



**Veazie Town Council**

**Regular Meeting**

**July 14, 2014**

**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 June 16<sup>th</sup>, 2014 Council Meeting Minutes.
- ITEM 6:** Comments from the Public

**New Business:**

- ITEM 7:** Award Presentation
- ITEM 8:** Orono/Veazie Water District Trustee Appointment
- ITEM 9:** Cemetery Discussion
- ITEM 10:** Adoption of MMA Model Ordinance GA Appendices A
- ITEM 11:** Election to MMA's Legislative Policy Committee
- ITEM 12:** Approval of Public Notice for 1030 Maple St
- ITEM 13:** Approval of Public Notice for paving

**Old Business:**

- ITEM 14:** Rescue Truck Proposal
- ITEM 15:** Discussion of Charter Changes
- ITEM 16:** Manager's Report
- ITEM 17:** Comments from the Public
- ITEM 18:** Requests for information and Town Council Comments
- ITEM 19:** Review & Sign of AP Town Warrant #25 & #1 and Town Payroll #26 & #1. School Payroll Warrant #26, #26a, #26b & #1 and AP School Warrant #26, #27 & #1
- ITEM 20:** Adjournment

Tammy J Perry  
5 Prouty Drive  
947-9624

Chris Bagley  
16 Silver Ridge  
907-4820

Robert Rice  
1116 Buck Hill Dr  
942 -3064

Karen Walker  
1002 Mutton Ln  
947-0458

David King  
1081 Main St  
942-2376

# Agenda Items

## For July 14, 2014

### Council Meeting

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**ITEM 7: Award Presentation-** The members of the Council will present former Council member Joseph Friedman with a clock for his many years of dedicated service to the Town of Veazie

**ITEM 8: Orono Veazie Water District Trustee appointment-** A trustee position has opened up on the Orono/Veazie Water District after Councilor King resigned his position to accept his position on the Council. We have accepted (2) applications for this position. The applicants are Joan Perkins and Daniel Boss. Their applications are attached for your review

**ITEM 9: Cemetery Discussion-** Councilor Walker requested this be added to the agenda after receiving several complaints on the Fairview Cemetery.

**ITEM 10: Adoption of MMA Model General Assistance Appendices A-** Maine Municipal Association has updated the allowance numbers for the General Assistance Ordinance. The numbers went into effect on July 1<sup>st</sup>. Appendices A is enclosed for your review

**ITEM 11: Election to MMA's Legislative Policy Committee-** Maine Municipal Association is looking two people to be elected to their legislative policy committee. The two nominees are Thomas Perry who is a Councilor for the Town of Orono and Dawn Adams who is the Town Manager for the Town of Milford. The nomination form and candidate bios are included for your review

**ITEM 12: Approval of Public Notice for 1030 Maple Street-** Enclosed for your review is the packet for the sale of the tax acquired real estate located at 1030 Maple Street. The packet has been reviewed by legal staff which was found to be in order. An opening date for the bids is set for August 11, 2014 at 1100AM

**ITEM 13: Approval of Public Notice/RFP for Paving-** A RFP has been completed and will be made available for review on the paving projects that were approved at a previous Council meeting. The opening of the bids is scheduled for August 11, 2014 at 100PM.

**ITEM 14: Rescue Truck Proposal-** Enclosed for your review is a proposal for a new rescue truck which had been presented at a previous council meeting. Since the previous presentation the cost of the project has decreased by \$223.80. The supplier of the Truck has changed to White Ford and I have included information on lease/purchase of the vehicle. The provider of the financing would be Ford Credit. They would finance between 2-5 years. I requested that they provide (3) separate options. The options are 3, 4 and 5 years. I had requested information from Municipal Services Group who holds our current lease on the Fire Truck, but at the time of this writing the request has not been fulfilled. Currently in the Fire Department Capital Account is \$71,713.15.

**ITEM 15: Discussion on Charter Changes-** This had been tabled at a previous Council Meeting and was requested to be put back on this agenda for further discussion.



Veazie Town Council Meeting  
June 16<sup>th</sup>, 2014

**Members Present:** Chairman Tammy Perry, Councilor Chris Bagley, Councilor Robert Rice, Councilor Karen Walker, Councilor David King, Manager Mark Leonard, Secretary Julie Strout, Phil Ruck from SEE, Laura Rose Day and George Aponte Clarke from Penobscot River Restoration and various members of the public.

**Members Absent:**

None

**ITEM 1: Call to order**

Manager Mark Leonard 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**

add #8a as Charter Discussion

add #4a as appointment of council chair

add #7b as setting meeting dates

move #14 to #7a Recognition of service

**ITEM 4a: Appointment of Council Chair**

Councilor David King made a motion, seconded by Councilor Robert Rice to nominate Tammy Perry as Council Chair. Voted 4-0-1. Tammy Perry abstained. Motion carried.

**ITEM 5: Approval of the June 10th, 2014 Council Meeting Minutes**

Councilor Chris Bagley made a motion, seconded by Councilor Robert Rice to accept the June 10th, 2014 Council Meeting Minutes as written. Voted 4-0-1. Councilor David King abstained. Motion carried.

Councilor Robert Rice made a motion, seconded by Councilor Karen Walker to accept the June 10<sup>th</sup>, 2014 Annual Town Meeting Minutes as written. Voted 4-0-1. Councilor David King abstained. Motion carried.

**ITEM 7a: Recognition of Service**

Chairman Tammy Perry presented John Manter with a plaque from the Conservation Commission and thanked him for all of his years of service on various committees for the Town of Veazie.

**ITEM 7b: Setting Council Meeting Dates**

Councilor Chris Bagley made a motion, seconded by Councilor Robert Rice to have the Council Meetings the 2<sup>nd</sup> and 4<sup>th</sup> Monday's of each month at 6:30pm and whenever possible to hold the meetings to an hour and a half. Voted 5-0-0. Motion carried.

Councilor Robert Rice made a motion, seconded by Councilor David King to call special meetings of the Council when three Council members agree that one is necessary and inform the remainder of the Council. Voted 5-0-0. Motion carried.

**ITEM 6: Comments from the Public**

None

**New Business:**

**ITEM 8: Phil Ruck- Stormwater Presentation**

Phil Ruck reviewed a power point presentation on Stormwater 101 with the Council as part of the towns permit requirements.

**ITEM 8a: Charter Discussion**

Councilor Robert Rice made a motion, seconded by Councilor Chris Bagley to move Town Charter changes off the table for next meeting. Voted 5-0-0. Motion carried.

**ITEM 9: Nominations to MMA's Legislative Policy Committee**

There were no nominations noted.

**ITEM 10: Property donation**

Councilor Robert Rice made a motion, seconded by Councilor David King to accept the property donation, Map13 Lot 62 from Drew Properties as long as there are no issues found. Voted 5-0-0. Motion carried.

**ITEM 11: Penobscot River Restoration**

Laura Rose Day and George Aponte Clarke updated the Council on their plans for the property at 100 Veazie St. They are going to start demolition on the building around the end of August and turn it into a public sitting area. The Penobscot River Restoration will take care of the grounds until it sells.

**ITEM 12: Citizen Involvement Applications**

The Council agreed to publicize all of the openings on a number of various committees first to the public and then on the July 14<sup>th</sup> Council Meeting they will make their decision on the Water District Trustee appointment. Manager Leonard will provide a list of all Board and Committee openings at the next Council Meeting as well.

**ITEM 13: Brantner, Thibodeau & Associates auditing engagement letter**

Councilor Chris Bagley made a motion, seconded by Councilor Karen Walker to have the Town Manager and Chairperson sign the engagement letter with Brantner, Thibodeau & Associates for the yearly town audit. Voted 5-0-0. Motion carried.

**Old Business:**

**ITEM 15: Manager's Report**

Manager Leonard reviewed his report with the Councilor's.

Councilor Karen Walker made a motion, seconded by Councilor Chris Bagley to close the Town Office at noon on June 30<sup>th</sup>, 2014 to complete the end of the year tasks. Voted 5-0-0. Motion carried. The staff will post this announcement for the public to see.

**ITEM 16: Comments from the public**

Citizen Barney Silver wanted to state that he was only working with preliminary numbers for the catch basin issues in town.

Laura Rose Day wanted to thank the Town of Veazie for all the support that has been given, especially the Police Dept.

**ITEM 17: Requests for information and Town Council Comments**

Councilor Karen Walker wanted to add Cemetery discussion to the next meetings agenda. The Cemetery Committee and the Sexton should meet before the next Council meeting.

**ITEM 18: Review & sign of AP Town Warrant #24, and Town Payroll #25.**

The warrants were circulated and signed.

**ITEM 19: Adjournment**

Councilor Robert Rice motioned to adjourn

Councilor David King seconded. No discussion. Voted 5-0-0

Motion carried.

Adjourned at 8:10pm

A True Copy Attest:



Julie Strout

Deputy Clerk





ITEM # 812

### Citizen Involvement Application

All citizens of the Town of Veazie interested in having their names considered for appointment by the Veazie Town Council and/or the Town Manager, at such time a vacancy may occur on any Board or Special Committee, should please fill out this application and return it to the Veazie Town Office.

Name Joan H. Perkins Phone Number 942-2609  
Address 1116 Chase Rd  
Civic Involvement PAST: Rec Committee, Budget Committee,  
Years Resided in Veazie 21 Current: Charter Review  
Specialty or Field Communications/Grant Writer Committee  
Committee or Boards Interested In Orono Veazie Water District  
Additional Information Trustee  
Please review the Letter of Application  
included with this form.  
Thank you for your consideration

June 11, 2014

Joan H. Perkins



Date Received at Town Office: 06/12/2014

If interested please feel free to tear this page out and return it to the Town Office

Joan H. Perkins  
1116 Chase Road  
Veazie, ME 04401  
207.942.2609

June 11, 2014

**Re: Citizen Involvement Application – Orono Veazie Water District Board of Trustees**

To Veazie Town Councilors:

I submit this letter and the attached Citizen Involvement Application to express my interest in being appointed to the ORONO-VEAZIE WATER DISTRICT BOARD OF TRUSTEES. I would welcome the opportunity to fulfill the role of a municipal representative charged with responsible and sustainable management of an essential community resource.

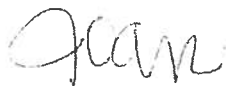
My priority would be enhancing communication between the district and the town, which I believe is particularly important at this time of intense public interest in water quality and safety. Recent efforts to highlight the issues and inform the public about the challenges at the water district are indicative of my commitment to ensuring that stakeholders are aware, and their input is valued.

Because of my persistence in seeking and sharing information, regulators at the Drinking Water Program determined that the single compliance test site in Veazie (the School St. hydrant, first identified as the compliance test site in 2004) did not meet EPA testing guidelines for trihalomethanes. The water district is now required to test at a second Veazie location, inside an occupied building where the samples more accurately represent the water delivered to our homes.

This small accomplishment is indicative of the diligence and dedication that I will offer as a trustee, along with a firm belief that Veazie deserves thoughtful and accountable representation at the water district.

Please let me know if you have questions, as I am happy to join a discussion. Thank you for your consideration.

Best Regards,



Joan H. Perkins

joanmaine@yahoo.com

ITEM # 8

### Citizen Involvement Application

All citizens of the Town of Veazie interested in having their names considered for appointment by the Veazie Town Council and/or the Town Manager, at such time a vacancy may occur on any Board or Special Committee, should please fill out this application and return it to the Veazie Town Office.

Name Daniel Boss Phone Number 947-8138

Address 1356 State St.

Civic Involvement none in Veazie / School Board, SADD / M.C.O

Years Resided in Veazie 14+

Specialty or Field Forestry / GIS

Committee or Boards Interested In Water

Additional Information

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Date Received at Town Office: 7-7-14

If interested please feel free to tear this page out and return it to the Town Office



# GENERAL ASSISTANCE ORDINANCE

## APPENDICES A

### 2014-2015

ITEM # 10

The Municipality of VEAZIE adopts the MMA Model Ordinance GA Appendices A for the period of July 1, 2014 — June 30, 2015. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the 14TH (day) of JULY (month) 2014 (year) by the municipal officers:

\_\_\_\_\_  
TAMMY PERRY

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
ROBERT RICE

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
DAVID KING

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
KAREN WALKER

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
CHRIS BAGLEY

\_\_\_\_\_  
(Signature)

## GA Overall Maximums

### Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	603	725	874	1,096	1,261
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	585	585	699	942	1,089
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	537	635	829	1,044	1,107
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	762	901	1,163	1,463	1,565
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	950	952	1,138	1,656	1,801
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	633	742	954	1,260	1,501

**Appendix A**  
Effective: 07/01/14-06/30/15

COUNTY	1	2	3	4	5*
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	753	751	899	1,131	1,551
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	689	714	903	1,206	1,248

\*Note: Add \$69 for each additional person.

**Non-Metropolitan Areas**

**Persons in Household**

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	514	547	653	851	941
<b>Franklin County</b>	564	593	720	867	1,232
<b>Hancock County</b>	603	693	854	1,130	1,161
<b>Kennebec County</b>	517	598	764	964	1,027
<b>Knox County</b>	709	719	877	1,124	1,275
<b>Lincoln County</b>	660	727	916	1,140	1,223
<b>Oxford County</b>	551	610	735	992	1,284
<b>Piscataquis County</b>	573	651	802	1,016	1,086
<b>Somerset County</b>	582	608	724	985	1,001
<b>Waldo County</b>	643	687	826	1,027	1,091
<b>Washington County</b>	552	593	707	874	1,058

\* Please Note: Add \$69 for each additional person.







