistance. Renovation will require perseverance, but there is no reason to believe that Veazie would be less successful than any other town in renovating an older building. Ongoing support and assistance will be required by town residents. Town residents are willing to volunteer their time, if they feel the project improves the community and the process will be productive and enjoyable.

Public Input

At the beginning of the process, the volunteer committee solicited public comment by holding four general public meetings as well as reaching out to the community's civic groups such as the Veazie PTO, senior group, garden club, recreation department, Eastern Maine School of Self Defense, Conservation commission, ski club, Old Town and Orono Recreation Departments, and the planning board. Additionally, an open forum was held to solicit input. What resulted was the solicitation of ideas from over 150 residents in a community of about 1,900 people.

The overwhelming sentiment of the residents was that the facility should be a multi-functional community center that included space for, among other uses: a farmer's market, a supervised teens and children study groups and activities, community dances, reception hall that residents can rent out for parties and other family functions, a book swap, clothing swap, theatre group, a drop in play group for small children and other like uses. The community also supported using the space upstairs to rent out for dance classes, yoga and other exercise classes. The general consensus was to serve the whole community, including seniors, other adults, and children. The specific ideas presented by town residents appears below.

List of Ideas from General Public and Groups

Potential uses of community center building:

- Dances like at Anderson Center in Orono
- Good to have meetings there
- Something for older kids (supervised teen rec center)
- If renovated – yoga classes
- Book club could meet
- A potential use might be for jam sessions. Rental of space for music.

- Wedding receptions (they used to be held there -- might bring in income.)
- Anniversary parties
- Day care center. Someone had been considering a day care facility in the community center building.
- Adult care center.
- Child care facilities.
- The Community Center was a teen center in the 1940's and 1950's. Kids spent a lot of time there.
- It would be useful to educate kids about the outdoors. Somehow should get kids interested and educated about the outdoors, rather than having them play video games.
- The Community Center could be a focus for community projects. Potential for projects on town forests. Work with the school in some way, e.g., such as using town forests as a laboratory for classes (such as the tree measurement and statistics unit).
- Community Center could be a focus for getting kids involved in helping the community.
- Have a board that indicates what projects need volunteers. Might advertise other projects that pay kids, such as need for yard work.
- Clothes swap
- Book swap
- Teen center
- Game center
- Drop in play group
- Rent for birthday parties
- Upstairs – commercial space (yoga, dance, karate ...)
- Meals out of kitchen
- Something constructive
- Kids modern dance
- Senior housing
- Green space or park
- Related to Recreation department
- Money maker section
- Game room space
- Wedding receptions
- Useful for people in the future
- What do you really want – yoga, karate, dance

- Be a center of town life
- Pal center
- Arcade center
- Kitchen – bake sales, fundraising
- Pot luck dinners
- Bean suppers with more parking
- Table tennis instruction
- Fencing
- Girl Scout or Boy Scout meetings
- Showers
- Central hub
- Weight Watchers
- teen center (supervised programming only)
- meeting place for boy scout/cub scout/girl scout organizations
- contra dance
- Blood Drive
- Bingo
- Ski Club meetings (Penobscot Valley Ski Club)
- RSU offices in portion
- Theatre group
- Basketball court
- Fitness area
- Toy library
- Regular library – where books can be checked out
- A meeting place for people for discussions and clubs
- Movies on weekends could be held there
- Have indoor activities for fitness in the winter

Planning Considerations

- Be both a cost center and a profit center
- Talk to stakeholders
- Old Town Rec is like this
- Go to the various facilities
- Veazie Rec is run mainly out of the school
- Cleaning – how will payments be made?
- In-kind services
- Fees to users can't be too high
- In-kind services can be difficult
- Insurance, personal liability
- Lessees must have insurances
- Multiple use is best
- Be careful about design – should be useful for lots of different people
- Design so that it meets the needs of a range of people
- Competing needs need to be thought through
- Multifunctional infrastructure
- Multifunctional space
- Building staff checks things out
- Different parts
- Staff have some level of control
- Somebody to open and close it
- Merge all the ideas together
- Rec might need additional staff
- Make a go of it
- There have been a range of uses proposed for the building over the years.
- Seniors like their current meeting space.
- The town of Veazie pays \$5,000 per year for the meeting space in the Graham building.
- Transportation via wheelchair to the community center building might be difficult for some seniors.
- A museum use is been considered for the old power plant building along the Penobscot.
- What does it look like inside the building now? Need a way to show people the interior.

- Model the facility on the Harbor House in Southwest Harbor
- Use policies should be in writing, clearly explained, and with responsibilities laid out
- Earn money on use of the building as an offset
- Make it multiuse

Public Meeting Summary

Public Ideas and Comments: Dot Tally

- Supervised teen recreation center, Pal center, drop in play group, game center, arcade center, tutoring, homework assistance, indoor basketball, toy library. **15 dots**
- Rent to businesses or have public classes for: yoga, dance, karate, fencing, kids modern dance, table tennis instruction, bingo, fitness center, theatre group. **12 dots**
- Meeting place: book club, ski club, Girl Scouts, AA, etc. **8 dots**
- Rent space for birthday parties, showers, wedding receptions, dances, music rehearsals, anniversary parties. **7 dots**
- Day care center, child care center, adult care center. **3 dots**
- Pot luck dinners, bean suppers, bake sales, fundraising, blood drives. **2 dots**
- Clothes swap, book swap, food cupboard, meals for me, give and take. **1 dot**
- Town park, green space. **0 dots**
- Housing. **0 dots**
- Office building, RSU offices. **0 dots**
- Kitchen related uses. **0 dots**

In addition to the uses listed above, other ideas have surfaced during various meetings. For instance, one idea has been to use the parking area for a farmer's market. The Community Center is near the town garden area.

Another idea has been to use a room, or antechamber, to house historic items related to the Veazie Dam.

Finally, the siren on the top of the Community Center building has some history, and people have indicated it should be displayed downstairs.

We anticipate that more ideas will come forward as the building is renovated.

Financing

The Community Center Redevelopment Advisory Committee has been successful in securing initial financing. Initial fundraising has focused on improving the energy efficiency of the building, gathering input from the public, and developing initial drawings. Sources of funding include:

- 1) A \$3,000 grant from the Maine Community Foundation, which was used to develop the initial drawings, as well as to provide some assistance from EMDC with strategic planning.
- 2) An \$8,500 ARRA federal grant. This grant was originally administered by Maine Public Utilities Commission. It was pass-through from the American Recovery and Reinvestment Act of 2009. This was matched by roughly \$9,000 from the Community Center reserve account. The primary purpose of this grant was to improve energy efficiency of the building. This grant focused on replacement of nearly all the windows in the building as well as some lighting improvements.
- 3) A \$30,000 ARRA federal block grant. This grant was originally administered by Efficiency Maine. It was pass-through from the American Recovery and Reinvestment Act of 2009. This was matched by roughly \$5,000 from the Town. The primary purpose of this grant was to replace the boiler and convert to propane, insulate the building, and replace doors.
- 4) Miscellaneous fundraising: The Community Center Committee and the Town of Veazie Recreation Department held a Veazie Days event in 2009. Events included a 5K, yard sale, pancake breakfast, pie baking contest, and a barbeque. Additionally, donations from local businesses were received. Total raised from these sources now stands in the range of \$925.
- 5) The Community Center was included as one item in the Second Amendment to and Restatement of the Casco Bay Energy Company, LLC Municipal Development and Tax Increment Financing Development Program. The TIF District was amended to include the most likely route of extending a natural gas line. Additionally, the TIF allowed for improvements to the Community Center building to generally improve the space available for leasing to those existing and future commercial enterprises. A \$3.0 million municipal development plan was developed primarily for extending the gas line, and it included \$850,000 for work at the Community Center site.
- 6) A variety of in-kind donations have been received. Donated time has been provided by Town of Veazie staff as well as numerous volunteers. Notably, WBRC in Bangor has provided more than \$3,000 in-kind match in developing building drawings.
- 7) A tax-deductible charitable donation account is believed to have been established by the Town of Veazie. The purpose of the account was to allow individuals to donate money for the purpose of renovating the Community Center, and receive an income tax-deduction for their donation. In the past, the Town has occasionally received unsolicited donations. To the best of our knowledge, that account has never been utilized.

Recommendations

The Veazie Community Center Redevelopment Advisory Committee believes that the Community Center renovation is feasible and needed by the Town. Absent a clear path toward renovation, the property will continue to languish. Veazie residents want opportunities for all residents, including children, adults, and seniors, and that a dedicated space is key to making that happen. Residents often point out that other towns have successfully renovated these types of buildings.

- Provide a consistent path forward. Successful renovation of the building will require volunteer work. Veazie residents will volunteer if they feel the purpose is worthy of their time and benefits the town. Work closely with the town manager, Recreation Department, and perhaps the Conservation Commission.
- Do the renovation work in phases, to spread the renovation costs over time. Additionally, this may provide the opportunity to receive focused grants to renovate specific areas. Authorize the completion of the phasing plan begun by the Community Center Committee last winter.
- Partner with other organizations. Grants are more readily obtained for projects that enjoy support of more than one organization. For instance, work with the Penobscot River Restoration Trust on sponsoring a meeting room with historical items about the Veazie Dam. Cooperate with the Eastern Maine School of Self Defense to minimize disruption to their activities.
- Initial renovation should focus on the downstairs meeting room. Existing uses are grandfathered, but to get a new use would potentially require updated bathrooms and ADA access. Having this space might be a substantial benefit, allowing some initial activities such as a movie night, etc.
- Focus on future upgrades to include overall ADA accessibility improvements to the entrance of the building and bathroom, an upgraded kitchen space, and more.
- Review the grant contracts to ensure that the Town is meeting any reporting requirements. Notably, the Committee members recall that ARRA signage is required to be installed at the Community Center, to reflect that federal grant money was used in the renovation.
- Contract some modest level of community development work to a development professional. The Committee's experience is that an economic development consultant can be very helpful at obtaining grants. Grants and other funding opportunities must be sought out by an experienced professional. The grants may far offset the cost of the consultant. The consultant's costs are envisioned in the TIF Community Development Program.

ITEM # 11

Town of Veazie

Memo

To: Veazie Town Council
From: Mark Leonard; Town Manager
Date: 12-02-2013
Re: Report to Council on Municipal Department

The Town Office is staffed with two full-time positions the duties of the positions which are outlined in the pages to follow.

Training is a must when working in the field of municipal government but this past year staff has not attended as much training as in years past because of it leaving the office short staffed. Last year we lost our part-time person during budget cuts which has been the driving force behind the office being short staffed at times. Even being short staffed the current employees were able to handle the many tasks and duties that are required however; they did so without receiving any complaints. I suspect that there were times that customers have had to wait longer than in the past to complete their transactions but again this has not been verbalized to me in any sort of complaint. This staff shortage was felt the worst during vacations when it left the office with only one staff member. This meant the remaining staff person had no lunch break and/or the ability to schedule any appointments that they could have completed during their lunch hour.

Many people, including myself until I became the Town Manager, are unaware of the role and responsibilities the employees have that are working in the Town Office, especially in a small community like Veazie.

The Staff is required to know and perform multiple duties just like is required in larger communities, but with less staffing availability. The Town Office Staff first and foremost must acts as a Customer Service Representative to provide the first line of service to citizens and assist them with a multitude of tasks. The subject matter of inquires tends to be different at various times of the year.

The Town Office seems to be the first place people call to inquire about various subjects which makes perfect sense; after all, they must start somewhere. We are well aware that many people do not know where to start asking questions, so we are prepared to answer questions or refer them to other agencies for the answers if we are unable to. For example we take several calls during income tax time for residents requesting how much they paid in property taxes and excise tax on motor vehicle and/or boats as they prepare their tax return.

This is a list of different types of inquiries one might receive during a day in the Town Office:

- **Tax information-Banks, Mortgage Co., Realtors, Assessors**
- **Council Obligations**
- **What forms are required . . .for this situation**
- **Procedures . . . for this situation?**
- **Duties ofthis position?**
- **Where to obtain specific clerk-related info . . .**
- **What to do . . . this situation?**
- **When to do . . . for this situation?**
- **Where to go . . . for this situation?**
- **Who to contact . . . for this information?**

The staff will occasionally answer the other town department's phones and will have to help those customers as well or help them connect with the person from that department that is able to help them.

Too often people associate the Town Office just as a place they need to go to register their motor vehicle and not much more. The staff is also, among other things, responsible for handling a great deal of correspondence materials and deciphering the importance and prioritizing to whom the information needs to be dispersed. The Town Office staff is expected to be good with customer service and excellent multitaskers as they deal with the diverse needs of our customers by accessing computer records and databases, calculating excise tax and providing property tax information. The manual for registering motor vehicles is a mere 546 pages of information for registering many different vehicles from antique cars to special equipment machinery. The Town of Veazie offers on-line registrations but this does not elevate the work of registering the vehicle in the Town Office during regular business hours. There is additional work involved in these types of transactions. The information needs to be uploaded in our database and reports must be printed as the backup materials for the electronic payments that are received and then there is the need to verify that the funds have been received and finally posting the transaction. Registrations are not just paying your excise tax and getting your stickers.

Motor vehicle reports need to be done on a weekly basis so to keep the information for the State's computer network up-to-date and accurate as to the status of registrations, address changes, name additions and deletions. We are an authorized new registration town with the privilege to issue State of Maine license plates, collect sales tax and process title applications. Even many of the larger cities choose not to take on this responsibility, neither Bangor nor Brewer issue plates nor process private sales, which requires collecting sales tax and processing title applications.

The Town office is also responsible for registering and maintaining the records for recreational vehicles—ATV's, snowmobiles, go carts and boats. These types of vehicles are regulated through the Inland Fish and Wildlife Agency. The staff also issues hunting and fishing licenses. Did you know there are 26 different choices on a hunt/fish license form? Additionally, it is necessary to know the laws and regulations regarding the issuance of these licensing privileges to State of Maine residences or out-of-state visitors. The Town is authorized to issue licenses to anyone

eligible not just town residents. Monthly reporting is also a requirement to be an Inland Fisheries agent.

The Town of Veazie also participate in the MOSES online licensing for hunting and fishing licenses, and now boat, ATV and snowmobile registrations. This service was thought to cut down on the amount of time it takes to complete the transaction because the information is online therefore less paperwork. Unfortunately, the State of Maine went with the lowest bidder and the MOSES program is very slow and cumbersome. However, it does eliminate duplicate licensing or registrations that would happen sometimes when people wanted to give a license as a gift. It also helps when a new resident comes to town because the Inland Fish information is in the database for the whole state, eliminating the need for people to produce previous registrations. There may be the rare instance that the State has not loaded the information into the system. Being a MOSES participant requires that our reports are up-to-date and must be submitted and paid by the 15th of any given month.

Vital records are the one thing in our society that everyone has in common. They are records of the most intimate affairs of each individual in our society. Most people now recognize the value of complete and accurate records of births, marriages and deaths. Vital records are used for new purposes every day and the demand for this important data is constantly on the increase. The staff is responsible for issuing marriage licenses and domestic partner filings. All vital records once processed by the Town are filed with the state. Additionally, vital records need to be maintained forever and made available for the public to obtain copies. However, staff must also know the laws governing the issuance of vital records. A law which commenced in July of 2010 makes most of the documents confidential and restricts who may receive copies. A person must prove proper lineage before they can obtain a copy. All of these documents need to be done manually because of the change in the law and the processing method.

Dog licensing such as fees, late fines, rabies clinics, wolf-hybrids and other issues are topics that the staff needs to keep informed about. It is the responsibility of the Town Office to register dogs and maintain the registration records. Monthly reports also have to be filed with the Maine Department of Agriculture and Animal Welfare.

The Town Office staff is also required to facilitate every aspect of all of the election processes. One of the staff members is assigned to be the Registrar of Voters. This person is responsible for registering voters, maintaining voter records and certifying petitions and municipal nomination papers. All staff is also trained to administer voter registration. The Federal government in 2004 implemented the Help America Vote Act. This greatly impacted voter registration and state elections. A new statewide online system called Central Voter Registration was created. Instead of each municipality having its own voter database there is now one database that is utilized by all municipalities. The Act also implemented new laws and procedures surrounding voter registration, absentee voting and Election Day voting. The Town Clerk is in charge of conducting municipal and state elections. The laws surrounding the election process (state and municipal) are extremely complicated and must be followed to the letter to ensure the integrity of each election. The Clerk must receive and maintain ballots, administer absentee voting, find Election Clerks to work the election and ensure that elections are conducted in accordance with State and municipal election laws. All staff is also trained to conduct absentee voting.

The Town Office staff is also required to obtain a Notary Public certification so that notary services can be provided for the public.