# Maine Municipal Association

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

ITEM # 11

## Memorandum

**To:** Key Municipal Officials of MMA's Member Municipalities  
**From:** Peter Nielsen, President, Maine Municipal Association  
**Date:** June 23, 2014  
**Re:** Ballots for Election to MMA'S Legislative Policy Committee



MMA's member municipalities have made their nominations for the 2014-2016 Legislative Policy Committee (LPC). It is now time to elect your representatives to serve on the Committee. The election ballot is enclosed. The ballot must be completed by the Board of Selectmen or Town or City Council of your municipality.

### Number of votes

Most municipalities are asked to vote for two candidates, because there are two elected LPC members for most districts. Some municipalities only vote for one candidate, because the other LPC member in that district is appointed. ***You are instructed on the ballot (above the list of candidates) whether to vote for two candidates or just one.***

### Candidate profiles

If you are not familiar with any of the candidates, please review the Candidate Profiles on the back of the ballot. Feel free, also, to contact the candidates directly.

### Write-in candidates

In addition to the candidates listed on the ballot, you may vote for a candidate whose name you write in. The write-in candidate need not be from your municipality, but must be an elected or appointed official from a municipality in your Senate/LPC district. ***Check to be sure the write-in candidate is willing to serve if elected!*** Write-in candidates should be communicating their interest in serving among the municipal officers within their district.

If you are instructed to vote for two candidates and only one candidate is on the ballot, please use the "write-in" line for your second vote if you know of someone who is willing to serve.

### Deadline for returning ballot

Return ballot by 5:00 p.m. on **August 6, 2014** to:

State and Federal Relations Dept.  
Maine Municipal Association  
60 Community Drive, Augusta, ME 04330  
FAX: 624-0129

**Your participation is important - Thank You!**



# OFFICIAL BALLOT – District 5

## Maine Municipal Association's Legislative Policy Committee

July 1, 2014 – June 30, 2016

### VOTE FOR TWO:

☐ Thomas Perry, Councilor, Town of Orono

☐ Dawn Adams, Manager, Town of Milford

☐ \_\_\_\_\_ (name) \_\_\_\_\_ (position) \_\_\_\_\_ (municipality) (✍ write in)

### Candidate Profiles Are On Reverse Side

MUNICIPALITY: \_\_\_\_\_ DATE: \_\_\_\_\_

✍ BY SELECTMEN/COUNCILORS:

\_\_\_\_\_  
signature

\_\_\_\_\_  
print name

\_\_\_\_\_  
signature

\_\_\_\_\_  
print name

\_\_\_\_\_  
signature

\_\_\_\_\_  
print name

\_\_\_\_\_  
signature

\_\_\_\_\_  
print name

\_\_\_\_\_  
signature

\_\_\_\_\_  
print name

**Return by 5:00 p.m., August 6, 2014 to:**

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

(over)

## **LPC Senate District 5**

Chester  
East Millinocket  
Edinburg  
Enfield  
Greenbush  
Howland  
Mattawamkeag

Maxfield  
Medway  
Milford  
Millinocket  
Old Town  
Orono  
Passadumkeag

\*Penobscot Indian  
Nation  
Seboies Plt.  
Veazie  
Woodville

## **Candidate Profile:**

Thomas Perry has served as a member of the Orono Town Council for nine years. Prior to that he served on the Planning Board, as Council Representative on the Regional Planning Committee for School Consolidation and served as School Superintendent for seven years. As a former School Administrator for 33 years he has served on state, regional and national committees, including President of the Maine Principal's Association. He has served on the LPC since 2010 and would like to serve again because he is concerned about all municipal issues, especially in the areas of revenue sharing, state aid to education and unfunded state mandates.

Dawn Adams has served the Town of Milford in several capacities over the past eight years beginning in 2006 as the Town Clerk. In addition to her Clerk's duties, she was Interim Manager from 2011-2012 at which point she was appointed as Manager. She was also a Treasurer in the Town of Lowell. Dawn is a current member of Maine Town and City Clerks' Legislative Policy Committee member and now would like to serve on MMA's Legislative Policy Committee because things change so often in municipal government and she enjoys being part of that process to have a say in ways to improve the services provided. Specifically, she feels that solid waste needs to be a major topic of conversation over the next several years, as we look at the expiration of electricity subsidies. She would like to be part of that discussion and to help make sure that her area of the State has a voice in changing policies.

# BIDDER'S PROSPECTUS

## SALE BY SEALED BID



Tax-Acquired Real Estate

Submission Date:

**August 11, 2014  
11:00 am.**

**TOWN OF VEAZIE  
1084 Main Street  
VEAZIE, ME 04401**

### **NOTICE TO PROSPECTIVE BIDDERS**

ALL MATERIALS AND INFORMATION CONTAINED IN THIS PROSPECTUS ARE MADE AVAILABLE FOR INFORMATIONAL PURPOSES ONLY AND SHOULD NOT BE RELIED UPON BY PROSPECTIVE BIDDERS. THE TOWN OF VEAZIE, ITS MUNICIPAL OFFICERS, AND EMPLOYEES CANNOT AND DO NOT WARRANT THE ACCURACY, PRECISION OR COMPLETENESS OF THE INFORMATION PROVIDED IN THIS PROSPECTUS. LIKEWISE, ITS MUNICIPAL OFFICERS AND EMPLOYEES UNDERTAKE NO OBLIGATION TO UPDATE THE INFORMATION IN THIS PROSPECTUS.

TERMS AND CONDITIONS RELATING TO THE SALE ARE SUBJECT TO REVISION OR MODIFICATION PRIOR TO THE PUBLIC OPENING OF BIDS.

PRIOR TO MAKING A SEALED BID, PROSPECTIVE BIDDERS SHOULD MAKE SUCH INVESTIGATION AND INQUIRY AS THEY DEEM APPROPRIATE AND SHALL RELY ENTIRELY ON THEIR OWN INFORMATION, JUDGMENT AND INSPECTION OF THE PROPERTIES. PROSPECTIVE BIDDERS ARE ENCOURAGED TO SEEK INFORMATION FROM PROFESSIONALS REGARDING ANY SPECIFIC ISSUE OR CONCERN.

NO REPRESENTATIONS OR WARRANTIES OF ANY KIND ARE MADE WITH RESPECT TO THE PROPERTIES BEING SOLD. THE PROPERTIES WILL BE SOLD ON AN "AS IS", "WHERE IS" BASIS.

# TOWN OF VEAZIE

## PUBLIC NOTICE

### SALE OF TAX-ACQUIRED PROPERTY BY SEALED BID

1. NOTICE IS HEREBY GIVEN THAT THE TOWN OF VEAZIE offers for sale by sealed bid the following described tax-acquired properties, located in the Town of Veazie (Penobscot County), Maine. A map is enclosed and outlines the general location of the property.

<u>Location</u>	<u>Tax Map Information</u>		<u>Minimum Acceptable</u>
	<u>Map No.</u>	<u>Lot No.</u>	<u>Bid</u>
1030 Maple Street	07	46	\$10,000.00

2. All bids shall be submitted in a sealed envelope, marked "Town of Veazie Tax Acquired Property Bid". The envelope shall also be marked with the Tax Map and Lot No. for the lot on which the bid is submitted. Each bid must identify the name, mailing address, and telephone number of the bidder, and must be signed by the bidder. All bids shall be for a fixed amount, and shall not be subject to any contingencies. Each bid must be accompanied by a deposit of Ten Percent (10%) of the bid price, by certified check or bank check, payable to the Town of Veazie.
3. All bids must be submitted to and received by Mark E. Leonard, Town Manager, 1084 Main Street, Veazie, Maine, no later than 11:00 am August 11, 2014. Any bids received after this deadline will not be accepted, and will be returned to the bidder. All bids will be opened on the same date at 11:00 am and read aloud by the Town Manager or his designee. The Municipal Officers of the Town of Veazie will determine the successful bidders, if any.
4. The Town of Veazie reserves the right to accept or reject any and all bids. The successful bidder shall complete the purchase within thirty (30) days of the bid award. If the successful bidder fails to complete the purchase, the bidder's deposit shall be forfeited to the Town. All Deposits will be returned to unsuccessful bidders.
5. The sale is subject to additional terms and conditions of sale, which, with a Bidder's Prospectus, is available at the Veazie Municipal Building, 1084 Main Street, Veazie, Maine (Tel. (207) 947-2781).

TOWN OF VEAZIE  
PROPERTY INFORMATION LIST

\*\*\*\*\*

<u>Account No.</u>	<u>Map</u>	<u>Lot</u>	<u>Latest Assessed Valuation</u>	<u>Former Owners</u>	<u>Description</u>
598	10	38	\$89,300.00	Roger Shorey and Debra Neal	1030 Maple Street

\*\*\*\*\*

TERMS AND CONDITIONS OF  
SALE OF REAL ESTATE

1. This sale of certain real property at Veazie, Maine, is being conducted by the Town of Veazie, pursuant to a Public Notice of Sale of Tax-Acquired Property by Sealed Bid.
2. Written sealed bids must be submitted no later than 11:00 AM, August 11, 2014, clearly marked "Town of Veazie Tax Acquired Property Bid", addressed to Town of Veazie, 1084 Main Street, Veazie, Maine 04401. The envelope shall also be marked with the Tax Map and Lot No. for the lot on which the bid is submitted. Each bid must identify the name, mailing address, and telephone number of the bidder, and must be signed by the bidder. All bids shall be for a fixed amount, and shall not be subject to any contingencies. The minimum acceptable bid for any lot shall be defined in section one of the Public Notice of Sale of Tax Acquired Property Document.
3. On August 11, 2014, at 11:00 AM, all bids will be opened and publicly read at the Veazie Municipal Building, 1084 Main Street, Veazie, Maine 04401.
4. After confirmation by the Veazie Municipal Officers, the successful bidder, if any, will be announced and immediately thereafter, the successful bidder shall sign a Purchase and Sale Agreement in the form attached hereto to this Prospectus.
5. All bids must be accompanied by a certified check or bank check in the amount of ten percent (10%) of the bid amount made payable to the Town of Veazie. All such checks will be returned on unacceptable bids. The balance of the purchase price payable by the successful bidder shall be paid by cash, certified check, cashiers check or equivalent at the closing to be held on or before thirty (30) days from the date of the public opening of the bids, as set forth in the Purchase and Sale Agreement.
6. The Town of Veazie reserves the right to reject any or all bids, to waive any or all legal or technical deficiencies of any bid and to accept any bid.
7. In the event of duplicate acceptable bids, the bidding will be conducted as a public sale, with open bidding between the bidders making the duplicate acceptable bids, starting at the duplicate bid amount.
8. The successful bidder's certified or bank check in the amount of ten percent (10%) of the bid will be retained by the Town of Veazie as a deposit and applied against the purchase price at closing.

9. The Town of Veazie will convey the property by municipal quitclaim deed or bill of sale, subject to the following items:
- A. Any and all municipal, state, or federal laws, regulations, and ordinances Including, without limitation, permits and approvals heretofore issued by any federal, state, or municipal government authority (compliance with, application for the transfer of any such permits, or approvals shall be the sole responsibility of the Purchaser).
  - B. Any and all encumbrances and easements of record and any governmentally imposed or required zoning, subdivision, environmental, and other land use restrictions.
  - C. Any condition which a physical examination or adequate survey of the might reveal.
10. In the event that the highest bidder fails to comply with any of the terms and conditions of sale, that bidder's deposit will be retained by the Town of Veazie. Upon close of the bidding and compliance with the terms of the sale, the Town of Veazie shall declare that the terms of the sale have been complied with and that the public sale is closed.
11. If the purchaser fails to perform at the closing, the purchaser's deposit will be retained by the Town of Veazie. A bidder whose deposit is retained under this paragraph will also be responsible for any and all consequential damages and additional costs, deficiencies, expenses and losses suffered as a result of purchaser's/buyer's failure to perform, including without limitation, reasonable attorney's fees.
12. The purchaser's commitment to purchase will not be contingent upon securing financing or upon any other condition, and the purchaser's deposit will not be refunded due to an inability to obtain financing or any other failure by purchaser to perform.
13. **The property is sold AS IS and WHERE IS, with all existing defects and without any warranties of any kind, even as to fitness for a particular purpose, habitability or merchantability.** All bidders are invited to inspect the property and the public records prior to making a bid. No warranties, guaranties or representations of any kind are made, and all warranties are disclaimed with respect to any improvements located on the premises, including improvements located underground, the location and/or boundaries of the premises or improvements thereon, title to the premises, environmental compliance, or its compliance with any applicable zoning or land use regulations, law, or ordinances. The purchaser will assume responsibility and expense for any title search, title examination or title insurance.
14. In the case of disputed bidding, the Veazie Town Council shall be the sole and absolute judge of such dispute.
15. Any and all real estate transfer taxes (36 M.R.S.A. 4641, et seq.) shall be paid by the purchaser at closing.
16. Other or additional terms may be announced at the sale.

**THE PURCHASER WILL ASSUME RISK OF ALL DEFECTS, AND EACH BIDDER EXPRESSLY ACKNOWLEDGES AND AGREES THAT THE AMOUNT BID REFLECTS THE "AS IS, WHERE IS" CONDITION OF THE PROPERTY AND THE ASSUMPTION OF ALL RISKS RELATING TO UNDISCLOSED DEFECTS. EACH BIDDER FURTHER ACKNOWLEDGES AND AGREES THAT SUCH BIDDER IN NO WAY RELIES UPON REPRESENTATIONS MADE BY THE TOWN OF VEAZIE OR ITS AGENTS.**




# Town of Veazie Fire/Rescue Department

ITEM # 14

## MEMORANDUM

**To:** Chief Mark Leonard

**From:** Lt. Nick Sirois 

**CC:** Capt. Pete Metcalf  
Lt. Ken Roy  
FF/EMT Dennis McRae

**Date:** July 1, 2014

**Re:** New Rescue Truck Proposal

---



Mark, as you know, a committee of four Veazie FD personnel was put together back in January to research and put together a proposal for replacing our aging 1999 Suburban Rescue truck. The proposal went before Council during the April 14<sup>th</sup> meeting, but was tabled until after the first of the new budget year.

I have updated the proposal to include updated pricing. There were changes in prices from two of the vendors, Whited Ford (Ford chassis) and Maine Equipment (Reading body). The other three vendors honored the prices that they provided back in April.

Whited Ford's updated quote brought the chassis price down by \$471.00. The cost of the Reading utility body from Maine Equipment Sales increased by \$247.20. This is due to the increased cost of materials. The increase changes the total cost of the project from \$57,848.60 to \$57,624.80, which makes this project \$223.80 less than what it was back in April.

To make the lease purchase process easier, I talked with Tony at Whited Ford about the possibility of his company acting as the overall sales representative for this project. This would mean that we would provide him with all the vendor quotes, and he would coordinate with the vendors to set up the construction of the rescue. We would then provide payment to Whited Ford for the total project cost and then they will pay each of the vendors. Tony agreed that for no additional cost, Whited Ford would act as the overall sales representative.

Again, I would personally like to thank all of the committee members for the time and effort that they put into this project. The four personnel included Capt. Metcalf, Lt. Roy, FF/EMT McRae and I. The Citizens of Veazie and the Town Council should be proud of the time, dedication, and objectivity that these members committed to this project.

With Economic responsibility to the citizens of Veazie remained foremost in the committee's minds during this whole process. I think you will find the following proposal to be well developed; balancing what the department wanted in a rescue, and what the citizens of Veazie need for its fire/rescue department to achieve its tactical and strategic goals.

# Town of Veazie Fire/Rescue Department

## I) Proposal:

The Replacement of Veazie Rescue 198.

## II) Reasoning:

- a) Our current Rescue 198 is a 1999 Chevy Suburban. It was purchased and put in service in 1998. It has served the Town of Veazie well for 16 years.

198 is starting to show its age. It currently has rust on both rear quarter panels, bumper and rear doors. These are the areas that the rust is visible, which tells us that there may be more rust in locations that are not visible.

- b) Due to the loss of one of our engines during 2013-2014 budget cuts, we have had to shift equipment for specific responses (i.e. wildland fire, technical rescue, water evacuation and fuel spills) to our two remaining fire units, Engine 192 and Ladder 195. With this shift of equipment we have increased usage of the remaining apparatus, bringing the possibility of increased maintenance cost and decreased life expectancy.

By purchasing a rescue truck that could take on a "multi-purpose" role and remove some of those additional responsibilities of our other apparatus; we can reduce maintenance costs and increase the life expectancies of all apparatus.

## III) Process:

Back in January of 2014, Town Manager/Fire Chief Leonard appointed a committee to investigate and propose a replacement for rescue unit 198. This was after it was determined that the truck had substantial rust issues.

Veazie Fire/Rescue personnel appointed to this committee included, Capt. Pete Metcalf, Lt. Ken Roy, Lt. Nick Sirois, and FF/EMT Dennis McRea. Due to his past history of working on Engine 192's apparatus committee, it was determined that Lt. Nick Sirois would chair the committee and coordinate the efforts of all committee members.

During the first committee meeting it was decided to look into a rescue truck that could take on a "multi-purpose" role. Some of the tasks that this "Multi-Purpose Rescue" could take on include response to utility problem calls like tree down calls, flooded basement calls, water/ice rescue incidents, technical rescues etc. These above incidents are above and beyond 198's current and ongoing incident responsibilities like EMS responses, issuing burn permits, inspections, and running errands.

Three possibilities for a new rescue truck were developed by the committee; they are listed below along with list of rationale behind our final proposal:

- 1) Replacing the current Chevy Suburban rescue with a new Chevy Suburban.
  - a) Due to the limited operational capabilities caused by a lack of compartment space for equipment storage; coupled with its inability to tackle future operational goals, it was determined that a new suburban would not be the optimal choice.

# Town of Veazie Fire/Rescue Department

- 2) Replacing the current rescue with a customized truck.
  - a) An apparatus of this design would meet our current and future operational goals.
  - b) The quotes that we received from three vendors brought the price for this project out of reach. With the cost ranging between \$100k and \$160K, the committee decided to move onto option number 3.
- 3) Replacing the current rescue with a modular design unit and pricing it out ourselves, i.e. purchasing chassis, service body, lighting separately and having them built and installed locally.
  - a) An apparatus of this design would meet current and future operational goals.
  - b) Parts for this project would be purchased within the local Bangor area, keeping business local.
  - c) Local businesses were easy to deal with in customizing this apparatus.
  - d) The price for this apparatus would be within what the committee believed was an acceptable range for the operational capabilities of the truck.

## IV) Conclusion

Below you will see the individual parts and prices for this proposed project. It should be noted multiple quotes were received from different Bangor area businesses. The decision to go with a particular business was made not only on cost, but also quality and warranties that they provided for their product.

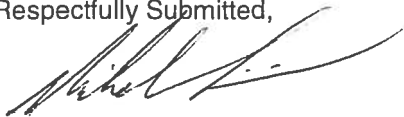
I have also attached the individual final quotes from each of the business.

	Discription	Price
<b>Chasis:</b>	Ford F350 4x4, SuperCab 162" WB, 60" CA (see spec for more details) from Whited Ford	\$30,489.00
<b>Body:</b>	Reading Custom 9' long X 93" wide by 60" tall Aluminum Service body	\$17,908.30
<b>Striping/Lettering</b>	Striping and lettering by Graphix Sign and Design	\$955.50
<b>Emergency Lighting Package:</b>	Whittens 2Way	\$7,922.00
<b>Cargo Cover</b>	Canvas cover for cargo area by Bangor Canvas	\$350.00

Total

\$57,624.80

Respectfully Submitted,



Lt. Nicholas Sirois  
Veazie Fire Department  
Rescue Truck Committee

[illegible]

ER423-0

**Reading Classic II**  
**VEAZIE FD**  
**FORD F-450**  
**9 Foot Service Body**

**Subject:**Truck Bid  
**Date:**Thu, 26 Jun 2014 10:29:51 -0400  
**From:**Sue McAvoy HYPERLINK "mailto:sue@whitedtruck.com"  
**Organization:**Whited Truck Center  
**To:**Tony Gilberti HYPERLINK "mailto:tony@whitedtruck.com"

Town of Veazie,

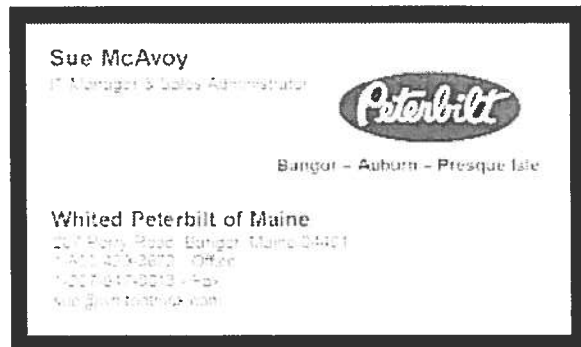
I am writing in regards to the recent bid on the quote for a 2015 Ford F350 truck from Whited Ford . Any & all equipment that has been quoted by local vendors in regards to, service body, lights, decals & two way radios can be incorporated into one purchase price, in addition to the truck price, at no additional markup if Whited Ford is awarded the bid, to make the purchase more convenient.

Thank You

Tony Gilberti , Sales Manager

Whited Ford Truck Center

--



—

Prepared For:

VEAZIE  
FIRE DEPT

Prepared By:

Administrator

Your Dealership Name Here

Tony W  
WHITED FORD



## Vehicle Profile

## 2015 Ford F-350 Chassis

4x4 SD Super Cab 162" WB DRW XL (X3H)

### Powertrain

6.2L V-8 SOHC SMPI 16 valve engine with variable valve control \* 200 amp HD alternator \* 650 amp 72 amp hours (Ah) HD battery with run down protection \* Transmission oil cooler \* 6-speed electronic SelectShift automatic transmission with overdrive, lock-up, driver selection \* Part-time four-wheel drive with electronic transfer case shift, auto locking hubs \* Limited slip differential, driveline traction control \* 4.30 axle ratio \* Stainless steel exhaust

### Steering and Suspension

Hydraulic power-assist re-circulating ball steering \* 4-wheel disc brakes with front and rear vented discs \* Firm ride suspension \* Mono-beam non-independent front suspension \* Front anti-roll bar \* HD front coil springs \* HD front shocks \* Rigid rear axle \* Rear leaf suspension \* Rear anti-roll bar \* HD rear leaf springs \* HD rear shocks \* Front and rear 17.0" x 6.50" argent steel wheels \* LT245/75SR17.0 BSW AT front and rear tires \* Frame mounted mounted full-size steel spare wheel

### Safety

4-wheel anti-lock braking system \* Dual airbags, passenger side front-impact cancellable airbag, seat mounted driver and passenger side-impact airbags, curtain 1st and 2nd row overhead airbags \* Front height adjustable seatbelts \* SecurILock immobilizer, panic alarm, security system

### Comfort and Convenience

Air conditioning, underseat ducts \* AM/FM stereo, clock, seek-scan, 2 speakers, fixed antenna \* Power door locks with 2 stage unlock, keyfob (front doors) keyless entry \* 2 12V DC power outlets, retained accessory power \* Analog instrumentation display includes tachometer, oil pressure gauge, engine temperature gauge, transmission fluid temp gauge, engine hour meter, exterior temp, systems monitor, trip odometer \* Warning indicators include oil pressure, engine temperature, battery, lights on, key, low fuel, door ajar, service interval, brake fluid \* Steering wheel with tilt and telescopic adjustment \* Power front windows and vented rear windows with light tint, driver and passenger 1-touch down \* Variable intermittent front windshield wipers \* Passenger side vanity mirror \* Day-night rearview mirror \* Interior lights include dome light with fade, front reading lights, illuminated entry \* Full overhead console with storage, glove box, front cupholder, instrument panel bin, dashboard storage, driver and passenger door bins \* Upfitter switches

### Seating and Interior

Seating capacity of 6 \* 40-20-40 split-bench front seat with adjustable head restraints, center armrest with storage \* 4-way adjustable driver seat includes lumbar support \* 4-way adjustable passenger seat \* 60-40 folding rear split-bench seat with fold-up cushion, 2 fixed rear head restraints \* Vinyl faced front seats with vinyl back material \* Vinyl faced rear seats with carpet back material \* Full cloth headliner, full vinyl/rubber floor covering, urethane gear shift knob, chrome interior accents

### Exterior Features

1 skid plate, side impact beams, front license plate bracket, fully galvanized steel body material \* Black side window

Prices and content availability as shown, are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information. Reference CT05208405 4/1/2014

Prepared For:

Prepared By:

Administrator

Your Dealership Name Here



## Selected Options

## 2015 Ford F-350 Chassis

4x4 SD Super Cab 162" WB DRW XL (X3H)

### Vehicle Snapshot

Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel)  
 Transmission: TorqShift 6-Speed Automatic w/OD  
 Rear Axle Ratio: Limited Slip w/4.30  
 GVWR: 14,000 lb Payload Package

Code	Description	Class	MSRP
X3H	Base Vehicle Price (X3H)	STD	37,650.00
<b>Packages</b>			
640A	Order Code 640A (996) Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel); (44P) Transmission: TorqShift 6-Speed Automatic w/OD : Includes SelectShift, range select and tow/haul feature.; (X37) 3.73 Axle Ratio; (STDGV) GVWR: 14,000 lb Payload Package; (TBK) Tires: LT245/75R17E BSW AS (6); (64K) Wheels: 17" Argent Painted Steel (6) : Hub covers and center ornaments not included.; (A) HD Vinyl 40/20/40 Split Bench Seat : Includes center armrest, cupholder and storage.; (587) Radio: AM/FM Stereo w/Digital Clock : Includes 2 speakers.	OPT	N/C
<b>Emissions</b>			
425	50 State Emissions	OPT	N/C
<b>Powertrain</b>			
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel) Torque: 397 ft.lbs. @ 4179 rpm.	INC	Included
44P	Transmission: TorqShift 6-Speed Automatic w/OD Includes SelectShift, range select and tow/haul feature.	INC	Included
X4L	Limited Slip w/4.30 Axle Ratio	OPT	350.00
STDGV	GVWR: 14,000 lb Payload Package	INC	Included
<b>Wheels &amp; Tires</b>			
TBM	Tires: LT245/75R17E BSW AT (6)	OPT	125.00
64K	Wheels: 17" Argent Painted Steel (6) Hub covers and center ornaments not included.	INC	Included

Prices and content availability as shown, are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information. Reference CT05209405 4/1/2014

**Maine Equipment Company Inc.**  
**2011 Hammond Street**  
**Hermon, ME 04401**  
**Phone: 207-848-5738 Fax: 207-848-7448**  
**1-800-244-5738**

Veazie Fire/Rescue  
1084 Main Street  
Veazie, ME 04401  
Attn: Nick Sirois

June 17, 2014

**REVISED QUOTATION**

Quote for one Reading model ALU108ADW Classic II service body to be installed on a 2015 Ford F-450 supercab chassis with a gas engine, 60" C/A and dual rear wheels

Reading model ALU108ADW Classic II nine foot service body

Ten-year warranty against rust and corrosion

Double panel compartment doors

**Heavy duty bolt on hidden hinges**

Galvanized steel shelves with adjustable dividers

Gas strut door holders on all vertical doors

**Stainless steel rotary locks with paddle handle latches on compartment doors**

"Dual Pro Seal System" door seals on compartment doors

21 1/2" deep compartments

\*\*\* Compartment height increased to 60" \*\*\*

*Thru compartment w/ floor extending into compartments – access curbside*

*Eliminate standard shelves normally furnished in compartment*

*Full width roller bearing drawer – extends to curbside only*

**LED dome light in each compartment**

Recessed rubber grommet mounted LED stop, tail, directional lights

Recessed rubber grommet mounted back up lights (non-LED)

FMVSS # 108 safety lights & reflectors - Aluminum fuel fill cup

Reading model P92R pooched recessed bumper

Reading factory powder coat – red \*\*\* **Customer must approve powder coat sample**\*\*\*

Aluminum diamond plate on front face of front compartments

Heavy duty hitch with receiver tube

Installed

\$ 16,030.60

Option: Additional shelf/brackets in horizontal compartment Add \$ 37.20 per shelf

Option: Additional shelf/brackets in rear vertical compartment Add \$ 24.00 per shelf

Option: one heated horizontal compartment (please specify location) Add \$ 1,877.70

Availability: eight to ten weeks after receipt signed "Approved" drawing  
drawing provided two to four weeks after receipt of an order

Lee Sumner





Message

Tue, Jun 17, 2014 9:37 AM

From:  Tony Sullivan <graphix@gwi.net>

To:  **Nicholas Sirois**

Subject: RE: Veazie Fire/Rescue Rescue Truck Project RE: updated quotes

Attachments:  Attach0.html / Uploaded File

6K

Nicholas

My quote will remain the same from earlier this year.