It would be hard to describe a typical day at the Town Office because people's needs change from day to day and season to season. The numbers of counter receipts for FY13/14 total 1552. Below outlines some details of these counter transactions for July 1, 2013- December 3, 2013:

- **Credit Card transactions-192**
- **Electronic (Paymode) transactions-38**
- **Motor Vehicle registrations -796 in office registrations**
- **Rapid Renewals-71**
- **Marriage Licenses-6**
- **Marriages performed-1**
- **Marriages Certificates-14**
- **Birth Certificates-6**
- **Death Certificates-8**
- **Real Estate Tax Payments-676**
- **Property form inquires-74**
- **Liens-32**
- **Lien releases-10**
- **Tax reminder notices-52**
- **Dog Licenses- 29**
- **Hunting & Fishing Licenses, ATV, Boat, Snowmobile Registrations-100**

To illustrate the multifaceted duties required to be performed at the Town Office as prescribed by law I have obtained from Maine Municipal Association a collection of job descriptions, which describe the nature of work associated with each position, the essential duties and responsibilities and the requirements of work associated with the position. In order to encompass all duties of the Town Office personnel it was necessary to use ten (10) different job descriptions; although we only have 2 full-time employees we are required to meet the duties of the ten (10) job descriptions. I have attached these job descriptions for your review at the end of this memo.

I hope you will agree that the Office staff although some have seen numerous changes through out their employment continue to represent the town very well. One of our long time employees has not seen a pay change since 2009 and her last evaluation was in 2006 although this will change with my implementation of yearly reviews. Our newest employee joined the team fulltime just over a year ago with many years of experience and has been a great addition to the staff. For the coming fiscal year I will have completed a wage study to make certain that we are being competitive with our wages and can maintain the staff members we have, so we are able to stop or at least slow the constant turnover that we have been experiencing. I also would look for funding to assist with replacing the part time person or finding some other solution to help when we are short staffed. Unlike normal business offices it is not as simple as having someone to answer phones. Although this would be helpful as you have read the current employees do so much more than that in a day. I hope you have found this report

informational and this will help you get a better understand what the Office Staff does on a daily basis. It truly is a snap shot and is an attempt to show you how valuable these employees are to the Town. If I can provide you with any further information please don't hesitate to ask me.

1. Office Manager

Nature of work:

This is responsible fiscal, administrative, and supervisory work assignment assisting in the maintenance and operation of the Town's day-to-day operations.

Employee is responsible for performing various fiscal and clerical office work including inventory control, accounts payable and assisting in investment activities and the collection of service payments. Work involves the use of the computer system and supervising the office staff. Work is performed with independence under the supervision of the Town Manager and is subject to review through audits and observation of results achieved. Position provides leadership and management as well as makes significant individual contribution to that department, and requires considerable coordination with other town departments, the Town Manager, and Town Council. As a department head, serves as a member of the Town's management team.

Essential Duties and Responsibilities:

Oversees the day-to-day operations of the Town Office to insure accuracy and proper completion of transaction performed by employees and participates in working the counter and collecting payments from customers.

Supervises daily bank deposits, maintains cash journal, and prepares accounts receivable record, including the billing for any reimbursement accts such as grants like the CDBG.

Requires knowledge of record keeping under State Statutes

Working knowledge of Local Government Records Retention Schedule

Access to records as per the Right to Know Law

Records preservation ideas

Records management tips for an efficient office environment

Posts to the computer all accounts payable, and keeps a monthly record of accounts payable for review

Verifies accuracy of monthly trial balance, balance sheet and income statement from general ledger and produces reports for the Town Council, Town Manager and for all Department Heads.

Maintains information on all vendors, creates a vendor file for a new account for the town and

school.

Monitors cash levels and assists Town Manager in determining investment transfers.

Assists auditors by assembling complex financial information and preparing detailed work sheets, such as capital expenditure, construction, bond issues, investments, year-end trial balances, verifies the accuracy of invoices, etc.

Performs word processing for reports, correspondence, and contracts as needed by the Town Manager

Requirements of Work:

Knowledge of modern office methods, practices, procedures and equipment

Knowledge of principles and practices of accounting, with the ability to take accounts payable and receivable through a complete accounting cycle.

Knowledge of and ability to use multiple software packages

Knowledge of business English and mathematics, with the ability to make arithmetical computations quickly and accurately

Ability to prepare accounting data and produce financial information for reports

Ability to use and maintain the computerized financial system

Ability to establish and maintain effective working relationships with fellow workers and the general public and the ability to work independently

2. Deputy Tax Collector

Nature of work:

This position is responsible for administrative and fiscal work in the collection and handling of Town funds.

Employee is responsible for the collection and recording of town funds. Work involves tax collection, maintaining liaison with Town departments and the general public, and supervising department staff. Work is performed with considerable independence of action in accordance with applicable laws and following generally accepted accounting practices. Work is reviewed through observation, verification, internal audit, and through fiscal audit.

Essential Duties and Responsibilities:

Supervises and is responsible for the collection of all monies.

Receives and processes all tax payments by mail; records and balances all payments.

Prepares all reports of various tax collections and distributes them to the Town Council, the State, and the census bureau.

Prepares timely tax receipt deposits and enters amounts into computer.

Prepares a monthly report of tax collections and other receivables for the Town Manager

Reconciles tax collections to general ledger

Assists in the collection of taxes and fees at the counter

Prepares cut-offs: procedures for end-of-year work/financial audit

Requirements of Work:

Working knowledge of the principles and practices of municipal accounting

Thorough knowledge of the lien process

Working knowledge of the principles and practices of municipal cash management

Thorough knowledge of excise tax collection: laws, updates

Ability to prepare regular reports on tax collection activities

Considerable knowledge of modern methods of receiving, depositing and disbursing large amounts of money

Familiar with the laws surrounding town records which includes the responsibility for the retention and destruction of old records

Ability to plan, organize, supervise and review the work of subordinates

Ability to deal courteously with the public and to establish and maintain effective work relationships with other employees and the public.

3. Deputy Treasurer

Nature of work:

Responsible for the day to day handling and oversight of all monies collected by the Town, management of investment transfers, and preparation and maintenance of financial records.

Essential Duties and Responsibilities:

Position requires extensive communication with taxpayers and citizens, the business community, financial institutions, municipal officials and other municipal employees. The person must be capable of significant communication versatility ranging from one-to-one collaboration to group presentation skills. Chooses and designs processes for effective information flow and sharing. Communication includes considerable written documentation of records and documents.

Responsible for posting payrolls on a bi-weekly basis and reconciling to the payroll company.

Reconcile 5 different bank accounts and the investment portfolio.

Prepare quarterly reports for the US Census Bureau as well as a yearly report to this agency.

Prepares the yearly Fiscal Survey Reports

Preparation of monthly and annual financial reports for municipal officials and taxpayers

Monitors town funds, communicating with financial institutions and municipal officials

Performs title searches at the Registry of Deeds, prepares lien work, analyzes reports, and meets with public to solve payment problems for real estate taxes, other assessments and accounts receivable.

Responds to taxpayer inquiries and requests for information regarding tax liens and foreclosures

Position requires detailed, specialized and extensive knowledge of the practices and procedures of cash management, investment, budgeting and municipal accounting.

Employee should possess seasoned knowledge of the organization and the role of this department, and be able to investigate and analyze specialized or broad based issues.

Knowledge of tax process including tax lien requirements

Knowledge of municipal accounting and cash management practices

Position requires the management of the operations of the office and department of Town Treasurer, in accordance with commonly accepted accounting practices and in compliance with all state and local statutory and regulatory requirements.

Employee is responsible for and participates in the full range of activities in the Treasurer's office. Work includes the technical areas of tax collection, cash management, computerized recordkeeping and customer service, as well as overall management of the office. Work involves the coordination of department staff, other municipal employees and municipal officials.

Responsible for executing actions necessary to achieve departmental objectives

A significant amount of problem solving, interpretation and policy development is required. Must be aware and use judgment around legal and social issues.

Shares in the development of departmental and organizational short and long range goals

Responsible for detailed recordkeeping necessary for annual budgeting and administration

Position requires the ability to develop strategic plans and policies affecting a department and the organization as a whole, working within established statutory, regulatory, and policy guidelines. Decisions may be complex in nature and require cross departmental or functional problem solving and analysis.

4. *Welfare Director*

Nature of work:

This is responsible technical and administrative work in the administration of the Town's General Assistance program.

Employee of this class is responsible for administering the General Assistance program. Work includes application and processing, investigation and advising, and granting approved funds. Employee also receives and records incoming cash payments. Work involves the handling of funds and preparation of standard forms and receipts. Collection includes taxes, license fees, permit fees, and various registration charges. Work is performed under the general supervision of the Town Manager. Work is reviewed based on results achieved and audits.

Essential Duties and Responsibilities:

Receives all incoming applications for General Assistance, interviews applicants and investigates situation within 24 hours as required by law.

Issues General Assistance payments in accordance with applicable statutes, regulations and ordinances

Working knowledge of the statutes and regulations governing general assistance

Knowledge of other social service agencies to which clients may be referred to for services to sometimes unique situations

Prepares monthly reports for the 50% State reimbursement for General Assistance payments

Ability to keep varied records, to assemble and organize data, on paper and computerized files and to prepare standard reports from such records in a manner which can protect the privacy of the general assistance clients as these records are privacy protected.

Ability to deal courteously with the public, using tact and resourcefulness in meeting new problems

5. Town Clerk

Nature of work:

This is responsible administrative and clerical work in the custody of Town records and in serving as Town Clerk.

Employee is responsible for the preparation and maintenance of official documents; supervision of elections; issuance of various licenses and permits; recording various documents; and preparation of reports. Work includes extensive public contact. Work is performed in accordance with the Town ordinances and State and Federal laws with a high degree of independence. Work is reviewed by the Office Manager through audits, records and reports.

Essential Duties and Responsibilities:

Validates official documents, oversees posting of official notices and advertisements, and records papers with Federal and State Government as received.

Issues various licenses such as marriage, hunting, fishing and dog licenses, and maintains all related records.

Maintains records of births, deaths, marriages, burials and sends periodic reports to the State of Maine Office of Vital Statistics; issues certified copies of same.

Oversees and participates in the collection of various taxes including excise and property taxes; and prepares all tax liens for the Tax Collector.

Computes excise tax on new and used automobiles, trucks, trailers, motorcycles and boats, keeping and processing records of these registrations and reporting to the BMV on a weekly basis.

Administers all elections including scheduling and appointing ballot clerks, orders and prepares ballots, issues absentee ballots, processes and records ballots and reports election results and accepts voter registration.

Collects monies and answers inquiries at Town Office

Keeper of the petty cash and Town credit accounts

Orders and maintains departmental supplies

Plans and supervises the conduct of all elections

Prepares polls, ballot boxes, voting machines and ballots

Instructs election officials as to election laws and procedures

Issues absentee ballots

Processes all election ballots and reports results to the Secretary of State, news groups and candidates as requested.

Supervises all voter registration functions

Performs related duties as required

Requirements of Work:

Thorough knowledge and understanding of the State statutes relating to the duties and responsibilities of Town and City Clerks

Thorough knowledge of modern office procedures, practices and equipment

Responsible for the scheduling maintenance and upkeep of the leased photo copiers and printers

Ability to establish and maintain effective working relationships with other Town officials, employees and the general public

Ability to rapidly acquire and assimilate knowledge of the provisions of the Town ordinances and state regulations relating to the operation of the office and Town government, and ability to communicate this to office staff and the public.

Proficiency in the use of the adding machine and typewriter

Ability to maintain records and prepare records

Ability to interact with the Town's computer system

6. Administrative Assistant to Town Manager

Nature of work:

Responsible for providing clerical and administrative support to the Town Manager and Town Council, and other boards as assigned.

Essential Duties and Responsibilities:

Works closely with the Town Manager to maintain correspondence necessary for the day-to-day operations at the Town Office

Assists in proving cash at the close of day; prepares bank deposits.

Maintains all files pertaining to past, present and future dealing for the Town Office

Collects timesheet and inputs hourly amounts for payroll service and is responsible for the reporting for Maine State Retirement Program, ICMA, Allstate, and Aflac

Updates Charter, Code and Ordinances as necessary

Files all first reports of injuries to the MMA Health Trust through reporting and must be followed through until the incident is resolved.

Maintains the personnel files for all current and past employees of all of the Town's departments

Responsible for all forms needed for health, dental, life, long and short term disability insurances. Responsible for maintaining records for the Town's retirement benefits this includes the most recent addition of the Maine State Retirement program for the eligible departments.

Is responsible for filing any and all paperwork required for a new hire for all Town Departments

Waits on counter, answers questions, and gives out information requested on property taxes, excise taxes, and miscellaneous accounts receivable

Prepares invoices for collection of various accounts receivable.

Composes and edits letters, reports and other material; sets up and maintains various files.

Publishes the newsletters and the Annual Town Report

Maintains a computerized list of all inventories for all Town Departments and the School Department

Serves as outside contact person in the collection of delinquent taxes and various accounts receivable

Works closely with attorney and Town Manager's Office with correspondence necessary for the Union negotiations

Prepares all council packets to be distributed every two weeks also distributes packets as needed to other Town Boards.

Takes the minutes of all Council meetings and other Town Boards as needed

Maintains Town's Website and Facebook Page

Requirements of Work:

Knowledge of basic accounting principles

Working knowledge of modern office procedures, practices, and equipment, including work with computer systems and multiple software packages

Responsible for maintaining the Town's website, this includes posting pertinent information and forwarding such correspondence to members of the public that request it.

Ability to work with computer systems for the Towns television station and posting all up-to-date information and deleting past information to the T.V. station

Ability to work independently with a minimum of supervision and to organize and schedule work to meet deadlines

Ability to communicate both orally and in writing

Ability to deal with the public in an effective, tactful and pleasant manner, and to establish effective working relationships with other employees

7. Accounts Payable Clerk

Nature of work:

This is specialized clerical work in the keeping of fiscal and related records involving the application of bookkeeping principles.

Employee of this class is responsible for receiving all bills to be paid, preparing all payments, and maintaining files on all accounts. Work is performed for all municipal accounts. Work also involves word processing responsibilities and the preparation of a limited amount of correspondence. Work is performed under the general supervision of the Office Manager, subject to review through observation and results achieved.

Essential Duties and Responsibilities:

Prepares purchase orders for payment of all incoming bills and expenses for all Town accounts.

Prepares the yearly Master Purchase Orders for all municipal departments, and record such purchases in a spreadsheet for the auditor's inspection.

Responsible for ordering office supplies, janitorial supplies for Town Office and for preparing purchase orders for timely payment of Town insurances and Finance Department expenses.

Collects all checks returned for insufficient funds—if insufficient for a motor vehicle registration coordinates with the BMV to suspend the registration until the debt is paid.

7. Cashier Clerk

Nature of work:

Work involves the collection and accounting of funds collected by municipal operations, including tax collection and fees for municipal services.

Essential Duties and Responsibilities:

Greets visitors, answers questions and provides information to members of the public.

Performs a variety of arithmetic calculations related to business activities of office.

Receives payments, computes interest on delinquent taxes, and accounts for large amounts of cash received.

Reconciles, proves, and prepares daily bank deposits.

Operates a variety of office machines including typewriter, calculator and computer terminal as well as multiple software packages

Requirements of Work:

Knowledge of accounting and cash processing procedures designed to assure accurate handling of cash payments, daily cash reconciliation and account posting procedures.

Ability to work at a very high degree of accuracy keeping detailed control of tax records and other financial reports.

Ability to meet and interact with the public in a helpful, courteous manner

8. Assessor's Clerk

Nature of work:

This is responsible clerical and administrative work performed to assist the Assessor mainly when the Assessor is out of the office performing the duties of the Assessor and/or the Code Enforcement Officer.

Employee of this class is responsible for the performance of a variety of complex clerical and administrative work including the maintenance of records necessary in administering the assessment function and other administrative tasks involved in the operation of the office. Work involves considerable public contact assisting visitors to the offices and in providing requested information. Work is normally carried out with only general instructions subject to occasional review of methods and results.

Essential Duties and Responsibilities:

Independently meets the public giving information requiring knowledge of departmental policies and procedures; serves as a representative of the department head as delegated in contacts with other employees, officials, and the general public.

Assists in the maintenance of real estate property record cards

Assists in the preparation of and types official reports, documents for computer input, requests for supplies, expenditure authorizations; proofs all data for accuracy.

Helps with the mailing of property tax bills to property owners

Reviews and receives legal documents such as deeds and files them accordingly.

Ensures that all computer records and back-up records are complete and up to date

Types memos, forms, reports, and general correspondence and may compose routine letters and memos in response to standard inquiries

Requirements of Work:

A basic working knowledge of the practices and principles of property appraisal and assessment

Working knowledge of business English, spelling and arithmetic

Working knowledge of modern office equipment, practices and procedures

Working knowledge of applicable laws, ordinances and regulations, and of departmental policies and procedures

Ability to keep complex clerical records and to prepare accurate reports from simple arithmetical or accounting information

Ability to establish and maintain effective working relationships with other employees and the general public, and to deal with public relations problems courteously and tactfully

Skill in the operation of a typewriter, calculator, and familiarity with computer operations

Ability to perform multifaceted assessing functions accurately, despite constant interruptions

9. Registrar of Voters

Nature of work:

Administers all elections including scheduling and appointing ballot clerks; orders and prepares ballots; issues absentee ballots; processes and records ballots and reports election results and accepts voter registration

Essential Duties and Responsibilities:

Determine voter eligibility by reviewing each application and deciding whether the voter meets the registration qualifications

Process new applications for registration and enrollment by mail and in person and place voters on the list as soon as they have qualified

Process changes of voter information

Prepare and maintain the voter list and files, keeping it current at all times for active and inactive voters.

Conduct a systematic purge at least once every 5 years

Provide accurate information on voters and preparing certified copies of the voter list upon request

Certify status of absentee voters before ballots are processed on Election Day

Certify voter status on petitions

Receive training at least once every 2 years

Attend caucuses for each party

Requirements of Work:

Working knowledge of laws surrounding the totality of the election processes which include Title 21-A & Title 30-A.

Laws surrounding posting of Public Hearings.

Administering the Oaths of Office.

Knowledge of all elections processes.

Preparing and certifying Nomination Papers,

Preparing the Town Warrants for the Town Meeting.

Be familiar with the Ordinances of the Town surrounding the election.

Knowledge of Town of Veazie's Town Meeting process.

Maintaining the Voter Registration list with additions and deletions as needed and the laws surrounding these actions.

Knowing the laws surrounding Absentee Voting and distributing ballots to those unable to vote in person on Election Day.

Manager's Report For December 9, 2013 Council Meeting

Please find below items that have been worked on or addressed by myself or Staff since the November 25, 2013 Council meeting:

I emailed the Town Attorney to address questions raised at the Council Meeting on better communication with the Sewer District, the Council meeting with the Sewer Trustees at a Trustee meeting instead of a Council meeting and the Process for the Town to bring the Sewer District under the Towns Control. I have attached Attorney Russell's response for your review.

I have put together revenue and expenses for the Recreation Department. I have included from FY 2009-2010 to current. I also requested Rec Director Young provide me with attendance for the various programs that he directs during the same timeframe. I have attached both of these documents for your review

I contacted the Health Trust to invite them to the next Council Meeting. Susan Smith came to the Office and I have spoken to her and she will be at the meeting to speak to you as well. Her items are included in the Council Agenda portion of the packet.

I have sent the ground maintenance RFP back out. As of this writing we have received one bid back. A bidders meeting has been set for December 18th and the bids will be opened on January 8, 2014

I contacted Superintendent Lyons reference contracts for school employees and learned that they negotiated a one year contract a couple of months ago for this school year (2013-2014) with no changes to the salary scale or other components. They are in the process of setting a date after the holidays to negotiate a successor contract.

I completed and submitted the RFP for the Schools Business Admin and have since learned that we did not receive the contract. I have discussed our bid with the Chair of the School Board. I learned from this discussion that it was because of the cost of the software we lost the bid.

I contacted Steve Raymond of Sargent Corporation who is the Project Superintendent for the Dam Removal so I could find where to send the letter reference our concern with the water on the road. After speaking with him I found no reason to write the letter as Tuesday November 29 was the last day of hauling the loads from the water. In speaking to him he asked that I pass along a thank you to both the council and the citizens of Veazie for being so understanding with their part in the removal of the dam.

I viewed the video that was taken reference the drainage concern on Silver Ridge. I have this available for review but after reviewing it and speaking to Barney Silver it does not appear that the drainage pipe is contributing to the water going into the homeowner' basement. A letter was drafted along with a copy of the video which I sent to the homeowner. I have since spoken to the homeowner and he feels

Manager's Report For December 9, 2013 Council Meeting

that the drainage pipe is in fact the contributing factor and will continue to gather information to support this. I have attached the letter for your review.

I have been in conversation with Joseph Young from the Maine Office of GIS reference a statewide project that will be occurring over the next few years. I have attached information on the project and suspect that it will be discussed by Code Officer Larson. I also have a color brochure for review if requested. If the funding is approved at the County level to support this project I would recommend that we up purchase to the 6" L1 for \$1,500.00 which will be beneficial for code enforcement, assessing and for others to view. If it is determined that this is what you would like to do I have received a draft MOU that I would request authorization to sign.

I believe all members are aware of the fire that we had off the Chase Road on Saturday November 30 and if you are not I have attached the newspaper articles that appeared in the Bangor Daily News. An outstanding job was performed by both the Veazie Fire Department and Veazie Police Department along with the Orono Fire Department. Their efforts were paramount in saving the homeowner from perishing in the fire. I would recommend formal acknowledgment of their efforts at a later council meeting. I also included an email that I sent to the report as all involved felt he did a very good job on reporting the story.

I will be attending a meeting on December 18th reference the Regional Animal Control contract. A draft copy has been distributed which will be discussed at this meeting. This has worked very well over the last year and I will be recommending at a future meeting that we continue with this service.

Staff and I have worked extremely hard on putting together the information that I will present to you at the Council meeting on the Office Staff. I have also worked with Sgt. Emery on his presentation to the Council on the Police Department.

I have been presented with the Penobscot County Commissioners budget presentation. The public hearing on this is scheduled for December 10th at 1000 am in the County Commissioner's chambers located on the 2nd floor at 97 Hammond Street. The budget will be on the counter in the Town Office for review and I have included copies for your review.

I worked with the conservation committee to complete grant applications by the required deadlines. I have also attached a recent article that was in the Bangor Daily News on the Town's Forest.

Numerous Attachments

Respectfully Submitted

Mark Leonard

Memo

To: Veazie Town Council
From: Mark Leonard; Town Manager
CC: Robert Young; Recreation Director
Date: 12-02-2013
Re: Recreation Revenue and Expenditures

As requested, below you will find the revenue and expenditures for the Veazie recreation program for the previous (4) fiscal years and the current fiscal years. In the first row I have included what the approved budgeted amount was for the fiscal year.

<u>FY</u>	<u>Budgeted</u>	<u>Expenditures</u>	<u>Revenue</u>	<u>% Funded by Program</u>
2009-2010	\$89,670.00	\$89,577.38	\$41,588.00	46%
2010-2011	\$89,670.00	\$90,212.70	\$40,196.00	45%
2011-2012	\$89,670.00	\$88,465.79	\$32,903.00	37%
2012-2013	\$90,918.00	\$90,159.94	\$28,761.00	32%
2013-to current	\$67,897.00	\$22,463.00	\$7,120.00 *	32% to date
				*This does not include \$1,565.00 of uncollected revenue

I have attached the documentation supporting these findings and can provide further details if needed.

Memorandum

To: Veazie Town Councilors
CC: Town Manager Leonard
From: Robert Young, Recreation Director
Date: 12/6/2013
Re: Recreation Program Breakdown

As requested, below you will find the breakdown of programs and average number of participants for the Veazie Recreation Programs for the previous (4) fiscal years and current fiscal year. After school is based on a per day average as is the summer recreation numbers. The Soccer and Basketball numbers are based on per season.

<u>FY</u>	<u>After School</u>	<u>Soccer</u>	<u>Summer Rec.</u>	<u>Basketball</u>
2009 – 2010	18 -22 Students	68 Students	19 – 22 Students	48 Students
2010 -2011	16 – 18 Students	61 Students	18 -20 Students	51 Students
2011 – 2012	12 – 15 Students	52 Students	10-15 Students	41 Students
2012- 2013	10 -13 Students	45 Students	8 – 10 Students	36 Students

The following list includes some of the past and current community programs Veazie Recreation has provided to its adult residents.

Adult Programs

1. Adult Basketball
2. Basket Making Class
3. Adult Volleyball

4. Fly Tying Class
5. First Aid Class
6. Adult Volleyball
7. How to sell on the computer class

Current adult activities in the works include a snow shoe hike on the trails located in Veazie planned for February. Veazie Recreation is also actively working with senior Veazie residents to plan and provide resources for activities within their organization. We are also working with the Orono Adult Education program to share resources, the goal being to enhance the adult programs for the residents of both communities while keeping costs to a minimum.

Veazie Recreation looks forward to 2014, and is excited to provide new and enhanced programs to all residents of Veazie.

REV Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last)
Accounts: 100-005-41100-000 - 100-005-41500-000
Dates: 07/01/2009 - 06/30/2010
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-005-41100-000	AFTER SCHOOL PROGRAM	Revenue	0.00	0.00	27,176.00	(27,176.00)	(27,176.00)
100-005-41200-000	ADULT PROGRAMS - REC	Revenue	0.00	0.00	32.00	(32.00)	(32.00)
100-005-41300-000	SUMMER REC PROGRAMS	Revenue	0.00	100.00	12,845.00	(12,745.00)	(12,745.00)
100-005-41400-000	OTHER RECREATION REVENUES	Revenue	0.00	0.00	235.00	(235.00)	(235.00)
100-005-41500-000	YOUTH LEAGUE	Revenue	0.00	0.00	1,400.00	(1,400.00)	(1,400.00)
Fund 100 Totals:			\$0.00	\$100.00	\$41,688.00	(\$41,588.00)	(\$41,588.00)
Report Totals:			\$0.00	\$100.00	\$41,688.00	(\$41,588.00)	(\$41,588.00)

5 Accounts Listed.

Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last)
Accounts: 100-005-41100-000 - 100-005-41500-000
Dates: 07/01/2010 - 06/30/2011
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-005-41100-000	AFTER SCHOOL PROGRAM	Revenue	0.00	0.00	24,695.00	(24,695.00)	(24,695.00)
100-005-41200-000	ADULT PROGRAMS - REC	Revenue	0.00	0.00	71.00	(71.00)	(71.00)
100-005-41300-000	SUMMER REC PROGRAMS	Revenue	0.00	0.00	13,580.00	(13,580.00)	(13,580.00)
100-005-41400-000	OTHER RECREATION REVENUES	Revenue	0.00	0.00	300.00	(300.00)	(300.00)
100-005-41500-000	YOUTH LEAGUE	Revenue	0.00	0.00	1,550.00	(1,550.00)	(1,550.00)
Fund 100 Totals:			\$0.00	\$0.00	\$40,196.00	(\$40,196.00)	(\$40,196.00)
Report Totals:			\$0.00	\$0.00	\$40,196.00	(\$40,196.00)	(\$40,196.00)

5 Accounts Listed.

Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last)
Accounts: 100-005-41100-000 - 100-005-41500-000
Dates: 07/01/2011 - 06/30/2012
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-005-41100-000	AFTER SCHOOL PROGRAM	Revenue	0.00	769.00	20,817.00	(20,048.00)	(20,048.00)
100-005-41200-000	ADULT PROGRAMS - REC	Revenue	0.00	0.00	100.00	(100.00)	(100.00)
100-005-41300-000	SUMMER REC PROGRAMS	Revenue	0.00	0.00	10,740.00	(10,740.00)	(10,740.00)
100-005-41400-000	OTHER RECREATION REVENUES	Revenue	0.00	1,000.00	1,725.00	(725.00)	(725.00)
100-005-41500-000	YOUTH LEAGUE	Revenue	0.00	340.00	1,630.00	(1,290.00)	(1,290.00)
Fund 100 Totals:			\$0.00	\$2,109.00	\$35,012.00	(\$32,903.00)	(\$32,903.00)
Report Totals:			\$0.00	\$2,109.00	\$35,012.00	(\$32,903.00)	(\$32,903.00)

5 Accounts Listed.

Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last)*
Accounts: 100-005-41100-000 - 100-005-41500-000 -
Dates: 07/01/2012 - 06/30/2013
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-005-41300-000	SUMMER REC PROGRAMS	Revenue	0.00	0.00	1,850.00	(1,850.00)	(1,850.00)
100-005-41400-000	OTHER RECREATION REVENUES	Revenue	0.00	300.00	270.00	30.00	30.00
	Fund 100 Totals:		<u>\$0.00</u>	<u>\$300.00</u>	<u>\$2,120.00</u>	<u>(\$1,820.00)</u>	<u>(\$1,820.00)</u>
	Report Totals:		<u>\$0.00</u>	<u>\$300.00</u>	<u>\$2,120.00</u>	<u>(\$1,820.00)</u>	<u>(\$1,820.00)</u>

2 Accounts Listed.

Revenue Detail Report

Department(s): 500 - 500
ALL Months

Account-----			Current			Uncollected
Date	Jrnl	Desc---	Budget	Debits	Credits	Balance
500 - RECREATION			0.00	0.00	0.00	0.00
1000 - AFTER SCHOOL PROGRAM			27,000.00	0.00	10,093.00	16,907.00
2000 - ADULT PROGRAMS			500.00	0.00	122.00	378.00
3000 - SUMMER PROGRAMS			10,000.00	0.00	8,535.00	1,465.00
4000 - OTHER RECREATION REVENUES			0.00	780.00	1,016.00	-236.00
5000 - YOUTH LEAGUE			900.00	0.00	530.00	370.00
6000 - COMMUNITY CENTER RENTAL			3,850.00	0.00	4,905.00	-1,055.00
9000 - CONTRACT REC PROGRAMS			0.00	720.00	1,740.00	-1,020.00
Department..			42,250.00	1,500.00	26,941.00	16,809.00
Final Totals			42,250.00	1,500.00	26,941.00	16,809.00

*1/8/20th from
prev year
\$28,761*

Revenue Detail Report

Department(s): R 500-1000 - R 500-5000
ALL Months

Account----- Date Jrnl Desc---	Current Budget	Debits	Credits	Uncollected Balance
500 - RECREATION	38,400.00	0.00	0.00	38,400.00
1000 - AFTER SCHOOL PROGRAM	27,000.00	0.00	4,404.00	22,596.00
2000 - ADULT PROGRAMS	500.00	0.00	0.00	500.00
3000 - SUMMER PROGRAMS	10,000.00	1,336.00	2,716.00	8,620.00
5000 - YOUTH LEAGUE	900.00	0.00	0.00	900.00
Department..	38,400.00	1,336.00	7,120.00	32,616.00
Final Totals	38,400.00	1,336.00	7,120.00	32,616.00

Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last)
Accounts: 100-050-50010-010 - 100-050-50100-080
Dates: 07/01/2009 - 06/30/2010
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-050-50010-010	REC DIRECTOR	Expense	0.00	32,910.00	0.00	32,910.00	32,910.00
100-050-50010-020	REC YOUTH WORKERS	Expense	0.00	24,164.00	3,300.00	20,864.00	20,864.00
100-050-50020-010	FICA - REC	Expense	0.00	3,648.92	0.00	3,648.92	3,648.92
100-050-50020-020	MEDICARE - REC	Expense	0.00	853.42	0.00	853.42	853.42
100-050-50020-030	WORKERS COMP - REC	Expense	0.00	1,545.87	0.00	1,545.87	1,545.87
100-050-50030-010	HEALTH INSURANCE - REC	Expense	0.00	7,921.89	0.00	7,921.89	7,921.89
100-050-50030-020	RETIREMENT - REC	Expense	0.00	2,489.60	0.00	2,489.60	2,489.60
100-050-50040-010	PARK MAINTENANCE	Expense	0.00	165.00	0.00	165.00	165.00
100-050-50040-020	FAMILY DANCE	Expense	0.00	248.66	0.00	248.66	248.66
100-050-50040-040	SUMMER TRANSPORTATION	Expense	0.00	3,086.14	0.00	3,086.14	3,086.14
100-050-50040-050	INSTRUCTIONAL COSTS	Expense	0.00	740.56	0.00	740.56	740.56
100-050-50040-060	YOUTH LEAGUE	Expense	0.00	2,197.05	125.00	2,072.05	2,072.05
100-050-50040-070	HALLOWEEN CARNIVAL	Expense	0.00	495.07	0.00	495.07	495.07
100-050-50040-080	SPRING EGG HUNT	Expense	0.00	375.00	0.00	375.00	375.00
100-050-50040-090	REC COMMUNITY PROGRAM	Expense	0.00	3,223.23	0.00	3,223.23	3,223.23
100-050-50040-100	AFTER SCHOOL PROGRAM	Expense	0.00	1,645.65	0.00	1,645.65	1,645.65
100-050-50040-110	SUMMER ADMISSIONS	Expense	0.00	2,992.81	172.00	2,820.81	2,820.81
100-050-50100-010	MILEAGE/TRAVEL-REC	Expense	0.00	817.09	0.00	817.09	817.09
100-050-50100-040	RECREATION COMMUNICATIONS	Expense	0.00	1,831.53	0.00	1,831.53	1,831.53
100-050-50100-060	SUPPLIES - REC	Expense	0.00	1,822.89	0.00	1,822.89	1,822.89
Fund 100 Totals:			\$0.00	\$93,174.38	\$3,597.00	\$89,577.38	\$89,577.38
Report Totals:			\$0.00	\$93,174.38	\$3,597.00	\$89,577.38	\$89,577.38