Tony Sullivan  
President  
Graphix Signs and Design  
665 Stillwater Avenue  
Old Town, ME  
(207) 827-4412

---

Date: Tue, 17 Jun 2014 07:53:16 -0400

Subject: Veazie Fire/Rescue Rescue Truck Project RE: updated quotes

To: [rmorneault@quirkauto.com](mailto:rmorneault@quirkauto.com); [meequip@aol.com](mailto:meequip@aol.com); [graphix@gwi.net](mailto:graphix@gwi.net); [jeremyp@w2wsvc.com](mailto:jeremyp@w2wsvc.com);  
[bangorcanvas@roadrunner.com](mailto:bangorcanvas@roadrunner.com)

CC: [mleonard@veaziepd.net](mailto:mleonard@veaziepd.net)

From: [nsirois@veazie.net](mailto:nsirois@veazie.net)

Good morning to all of you!

I am looking for updated quotes for Veazie Fire/Rescue new rescue truck project.

Back in March and April I had requested quotes from all of you for different parts of our proposed rescue truck. I presented the project to the Council, and they requested to table it until after the first of the 2014-2015 budget year.

I will be going before the Veazie Town Council again on July 14th, in hopes to get the funding for this project. In order for me to have accurate numbers for the Council, I will need updated quotes from all of you.

If you have lost the original quote, let me know and I can email it to you.

Please feel free to contact me if you have any questions.

Thanks again,

Re\_ Rescue Truck Lettering \_ VirtualTownHall

From: Tony Sullivan <graphix@gwi.net> Tuesday, March 25, 2014 7:09:06 PM  
Subject: Re: Rescue Truck Lettering  
To: VeazieME Fire Department

Nick

Here is the breakdown on the costs:

Lettering including stars of life and Maltese cross as described - \$238  
Stripes in white reflective and alternating red and yellow stripes in rear - \$580  
Installation - 2.5 hours at \$55/hr

Total of estimate - \$955.50

The lettering would be in the gold leaf. There is not much difference in the cost for such a small amount of lettering and I do not think you would be happy if you did not not go with the gold leaf to match the other trucks. However, if you want the stripe accent that is gold leaf, you would be looking at an additional cost of \$289, so I left that out of the estimate.

If you need any additional information, please let me know. Thank you for the consideration on this project.

# WHITTEN'S 2-WAY

## Equipment Proposal

Proposal for: Lt. Nick Sirois	Submitted By: Jeremy Priest
Veazie Fire Department	Whitten's 2-Way Service, Inc.
Ph: 945-5627	155 Robertson Boulevard
	Brewer, ME 04412
vzfire@veazie.net	(207) 989-2435 or (800) 660-2435

Item	Quantity	Model Number	Description	Unit Price	Total
		Customer will do.	Removal of 2 portable chargers, mobile radio, Pyramid Repeater, Siren Controller, Speaker, Switchbox, Antennas & Battery Tender.		
1	1	Installation 1	Labor for installation of above removed items along with: New Lightbar, Hideaway LED's, 2 Grille Lights, 4 Side Body Lights, 4 Rear Body Lights, Console, 2 Flashlights, Battery Tender & Associated Wiring. ** Does not include scene light installation.	\$1,300.00	\$1,300.00
2	1	Legend	Federal Signal 53" LED Lightbar. F-350 No Ally or Takedowns included.	\$1,124.00	\$1,124.00
3	1	SPK-100	100 Watt Siren Speaker (ONLY IF NEEDED)	\$185.00	\$185.00
4	1	295SLSA6	Used Whelen Siren / Switchbox Combo	\$300.00	\$300.00
5	1	416200.XX	Federal Hide-Away LEDs. RED for front.	\$193.00	\$193.00
6	9	RECT14LS	RECT14 LED Light for Grille (+1 FREE)	\$79.00	\$711.00
7	2	RECT14-BKT	RECT14 Bracket for Grille lights	\$19.00	\$38.00
8	1	C-AS-1325	Havis-Shield Angled, Basic Equipment Console.	\$195.00	\$195.00
9	1	SC300A	3A Battery Tender / Charger	\$60.00	\$60.00
10	1	W2W-27	Wiring / Installation Kit for above	\$45.00	\$45.00
11	2	PFP1P1-86930N85	Whelen Pioneer 75W, 7000 Luman Scene Light. Includes Pole. Switch on light head. White Finish. Retail: \$1861.00	\$1,618.00	\$3,236.00
12	1	Wiring	Additional Wiring for Scene Lights	\$20.00	\$20.00
13	1	Installation 2	Labor for installation of Pioneer Lights. Work will be done at Whitten's 2-Way in Brewer. Labor may be less depending on how smoothly things go.	\$390.00	\$390.00

Terms: down Net 10 days.

Lease or installment purchase contract:

\$ per mo. for years.

Other:

Proposal valid for: 30 Days

Prepared by: Jeremy Priest

Proposal Date: June 17, 2014

Proposal/Invoice Number:

Parts total w/ Scene Lights \$6,107.00

Removal/Install w/ Scene Lights \$1,690.00

Mileage

Total Purchase \$7,797.00

Incoming Freight Estimate: \$125.00

Total \$7,922.00

Less Down Payment

Amount Due



**MOTOROLA**

Authorized Two-Way  
Radio Dealer



Bangor Canvas Supply Inc.

42 Dowd Rd.  
P.O Box 1774  
Bangor , Maine 04401

# Estimate

Date	Estimate #
6/18/2014	1328

Name / Address
Veazie Fire

Ship To

P.O. No.	Terms	Rep	FOB

Item	Description	Qty	Cost	Total
Custom Canvas	50" x 73" with 44" flap with chain pocket	1	350.00	350.00
			<b>Subtotal</b>	\$350.00
			<b>Sales Tax (5.5%)</b>	\$0.00
			<b>Total</b>	\$350.00

Signature \_\_\_\_\_



FORD CREDIT

Municipal Finance Department  
1 American Road, MD 7500  
Dearborn, Michigan 48126

July 8, 2014

Mark Leonard

Re: Ford Credit Municipal Finance Program Quotation for **Town of Veazie, Bid #79765**

Please review the following Ford Credit Municipal Finance quotation.

All required documentation, municipality's first payment to Ford Credit, and the delivery of the vehicle(s) and/or equipment must take place by 10/31/2014. Otherwise, rates and payments are subject to change.

Option A: One (1) 2015 Ford F350 w/Rescue Body at \$57,624.80  
Funded Range: \$50,000 - \$74,999

<u>Total Amount Financed</u>	<u>No of Pymts</u>	<u>Payment Timing</u>	<u>Rate</u>	<u>Factor</u>	<u>Payment Amount</u>
\$58,049.80	3	Annual in Advance	6.00%	0.352934	\$20,487.75
\$58,049.80	4	Annual in Advance	5.95%	0.272073	\$15,793.78
\$58,049.80	5	Annual in Advance	5.95%	0.22376	\$12,989.22

*Note: To calculate payment amount, multiply total amount funded by the payment factor.*

**Financing is Subject To:**

- Municipality's most recent audited financial statement
- Credit approval
- Mutually acceptable documentation
- Confirmation from the dealer of actual selling price.

**Ford Credit Municipal Finance Program**

- An underwriting fee of \$425 is required per transaction, not per unit. It can be paid at time of delivery or funded over the term (included above).
- There is no security deposit, no prepayment penalty, and no mileage penalty
- Non-recourse to the dealer. The same as a cash sale from the dealer to the municipal customer.
- At inception, the new equipment title/registration indicates the municipality as Registered Owner, and designates Ford Credit, 1 American Road-MD7500, Dearborn, MI 48126, as first lien holder.
- At term end, the municipality buys the equipment for \$1.
- The municipality, as owner of record, is eligible for Ford Governmental Price Concessions or other discounts, to reduce product cost

If you need additional information, please contact me at (800) 241-4199, option 1. Thank you for your interest in the Ford Credit Municipal Finance Program.

Sincerely,

*Tabitha Crawford*

Tabitha Crawford  
Marketing Coordinator  
tcrawf22@ford.com



# Town of Veazie Charter

ITEM # 15

## **Section 00.01 Grants of Powers to the Town**

### **00.01.01 Powers of the Town**

The Town of Veazie shall have all powers possible for a municipality to have under the Constitution and laws of Maine.

### **00.01.02 Construction**

The powers of the Town of Veazie under this Charter shall be construed liberally to the end that the Town may have all powers necessary or convenient for the conduct of its municipal affairs. The specific mention of particular powers in the Charter shall not be construed as limiting in any way the general powers stated in this section.

### **00.01.03 Intergovernmental Relations**

The Town of Veazie may exercise any of its functions and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with any one or more states or civil divisions or agencies thereof, or of the United States or any agency thereof.

## **Section 00.02 The Town Council**

### **00.02.01 Number, Election and Term**

The Town Council of the Town of Veazie shall be composed of five (5) members, each of whom shall be elected by the registered voters of the entire Town and will serve three (3) year staggered terms.

### **00.02.02 Qualifications**

Council ~~men members~~ shall be qualified voters of the Town of Veazie and shall reside in the Town during their term of office. Council ~~men members~~ shall hold no office of emolument or profit under the Town Charter or ordinance.

### **00.02.03 Compensation**

The compensation of the Council Chair ~~person~~ and the Councilors shall be established annually at the annual Town Meeting ~~as part of the annual town budget~~. The compensation established by the annual Town Meeting shall be paid to the Councilors in equal quarterly payments; however, if a Councilor misses more than three regular or duly called Council meetings in a quarter, without an excuse approved by the Council, the pay for that quarter shall be forfeited.

### **00.02.04 Induction of Council into Office**

The Town Council shall meet at the usual place for holding meetings within 5 days following the regular Town election, and at said meeting council ~~men members~~-elect shall be sworn to the faithful discharge of their duties by ~~a Justice of the Peace of by~~ the Town Clerk ~~or an official authorized to administer oaths of office~~. At its first meeting or as soon

thereafter as practicable, the Council shall elect, by majority vote of the entire Council, one of its members as ~~Chairman~~Chair for the ensuing year and the Council may fill, for an unexpired term, any vacancy in the office of ~~Chairman~~Chair that may occur. The ~~Chairman~~Chair shall preside at the meetings of the Council, shall be entitled to vote on all questions and shall be recognized as head of the Town Government for all ceremonial purposes, but shall have no administrative duties. In temporary absence or disability of the ~~Chairman~~Chair, the Town Council, may elect a ~~Chairman~~Chair pro tempore, from among its members, and ~~he the Chair pro tempore~~ shall exercise the powers of ~~Chairman~~Chair during the temporary absence or disability of the ~~Chairman~~Chair.

#### **00.02.05 Council to be the Judge of Qualification of its Members**

The Council shall be the judge of the election and qualifications of all officers elected by the voters under this Charter and of the grounds for forfeiture of their office and for that purpose shall have the power to subpoena witnesses, to administer oaths, and to require production of records and other evidence. An officer charged with conduct constituting grounds for forfeiture of ~~his the~~ office shall be entitled to a public hearing on demand, and notice of such hearing shall be published in a newspaper of general circulation in the municipality at least one week in advance of the hearing. Decisions made by the Council under this section shall be subject to review by the Courts.

#### **00.02.06 Regular Meetings**

The Town Council shall, at its first meeting or as soon as possible thereafter, establish by resolution a regular place and time for holdings its regular meetings and shall meet regularly at least once a month. The Council shall also provide at the first meeting or as soon thereafter as possible a method for calling special meetings. All meetings of the Town Council shall be open to the public. Executive sessions shall be conducted pursuant to Section 405 of M.R.S.A., Title 1, Chapter 13.

#### **00.02.07 Rules of Procedure; Journal**

The Town Council shall determine its own rules and order of business and shall provide for keeping a journal of its proceedings. This journal shall be a public record. Voting, except on procedural motions, shall be by roll call and the ayes and nays shall be recorded into the journal by the Clerk or any other person so authorized by the Council.

#### **00.02.08 Quorum**

A majority of the Town Council shall constitute a quorum for the transaction of business, but a smaller number may adjourn from time to time or may compel attendance of absent members. At least 24 hours notice of the time and place of holding such adjourned meeting shall be given to all members who were not present at the meeting from which the adjournment was taken.

#### **00.02.09 Action Requiring an Ordinance**

In addition to other acts required by law or by specific provisions of this Charter to be done by ordinance, those acts of the Council shall be by ordinance which:



- ▶ Adopt or amend an administrative code, or establish, alter or abolish any Town Department, office or agency;
- ▶ Provide for a fine or other penalty or establish a rule or regulation for violation of which a fine or other penalty is imposed;
- ▶ Grant, renew or extend a franchise;
- ▶ Regulate the rate charged for its services by a public utility;
- ▶ Authorize the borrowing of money;
- ▶ Convey or lease or authorize a conveyance or lease of any lands of the Town; and
- ▶ Amend or repeal any ordinance previously adopted.