20 Accounts Listed.

Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last) -
Accounts: 100-050-50010-010 - 100-050-50100-080 -
Dates: 07/01/2010 - 06/30/2011
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-050-50010-010	REC DIRECTOR	Expense	0.00	32,737.63	0.00	32,737.63	32,737.63
100-050-50010-020	REC YOUTH WORKERS	Expense	0.00	22,953.01	0.00	22,953.01	22,953.01
100-050-50020-010	FICA - REC	Expense	0.00	3,596.52	0.00	3,596.52	3,596.52
100-050-50020-020	MEDICARE - REC	Expense	0.00	841.10	0.00	841.10	841.10
100-050-50020-030	WORKERS COMP - REC	Expense	0.00	1,819.31	0.00	1,819.31	1,819.31
100-050-50030-010	HEALTH INSURANCE - REC	Expense	0.00	8,605.54	0.00	8,605.54	8,605.54
100-050-50030-020	RETIREMENT - REC	Expense	0.00	2,529.18	0.00	2,529.18	2,529.18
100-050-50040-010	PARK MAINTENANCE	Expense	0.00	597.55	0.00	597.55	597.55
100-050-50040-020	FAMILY DANCE	Expense	0.00	290.64	0.00	290.64	290.64
100-050-50040-040	SUMMER TRANSPORTATION	Expense	0.00	4,123.38	0.00	4,123.38	4,123.38
100-050-50040-050	INSTRUCTIONAL COSTS	Expense	0.00	559.20	0.00	559.20	559.20
100-050-50040-060	YOUTH LEAGUE	Expense	0.00	2,168.70	200.00	1,968.70	1,968.70
100-050-50040-070	HALLOWEEN CARNIVAL	Expense	0.00	570.98	0.00	570.98	570.98
100-050-50040-080	SPRING EGG HUNT	Expense	0.00	516.61	0.00	516.61	516.61
100-050-50040-090	REC COMMUNITY PROGRAM	Expense	0.00	1,627.36	0.00	1,627.36	1,627.36
100-050-50040-100	AFTER SCHOOL PROGRAM	Expense	0.00	1,870.13	0.00	1,870.13	1,870.13
100-050-50040-110	SUMMER ADMISSIONS	Expense	0.00	1,814.79	0.00	1,814.79	1,814.79
100-050-50100-010	MILEAGE/TRAVEL-REC	Expense	0.00	321.72	0.00	321.72	321.72
100-050-50100-040	RECREATION COMMUNICATIONS	Expense	0.00	1,792.58	0.00	1,792.58	1,792.58
100-050-50100-060	SUPPLIES - REC	Expense	0.00	1,076.77	0.00	1,076.77	1,076.77
Fund 100 Totals:			\$0.00	\$90,412.70	\$200.00	\$90,212.70	\$90,212.70
Report Totals:			\$0.00	\$90,412.70	\$200.00	\$90,212.70	\$90,212.70

20 Accounts Listed.

Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last)
Accounts: 100-050-50010-010 - 100-050-50100-080
Dates: 07/01/2011 - 06/30/2012
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-050-50010-010	REC DIRECTOR	Expense	0.00	32,166.38	0.00	32,166.38	32,166.38
100-050-50010-020	REC YOUTH WORKERS	Expense	0.00	23,348.01	0.00	23,348.01	23,348.01
100-050-50020-010	FICA - REC	Expense	0.00	3,627.12	0.00	3,627.12	3,627.12
100-050-50020-020	MEDICARE - REC	Expense	0.00	913.76	0.00	913.76	913.76
100-050-50020-030	WORKERS COMP - REC	Expense	0.00	1,807.30	0.00	1,807.30	1,807.30
100-050-50030-010	HEALTH INSURANCE - REC	Expense	0.00	8,353.19	0.00	8,353.19	8,353.19
100-050-50030-020	RETIREMENT - REC	Expense	0.00	2,459.25	0.00	2,459.25	2,459.25
100-050-50040-010	PARK MAINTENANCE	Expense	0.00	900.00	0.00	900.00	900.00
100-050-50040-020	FAMILY DANCE	Expense	0.00	351.36	0.00	351.36	351.36
100-050-50040-040	SUMMER TRANSPORTATION	Expense	0.00	2,728.00	0.00	2,728.00	2,728.00
100-050-50040-060	YOUTH LEAGUE	Expense	0.00	1,827.07	0.00	1,827.07	1,827.07
100-050-50040-070	HALLOWEEN CARNIVAL	Expense	0.00	369.99	0.00	369.99	369.99
100-050-50040-080	SPRING EGG HUNT	Expense	0.00	452.76	0.00	452.76	452.76
100-050-50040-090	REC COMMUNITY PROGRAM	Expense	0.00	2,063.90	182.00	1,881.90	1,881.90
100-050-50040-100	AFTER SCHOOL PROGRAM	Expense	0.00	1,367.16	0.00	1,367.16	1,367.16
100-050-50040-110	SUMMER ADMISSIONS	Expense	0.00	2,023.25	0.00	2,023.25	2,023.25
100-050-50100-010	MILEAGE/TRAVEL-REC	Expense	0.00	346.43	0.00	346.43	346.43
100-050-50100-040	RECREATION COMMUNICATIONS	Expense	0.00	2,104.38	0.00	2,104.38	2,104.38
100-050-50100-060	SUPPLIES - REC	Expense	0.00	1,438.48	0.00	1,438.48	1,438.48
Fund 100 Totals:			\$0.00	\$88,647.79	\$182.00	\$88,465.79	\$88,465.79
Report Totals:			\$0.00	\$88,647.79	\$182.00	\$88,465.79	\$88,465.79

19 Accounts Listed.

Town of Veazie Trial Balance

Report # 16325

Account Groups: (First) - (Last),
Accounts: 100-050-50010-010 - 100-050-50100-080,
Dates: 07/01/2012 - 06/30/2013

Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: Yes
Select Accounts Utility: No

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
100-050-50020-030	WORKERS COMP - REC	Expense	0.00	268.64	0.00	268.64	268.64
100-050-50030-010	HEALTH INSURANCE - REC	Expense	0.00	1,545.78	0.00	1,545.78	1,545.78
100-050-50040-040	SUMMER TRANSPORTATION	Expense	0.00	1,299.00	0.00	1,299.00	1,299.00
100-050-50040-060	YOUTH LEAGUE	Expense	0.00	108.58	0.00	108.58	108.58
100-050-50040-090	REC COMMUNITY PROGRAM	Expense	0.00	1,400.50	0.00	1,400.50	1,400.50
100-050-50040-100	AFTER SCHOOL PROGRAM	Expense	0.00	105.93	0.00	105.93	105.93
100-050-50040-110	SUMMER ADMISSIONS	Expense	0.00	1,249.14	0.00	1,249.14	1,249.14
100-050-50100-010	MILEAGE/TRAVEL-REC	Expense	0.00	125.24	0.00	125.24	125.24
100-050-50100-040	RECREATION COMMUNICATIONS	Expense	0.00	326.66	0.00	326.66	326.66
100-050-50100-060	SUPPLIES - REC	Expense	0.00	518.66	0.00	518.66	518.66
Fund 100 Totals:			\$0.00	\$6,948.13	\$0.00	\$6,948.13	\$6,948.13
Report Totals:			\$0.00	\$6,948.13	\$0.00	\$6,948.13	\$6,948.13

10 Accounts Listed.

100-050-50040-060
year

Expense Detail Report

Department(s): 500 - 500

ALL Months

12/03/2013

Page 1

Account-----	Current			Unexpended
Date Jrnl Desc---	Budget	Debits	Credits	Balance
500 - RECREATION	90,918.00	0.00	0.00	90,918.00
10 - PAYROLL	52,000.00	0.00	0.00	52,000.00
500 - REC DIRECTOR	33,000.00	33,199.23	0.00	
510 - REC YOUTH WORKERS	19,000.00	22,395.25	0.00	
Expense.....	52,000.00	55,594.48	0.00	-3,594.48
20 - BENEFITS	5,778.00	0.00	0.00	5,778.00
010 - FICA EXPENSE	3,224.00	3,611.48	0.00	
020 - MEDICARE	754.00	844.61	0.00	
030 - WORKERS COMPENSATION	1,800.00	2,937.50	616.56	
Expense.....	5,778.00	7,393.59	616.56	-999.03
30 - RETIREMENT / INSURANCE	11,640.00	0.00	0.00	11,640.00
010 - HEALTH INSURANCE	9,000.00	9,676.69	0.00	
020 - RETIREMENT 457	2,640.00	2,655.99	0.00	
Expense.....	11,640.00	12,332.68	0.00	-692.68
40 - OTHER COSTS	18,900.00	0.00	0.00	18,900.00
013 - PARK MAINTENANCE	1,000.00	154.90	0.00	845.10
023 - FAMILY DANCE	500.00	0.00	0.00	500.00
041 - COMMUNICATIONS	1,700.00	1,630.17	160.75	230.58
042 - SUMMER TRANSPORTATION	3,800.00	5,022.00	0.00	
052 - INSTRUCTIONAL COSTS	500.00	660.00	620.00	460.00
062 - YOUTH LEAGUE	3,000.00	891.74	0.00	2,108.26
072 - HALLOWEEN CARNIVAL	500.00	459.55	0.00	40.45
082 - SPRING EGG HUNT	500.00	464.60	0.00	35.40
093 - REC COMMUNITY PROGRAM	2,700.00	2,090.53	0.00	609.47
102 - AFTER SCHOOL PROGRAM	2,000.00	1,248.57	0.00	751.43
113 - SUMMER ADMISSIONS	2,700.00	1,313.14	0.00	1,386.86
115 - CONTRACTED REC/ZUMBA	0.00	740.00	60.00	
Expense.....	18,900.00	14,675.20	840.75	5,065.55
95 - MISCELLANEOUS	2,600.00	0.00	0.00	2,600.00
011 - MILEAGE/TRAVEL	500.00	418.64	0.00	81.36
030 - OFFICE SUPPLIES	2,000.00	1,202.66	0.00	797.34
080 - ADVERTISING	100.00	0.00	0.00	100.00
103 - HISTORICAL SOCIETY	0.00	220.20	220.20	0.00
Expense.....	2,600.00	1,841.50	220.20	978.70
Department..	90,918.00	91,837.45	1,677.51	758.06
Final Totals	90,918.00	91,837.45	1,677.51	758.06

Expense Detail Report

ALL Accounts
ALL Months

12/03/2013

Page 5

Account----- Date Jrnl Desc---	Current Budget	Debits	Credits	Unexpended Balance
500 - RECREATION CONT'D				
500 - RECREATION	67,897.00	0.00	0.00	67,897.00
10 - PAYROLL	35,500.00	0.00	0.00	35,500.00
500 - REC DIRECTOR	33,000.00	12,296.00	0.00	20,704.00
510 - PART TM WKRS	2,500.00	1,704.00	0.00	796.00
Expense.....	35,500.00	14,000.00	0.00	21,500.00
20 - BENEFITS	5,125.00	0.00	0.00	5,125.00
010 - FICA/MED EXP	2,525.00	1,131.21	0.00	1,393.79
020 - MEDICARE	0.00	49.05	49.05	0.00
030 - WORKERS COMP	2,600.00	766.31	0.00	1,833.69
Expense.....	5,125.00	1,946.57	49.05	3,227.48
30 - RETIRE/INS	12,522.00	0.00	0.00	12,522.00
010 - HEALTH INSUR	9,964.00	4,151.60	0.00	5,812.40
020 - RETIREMENT	2,558.00	885.33	0.00	1,672.67
Expense.....	12,522.00	5,036.93	0.00	7,485.07
40 - OTHER COSTS	12,775.00	0.00	0.00	12,775.00
023 - FAMILY DANCE	500.00	0.00	0.00	500.00
041 - COMMUNICATNS	1,400.00	185.91	0.00	1,214.09
042 - SUMMER TRANS	3,000.00	65.00	0.00	2,935.00
052 - INSTRC COSTS	500.00	0.00	0.00	500.00
062 - YOUTH LEAGUE	2,800.00	6.50	0.00	2,793.50
072 - HALLOWEEN	600.00	221.32	0.00	378.68
082 - SPRNG EGG HN	600.00	0.00	0.00	600.00
093 - REC COMM PGM	2,000.00	281.08	0.00	1,718.92
102 - AFT SCH PROG	1,375.00	446.84	0.00	928.16
Expense.....	12,775.00	1,206.65	0.00	11,568.35
50 - PROF FEES	0.00	0.00	0.00	0.00
040 - PROCESS FEES	0.00	98.37	0.00	-98.37
Expense.....	0.00	98.37	0.00	-98.37
95 - MISC	1,975.00	0.00	0.00	1,975.00
011 - MILEAG/TRAVL	500.00	0.00	0.00	500.00
030 - SUPPLIES	1,375.00	223.53	0.00	1,151.47
080 - ADVERTISING	100.00	0.00	0.00	100.00
Expense.....	1,975.00	223.53	0.00	1,751.47
Department..	67,897.00	22,512.05	49.05	45,434.00



Message

Mon, Dec 2, 2013 4:02 PM

From: "Nick Sambides Jr." <nsambides@bangordailynews.com>

To: Mark Leonard

Subject: Re: Veazie PD/FD Story

Attachments: Attach0.html / Uploaded File

6K

Thank you, Mark. All stories are made by cooperation and professionalism, and your personnel displayed significantly generous and patient amounts of both with Kevin Bennett and myself. The story was a pleasure to do. Please thank them from both of us, especially Officer Parkhurst, whom I didn't get a chance to interview yesterday because of the weather.

Thanks again!
Nick

On Mon, Dec 2, 2013 at 3:54 PM, Mark Leonard <mleonard@veazie.net> wrote:

Nick- I have told a few of your former and current colleagues how impressed I was with your story but wanted you to read it directly from me and not just hear it from them. Im sorry I wasn't able to call you back when you returned my phone call Saturday night, but I awoke to your story on Sunday and didn't think their was anything I needed to add. Far to often I would guess much like us you are criticized for doing your job, but in this instance I wanted to say job well done. I look forward to future stories with you.

Mark
Mark Leonard Town Manager
Town of Veazie
1084 Main Street
Veazie, Maine 04401
207-947-2781
mleonard@veazie.net

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Message

Tue, Dec 3, 2013 2:57 PM

From: Mark Leonard <vzchief800@yahoo.com>

To: Mark Leonard

Subject: Fwd: Veazie latest...

Attachments: Attach0.html / Uploaded File

5K

Sent from my Verizon Wireless 4G LTE DROID

----- Original Message -----

Subject: Veazie latest...

From: David Wardrop <David@GoldenForestry.com>

To: james_killarney@umit.maine.edu, 'johns manter' <ff1909@yahoo.com>, 'Carolyn Hathaway' <chathaway@riversidersu.org>, 'Suzanne Malis-Anderson' <malismermaid@aol.com>, Don MacKay <don@forestresearchllc.com>, Andy Brown <AndyB@maine.edu>

CC: Kent Tableman <tableman@roadrunner.com>, Mark Leonard <vzchief800@yahoo.com>, " Gail P. White" <gpwhite@maine.edu>, Dave and Pat Thompson <pvthomp@maine.edu>

Greetings all,

Two quick items.

1. I submitted Veazie's Project Canopy application to the Maine Forest Service yesterday, just beating their deadline. This is for hazard tree assessment, inventory, removal and replacement around town next year. Keep your fingers crossed.

2. Aislinn Sarnacki, Bangor Daily News outdoor writer recently hiked the BHCA and wrote a piece, out today. We chatted about management and she really had an interest in the chestnut plantation, as it is unique in this region. She also made mention of VLA and OLT in her article.

<http://actoutwithaislinn.bangordailynews.com/2013/12/03/one-minute-hikes/1-minute-hike-buck-hill-conservation-area-in-veazie/#.Up4laNJDuSo>

Mark, I'd recommend maintaining at least 20 color printed copies of the 3 Town Forest maps available to the public, at the town office. I have no doubt some will come in asking for it...of course, it is also available online (if you can find it) on the town website, Orono Land Trust website, or my company website (bottom of photo section).

I now know of 2 dogs who have run into the wire fence along the border with Qualey (mine took a chunk out of his head a couple months ago). For wire fence that we can not remove, I recommend flagging it orange or pink so it's more visible, and also piling brush against it to

create a natural buffer. Sharing this with OLT chief stewards as well in case they have similar potential problem areas.

Aislinn and I plan to reconnect this winter to discuss other lands in the area, which should prove to be helpful with the outreach mission of both the Town of Veazie and the Orono Land Trust.

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

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News and weather for 04402 [change]

BDN Bangor

Tuesday, Dec 3, 2013 10:45 a.m. update: 4:05 p.m.

TODAY WEDNESDAY
38° 38°
32° 26°
CURRENTLY 37°

7-DAY FORECAST
Dental River

NEWS POLITICS BUSINESS HEALTH SPORTS OUTDOORS LIVING FOOD EVENTS OPINION OBITUARIES BLOGS

News from your community: State Acadetown Augusta Bangor Down East Hancock Lewiston Auburn Mid-Maine Midcoast Penobscot Piscataquis Portland

Previous story:

« Feds tell Portland Pipe Line Corp. that any future plans to carry tar sands must be reviewed »

Next story:

Christmas tree growers hopeful about season as plastic rivals make gains »

BDN MAINE GET NEWS EMAIL UPDATES

Veazie councilors recognize retired fire chief



By Dawn Gagnon, BDN Staff
Posted Dec 02, 2013 at 3:25 p.m.

VEAZIE, Maine — Town councilors last week recognized Veazie's former fire chief, who retired earlier this year after more than three decades of service.

Town Manager Mark Leonard said former Fire Chief Gerry Martin was presented a plaque in honor of his service during a recent council meeting.

Martin, who joined the Veazie Fire Department in 1981, had been chief since at least 2001. His last day with the department was July 31, according to Leonard, who in addition to serving as the town's police chief has been appointed acting fire chief.

Leonard's appointment as fire chief comes at a financially challenging time in the department's history.

The level of funding the town councilors proposed, and voters approved, for the Veazie Fire Department initially was deemed insufficient to cover the cost of the department's two full-time employees.

The fire department's operating budget for last fiscal year totaled \$235,354, Leonard said. The original budget proposed for this fiscal year was \$231,767, but as a result of cuts made during budget deliberations and during a public hearing in May, the total was \$171,767.

In looking at the town's options, town councilors solicited proposals from Bangor and Orono.

Town councilors also received three proposals from Veazie Fire Department members, namely Capt. Pete Metcalf; senior members Lt. Scott Kigas, Lt. David Hjorth and firefighter Scott Ireland; and members of the call department, composed of part-time employees.

Leonard, however, in October devised a plan that will keep the department staffed and operating through the rest of this fiscal year, which ends June 30, 2014.

The plan calls for:

— Reducing call back pay from the current automatic minimum of two hours of pay to one hour of pay, which was part of the call department's proposal. Firefighters going to fire calls lasting more than an hour would be paid by the quarter hour.

— Reducing the pay period hours for the department's two full-time employees from the current average of 94.62 hours a week to the contractual minimum of 80 hours a week. Limiting pay to 40 hours a week for each full-time employee would save the town more than \$7,500, Leonard estimated.

Similar articles:

12/3/2013

Veazie councilors to revisit fire

12/2/2013

In light of insufficient funds for fire department,

12/2/2013

Fire department restructuring focus of

9/16/2013

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8/1/2013




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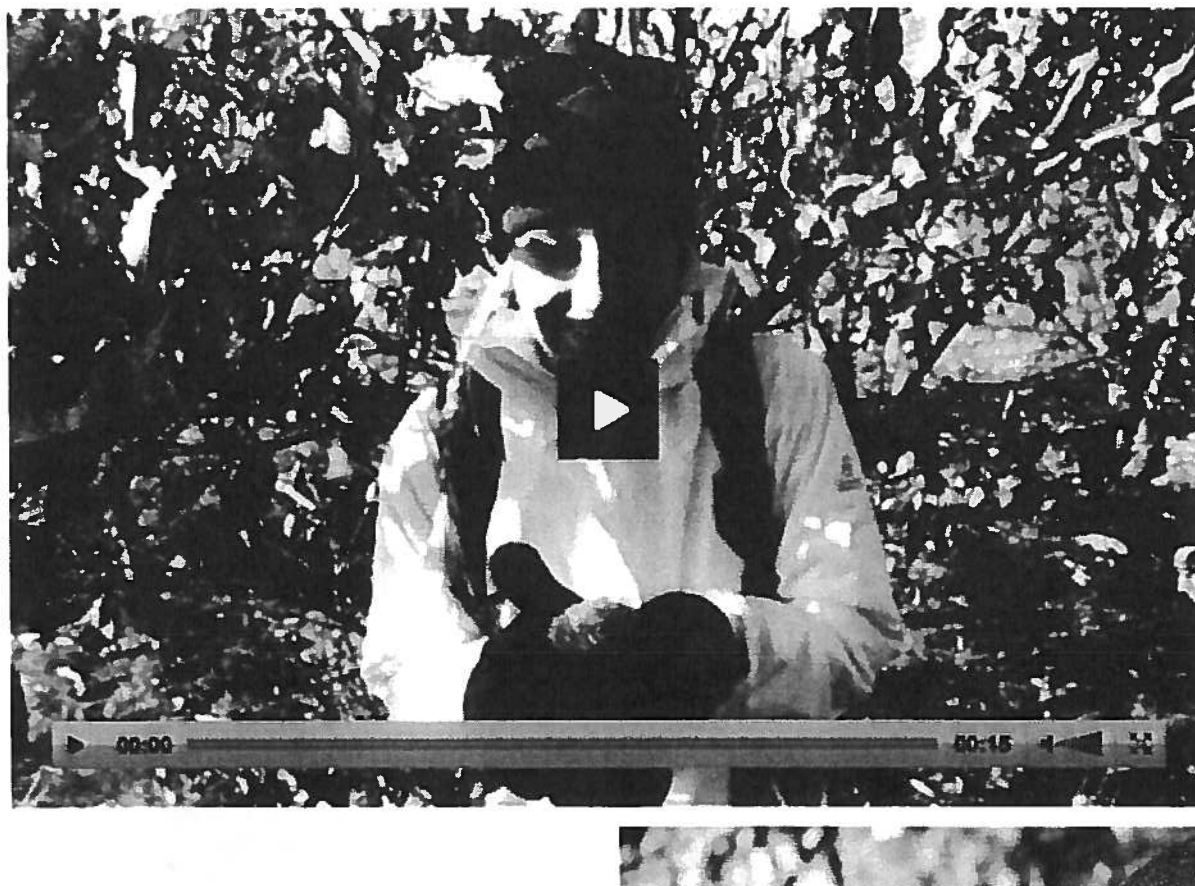
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1-minute hike: Buck Hill Conservation Area in Veazie

🕒 December 3, 2013 📁 1-Minute Hikes

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Difficulty: Easy. The trails of Buck Hill Conservation Area are wide, relatively flat and smooth. Watch out for thorns lining the trail in the meadow, as well as the low metal fencing that lines the property's border. (Oreo ran into it.) The largest loop, which travels along the border of the property, is about 1 mile in total distance, though walkers can extend their walk by exploring shorter trails that connect to that loop.



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How to get there: The small parking area for the conservation area is located at near the end of Mutton Lane in Veazie. To get there, start at traffic light at the intersection of Route 2 (State Street), School Street and Chase Road in Veazie. Drive north, toward Orono, on Route 2 for about 0.5 mile, then turn left onto Greystone Park. Drive through Greystone Trailer Park and turn right onto Mutton Road, which is gravel and travels uphill. Drive about 0.3 mile and the parking area will be on the left, marked with a kiosk.

Information: The 64-acre Buck Hill Conservation Area is owned and managed by the Town of Veazie, with volunteer assistance from the Veazie Land Association, a sub-committee of the Orono Land Trust. The conservation area features a trail network that equals a little less than 2 miles of trails.



At the trailhead is a kiosk displaying information about the conservation area, including trail rules and a map. A large sign in the kiosk asks that visitors "take only photographs, leave only footprints [and] remain on marked trails." The trails are for foot traffic only. Dogs are allowed, but owners must pick up after their pets, according to town law.

A sign at the trailhead also cautions visitors that the trail network travels through tick

habitat. Be sure to check your body for the dangerous pests after hiking.

You will also notice a green sign to the right of the kiosk that reads "Certified Tree Farm." The conservation area is a part of the American Tree Farm System, "a program for woodland owners who are committed to sustainably managing their woods for wood, water, wildlife and recreation," as stated on www.treefarmssystem.org.

To enter the Buck Hill trail network, pass the locked metal gate that bars vehicles from entering. You'll find yourself walking along a fairly wide trail that is mowed into a field.



Not far into the network, you'll see a side trail on your left that leads to a grove of American chestnut trees, planted in spring of 2005 by volunteers under the guidance of the [Maine Chapter of the American Chestnut Foundation \(TACF\)](#).



The goal of TACF is to restore the American chestnut tree to the eastern woodlands to benefit the environment, wildlife and society, according to the official website of the Maine chapter of the foundation, me-acf.org.

Since 1997, the Maine Chapter of TACF has been conducting an American chestnut breeding program coordinated by TACF's research farms in Meadowview, Va. The Maine chapter uses pollen from the research farms

and local American chestnuts as mother trees to ensure that blight-resistant trees coming out of the breeding will be most ideally adapted to Maine growing conditions. The orchard in Buck Hill Conservation Area is one of the several breeding American chestnut orchards in Maine.

Once done wandering the rows of trees — which produce ripe, spiky nuts by late September — you may want to use a map to continue exploring the trail network. The largest loop is about 1 mile long and much of the trail travels along the border of the property, through forest and meadow.

The forest is made up of a variety of trees, including stately oaks, tall white pines and a stand of white birch. The town manages the forest and meadows for a diversity of plant species.

In addition to the chestnut plantation, a few key features of the trail network are: a field that is home to woodcocks, a berry patch, a bench and a second bench by a footbridge. All of these features are marked on the map at the trailhead.



Spiky.



For a printable trail map and other information, visit oronolandtrust.org. Trail maps are also available at the Veazie Town Office at 1084 Main Street. The office is open 8 a.m.-4:30 p.m. Monday-Friday and can be reached at 942-2781.



Personal note: Since starting this "1-minute hike" project about two years ago, I've learned that Maine is filled with small trail networks that few people know about. Often, these footpaths are used by local residents and owned and managed by land trusts or the town. They're a great opportunity to observe wildlife, view different flora and exercise. And fortunately for my dog Oreo, many of these public lands are open to pets.

Despite the fact that I used to live in Veazie, I hadn't heard of the town's Buck Hill Conservation Area until last week, when searching through land trust websites. My boyfriend Derek and I decided it was the perfect spot to walk off a few Thanksgiving calories on Friday while not traveling far from home.

My favorite part of the trail was the American chestnut trees, simply because I don't recall ever seeing one before. In fact, we were so inexperienced with chestnuts that we were surprised when the spiky nuts poked through our mittens and jabbed our skin (followed by a yelp and laughter). Luckily, Oreo didn't step on any of the fallen nuts.



I imagine, with the combination of fields (with plenty of berries and tall grasses) and woods, the property is a great spot for birding, especially in the spring. And since the trails are wide and relatively flat, they look great for cross-country skiing and snowshoeing.

Tweet 13



Oreo butt.



Meeting Notice:

Wednesday, December 11, 2013

3:00 p.m.–5:00 p.m.

Cross Insurance Center

515 Main Street–Bangor

MRC will be asking for your community's support. Your input is important!

The current solid waste disposal arrangements in place with the PERC waste-to-energy facility conclude in 2018 and will be replaced by a new arrangement.

During the Annual Meeting on December 11, 2013 at 3:00 p.m., we will provide detailed information regarding our planning process to date and outline specific, concrete, actions we believe are required to advance the interests of the MRC communities in coming months and years. Please plan to have one or more representatives from your community attend this critical Annual Meeting.

We value your input as we plan for a successful replacement arrangement for our municipal solid waste that is consistent with our mission of providing a long-term, affordable, and environmentally sound solution for MSW.

Please contact Greg Lounder at 207-664-1700 or glounder@mrcmaine.org with any questions.

ANNUAL MEETING

IMPORTANT INFORMATION for MRC Member Communities

It has come to our attention that a number of member communities have been receiving confusing communications from entities other than MRC about our current agreement and future MSW disposal costs after 2018. It is important for leaders in member communities to know that PERC is owned by a partnership and that the only way in which their municipality is affiliated with it is through membership in the MRC.

MRC Members report that they have been contacted by Doyle & Nelson, a law firm in Augusta which works for USA Energy. USA Energy owns a portion of PERC, just like the MRC does. Unlike the MRC, though, they are a private investment company from out-of-state who invest in the facility in pursuit of a profitable return.

Unfortunately, some members report that the people contacting them are implying that they are looking after the interest of MRC communities (whether accidentally, or otherwise). To be clear: Doyle & Nelson, USA Energy and PERC are not authorized to speak for the MRC Board of Directors – in fact, there are often occasions when their interests run contrary to those of our 187 member towns. Our interest is keeping costs affordable. USA Energy's future profit depends upon steep disposal cost increases paid by Mainers. This is what their interest in gaining support for LD 1483 is all about.

At MRC, we're involved in PERC as owners in order to pursue our mission of handling our member communities' municipal solid waste (MSW) in a way that is affordable, focused on the long-term and environmentally sound – and we're the only entity who can say that.

Our industry has many companies like USA Energy who are in it to make money. MRC is different. We're a non-profit led by municipal officials from member communities around the state and our only allegiance is to those communities and their needs. We will face many obstacles on our path to securing affordable, environmentally sound waste disposal after 2018. Vigilance will be needed to address any industry effort to cause our post 2018 planning process to fail.



Please don't hesitate to give us a call if you're confused at any point. You can reach MRC Executive Director Greg Louder at 664-1700.

Penobscot Energy Recovery Company

A waste-to-energy facility
in Orrington, ME.

OWNER #1

Municipal Review Committee

A non-profit association of
187 Maine municipalities who
send their MSW to PERC.
**Your community is one of
these 187.**

OWNER #2

USA Energy

A private corporation that
invests in PERC to make a
profit. Based out-of-state.

**Represented in Maine by
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OTHER OWNERS

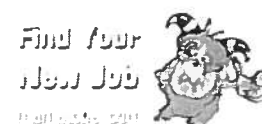
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Another private corporation
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Posted: December 3
Updated: Tuesday, 12/03/AM

Maine tax panel gives report lacking details

The task force charged with cutting \$40 million in tax breaks ultimately fails to reach a consensus.

By Eric Russell erussell@pressherald.com
Staff Writer

AUGUSTA — A legislative panel charged with trimming or eliminating \$40 million in tax incentives finalized its draft recommendations Monday, but members acknowledged that their proposal lacks specifics — a reflection, they say, of the complexities of Maine's tax system.

The task force, made up of lawmakers, business leaders and tax professionals, was created as a requirement of the 2014-2015 budget that passed in June. Its mission was to find \$40 million in savings for 2015 in order to balance that budget. If the money is not found, it would come out of municipal revenue sharing, which would almost certainly lead to higher property taxes.

After several weeks of work, the panel met Monday to present its recommendations, but members ultimately failed to reach a consensus.

Lawmakers on the panel wanted to focus on eliminating specific tax exemptions, even if they weren't entirely certain of the impact of doing so. Other members wanted to consider additional tax revenue, something that has proven politically tricky in the past, which is why lawmakers are shy to embrace that option.

Sen. Anne Haskell, D-Portland, who co-chairs the panel, repeatedly remarked Monday about how difficult their task was — she called it a "minefield" at one point — but she said the Legislature's budget-writing committee now has a framework.

"What you'll see is very similar to what happens with most legislation," she said.

The Appropriations and Financial Affairs Committee is expected to discuss the task force's draft recommendations at a Dec. 12 meeting, but a final proposal is likely still months away.

Among the recommendations on the table are:

- Capping the historic tax credit, which could save an estimated \$2 million.
- Capping the Opportunity Maine tax credit, which could save about \$1.7 million.
- Repealing the retail portion of the Business Equipment Tax Reimbursement, which would achieve \$2 million in savings.
- Capping the Pine Tree Development Zone credit, which could save more than \$3 million.



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Some of the bigger-ticket items involve complicated tax policy such as first-in, first-out accounting, which is used by big companies, and eliminating research and development "super credits."

Among the revenue options still being considered are

- Applying the sales tax to vending machine purchases, which have been exempt, to create an estimated \$1 million in new revenue.
- Removing the sales tax exemption for personal care services, such as haircuts.
- Removing the sales tax exemption for amusement activities, such as golf and movies.
- Applying the sales tax to cable and satellite television, as well as streaming services such as Netflix.

Rep. Adam Goode, D-Bangor, said now is not the time to add an extra burden on regular Mainers. Instead, he said, the panel should focus on eliminating breaks that benefit corporations.

Sen. Roger Katz, R-Augusta, said any talk of new taxes would be "dead on arrival" in the Legislature if they are not part of a broad tax reform package.

"I wish we could have been more specific with our work," Katz said. "We're walking a thin line. We don't want to make things any more difficult on businesses, but we have the potential consequence of eliminating \$40 million in revenue sharing, too."

However, the committee kept those options because some members thought they should be up for consideration, unpopular though they might be.

Whatever comes out of the budget-writing committee next year could look radically different from what the task force pushed forward.

Looming over the panel's work has been Maine's business community, represented Monday by several lobbyists who did not address the committee but listened intently. Many of those business groups are likely to be key players when the final recommendations are approved by the appropriations committee early next year.

Interestingly, the public will never know which groups spent the most time trying to influence the panel. Lobbyists are exempt from the state's disclosure law in this case because the panel is a task force, not a bona fide committee of lawmakers crafting legislation.

Many committee members admitted Monday that they didn't have a full grasp of the impact of the various credits and exemptions. Many of the savings and projections were best guesses, Haskell said.

A report due Feb. 1 by the Department of Economic and Community Development could help provide some clarity.

Although the task force failed to come up with a firm list of recommendations, Katz said the biggest long-term benefit could be the creation of a system by which all tax breaks and incentives are evaluated periodically for their efficacy.

That, Katz said, "could be the most important thing this Legislature does."

Eric Russell can be contacted at 791-6344 or at

erussell@pressherald.com

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Consolidation, collaboration and the regional delivery of local government services.

As the Working Group carried out the task it was given, certain intersections were observed between the subject of unfunded state mandates and the efforts to find efficiencies through the regional delivery of local governmental services.

The first intersection was the observation that state mandates often impact municipalities differently according to size. For example, relatively densely developed towns and cities over a population threshold are given obligations as “urban compact” municipalities to maintain certain collector state roads on a year-round basis. As a consequence, any two municipalities considering merging together, where one is an “urban compact” municipality and the other is not, would immediately see the disadvantage of doing so if the smaller community contains several miles of state aid roads. In this case, the established mandates are a disincentive to the most direct form of municipal consolidation.

A second mandate-consolidation intersection came to light during the review of one of the most significant education-related mandates of the last decade, the school reorganization law of 2007. School officials, municipal officials and hundreds of volunteers across the state were obligated to invest thousands of hours, collectively, because of the reorganization directives mandated by that law. The school reorganization effort was a rushed, top-down, penalty driven consolidation system which has been unraveling ever since its enactment. Its claims of savings and greater efficiency were theoretical and, for far too many, unrealized. A less attractive example of the interaction between state mandates and local government consolidation could hardly be imagined.