Acts other than those referred to in the preceding sentence may be done either by ordinance, by order or by resolution. Nothing contained herein shall diminish the right of the citizens of the Town of Veazie to approve or disapprove at a Town Meeting acts of the Council, whether such acts be by ordinance or otherwise. Petitions to bring ordinances before Town Meeting shall be brought pursuant to section 00.10.03.01.

## **00.02.10 Ordinances in General**

### **00.02.10.01 Form**

Every proposed ordinance shall be introduced in writing and in the form required for final adoption. No ordinance shall contain more than one subject which shall be clearly expressed in its title. The enacting clause shall be "the Town of Veazie hereby ordains . . ."

Any ordinance which repeals or amends an existing ordinance shall set out in full the ordinance sections or sub-sections to be repealed or amended, and shall indicate matter to be omitted by enclosing it in brackets or by strikeout type and shall indicate new matter by underscoring or by italics.

### **00.02.10.02 Procedure**

An ordinance may be introduced by any member at any regular or special meeting of the Council. Upon introduction of any ordinance, the Secretary to the Council shall distribute a copy to each Councilman member and to the Town Manager, shall file a reasonable number of copies in the office of the Clerk and such other public places as the Council may designate, and shall publish the Ordinance together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council. The public hearing shall following the publication by at least seven days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time; all persons interested shall have a reasonable opportunity to be heard. After the hearing the Council may adopt the ordinance with or without amendment or reject it; but, if it is amended as to any matter of substance, the Council may not adopt it until the ordinance or its amended sections have been subjected to all the procedures hereinbefore

required in the case of a newly introduced ordinance. As soon as practicable after adoption of any ordinance, the Secretary to the Council shall have it published again together with a notice of its adoption.

#### **00.02.10.03 Vote**

Every ordinance shall require on passage the affirmative vote of a majority of the members of the Council.

#### **00.02.10.04 Effective Date**

Ordinances shall become effective at the expiration of 30 days after adoption or at any later date specified therein.

#### **00.02.10.05 "Publish" Defined**

As used in this section the term "publish" means to print in at least one newspaper of general circulation in the Town:

- ▶ the ordinance or a brief summary thereof, and
- ▶ the places where copies of it have been filed and the times when these are available for inspection.

#### **00.02.11 Emergency Ordinances**

To meet a public emergency affecting life, health, property or the public peace, the Council may adopt one or more emergency ordinances. An emergency ordinance shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted with or without amendment or rejected at the meeting at which it is introduced, but the affirmative vote of at least the majority plus one member shall be required for adoption. After its adoption the ordinance shall be posted up in at least three public places in Veazie. It shall become effective upon adoption or at such later time as may be specified therein. Every emergency ordinance except one authorizing the issuance of emergency notes shall stand repealed as of the sixty-first day following the date on which it was adopted, but this shall not prevent re-enactment of the ordinance in the manner specified in this section if the emergency still exists. An emergency ordinance may also be repealed by adoption of a repealing ordinance in the same manner specified in this section for adoption of emergency ordinances.

#### **00.02.12 Authentication and Recording; Codification; and Printing**

##### **00.02.12.01 Authentication and Recording**

All ordinances adopted by the Council shall be authenticated by the signature of the Clerk of the Council and recorded in full by the Clerk in a properly indexed book kept for the purpose.

### **00.02.12.02 Codification**

Within three years after adoption of this Charter and at least every ten years thereafter, the Council shall provide for the publication of a general codification of all ordinances and resolutions having the force and effect of law. The general codification shall be adopted by the Council by ordinance and shall be printed promptly in bound or loose-leaf form, together with this Charter and any amendments thereto, pertinent provisions of the Constitution and other laws of the State of Maine and other rules and regulations as the Council may specify. Any codification ordinance may be published by title. This compilation shall be known and cited officially as the Veazie Code. Copies of the code shall be ~~furnished to officials, placed in libraries and public offices for free public~~ reference available at the Town Office for the public and made available for purchase by the public at a reasonable price fixed by the Council.

### **00.02.12.03 Printing of Ordinances and Resolutions**

The Council shall cause each ordinance and resolution having the force and effect of law and each amendment of this Charter to be printed promptly following its adoption, and the printed ordinances, resolutions and Charter amendments shall be distributed or sold to the public at reasonable prices to be fixed by the Council. Following publication of the first Veazie Code and at all times thereafter, the Ordinances, Resolutions, and Charter amendments shall be printed in substantially the same style as the code currently in effect and shall be suitable in form for integration therein. The Council shall make such further arrangements as it deems desirable with respect to reproduction and distribution of any current changes or additions to the provisions of the Constitution and other laws of the State of Maine, or the codes of technical regulations and other rules and regulations included in the code.

### **00.02.13 Vacancies; Forfeiture of Office; Filling of Vacancies**

#### **00.02.13.01 Vacancies**

The office of ~~Councilman~~ Councilor shall become vacant upon ~~his~~ the Councilor's nonacceptance, resignation, abandonment, death, permanent disability, permanent incompetency, failure to qualify for the office within ten days after written demand by the Council, forfeiture of office or failure of the municipality to elect a person to the office.

#### **00.02.13.02 Forfeiture of Office**

A Council ~~man~~ member shall forfeit ~~his~~ the office if ~~he~~ the member:

- ▶ lacks at any time during ~~his~~ the term of office any qualifications for the office prescribed by this Charter or by law,
- ▶ violates any express prohibition of this Charter,
- ▶ is convicted of a crime or offense which is reasonably related to ~~his~~ the member's inability to serve ~~as~~ on the Council ~~man~~,
- ▶ is convicted of a felony or crimes of moral turpitude, or

- fails to attend three consecutive regular meetings of the Council without being excused by the Council.

#### **00.02.13.03 Filling of Vacancies**

If a seat on the Town Council becomes vacant more than six months prior to the next regular election, the Council shall call a special election to fill the unexpired term within sixty days from the date that the vacancy occurred. If a seat on the Council becomes vacant less than six months prior to the next regular election, the Council may call a special election.

#### **00.02.14 Secretary to the Council**

The Council shall appoint an official or employee of the Town who shall have the title of Secretary to the Council and shall fix ~~his~~ the Secretary's compensation. The Secretary to the Council shall give notice of Council meetings to its members and the public, keep a journal of proceedings and perform such other duties as are assigned ~~to him~~ by this Charter or by the Council.

#### **00.02.15 General Powers and Duties**

All powers of the Town of Veazie shall be vested in the Council except as otherwise provided by law or this Charter. The Council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the municipality by law. The Council shall be the municipal officers of the Town.

#### **00.02.16 Prohibitions**

Neither the Council nor any of its members shall, in any manner, dictate the appointment or removal of any administrative officers or employees whom the Manager or any of ~~his~~ the Manager's subordinates are empowered to appoint; but the Council may express its views and fully and freely discuss with the Manager anything pertaining to appointment and removal of such officers and employees.

Except for the purpose of inquiry, the Council and its members shall deal with the administrative services solely through the Manager and neither the Council nor any member thereof shall give orders to any subordinates of the Manager either publicly or privately.

### **Section 00.03 Town Manager**

#### **00.03.01 Appointment; Qualification**

The Town Council shall appoint a Town Manager for an indefinite term or term defined by contract and fix ~~his~~ the Manager's compensation. The Manager shall be appointed on the basis of ~~his~~ executive and administrative qualifications. ~~He~~ The Manager need not be a resident of the Town or State at the time of ~~his~~ appointment, but may reside outside the Town while in office only with the approval of the Council.



### **00.03.02 Removal**

The Council may remove the Manager from office in accordance with the following procedures:

#### **00.03.02.01**

The Council shall adopt by affirmative vote of a majority of all its members a preliminary resolution which must state the reasons for removal and may suspend the Manager from duty for a period not to exceed 30 days. A copy of the resolution shall be delivered within 96 hours to the Manager by person authorized to serve legal process within this State.

#### **00.03.02.02**

Within 7 days after receiving a copy of the resolution, the Manager may file with the Council a written request for a public hearing. This hearing shall be held at a Council meeting not earlier than 10 nor later than 20 days after the request is filed. The Manager may file with the Council a written reply not later than 5 days before the hearing.

#### **00.03.02.03**

The Council may adopt a final resolution of removal, which may be made effective immediately, by affirmative vote of a majority of all its members at any time ~~by the Manager,~~ if ~~he the Manager~~ has not requested a public hearing, or at any time after the public hearing, if ~~he the Manager~~ has requested such hearing.

#### **00.03.02.04**

The Manager's ~~salary~~ shall continue to ~~be paid receive his salary~~ until the effective day of final resolution or removal. In addition, ~~he the Manager~~ shall receive severance pay and other allowances at the discretion of the Town Council.

### **00.03.03 Absence of the Town Manager**

By letter filed with the Secretary to the Council, the Manager shall designate, subject to the approval of the Council, a qualified Town administrative officer to exercise the powers and perform the duties of the Manager during ~~his the Manager's~~ temporary absence or disability. During such absence or disability, the Council may revoke such designation at any time and appoint another officer of the Town to serve until the Manager shall return or ~~his the Manager's~~ disability shall cease. In the event of failure of the Manager to make such designation, the Council may by resolve appoint any administrative officer of the Town to perform the duties of the Manager until ~~he the Manager~~ shall return or ~~his the Manager's~~ disability shall cease.

### **00.03.04 Powers and Duties of Town Manager**

The Town Manager shall be the chief administrative officer of the Town. ~~He The Manager~~ shall be responsible to the Council for the administration of all Town affairs placed in ~~his the Manager's~~ charge by or under this Charter. ~~He The Manager~~ shall have the following powers and duties:

**00.03.04.01**

~~He~~The Manager shall appoint, and, when ~~deemed~~he deems it necessary for the good of the service, suspend or remove all Town employees and appoint to the administrative offices provided for by or under this Charter, except as otherwise provided by law, by this Charter or by personnel rules adopted pursuant to this Charter. ~~He~~The Manager may authorize any administrative officer who is subject to ~~his~~the Manager's direction and supervision to exercise these powers with respect to subordinates in that officer's department, office or agency.

**00.03.04.02**

~~He~~The Manager shall direct and supervise the administration of all departments, offices, and agencies of the Town, except as otherwise provided by the Charter or by law.

**00.03.04.03**

~~He~~The Manager shall attend all Council meetings and shall have the right to take part in discussion, but may not vote.

**00.03.04.04**

~~He~~The Manager shall see that all laws, provisions of the Charter and acts of the Council subject to enforcement by ~~him~~the Manager or by officers subject to ~~his~~the Manager's direction and supervision, are faithfully executed.

**00.03.04.05**

~~He~~The Manager shall prepare and submit the annual budget, the annual capital program and annual financial and administrative reports to the Council for the annual Town Report.

**00.03.03.06**

~~He~~The Manager shall prepare and submit to the Council such reports and shall perform such duties as the Council may require and shall make such recommendation to the Council concerning the affairs of the Town as ~~he deems~~deemed desirable.

**00.03.04.07**

~~He~~The Manager shall assist, insofar as possible, residents and taxpayers in discovering their lawful remedies in cases involving complaints of unfair vendor, administrative and governmental practices.

**00.03.03.08**

~~He~~The Manager shall perform the duties of the Town Treasurer, Tax Collector, Road Commissioner, and Overseer of the Poor.

**00.03.04.09**

~~He~~The Manager shall perform such other duties as are specified in this Charter or may be required by the Council.

### **00.03.05 Bond**

The Council may, in its discretion, require the Manager to secure a surety bond, performance bond, or other bond, prior to or subsequent to ~~his~~the assumption of the Office of Manager. The Council may, its discretion, pay the premium on such Bond.

## **Section 00.04 Administrative Organization**

### **00.04.01 General Administration**

#### **00.04.01.01 Creation of Departments**

The Council may establish, alter, or abolish town departments, offices or agencies in addition to those created by this Charter and may prescribe the functions of all departments, offices and agencies by ordinance, except that no function assigned by this Charter to a particular department, office or agency may be discontinued or, unless this Charter specifically so provides, assigned to any other.

#### **00.04.01.02 Direction by Manager**

All departments, offices and agencies under the direction and supervision of the Manager shall be administered by an officer appointed by and subject to the direction and supervision of the Manager. With the consent of the Council, the Manager may serve as head of one or more such departments, offices or agencies or may appoint one person as the head of two or more of them.

### **00.04.02 Personnel Administration**

#### **00.04.02.01 Equal Opportunity**

In its employment practices, the Town of Veazie and its officers, agents and employees, shall not discriminate against any person on account of his or her race, religion, color, national origin or sex in accordance with the Maine Human Rights Act, 5 M.R.S.A. §§ 4551-4634 5 M.R.S.A. §§337 et seq., as the same may be amended or replaced from time to time.

#### **00.04.02.02 Personnel Director**

The Manager shall be designated personnel director. The personnel director shall administer the personnel system of the Town.

#### **00.04.02.03 Personnel Rules**

The personnel director shall prepare personnel rules. These rules shall be proposed to the Council, and the Council may adopt them with or without amendment.

#### **00.04.02.04 Citizen Personnel Advisory Board**

~~The Board of Appeals shall serve as the Citizen Personnel Advisory Board.~~

### 00.04.03 School Administration

#### 00.04.03.01 School Committee

There shall be a Town School Committee of five members. Members shall be elected to serve staggered three year terms. At each regular municipal election, School Committee ~~men~~ members shall be elected to fill the positions of those whose terms ~~expire~~ have expired.

#### 00.04.03.02 Qualifications

Members of the School Committee shall be voters of the Town and shall reside in the Town during their term of office. They shall hold no office of emolument or profit under this Charter or ordinances. A Committee member shall forfeit ~~his-the~~ office if ~~he~~ the member lacks at any time during ~~his~~ the member's office any qualifications ~~or of~~ the office prescribed by this Charter or by law, or upon final conviction of a felony.

#### 00.04.03.03 Vacancies; Forfeiture of Office; Filling of Vacancies

##### 00.04.03.03.01 Vacancies

The office of School Committee members shall become vacant upon nonacceptance, resignation, abandonment, death, permanent incompetency, forfeiture of office, or failure of the municipality to elect a person to the office.

##### 00.04.03.03.02 Forfeiture of Office

A School Committee member shall forfeit ~~his/her-the~~ office if ~~he/she~~ the member:

- ▶ at any time during ~~his/her~~ the term of office lacks any of the qualifications for the office prescribed by this Charter or by law,
- ▶ violates any express prohibition of this Charter,
- ▶ is convicted of a crime or offense which is reasonably related to ~~his/her~~ the member's ability to serve as a Committee member,
- ▶ is convicted of a crime of moral turpitude, or
- ▶ fails to attend three consecutive regular Committee meetings without being excused by the Committee.

##### 00.04.03.03.03 Filling of Vacancies

If a vacancy on the School Committee shall exist, it shall be filled by a majority vote of the Town Council until the next municipal election.

##### 00.04.03.04 Organization; Qualification; Quorum

The School Committee shall meet for organization no later than two weeks after the annual Town Meeting and at said meeting the member-elect shall be sworn to the faithful discharge of their duties by the Town Clerk or or an official authorized to administer oaths



~~of office by a Justice of the Peace.~~ The majority of the whole number of the School Committee shall be a quorum and the Committee shall elect its own Chair~~person~~.

#### **00.04.03.05 Powers and Duties**

The School Committee shall have all the powers conferred and shall perform all the duties imposed by law upon School Committees in regard to the care and management of the public schools of the Town, except as otherwise provided in this Charter. The School Committee shall prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools; and at least ~~45~~<sup>75</sup> days before the beginning of the budget year, the School Committee shall furnish copies of such estimates to the Budget Committee and Town Manager.

#### **00.04.03.06 ~~Chairman~~Chair**

At the first meeting annually, or as soon thereafter as possible, the School Committee shall elect by majority vote of the entire committee one of its members as chairman~~chair~~ of the School Committee for the ensuing year, and the School Committee may fill for the unexpired term any vacancy in the office of chairman~~chair~~ that may occur. The chairman~~chair~~ shall preside at all meetings of the School Committee and shall have a vote as other members of said committee.

#### **00.04.03.07 Compensation**

The compensation of the School Committee members and Committee Chair~~person~~ shall be established annually at the annual Town Meeting as part of the annual school budget. The compensation established at the annual Town Meeting shall be paid to the Committee members in equal quarterly payments; however, if a Committee member misses two or more regular or duly called Committee meetings in a quarter, without an excuse approved by the Committee, the pay for that quarter shall be forfeited.

### **Section 00.05 Tax Administration**

#### **00.05.01 Assessor**

The Town Council shall appoint a qualified Assessor for a term not exceeding two years and shall determine the compensation. The Assessor shall have such duties and be subject to such liabilities as are provided for such Assessors under the laws of the State of Maine.

#### **00.05.02 Board of Assessment Review; Appointment; Vacancies**

The Board of Appeals shall serve as the Board of Assessment Review.

#### **00.05.03 Board of Assessment Review; Powers; Duties**

The Board of Assessment Review shall have the power to:

- ▶ Hear and decide tax abatement appeals pursuant to 36 M.R.S.A. §843, as the same may be amended or replaced from time to time.~~Review on complaint of the property owners, and revise assessments for the purpose of taxation of real and personal property within the Town limits made by the Town Assessor.~~

- ▶ Administer oaths.
- ▶ Take testimony.
- ▶ Adopt regulations regarding the procedure of assessment review not inconsistent with statutory provisions.

## **Section 00.06 Board of Appeals**

### **00.06.01 Composition and Terms**

There shall be a Board of Appeals composed of five members appointed by the Council. The term of office shall be three years; except that initial appointments shall be two for three years, two for two years, and one for one year.

### **00.06.02 Jurisdiction**

The Board of Appeals shall act as the Zoning Board of Appeals and have the same powers and duties as prescribed by the laws of the State of Maine for such boards. In addition, the Board of Appeals shall have the jurisdiction to hear appeals that may arise under the housing code, building code, or any other regulatory ordinance enacted pursuant to this Charter or the laws of the State of Maine, which provide therein for such appeals. The Board of Appeals ~~shall~~ may also serve as the Board of Assessment Review, ~~Citizens Personnel Advisory Board~~ and General Assistance Fair Hearing Authority.

### **00.06.03 Vacancies; Removal from Office; Filling of Vacancies**

#### **00.06.03.01 Vacancies**

The office of Board of Appeals members shall become vacant upon ~~his/her~~ the member's nonacceptance, resignation, abandonment, death, permanent disability, permanent incompetency, or failure to qualify for the office within ten days after written demand by the Council.

#### **00.06.03.02 Removal from Office**

Board of Appeals members may be removed from office for cause after a hearing by the Council.

#### **00.06.03.03 Filling of Vacancies**

A vacancy in the membership of the Board of Appeals shall be filled by appointment by the Council for the remainder of an unexpired term.

## **Section 00.07 Financial Procedures**

### **00.07.01 Fiscal Year**

The fiscal year of the Town shall be determined by the Council.

#### **00.07.02 Budget Officer and Budget Committee**

The Town Manager shall be the Budget Officer. A Budget Committee of not less than five members shall be appointed by the Town Council. The Budget Committee shall meet at least quarterly throughout the fiscal year to review the fiscal status as it relates to revenue and expenditures. The Budget Committee shall endeavor to be present at the annual Town Meeting and at any Special Town Meeting having a financial impact on the town. All Municipal Department heads shall submit a proposed budget to the Town Manager who will then present it to the Budget Committee. After review and recommendations by the Budget Committee, the Budget Officer shall prepare the Budget message, Budget summary, the Budget detail, the Capital Program for submission to the Council and shall administer the Budget.

#### **00.07.03 Preparation and Submission of the Budget**

The Budget Committee, at least ~~sixty-seventy-five (6075)~~ days prior to the beginning of each Budget year, shall submit Municipal Budget recommendations to the Budget Officer. The Town Manager at least ~~6045~~ days prior to the beginning of each budget year, shall submit to the Council a Municipal budget and an explanatory budget message. The budget authority of the Council shall be limited to the final determination of the total appropriations to be made to each of the several offices, departments and agencies of the Town, including the School Committee. The Municipal Budget shall contain:

- ▶ A statement of the financial condition of the Town.
- ▶ An itemized statement of appropriation recommended for current expenses and for permanent improvements, with comparative statements ~~and in~~ parallel columns ~~of estimated expenditures for the next preceding fiscal year of budgeted appropriations for the current year, actual expenditures for the year to date, and proposed appropriations for the next fiscal year.~~ An increase or decrease in any item shall be indicated.
- ▶ Any itemized statement of estimated revenues from all sources, other than taxation, and a statement of taxes required, comparative figures in parallel columns of proposed and actual revenues to date for the current year and estimated revenues for the next fiscal year ~~from current and next preceding year.~~
- ▶ Such other information as may be required by the Council.

The proposed budget prepared by the Town Manager shall be reviewed by the Town Council which shall approve the budget with or without amendment. The complete Town budget, including the School budget, as approved by the Council shall be published and the Council shall fix the time and place for holding a public hearing for the budget, and shall give public notice of such hearing. The Council shall then review the budget and recommend it, with or without change, to the annual Town Meeting.



#### **00.07.04 Budget Established Appropriations**

From the date of adoption of the budget the several amounts stated therein as proposed appropriations shall be and become appropriated to the several agencies and purposes therein named.

#### **00.07.05 Budget Establishes Amount to be Raised by Property ~~Tax~~; Certification to Town Assessor.**

From the date of adoption of the budget, the amounts stated therein as the amount to be raised by property tax shall constitute a determination of the amount of the levy for the purposes of the Town in the corresponding tax year. A copy of the budget as finally adopted shall be certified by the Clerk and filed ~~by him~~ with the Tax Assessor, whose duty it shall be to levy such taxes for the corresponding tax year.

#### **00.07.06 Budget Summary**

At the head of the budget there shall appear a summary of a budget, which need not be itemized, further than by principal sources of anticipated revenue, stating separately the amount to be raised by property tax, and shall be itemized also by departments and kinds of expenditures, in such a manner as to present to taxpayers a simple and clear summary of detailed estimates of the budget. ~~Copies of the proposed budget in detail shall be included with each Town Report.~~

#### **00.07.07 Expenditures and Department Revenue**

The budget for all departments, including the School Department, shall include all proposed expenditures, and the Town Meeting shall make a gross appropriation for each department including the School Department, for the ensuing fiscal year. The gross appropriation for each department shall not be exceeded. The school budget shall be expended under the direction and control of the School Committee.

#### **00.07.08 Work Program; Allotments**

Before the beginning of the budget year, the head of each office, ~~or~~ department ~~of agency~~, shall submit to the Town Manager when required by ~~him~~ the Manager a work program of the year, which program shall show the requested allotments of appropriations for such office, ~~or~~ department ~~or agency~~, by stated periods, for the entire budget year. The Town Manager shall review the requested allotments of appropriations for such office, ~~or~~ department ~~or agency~~, by stated periods, for the entire budget year, and present same to the Budget Committee. The Budget Committee shall review the requested allotments in the light of the work program of the office ~~or~~ department ~~or agency concerned~~, and may revise, alter or change such allotments before approving the same. The aggregate of such allotments shall not exceed the total appropriations available to said office, ~~or~~ department ~~or agency~~ for the Budget year appropriations available to said office, ~~or~~ department ~~or agency of~~ for the Budget year. The Budget Committee shall return the approved proposed budget to the Town Manager.

#### **00.07.09 Transfers of Appropriations**

At the request of the Manager with exception of the school budget, the Town Council may by resolution transfer any unencumbered appropriation balance or portion thereof, from one appropriation to another.

#### **00.07.10 Interim Expenditures**

In the period between the beginning of the fiscal year and the appropriation of funds, the Council may authorize expenditures for current departmental expenses chargeable to the appropriations for the year when made in amounts sufficient to cover the necessary expenses of various departments.

#### **00.07.11 Lapse of Appropriations**

Every general fund appropriation shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered, except that an appropriation for a capital expenditure shall not lapse until the purpose for which it was made is accomplished or abandoned or until four years pass without any disbursement from or encumbrance of the appropriation.

#### **00.07.12 Payments and Obligations Prohibited**

No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the Manager first certifies that there is sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal; such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such obligation, and ~~he~~ that officer shall also be liable to the Town for any amount so paid. However, except where prohibited by law, nothing in this Chapter shall be construed to prevent the making of authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided such action is made or approved by ordinance.

#### **00.07.13 Capital Program**

The Manager shall prepare and submit to the Council a five year capital program at least three months prior to the final date for submission of the budget. The capital program shall include:

- ▶ A clear general summary of its contents;
- ▶ A list of all capital improvements which are proposed to be undertaken during the five fiscal years next ensuing, with appropriate supporting information as to the necessities for such improvements;
- ▶ Cost estimates, method of financing and recommended time schedules for each such improvement;

- The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

This information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition. The proposed capital program shall be reviewed by the Council, which shall approve it with or without amendments. The Council shall fix the time and place for holding a public hearing on the capital program, and shall give public notice of such hearing. The Council shall ~~review~~ approve the capital program with or without amendments after such public hearing.

#### **00.07.14 Independent Annual Audit**

Prior to the end of each fiscal year, the Town Council shall designate the State Department of Audit or certified public accountants who, as of the end of the fiscal year shall make an independent audit of accounts and other evidences of financial transactions of the town government and shall submit their report to the Council ~~men~~ and to the Manager. Such accountants shall not maintain any accounts or records of the town business, but shall post audit the books and documents kept by the department of finance and any separate or subordinate accounts kept by any other office, ~~or~~ department ~~or agency~~ of the town government including the school department ~~of education~~.

### **Section 00.08 Nominations and Elections**

#### **00.08.01 Municipal Elections**

The regular election for the choice of members of the Town Council and the School Committee shall be held from ~~108~~:00 a.m. to 8:00 p.m. on the second Tuesday in June

#### **00.08.02 Nomination**

Any qualified voter of the Town may be nominated for the Town Council or School Committee in accordance with Title 30-A M.R.S. Section 2528, as the same may be amended or replaced from time to time the laws of the State of Maine.

#### **00.08.03 Election Provisions**

Provisions of the laws of the State of Maine relating to the qualifications of voters, registration, the manner of voting, the duties of election officers and all other particulars respective to preparation for conducting and management of elections so far as they may be applicable, shall govern all municipal elections, except as otherwise provided in this Charter.

### **Section 00.09 Town Meeting**

#### **00.09.01 Annual and Special Town Meeting**

An annual Town Meeting for the consideration of the budget to the extent herein provided and the transaction of other Town business which voters are authorized to vote upon shall

be held on the second Tuesday in June, at 8:00 p.m. Special Town Meetings may be called by the Council.

#### **00.09.02 Purpose of the Town Meeting**

The Town Meeting is required for approval of the following:

- ▶ Annual Budget;
- ▶ ~~Any appropriation for any amount which exceeds one and one-half percent (1.5) of the most recently approved municipal annual budget, excluding the~~ The annual budget for the School Department.
- ▶ The issuance of bonds or notes, except notes in anticipation of taxes to be paid within the fiscal year in which issued.