As a result of these observations and the discussions they generated, the Working Group developed a recommendation. The recommendation is based on the municipal belief that state-level efforts to create or inspire increased municipal collaboration or consolidation should recognize a few basic points.

- “Consolidation” is a term that implies the merger of separate, independent units of governance, as was the goal of the school reorganization law. Consolidation is one way to implement a more regionalized governance structure, but certainly not the only way.
- There are thousands of systems in place today at the municipal level that utilize collaborative approaches in very effective ways. Although it often goes unnoticed, municipal officials are constantly exploring the potential of collaborative service delivery systems and implementing creative approaches. Some of those approaches involve working more or less informally with neighboring towns, through multi-municipal interlocal agreements, or contracting with county or state government. In a wide variety of ways, and perhaps more than any other level of government, municipalities regularly take advantage of efficiencies that can be obtained by

contracting with the private sector. Road work, solid waste transportation and management, and assessing are examples of local government service delivery that are widely contracted out to private sector vendors.

- Real cost savings need to be demonstrated prior to consolidation in order to obtain voter support, and then delivered upon implementation.
- A gentle approach, focusing on the goals to be reached and providing assistance to reach those goals, is much more effective than any forced, top-down consolidation mandate.
- The Local Government Efficiency Fund (LGEF), adopted by the voters in 2004 and held essentially inactive for five years before its repeal, should have been allowed to operate as designed. Designed by municipal officials, the LGEF represented an appropriate way to stimulate the municipal exploration of regionalized delivery system. The municipal revenue sharing program, upon which the LGEF relied, has subsequently been reduced to levels that no longer support the capitalization of such a program.

Recommendation. The Working Group's recommendation is for the Legislature to establish a pilot program designed to give financial and administrative support toward the implementation of creative regional governmental services delivery systems and evaluate the effectiveness of an incentive-based approach. The proposals evaluated under the pilot program must be designed by two or more participating municipalities and awarded on a competitive basis similar to the system established under the Local Government Efficiency Fund. Proposals that could easily be replicated in other regions of the state would be given strong consideration, and collaborations or consolidations that require or would benefit from statutory adjustments would be given due legislative consideration. The development of natural gas distribution districts is an example of inter-municipal collaboration that might be stimulated by such an approach.

A Summary of the Recommendations of the Mandate Working Group

To facilitate its review of state mandates imposed on Maine's towns and cities, the Working Group used a mandate inventory prepared by the Maine Municipal Association (MMA). The inventory identified the mandates according to eight categories.

The Working Group's recommendations include detailed proposals to repeal or amend specific state mandates as well as broader narratives suggesting how the state and local governments could work together to address or ameliorate the negative impacts of state mandates. All recommendations are organized according to the eight categories in the MMA inventory except for two broad recommendations that cross categorical boundaries.

- Periodic and formal intergovernmental conversations. The Working Group identified a variety of mandate-related concerns that could be resolved or partially resolved if there was a formal opportunity to have conversations between a group of municipal officials, the appropriate policy-level state agency personnel, and the Commissioner of the Department of Administrative and Financial Services. Specific examples of those conversations include:
 - Department of Administrative and Financial Services
 - Assessing mandates, "appraisal report" standards, assessor training
 - Department of Agriculture, Conservation and Forestry
 - Comprehensive plan "consistency" standards
 - Department of Environmental Protection
 - Perceived subjective application of environmental standards by DEP personnel in the field
 - Recycling report requirements
 - Circumstances of state-imposed Site Law standards inhibiting proposed development
 - Professional Regulation
 - The discriminatory application of boiler inspection fees
 - Department of Transportation
 - The changing cost-share obligations to repair state aid roads
- Regionalized delivery of local services. This discussion reviews the intersection between state mandates and efforts to regionalize the delivery of local government services. The recommendation is to establish a targeted pilot program, modeled after the now-repealed local government efficiency fund, that provides financial and administrative incentives to implement one or more regional service delivery proposals submitted by municipalities and awarded according to a competitive process.

Administration

- Assessing requirements for “sudden and severe” and BETE reimbursement eligibility. The “Part O” section of the state budget adopted in 2013 establishes requirements on municipalities to prepare appraisal reports for any single properties that are valued at 2% or more of the overall municipal valuation. The preparation of those appraisal reports requires considerable expense. Working Group recommendation to be determined.
- Tree Growth notification. The requirement for municipalities to notify landowners of their failure to file certification of compliance with a forest management plan every 10 years includes a highly redundant notification process, which should be redesigned as a single notification process.
- Right to Know public records requests. 1 MRSA, section 408-A, subsection 8, governs the charges municipalities can apply for records requests under the Freedom of Access Act. The statute should be amended to allow governmental entities to recover their actual and direct costs of assembling the requested records for large-scale records requests that require many hours of staff time to administer.
- Annual reports. 30-A MRSA, section 2801, which governs the publication of the annual municipal report, should be amended to allow the municipality’s legislative body to authorize the annual report to be “published” electronically on the municipality’s publicly accessible website rather than in hard copy.
- Local sealer of weights and measures. The law requiring each municipality to appoint a local sealer of weights and measures (10 MRSA, chapter 501, subchapter 4) should be repealed, allowing the State Sealer to appoint local or regional sealers as the State Sealer believes necessary.
- Inspector of boats. The law governing the “inspector of boats and lighters” should be repealed as archaic.
- Board of Appeals. The law governing the appointment of a local Board of Appeals (BOA) should be amended to allow the size of the BOA to be left up to the municipality.
- Board of Assessment Review. To be determined.
- LD 1 property tax levy limit. Tabled, to be determined.

Education

- Education costs. The Legislature established a separate working group process focused on educational-related mandates, and this Working Group deferred to that effort with respect to education mandates. The Working Group’s final report, however, will review the municipal concern about how school-related costs, driven to some degree by unfunded state mandates, have an overall “crowd-out”

effect with respect to the overall municipal budget, leading to shortchanging the maintenance of public infrastructure and incurring negative, long-term financial consequences.

Elections

- The Working Group made no specific recommendations in this category except to observe that the municipal financing and administration of all state, regional and local elections represents the type of services municipalities provide to the State of Maine, generally, that warrants legislative support for the municipal revenue sharing system.

Environment

- Environmental mandates. Environmental mandates are many in number, complicated in their implementation, and often rooted somehow in federal law. The Working Group made three broad recommendations to cover the entire category of environmental mandates.
 - Formal conversations with DEP. The process of implementing or imposing environmental mandates were most often discussed at the Working Group level as benefitting from formal conversations with policy level state agency personnel from both DEP and DAFS.
 - Fees. The permitting/licensing fees imposed by the DEP should be waived for municipal governments on the principle that they effectively acting as agents of the state, particularly for all programs and activities that are mandated by federal or state law or directly associated with economic development, and
 - Federal standards. All state law and regulation adopted to comply with federal environmental mandates should be written to meet but not exceed federal minimum requirements.

Health, Welfare and Public Safety

- Firefighter cancer presumption. Although indisputably a mandate from the municipal perspective, the law amending the workers' compensation law to require municipalities to prove that firefighters who contract cancer did not contract the disease because of their firefighting experience was enacted without the required mandate preamble and is therefore not recognized as a mandate by the State. The Working Group recommendation is that Legislature review the cancer presumption statute, recognize the significant financial impacts the municipalities are incurring and will be incurring in the future, recognize the law as a state mandate, clarify the law's prospective application and review more

carefully the scientific record regarding the relationship between firefighting and some of the cancers identified in 39-A MRSA, section 329-B(1)(A).

- Quality assurance protocols in PSAPs. Without identifying the law as a state mandate, the Legislature requires certain protocols to be followed by Public Safety Answering Points with respect to emergency medical communications. The protocols require additional staff and training hours and the law establishing the requirement is another unrecognized state mandate. The Working Group recommendation is that the costs associated with these training requirements be covered by the revenue generated by the surcharge established on all landline and cell phone telephone accounts.
- Animal welfare. Although there were a number of issues raised about the animal welfare statutes, the recommendation is to clarify 7 MRSA, section 3950 to expressly allow municipalities to charge dog licensing fees that are higher than established in statute to help cover the costs of animal control.
- Boiler inspection certification. State law requires municipalities and schools to provide fees to the State with respect to normal building heating boilers that boiler owners for no other places of public accommodation are required to provide. Recommendation to be determined.

Licensing and Permitting (All bullets to be determined)

- Beano and Bingo. 17 MRSA § 313.
- Bowling alleys, shooting galleries, pool, and bagatelle and billiard rooms. 8 MRSA §§ 1-2.
- Games of Chance. 17 MRSA § 333.
- Off-track betting approval. 8 MRSA § 275(D)(5).
- Pinball machine operator licensing. 8 MRSA § 441.
- Public exhibitions licensing. 8 MRSA §§ 501-502.
- Roller skating rink licensing. 8 MRSA § 601, et. seq.
- Cable TV franchise contract issuance and compliance. 30-A MRSA §§ 3008, 3010.
- Closing-out sale licensing. 30-A MRSA § 3781, et. seq.
- Installation of stationary engines. 17 MRSA § 2795.
- Junkyard, automobile recycling/graveyard operation licensing. 30-A MRSA §3751, et. seq.
- Pawnbroker licensing. 30-A MRSA §3961.
- Wharf, fish weir, and trap application hearing and licensing. 38 MRSA §§ 1021-1022.

Planning and Zoning

- Comprehensive planning. To be determined.

Public Works and Transportation

- Veterans' graves. The recommendation is to rewrite the mandate enacted in 2013 to require the municipalities, in collaboration with veterans' organization, cemetery associations, civic groups and other interested parties, to achieve the standards in the mandate with respect to stone management and repair.
- Excavation notice. To be determined.
- Highway defect. To be determined.

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Rescued Veazie man recovering from fire



Kenn Bennett | BDN

Fire Capt. Pete Metcalf, left, and Paramedic Matthew Parkhurst stand beside the mobile home on Chase Road in Sunday that caught fire Saturday night. The fire department and crew were the first responders to the scene of the fire.



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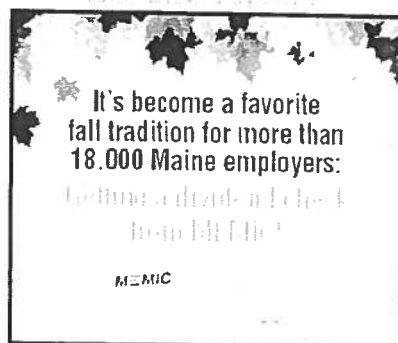
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VEAZIE, Maine — A Chase Road resident whom firefighters rescued from a burning home on Saturday was in critical condition at a Bangor hospital Tuesday as investigators continue to probe what started the fire.





Michael Nelligan, 57, of Veazie was in critical condition in the Intensive Care Unit at Eastern Maine Medical Center in Bangor on Tuesday, a hospital spokesman said. Sgt. Joel Davis of the state fire marshal's office had said earlier Tuesday that Nelligan was in stable condition.

"We know it started in the bathroom, but until we talk to him, we won't know what happened," Davis said Tuesday. "We've done our [on-site] investigation. We know where it started, but there are a couple of different things it could be. Until we talk to him, we won't know what he had going in there."

Nelligan called 911 at 12:48 p.m. Saturday to report he was trapped in his trailer's rear bedroom by a fire in the bedroom. The first to respond to the call, Veazie police Officer Matthew Parkhurst and Veazie Fire Capt. Pete Metcalf, who arrived three minutes after Parkhurst, had their rescue attempts driven back by smoke and flames.



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They were dousing the flames when Orono Fire Capt. Joel Sides and firefighter Dennis Bean pulled the unconscious man from the trailer several minutes later. Nelligan was revived by Orono Fire Lt. Brad Strout and Orono firefighter Nick Chapman. He was taken to Eastern Maine Medical Center in Bangor, where he was treated for smoke inhalation.

Parkhurst was released from EMMC Saturday after being treated for smoke inhalation.

Investigators from the state fire marshal's office inspected the fire scene on Saturday. Davis said that they saw nothing that would indicate that the fire was anything other than accidental or resulting from a mechanical malfunction.

Similar articles:



Firefighters, police rescue Veazie man from burning home



Cause of Veazie apartment building fire to be determined

Overloaded extension cord blamed for Veazie fire

Firefighters extinguish blaze in Orono trailer, blame faulty water heater

Family dog dies in kitchen fire at Veazie home

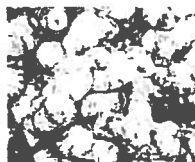
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News and weather for 04402 [change]

BDN Bangor

Monday, Dec 2, 2013 Last update: 4:05 p.m.

TODAY WEDNESDAY
38° 38°
32° 26°
CURRENTLY 37° 7 DAY FORECAST

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State Brunswick Augusta Bangor Down East Hancock Lewiston-Auburn Mid-Maine Midcoast Penobscot Piscataquis Portland

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« Vermont completes sweep of UMaine hockey team; Black Bears winless on road

Next story:

Finding the right gifts for kids this holiday season »



VIDEO

Firefighters, police rescue Veazie man from burning home



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VEAZIE, Maine — Fire and heavy smoke twice repelled rescuers before they reportedly saved a town man Saturday from dying in a burning home on Chase Road.

The man, whom Veazie Fire Capt. Pete Metcalf described only as a resident in his 50s, and Veazie police Officer Matthew Parkhurst were treated for smoke inhalation at Eastern Maine Medical Center in Bangor, Metcalf said.

Quickness, bravery and teamwork got the man out of the home alive, Metcalf said.

"It could easily have been a fatality if we did not have so many people on the scene as fast as we did," Metcalf said Saturday. "We have great mutual aid resources and we were able to all work together."

Parkhurst was released from the hospital, but at last word, the man was in EMMC's intensive care unit. No report of his condition was available. He was unconscious when Orono Fire Capt. Joel Sides and firefighter Dennis Bean pulled him







From Bangor Daily News: Fire Capt. Pete Metcalf and Patrolman Matthew Parkhurst stand beside the mobile home on Chase Road in Veazie, that was the scene of a fire Saturday. Photo by [unintelligible] quick response and teamwork of

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News Bangor Living Sports Opinion

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2. Police: Victim in Westbrook murder-suicide was ambushed, had saved a life just days before 
3. Consultant called LePage 'crony' by Democrats, misses first deadline in SJM Medicaid study 
4. New Gloucester woman, 20, killed in Auburn crash 

from the trailer, but was revived by Orono Fire Lt. Brad Strout and Orono firefighter Nick Chapman, Sides said.

The incident began fast, firefighters said.

Parkhurst arrived at Silver's Trailer Park at 12:50 p.m., two minutes after Penobscot Regional Communication Center dispatchers radioed that a man called 911 to report that he was trapped in his home's back bedroom by a fire in a bathroom.

Hearing a male voice yelling, "Help me! Help me!" Parkhurst immediately attempted a rescue, but flames spreading from the bathroom doorway stopped him at the trailer's side door, Metcalf said.

"Already there was too much smoke in there," Metcalf said, "and the occupant would have had to go past the fire to get out."

With Parkhurst pleading with the man to try to crawl to safety, Metcalf arrived in a firetruck at 12:53 p.m. Lacking an airpack and the only firefighter there, Metcalf found the heat and smoke too hazardous for a rescue.

"When I crawled in through the side door, it was like looking into a black wall. The smoke was right down to the floor," Metcalf said.

Hearing Orono firefighters radio that they were coming and knowing that this put them minutes away, Metcalf ran a hose from the truck to the trailer. Once Metcalf ran back to the truck and engaged the firetruck's pumper, Parkhurst fired a burst of water through the side door into the bathroom, Metcalf said.

Metcalf took the line from Parkhurst and continued to attack the fire. When Orono firefighters arrived at 12:56 p.m., the flames were largely gone, but intense heat, smoke and steam remained, he said.

Having heard Metcalf's radio transmissions, Sides and Bean knew they would be going into one of the worst sorts of fires.

Most trailers "are made of highly combustible material. They are pretty much built as a tunnel," Sides said. "A fire within them will take up a lot of oxygen and head to the nearest open door."

Bean and Sides found the man between the bed and back wall of a bedroom in the home, Sides said.

Metcalf and the Orono firefighters began to treat the victim after firefighters got him out of the home. Orono Fire Lt. Brad Strout, a paramedic, began giving him advanced life support, Metcalf said.

Strout, Veazie firefighter Dennis McRae and Orono firefighter Nick Chapman took the victim to EMMC in an Orono ambulance, Metcalf said. Veazie and arriving Bangor firefighters doused the last of the hot spots.

State fire marshals are investigating the cause of the fire, said Metcalf.

Similar articles:

Family dog dies in kitchen fire at Veazie home

Glenburn firefighters save mobile home, dog



Cause of Veazie apartment building fire to be determined

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12/3/2013 12:58 PM

Tom- Good morning!