The above appropriations shall become effective only after approval at a Town Meeting by the vote of a majority of those voting on the article at such meeting. The Town Meeting shall not increase the amount of any appropriation above the amount recommended by the Council ~~or the Budget Committee, whichever is higher~~, and shall not increase the amount of any bond issue above the amount recommended by the Council. ~~The Town Meeting shall not decrease the amount of any appropriation recommended by the Council or the Budget Committee, whichever is lower, by more than three percent. Any appropriation not recommended by the Council may be inserted as a separate article in the warrant for consideration at the annual Town Meeting.~~

#### **00.09.03 Method of Abolishing the Town Meeting**

At any time after the adoption of this Charter, not less than 10 percent of the registered voters of the Town may petition over their personal signature for a special Town Meeting to vote upon the question of submitting to a referendum vote on the ballot at a special Town election the proposition of abolishing the Town Meeting. The Council shall call a public hearing to be held within thirty days from the date of the filing of such petition with the Town Clerk, and shall within 14 days after said public hearing call a special Town Meeting for the purpose of submitting to a referendum vote the question of abolishing the Town Meeting in the Town of Veazie. If at such special election a majority of the voters of the Town voting on the question shall vote for the abolition of the Town Meeting of the Town of Veazie, the powers heretofore vested in the Town Meeting shall be conferred upon and exercised by the Town Council.

### **Section 00.10 Initiative and Referendum**

#### **00.10.01 General Authority**

##### **00.10.01.01 Initiative**

The qualified voters of the Town shall have power to propose ordinances to the Council and, if the Council fails to adopt an ordinance so proposed without any change in substance,



to adopt or reject it at an election, provided that such power shall not extend to the budget or capital program or any ordinance relating to the appropriation of money, levy of taxes, or salaries of officers and employees.

#### **00.10.01.02 Referendum**

The qualified voters of the Town shall have power to require reconsideration by the Council of any adopted ordinance and, if the Council fails to repeal an ordinance so reconsidered, to approve or reject it at a Town election provided that such powers shall not extend to the budget or capital program or any emergency ordinance or ordinance relating to the appropriation ~~on~~of money, levy of taxes, or salaries of officers and employees.

#### **00.10.02 Commencement of Proceedings; Petitioners' Committee; Affidavit**

Any five registered voters may commence initiative or referendum proceedings by filing with the Clerk an affidavit stating they will constitute the petitioners' committee and be responsible for circulating the petition and filing it in proper form stating their names and street addresses and specifying the mailing address to which all notices to the committee are to be sent, and setting out in full the proposed initiative ordinance or citing the ordinance sought to be reconsidered. Promptly after the affidavit of the petitioners' committee is filed the Clerk shall issue the appropriate petition blanks to the petitioners' committee.

#### **00.10.03 Petitions**

##### **00.10.03.01 Number of Signatures**

Initiative and referendum petitions must be signed by qualified voters of the Town equal in number to at least 5% of the total number of qualified voters registered to vote at the last regular ~~Town municipal~~ election.

##### **00.10.03.02 Form and Content**

All papers of a petition shall be uniform in size and style and shall be assembled as one instrument for filing. Each signature shall be executed in ink ~~or indelible pencil~~ and shall be followed by the street address of the person signing. Petitions shall contain or have attached hereto throughout their circulation the full text of the ordinance proposed or sought to be reconsidered.

##### **00.10.03.03 Affidavit of Circulator**

Each paper of a petition shall have attached to it when filed an affidavit executed by the circulator thereof stating that ~~he the circulator~~ personally circulated the paper, the number of signatures thereon, that all the signatures were affixed in ~~his the circulator's~~ presence, that ~~he the circulator~~ believes them to be the genuine signatures of the persons whose names they purport to be and that each signer had the opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered.

##### **00.10.03.04 Time for Filing Referendum Petitions**

Referendum petitions must be filed within 30 days after adoption by the Council of the Ordinance sought to be reconsidered.



#### **00.10.03.05 Time for Filing Initiative Petitions**

The petitioners' committee shall have 30 days from the filing of the affidavit with the Clerk to cause the petition to be signed by at least 5% of the total number of qualified voters registered to vote at the last ~~Town-municipal~~ election.

#### **00.10.03.06 Failure to Secure Necessary Signatures**

Should fewer qualified voters than required by the Charter sign the petition in the specified time, the petition shall have no further force or effect, and all proceedings thereon shall be terminated. In the case of initiative, a request to initiate the same ordinance may not be accepted by the Clerk until 120 days after the expiration of the previous filing period.

#### **00.10.04 Procedure After Filing**

##### **00.10.04.01 Certificate of Clerk; Amendment**

Within 20 days after the petition is filed, the Clerk shall complete a certificate as to its sufficiency, specifying if it is insufficient, the particulars wherein it is defective and shall promptly send a copy of the certificate to the petitioners' committee by mail. A petition certified insufficient for lack of the required number of valid signatures may be amended once if a petitioners' committee files a notice of intention to amend it with the Clerk within two days after receiving the copy of ~~his-the~~ certificate and files a supplementary petition upon additional papers within ten days after receiving the copy of such certificate. Such supplementary petition shall comply with the requirements of sections 00.10.03.02, 00.10.03.03, 00.10.03.05 and 00.10.03.06, and within five days after it is filed the Clerk shall complete a certificate as to the sufficiency of the petition as amended and promptly send a copy of such certificate to the petitioners' committee by mail as in the case of an original petition. If a petition or amended petition is certified sufficient or if a petition or amended petition is certified insufficient and the petitioners' committee does not elect to amend or request Council review under section 00.10.04.02 within the time required, the Clerk shall promptly present ~~his-the~~ certificate to the Council and then certificate shall then be a final determination as to the sufficiency of the petition.

##### **00.10.04.02 Council Review**

If a petition has been certified insufficient and the petitioners' committee does not file notice of intention to amend it or if an amended petition has been certified insufficient, the committee may, within two days after receiving a copy of such certificate, file a request that it may be reviewed by the Council. The Council shall review the certificate at its next meeting following the filing of such request and approve or disapprove it, and the Council's determination as to the sufficiency of the petition.

##### **00.10.04.03 Court Review; New Petition**

A final determination as to the sufficiency of a petition shall be subject to court review. A final determination of insufficiency, even if sustained upon court review, shall not prejudice the filing of a new petition for the same purpose.

#### **00.10.05 Referendum Petitions; Suspension of Effect of Ordinance**

When a referendum petition is filed with the Town Clerk, the ordinance ~~ought~~ to be reconsidered shall be suspended from taking effect. Such suspension shall terminate when:

- ▶ There is a final determination of insufficiency of the petition, or
- ▶ The petitioners' committee withdraws the petition, or
- ▶ The Council repeals the ordinance, or
- ▶ Thirty days have elapsed after a vote of the Town on the ordinance.

#### **00.10.06 Action on Petitions**

##### **00.10.06.01 Action by Council**

When an initiative or referendum petition has been ~~finally~~ determined sufficient, the Council shall within ~~ten-fourteen~~ days hold a public hearing ~~thereon, and thereafter shall consider the proposed ordinance or reconsider the referred ordinance. If the Council fails to adopt the proposed ordinance without any change in substance within 60 days, or fails to repeal the referred ordinance within 30 days, after the date the petition was determined sufficient, the Council and shall within 30 days after said public hearing hold a municipal election for the purpose of submitting to a~~ vote the question of adopting or repealing such ordinance.

##### **00.10.06.02 Submission to Voters**

The vote on a proposed or referred ordinance shall be held not less than 30 days and not later than one year from the date of the final Council vote thereon, ~~or the date of the deadline for Council action set forth above, whichever is earlier~~. If no regular Town election is to be held within the period prescribed in this section, the Council shall provide for a special election; otherwise, the vote shall be held at the same time as such regular election, except that the Council may at its discretion provide for a special election at an earlier date within the prescribed period. Copies of the proposed or referred ordinance shall be made available at the polls.

##### **00.10.06.03 Withdrawal of Petitions**

An initiative or referendum may be withdrawn at any time prior to the ~~fifteenth-thirtieth~~ day preceding the day scheduled for a vote of the voters by filing with the Clerk a request for withdrawal signed by at least four members of the petitioners' committee. Upon the filing of such request the petition shall have no further force or effect and all proceedings thereon shall be terminated.

#### **00.10.07 Results of Election**

##### **00.10.07.01 Initiative**

If a majority of the qualified electors voting on a proposed initiative ordinance vote in its favor, it shall be considered adopted upon certification of the ~~electron-election~~ results and

shall be treated in all respects in the same manner as ordinances of the same kind adopted by the Council. If conflicting ordinances of the same kind are approved at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict.

#### **00.10.07.02 Referendum**

If a majority of the qualified electors voting on a referred ordinance vote against it, it shall be considered repealed upon certification of the election results.

### **Section 00.11 Recall**

#### **00.11.01**

Any five qualified voters may begin at any time proceedings to recall a Councilman member, Assessor or a School Committee member by requesting in writing to the Town Clerk for the appropriate petition blanks. These five registered voters shall be referred to as the Recall Committee. All papers of the petition shall be uniform in size and style and shall be assembled as one instrument for filing. They shall contain or have attached thereto throughout their circulation a statement detailing the reason or reasons for recall and the names of the Recall Committee.

#### **00.11.02**

The Recall Committee shall have 30 days from the acceptance date of the request by the Town Clerk to cause the petition to be signed by 25 percent of the qualified voters of the Town. ~~The petition shall be available only at the Town Clerk's office during the normal business hours, and shall be signed by qualified voters in the presence of the Town Clerk or his deputy.~~ Each voter's signature shall be followed by ~~his~~ the voter's address.

#### **00.11.03**

Within seven days after the petition circulation period ends the Town Clerk shall certify to the Council that the petition has been signed by not less than 25 percent of the qualified voters of the Town, ~~that all signatures were affixed in his or his deputy's presence, that he~~ the circulator believes them to be the genuine signatures of the persons whose names they purport to be and that each signer had an opportunity to read the statement detailing the reason or reasons for recall.

#### **00.11.04**

Should fewer qualified voters than required by the Charter sign the petition in the specified time, the petition shall have no further force or effect, and all proceedings thereon shall be terminated and request for recall of the same Councilman, Assessor or School Committeeman may not be accepted by the Clerk until 180 days after the expiration of the previous filing period.

#### **00.11.05**

Upon receipt of certification the Council shall within 30 days hold a municipal election for the purpose of submitting to vote the question of recall. A Councilman member, Assessor or School Committee member shall be recalled when a majority of those voting



thereon shall have voted in the affirmative. The Council shall within 30 days after the voters have recalled a Council ~~man member~~, Assessor, or School Committee ~~man member~~ hold a special election to fill the vacancy.

#### **00.11.06**

A Council ~~man member~~, Assessor, or School Committee ~~man member~~ that is recalled by the voters shall be allowed to seek re-election at the special election called for the purpose of filing the vacancy created by the recall by filing a notice with the Town Clerk that ~~he the recalled official~~ wishes to have ~~his that person's~~ name appear on the ballot, ~~no later than a nomination petition. The notice must be filed no later than the deadline to file nomination papers for the position.~~ Other qualified voters who seek to fill the vacancy created by the recall shall have until the fifteenth day preceding the election to file nomination papers with the Town Clerk. The nomination papers shall be made available by the Town Clerk no later than the second business day after the Town Council orders the election on the recall. Except as provided herein, the nomination process shall be in accordance with Section 00.08.02 a petition as required by the Charter or a regular municipal election.

#### **00.11.07**

Pending action by the voters of the Town, the Council ~~man member~~, Assessor, or School Committee ~~man member~~ that recall proceedings have been initiated against shall continue to exercise all the privileges of ~~his the member's~~ office.

#### **00.11.08**

The ballot for recall shall contain the following question: "Shall (name of person being subjected to recall) be recalled from the office of (name of office)?" Immediately below such question shall appear in the following order, the words "Yes" and "No" and to the right of each a square in which the voter may cast ~~his the~~ vote.

### **Section 00.12 General Provisions**

#### **00.12.01 Elected Officers; Term**

The term of any elected officer shall begin the first business day following the final determination of the election of said officer. Any officer shall serve for ~~his the~~ prescribed term or until ~~his the officer's~~ successor is elected and qualified. If a person is elected to fill a vacancy in office, ~~his that~~ term shall begin immediately upon taking the oath of office.

#### **00.12.02 Swearing in Officers**

Every Town officer or official shall be sworn to the faithful discharge of the duties incumbent upon ~~him the officer or official~~ according to the Constitution and Laws of the State of Maine and the Charter and ordinances of the Town and shall be sworn to support the Constitution of the United States and Constitution of the State of Maine.

#### **00.12.03 Personal Financial Interest**

Any officer or employee who has a ~~substantial~~ financial interest, direct or indirect or by reason of ownership of stock in any corporation, in any contract with the Town or in the

sale of any land, materials, supplies or services to the Town or to a contractor supplying the Town shall make known that interest and shall refrain from voting upon or otherwise participating in ~~his~~the individual's capacity as an officer or employee in making of such sale or in the making or performance of such contract. Any officer or employee who willfully conceals such a substantial financial interest or willfully violates the requirements of this section shall be guilty of malfeasance in office or position and shall forfeit ~~his~~the office or position. Violation of this section with the knowledge express or implied of the person or corporation contracting with or making a sale to the Town shall render the contract or sale voidable by the Council.

#### **00.12.04 Prohibitions**

##### **Activities Prohibited:**

##### **00.12.04.01**

No elected Town officer shall hold more than one elected Town office concurrently.

##### **00.12.04.02**

No person shall be appointed to or removed from, or in any way favored or discriminated against with respect to any Town position or appointive Town administrative office ~~because of race, sex, political or religious opinions or affiliations in accordance with the Maine Human Rights Act, 5 M.R.S.A. §§ 4551-46345 M.R.S.A. §§337 et seq. as the same may be amended or replaced from time to time.~~

##### **00.12.04.03**

No person shall willfully make any false statement, certificate, mark, rating or report in regard to any test, certification or appointment under the personnel provisions of this Charter or the rules and regulations made thereunder, or in any manner commit or attempt to commit any fraud preventing the impartial execution of such provisions, rules and regulations.