From the Council meeting last night the following questions were posed and are needing clarification and/ or guidance which I was directed to ask you for assistance,

1. The members of the Council are trying to communicate with the Trustees of the Sewer District and these talks have been unsuccessful as of the late. Numerous invitations have been circulated between the two entities, with last night being the most recent one, and the district declined the invitation on Friday, after initially accepting it. With the email they offered for the members of the Council to meet with them at their Board of Trustees meeting. Because of this they are asking if you have suggestions on ways that other communities you represent communicate with their Sewer Districts or if you have suggestions on ways they could communicate with the sewer district
2. The members of the Council would like information on the process to bring the Sewer District back under the control of the Town instead of the current set up that the Sewer District is running under.
3. Finally, as mentioned above the Council has been invited to attend a sewer district meeting, which they would like to do in hopes to open a line of communications, but have been told in the past if 3 or more Councilors meet at one time outside of a Council meeting it is considered an illegal meeting, so they are looking to see how or if they can meet with the sewer district trustees as a group at a non Council meeting.

If you have questions reference any of these please dont hesitate to contact me.

Thanks in advance

Mark Leonard Town Manager
Town of Veazie
1084 Main Street
Veazie, Maine 04401
207-947-2781
mleonard@veazie.net

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Message

Mon, Dec 2, 2013 3:12 PM

From: "Thomas A. Russell" <tar@frrlegal.com>

To: Mark Leonard

Subject: RE: Questions from Council Meeting ref Sewer District

Attachments: Attach0.html / Uploaded File

12K

Mark:

As you know, the Sewer District is a separate legal entity, and it can legally decide not to communicate with the Town Council if the Trustees make that decision. I suggest that the Town Council be persistent in its requests for a meeting. Most of the towns that I represent that have a sewer system run it as a department of the town, rather than as a separate legal district. However, Hampden has a similar situation with its water service, as it is operated by a separate water district. There was a period when things were contentious, but the Town and the District agreed to regular joint meetings, alternating between the town office and the district office, and the relationship improved considerably. These meetings allow for an ongoing dialogue to address current issues and future plans. Perhaps the Chair of the Council and the Chairman of the District can informally explore that possibility.

Having the Council meet with the Board of Trustees at the District's office would not be illegal, it would just have to be noticed as a joint meeting with the date, time and place of the meeting to comply with the Freedom of Access statute. Since the District is also subject to FOA, the meeting would be open to the public.

A few years back, there was some initial consideration of dissolving the District and having the Town take over the sewer system. As you may know, the District was established by a Private and Special Law enacted by the Legislature. At the time, I obtained copies of the law, and the amendments thereto over the years. I will retrieve them from storage and address Item 2 once I have had a chance to review those laws.

If you have any questions or comments, please contact me.

Tom Russell

From: Mark Leonard [<mailto:mleonard@veazie.net>]

Sent: Tuesday, November 26, 2013 10:31 AM

To: tar@frrlegal.com

Cc: Mark Leonard

Subject: Questions from Council Meeting ref Sewer District

Town of Veazie

November 25, 2013

Erik and Deborah Espling
32 Silver Ridge
Veazie, Maine 04401

Ref: Drainage Pipe

Dear Mr. and Mrs. Espling,

I am writing this as a follow up to a concern you brought to the Town's attention several months ago. The concern was that water at different times is coming into your basement for unknown reasons and it was your belief this was because of the possibility of a faulty drainage pipe that runs from the front of your property to the rear of your property that was installed by Town's Employees or under the direction of the Town.

After having several different people and companies look at the concern it was suggested that Allen's Environmental be contacted to video the drainage pipe in question. This was completed by Allen's Environmental using a self-powered camera. Although I was not present when it occurred I have viewed the video that was produced and have determined from watching the video that your home's drainage system does not tie into the drain pipe in question. This is the opinion of the camera operator as well as Barney Silver who was present when the video was taken. It was noted that 34 Silver Ridge does tie into the drainage pipe, but this would not be related to the water issue that you are experiencing in your basement.

It was relayed to me that the camera operator for Allen's Environmental stated that he had previously videoed your home's drainage system, and felt at that time your homes drainage system was blocked, and this more likely than not may be the cause of the water not being able to drain from your homes basement. Any questions on this comment would need to be directed to the camera operator from Allen's.

As I have previously relayed to you I am sorry for the amount of time that it has taken for this concern to be addressed, but I hope you agree that since it has been brought to my attention, I have worked diligently to resolve the concern. With the information I have received I am considering that the Town's drainage pipe is not the cause of the water coming into your basement. I have included a copy of the video for your review and records.

Sincerely,



Mark Leonard

CC: Veazie Town Council

MAINE GEOLIBRARY ORTHOIMAGERY PROGRAM



Maine's Aerial Photography Program Yields 4-12x Return on Investment

Produced for the Maine GeoLibrary Board by Applied Geographics, Inc., (AppGeo) with Sebago Technics

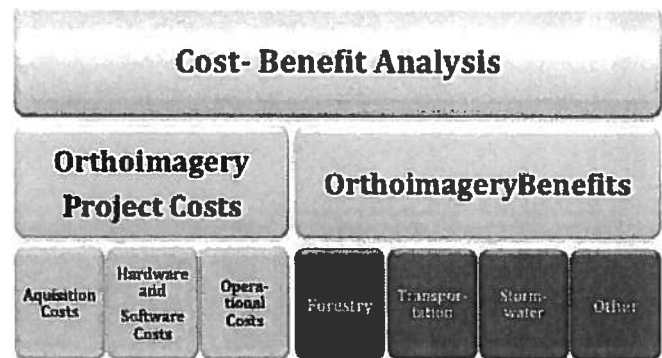
Orthoimagery is geometrically corrected aerial imagery that provides a comprehensive view of the earth's landscape and features. The business case for investing in a recurring statewide orthoimagery program for the State of Maine is clear:

- The economies of scale of a statewide program dramatically reduce the cost per participating organization in both the short and long term
- Collaboration between organizations provides orthoimagery at a lower cost, higher resolution, and on a better schedule – all of which improves the availability and usefulness of the data
- There is no suitable substitute for meeting the State's business and operational needs – commercial websites popular with citizens, such as Google Earth and Microsoft Bing, depend largely on publicly funded imagery as a resource

Based on a conservative analysis of just 3 of 13 sectors using aerial imagery, this investment still showed a return of over 400%.

A study was undertaken to quantify the benefits of the statewide orthoimagery program. The study identified thirteen statewide examples of how orthoimagery can be beneficial, but narrowed its scope to an in-depth treatment of only three use cases of statewide importance: Forestry; Stormwater; and Transportation.

The results, based only on these three use cases, make an economically compelling case for investment with net benefits totaling \$10 million on the low-end, to \$30 million on the high-end. This range compares very favorably to the expected costs for the corresponding five-year time period of \$2.4 million. ***The resulting return on investment (ROI) is projected to be 421% to 1264% based on this range, which would exceed the returns on many other alternative financial investments.*** If all thirteen use cases were similarly analyzed, it is safe to say that the total ROI would be substantially higher.



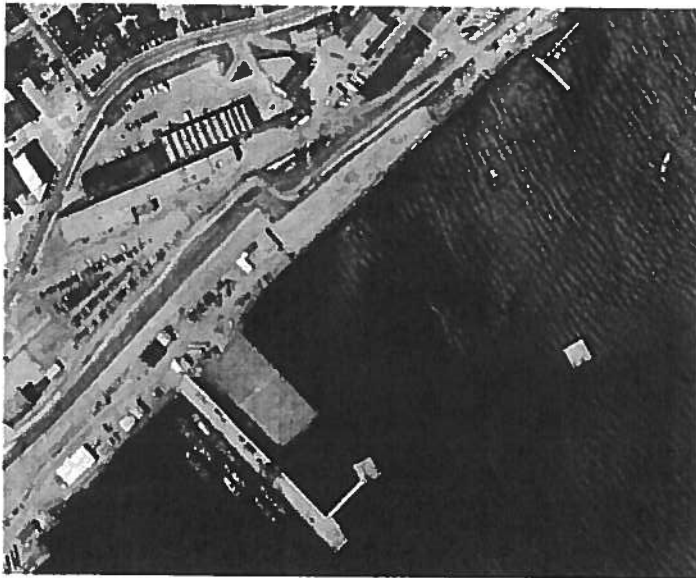
Conceptual diagram of Cost-Benefit Analysis components.

This analysis presents a strong case for the public sector investing in the statewide orthoimagery program proposed by the Maine GeoLibrary Board.

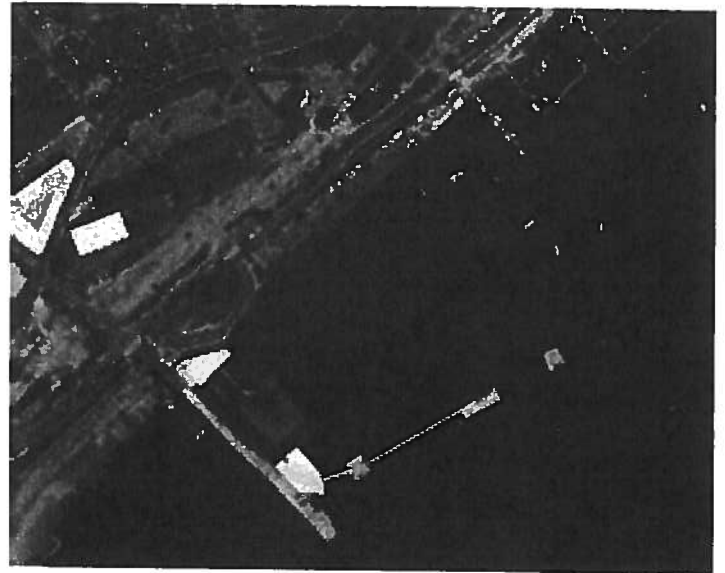
Cost-Benefit Analysis - "Low"	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
Benefits "Low"	\$2,623,006	\$2,537,954	\$2,557,039	\$2,713,850	\$2,480,814	\$12,912,664
Costs	\$475,852	\$593,802	\$690,670	\$315,993	\$335,249	\$2,411,566
NET PRESENT VALUE	\$2,147,154	\$1,944,152	\$1,866,369	\$2,397,857	\$2,145,566	\$10,501,098
Return on Investment (ROI) "Low" 4.35 If this result is greater than "0" it is favorable for investment						

Cost-Benefit Analysis - "High"	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
Benefits "High"	\$6,766,742	\$6,627,392	\$6,645,268	\$6,869,290	\$6,508,588	\$33,417,767
Costs	\$475,852	\$593,802	\$690,670	\$315,993	\$335,249	\$2,411,566
NET PRESENT VALUE	\$6,290,889	\$6,034,078	\$5,954,598	\$6,553,297	\$6,173,339	\$31,006,201
Return on Investment (ROI) "High" 12.86 If this result is greater than "0" it is favorable for investment						

The resulting return on investment (ROI) is projected to be 421% to 1264% based on this range, which would exceed the returns on many other alternative financial investments.



2003: Portland Seaport



2012: Portland Seaport Improvements

Importance of current aerial imagery as source for land use change detection.

WWW.MAINE.GOV/GEOLIB

MICHAEL SMITH | 207.215.5530
MICHAEL.SMITH@MAINE.GOV

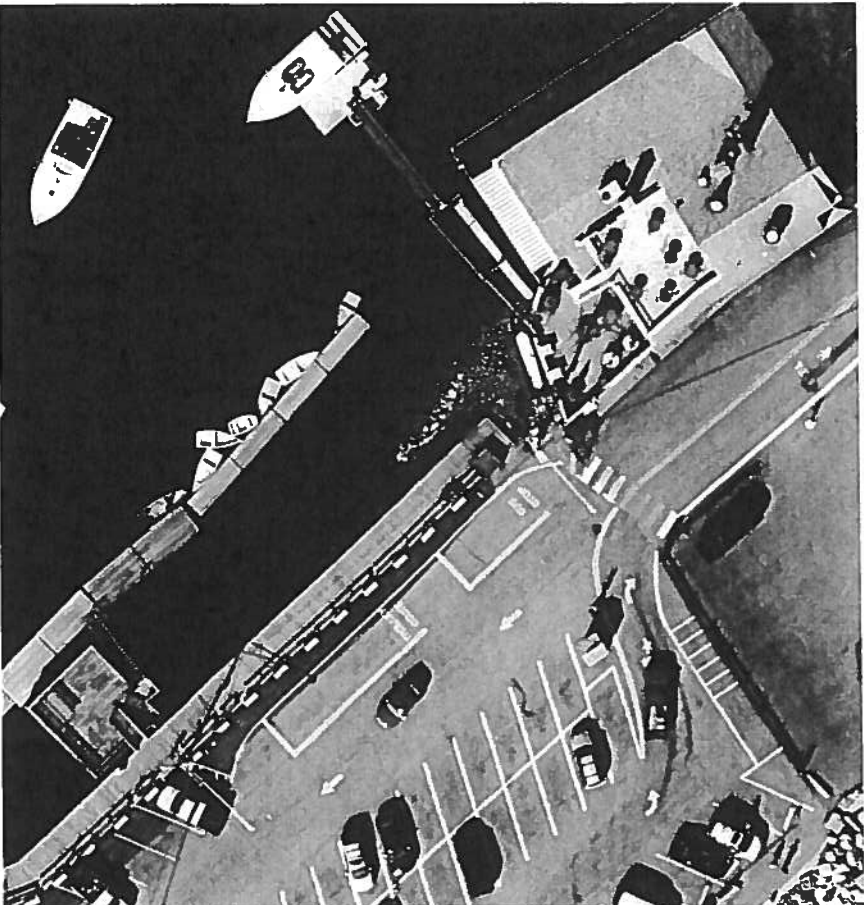
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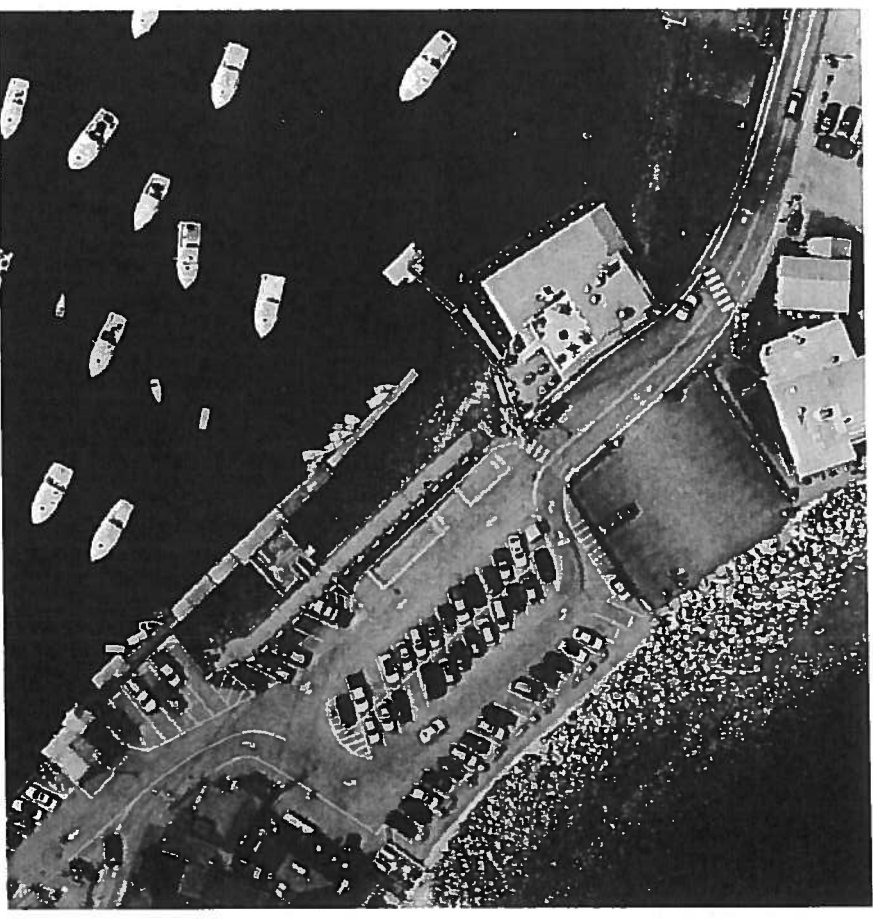
Ogunquit, Maine Ogunquit Port

3-Inch Pixel Resolution



100% Zoom
1:1 Ratio
2012_37057882_075.tif

6-Inch Pixel Resolution



100% Zoom
1:1 Ratio
2012_37057882_15.tif

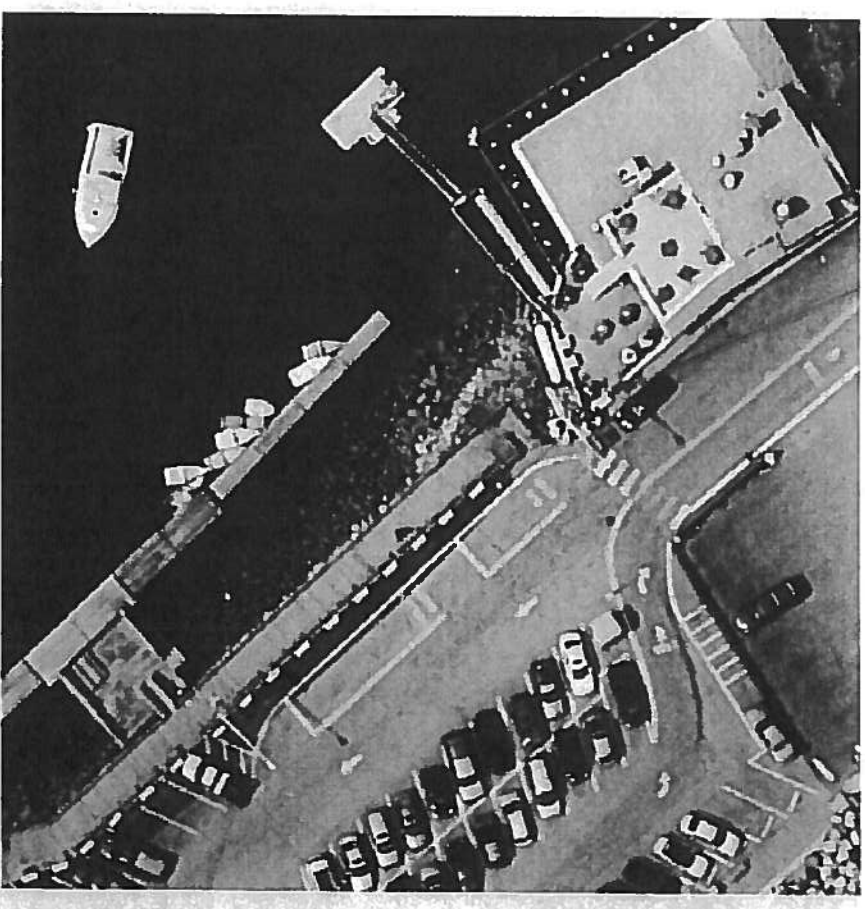
Ogunquit, Maine Ogunquit Port

3-Inch Pixel Resolution



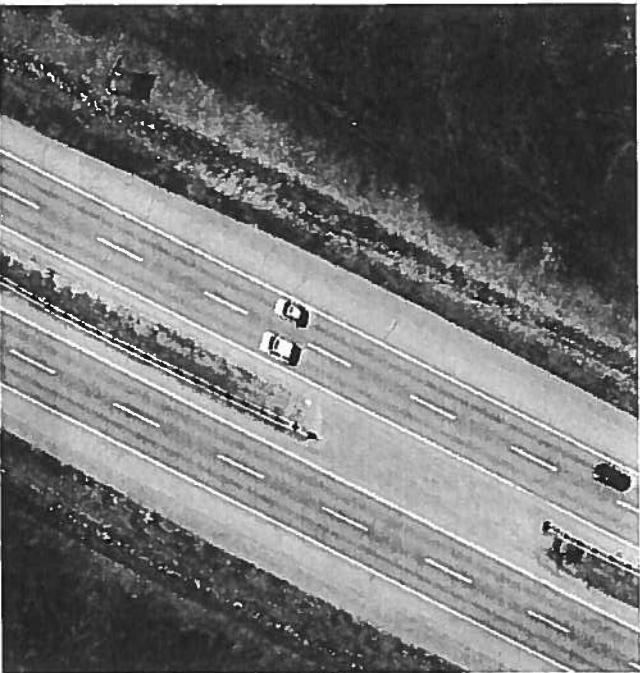
100% Zoom
1:1 Ratio
2012_37057882_075.tif

6-Inch Pixel Resolution



200% Zoom
1:2 Ratio
2012_37057882_15.tif

3-Inch



100% Zoom

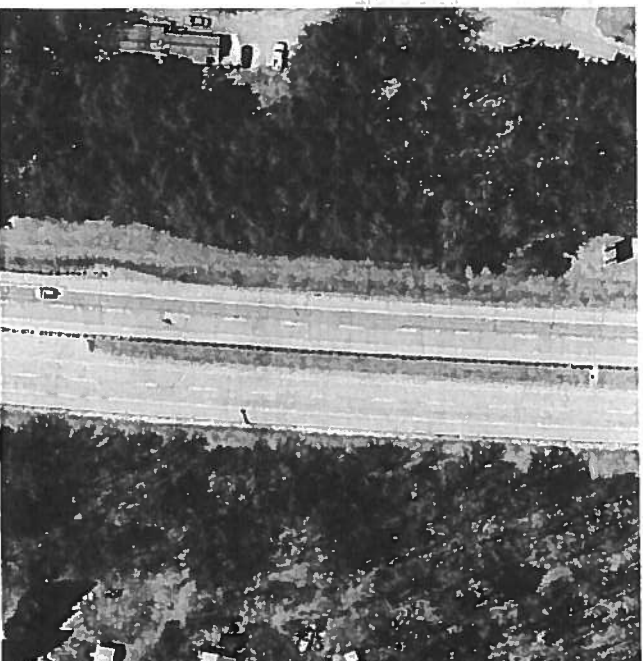
1:1 Ratio

2012_39418400_075.tif

I-95

Comparison

6-Inch

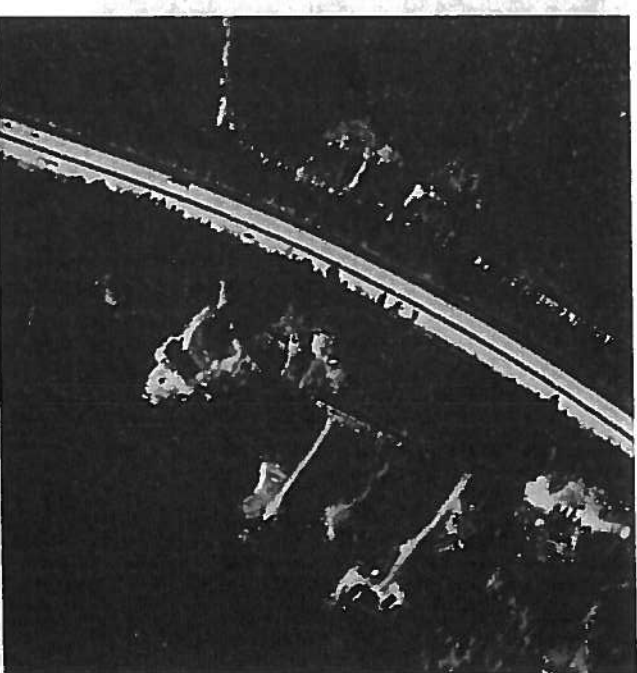


100% Zoom

1:1 Ratio

2012_39308557_15.tif

24-Inch



100% Zoom

1:1 Ratio

2012_39308670_60.tif

3-Inch



100% Zoom

1:1 Ratio

2012_39418400_075.tif

I-95 Comparison

6-Inch

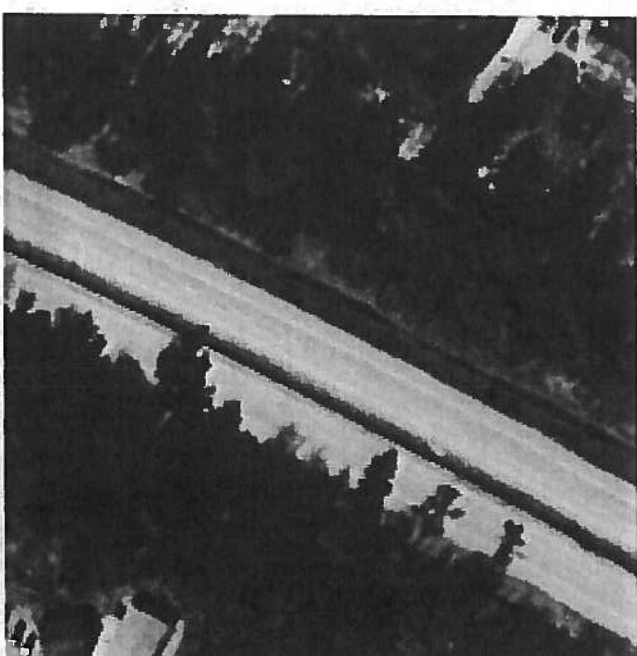


200% Zoom

1:2 Ratio

2012_39308557_15.tif

24-Inch



400% Zoom

1:4 Ratio

2012_39308670_60.tif

Sanford, Maine Shaws Ridge Farm

6-Inch

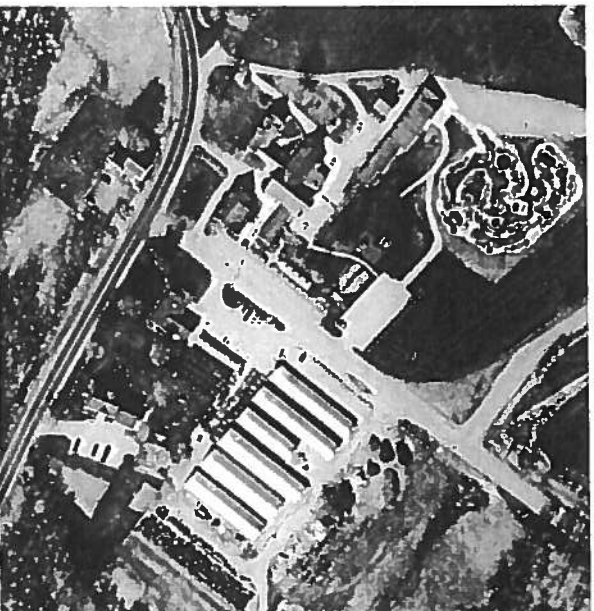


100% Zoom

1:1 Ratio

2012_35708130_15.tif

12-Inch



100% Zoom

1:1 Ratio

Resampled to 1ft pixels from
2012_35708130_15.tif

24-Inch



100% Zoom

1:1 Ratio

2012_35708130_60.tif

Sanford, Maine

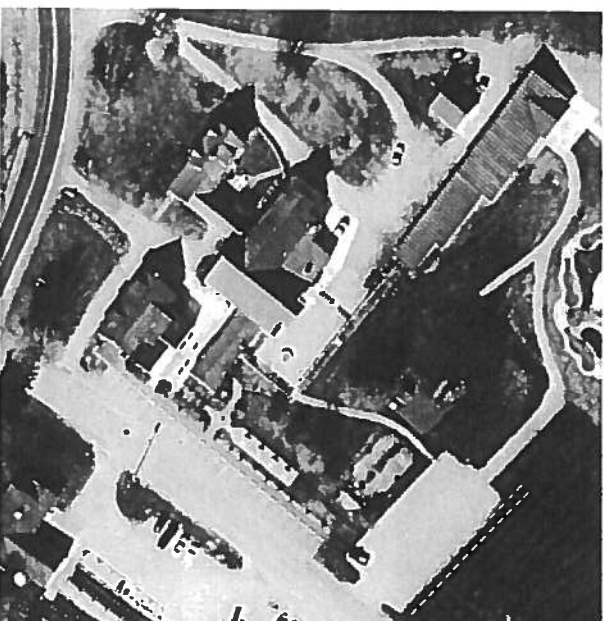
6-Inch



100% Zoom
1:1 Ratio
2012_35708130_15.tif

Shaws Ridge Farm

12-Inch



200% Zoom

1:2 Ratio

Resampled to 1ft pixels from
2012_35708130_15.tif

24-Inch



400% Zoom
1:4 Ratio
2012_35708130_60.tif



3-Inch

Portland Head Light

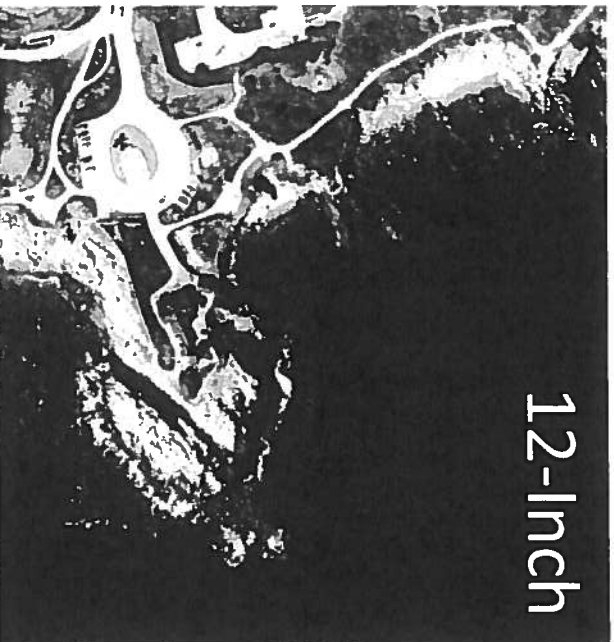


6-Inch

All resampled from 3-inch image

100% Zoom

1:1 Ratio



12-Inch



24-Inch

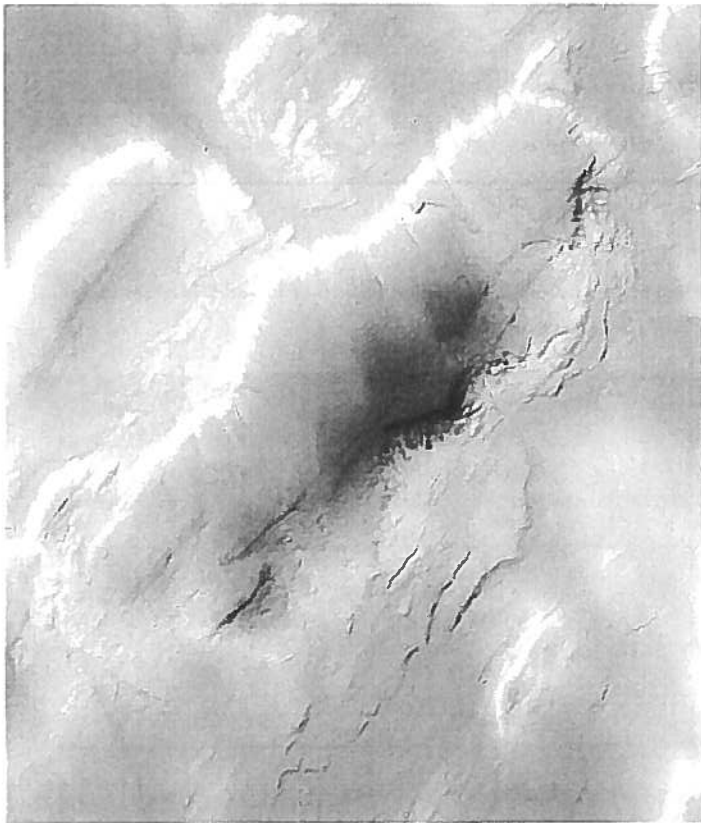
LiDAR

Light detection and ranging (LiDAR) is an optical remote sensing technology that can measure the properties of a target by illuminating it with pulses of light from a laser. The laser captures information in point clouds, which can then be used to determine the size, shape and distance of a target. Technicians can then use these point clouds to create contours, digital terrain models (DTM) and digital elevation models (DEM). Using automated feature extraction, these point clouds can be rapidly processed to provide a wealth of data that can be used to assist with tax assessment, determine ground cover or create maps that outline the best placement for solar panels.

The Value of LiDAR

With automated feature extraction, LiDAR (when combined with four-band imagery) can be used to create many value-added products, including:

- Land use/land cover
- Solar potential maps
- Impervious surfaces
- Building footprints
- Planimetrics
- Vegetation classification
- Transmission and utility maps
- Emergency response plans



LiDAR shaded relief map, 1.5-meter point density, Hogback Mountain, ME



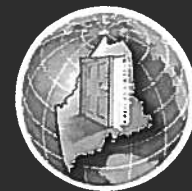
Derived product: impervious surface



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LINKEDIN GROUP: MAINE ORTHOS



MAINE GEOLIBRARY ORTHOIMAGERY PROGRAM



Cost

The funding for the base program is split between the county, state and federal partners. Additional buy-ups are funded by the municipality, COG or other organization requesting the buy-up.

Resolution	Cost per square mile	
	31-1,000 sq. mi.	>1,000 sq. mi.
2 foot	\$58.30	\$52.80
1 meter	\$53.90	\$48.40

The schedule to the right reflects the cost per square mile for the base two-foot or one-meter imagery collection. It's important to note that a collection requires multiple passes that include some overlap to facilitate post-processing of the imagery, and these overlaps are added to the total square footage for any collection. Every effort is made to keep this overlap to a minimum.

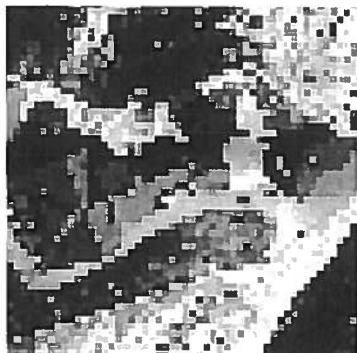
For example, although York County is 1,012 square miles, the total square miles collected for the county was 1,297 after the inclusion of overlaps and boundaries. So the total cost of acquisition for two-foot imagery for the county was \$68,500.

Acquisition Buy-Ups

There are a number of buy-up options, in addition to the base imagery. The table below reflects the pricing; however, keep in

mind, overlap will need to be included in total square miles for these options, as well.

Resolution	Map scale	ASPRS class level	Horizontal accuracy	Cost per square mile	
				31-1,000 sq. mi.	>1,000 sq. mi.
3 inch	1" = 50'	1	6"	\$908.60	\$897.60
		2	1'	\$466.40	\$455.40
6 inch	1" = 100'	1	1'	\$257.40	\$246.40
		2	2'	\$140.80	\$129.80
1 foot	1" = 200'	1	2'	\$92.40	\$81.40
		2	4'	\$58.30	\$47.30



1 meter



2 foot



6 inch



3 inch