##### **00.12.04.04**

No person shall, directly or indirectly, give, render, pay, offer, solicit, or accept any money, service, or other valuable consideration for any appointment, proposed appointment, promotion or proposed promotion to, or any advantage in, a position in the municipal service.

##### **00.12.04.05**

No person who holds a compensated appointive Town position shall solicit any assessments, contributions, or services for any political party from any employee in the municipal service.

#### **00.12.05 Exceptions**

Nothing herein contained shall affect the right of any person to hold membership in, and support, a political party, to vote as ~~he~~the person chooses, to express privately and publicly ~~his~~ opinions on all political subjects and candidates, to maintain political neutrality, and to attend political meetings.

#### **00.12.06 Penalties**

The Council shall enact an ordinance prescribing penalties for the above. Any person found in violation of this section or any ordinance enacted pursuant to this section by a court of competent jurisdiction or by the Council acting in a judicial capacity shall be ineligible for a period of five years thereafter to hold any Town office or employment and shall immediately forfeit ~~his~~ the office or position.

#### **00.12.07 Separability**

If any provision of this Charter is held invalid, the other provisions of the Charter shall not be affected thereby. If the application of the Charter or any of its provisions to any person or circumstance is held invalid, the application of the Charter and its provisions to other persons or circumstances shall not be affected thereby.

# Manager's Report For July 14, 2014 Council Meeting

Since the last Council meeting this is some of the things that have been completed or have occurred:

I Assisted the Orono Rec Director with preparing the softball field at the Community School after he learned that he would not be able to use the field at the University of Maine because of construction.

Councilor Bagley, Lt. Sirois and myself cooked for the students at the School on the last day of school

I met with representatives of Pan Am Railroad and MDOT re the paving project scheduled for this year on School Street. School Street will need to be shut down for approximately three days while they replace the section of tracks and the associated hardware in preparation for the paving. This is scheduled to occur July 9-July 11.

I was notified of trees that were blocking the sidewalk in front of the Senior Center. I removed them and reopened the sidewalk for use. I was also made aware of brush blocking a stop sign on Sunset Drive which I also cleared.

The school budget validation was held with the budget passing by a vote of 43-14

I attended a retirement party for FF John Manter that was put on by the members of the Fire Department. A plaque was presented to him for his years of service with the Fire Department.

I contacted The By Us Company who had hydro seeded the cemetery last year and had them return and do the newest section of the cemetery. This area was not completed last year but after receiving several complaints about this area this year I had them return.

A letter was sent to Lagasse Lawn Care (included as an attachment) to outline several concerns reference the grounds maintenance contract that they hold for the Town. After receiving the letter I have met with the Owner and brought him to the areas that I had outlined in the letter. Most areas of concern have been addressed.

The end of year closeout occurred without incident and the Town's Auditor has been scheduled to come to the office to perform the FY Audit. This will occur during the 3<sup>rd</sup> week of July.

New carpet has been installed in the Assessor's Office and my office. The Main Office will receive new carpet during the weekend of July 26 and 27. I have also painted the assessing office and will look to paint the main office. I have contacted a local cleaning company and have scheduled to have the carpets that aren't being replaced cleaned. All of these will help improve the look of the Municipal Building

The heat pumps that were installed several years ago have been repaired. We have been unable to use these during the winter months and it was found that they had not been properly installed. I am in

# **Manager's Report For July 14, 2014 Council Meeting**

hopes that now that they have been installed correctly that we will be able to use them for heating this winter to help with the cost of heating fuel.

The public notice of tax lien sale has been completed for the property located at 1030 Maple Street. This will be discussed at the Council Meeting in preparation for the sale of the property which is tentatively scheduled for August 11, 2014.

I have been working with Barney Silver on the paving RFP and hope that it will be completed for review and approval at the Council Meeting. This is for the locations that were approved at a previous council meeting.

#### **Attachments:**

Boards and Committee Members list including vacancies  
Resignation letter's from John Manter  
Letter to Lagasse Lawn Care and Seasonal Services  
FD's Monthly report for May and June 2014  
Thank you letter from Community Health and Counseling Services  
Letter from the Governor's Office reference General Assistance  
Thank you card from Gateway Seniors without Walls  
Thank you card from Councilor Karen Walker  
Thank you letter from American Red Cross  
Thank you letter from Hammond Street Senior Center  
Thank you letter to Fire Department



## **BOARD & COMMITTEE MEMBERS**

### **PLANNING BOARD**

Chris Cronan	2015	
Suzanne Malis-Anderson	2015	
Anthony Cappuccio	2015	
Kent Tableman	2017	needs to sign oath
<b>Vacancy</b>		
<b>Vacancy</b>		

### **BUDGET COMMITTEE**

Jeff Wheelden	2016	
Brian Perkins	2017	needs to sign oath
<b>Vacancy</b>		
<b>Vacancy</b>		
<b>Vacancy</b>		

### **CONSERVATION COMMISSION**

Donald MacKay	2016	
Suzanne Malis-Anderson	2016	
James Killarney	2017	needs to sign oath
Carolyn Hathaway	2017	needs to sign oath
<b>Vacancy</b>		

### **WATER DISTRICT TRUSTEE**

Kenneth Borneman	2017	
<b>Vacancy</b>		

### **BOARD OF APPEALS**

James Brann	2015	
Lucinda Welch	2016	
Bill Masters	2016	
Judy Horten	2016	
<b>Vacancy</b>		

### **ELECTION CLERKS**

Steven Earl	2016	all need to sign oaths
Morgiana Halley	2016	
Randall Bishop	2016	
Frances Kelly	2016	
Darleen Lougee	2016	
Jacquelyn Treadwell	2016	
Marilynn Bishop	2016	
Sandra Patterson	2016	

June 15, 2014  
1244 State Street #3  
Veazie, Maie  
04401-6900

TO: M. Leonard, Town Manager  
FR: J. Manter  
RE: Resignation

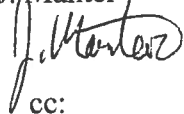
Mark,

By this letter I submit my resignation from the Charter Review Committee of the Town of Veazie, to be effective 30 June 2014. It has been my honor to serve the Town on the Charter Review Committee since last September 2013.

Due to my relocation out of the municipality, I will no longer be eligible to serve in this capacity. I leave with no onus on any individual or body in the Town and wish the community well in its future efforts.

Respectfully,

J. Manter



cc:

Veazie Town Council members  
Tammy Perry, Chair, Town of Veazie Charter Review Committee  
Charter Review Committee members  
Joan Perkins  
Pat Rice  
Cliff Wells.

June 15, 2014  
1244 State Street #3  
Veazie, Maie  
04401-6900

TO: M. Leonard, Town Manager  
FR: J. Manter  
RE: Resignation

Mark,

By this letter I submit my resignation from the Planning Board of the Town of Veazie, to be effective 30 June 2014. It has been my honor to serve the Town in the capacity of Planning Board member since 1994.

Due to my relocation out of the municipality, I will no longer be eligible to serve in this capacity. I leave with no onus on any individual or body in the Town and wish the community well in its future efforts.

Respectfully,

  
J. Manter

cc:

Veazie Town Council members  
Chris Cronan, Chair, Town of Veazie Planning Board  
Planning Board members  
Suzanne Malis-Andersen  
Kent Tableman  
Antony Cappuchio.

June 15, 2014  
1244 State Street #3  
Veazie, Maie  
04401-6900

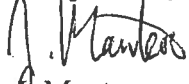
TO: M. Leonard, Town Manager  
FR: J. Manter  
RE: Resignation

Mark,

By this letter I submit my resignation from the Conservation Commission of the Town of Veazie, to be effective 30 June 2014. It has been my honor to serve the Town in the capacity of Conservation Commissioner since 1998, including the role of Chair from 1999 to 2010.

Due to my relocation out of the municipality, I will no longer be eligible to serve in this capacity. I recommend that Andy Brown, of 1233 State St. in Veazie, be appointed in my stead as replacement. I leave with no onus on any individual or body in the Town and wish the community well in its future efforts.

Respectfully,

  
J. Manter

cc:

Veazie Town Council members  
Don MacKay, Chair, Town of Veazie Conservation Commission  
Conservation Commission members  
Suzanne Malis-Andersen  
Jim Kilarny  
Carolyn Hathaway  
Dave Wardrop, Town Forester .

# Memo

**To:** Mike Lagasse; Owner Lagasse Lawn Care and Seasonal Services

**From:** Mark Leonard: Town Manager 

**Date:** 06-19-2014

**Re:** Ground Maintenance Contract Concerns

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I am writing this to document the Town's growing concerns with Lagasse Lawn Care's work concerning the Town of Veazie's Ground Maintenance contract. Since Lagasse Lawn Care began working for the Town of Veazie we have received numerous complaints on the quality or lack of the work being performed. Most of these concerns have been relayed to you either via tx messaging or direct communications with you. Please let this serve as written documentation of the concerns:

1. The current certificate of liability insurance does not meet the requirements of the contract. This was relayed to you after you were awarded the contract and it was relayed then by you that you would provide a certificate that met the obligations of the contract. **This needs to be resolved immediately**
2. Lack or No Mowing or grass trimming (**all need to be resolved immediately**)
  - a. Grass area behind the Municipal Building (both mowing and trimming)
  - b. Grass area around the Community Center (both mowing and trimming)
  - c. Area located across from Graham Senior Housing (Old Ice Rink)
  - d. Parking area located on Main Street near stairs (both sides of Main Street including behind guardrail both wooden and metal)
  - e. Fencing around tennis court (grass trimming)
  - f. Area between tennis court and Graham Senior Housing Parking Lot (mowing/trimming)
  - g. Grass trimming around back of school
  - h. The ditch in front of the school (mowing/trimming)
  - i. The esplanade in front of CW Raggs located next to the School (mowing/trimming)
  - j. The esplanade located in front of the business across from the School (mowing/trimming)
  - k. Eagle Drive around fire hydrants (mowing/trimming)
  - l. Roadsides and Fire Hydrant near entrance to Independent Station (mowing/trimming)

- m. May Street cul-de-sac (mowing)
  - n. Arbor Drive cul-de-sac (mowing/trimming)
  - o. Prouty Drive cul-de-sac (mowing/trimming)
  - p. Riverview Park grass trimming along fence **\*needs to be done for Saturday\***
  - q. Ridgeview Drive cul-de-sac (mowing/trimming)
  - r. Chase Rd fire hydrants (mowing/trimming)
  - s. Hillside cul-de-sac (mowing/trimming)
  - t. Triangle between Chase Rd/Jackson Drive/Old Chase Rd (mowing)
  - u. Grass trimming in both cul-de-sac on Buckhill Drive
  - v. Roadside, cul-de-sac and hydrants on Buckhill Drive extension (mowing/trimming)
  - w. Jackson Drive hydrants (mowing/trimming)
  - x. Longmeadow Drive Cul-de-sac (mowing/trimming)
  - y. Fairview Cemetery **\*this is probably the place that I have received the most complaints. Until grass begins to slow down this will need to be mowed/weed whacked more often than it currently is being mowed. All clippings and debris from mowing needs to be gathered and removed from the Cemetery\***
3. Clippings dumped on edge of ball fields located at the Veazie Community School. **\*These need to be removed immediately\***
  4. In late April you provided an estimate (#11) for the rehab of the cul-de-sacs located throughout the Town of Veazie. It was agreed that this work was going to be performed by Lagasse Lawn Care in trade for (3) lawn mowers that the Town of Veazie had for sale. The estimate for the work was \$3,449.97 and the price for the mowers was \$4,500.00. The difference of \$1,050.03 was then going to be taken from payment's the Town of Veazie would make to Lagasse Lawn Care for work performed in accordance with the contract. To date the Town has only received \$400.00 in discount from billing and no other work reference this estimate has been completed. **\*This work needs to be completed by no later than July 11, 2014 at close of business. If the work is not completed, then \$4,100.00 will need to be received by the Town of Veazie from Lagasse Lawn Care before close of business on July 11, 2014\***
  5. When you began the contract we discussed aerating the ball field's located at the Veazie Community School. You had relayed that you would do this for no fee to the Town of Veazie. If you still desire to do this work the school has requested that it be performed as soon as possible. If you are no longer interested in performing this work for no fee please inform me of this so that other arrangements can be made to have the work completed.

I have provided timeframes for the above concerns to be resolved. All concerns need to be resolved before July 14, 2014, which is the next Town Council Meeting. If these concerns aren't resolved I'm confident that the Council will recommend that action be taken to terminate the contract between the Town of Veazie and Lagasse Lawn Care as outlined in the contract between the Town of Veazie and Lagasse Lawn Care. It's my hopes that this can be resolved prior to that request. Please contact me at your earliest convenience if you want to go over these concerns in person or discuss them further.

# Town of Veazie Fire/Rescue Department

## MEMORANDUM

**To:** Chief Leonard

**From:** Capt Metcalf

**Date:** July 5, 2014

**Re:** June 2014 Monthly Report



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### Incidents

#### Station:

300 - Rescue, emergency medical call (EMS) call, other	2	7.41%
321 - EMS call, excluding vehicle accident with injury	13	48.15%
<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>	<b>15</b>	<b>55.56%</b>
500 - Service Call, other	4	14.81%
5001 - Burn Permit	1	3.70%
551 - Assist police or other governmental agency	1	3.70%
561 - Unauthorized burning	1	3.70%
<b>Total - Service Call</b>	<b>7</b>	<b>25.93%</b>
6111 - Dispatched and no response	1	3.70%
651 - Smoke scare, odor of smoke	2	7.41%
671 - Hazmat release investigation w/ no hazmat	1	3.70%
<b>Total - Good Intent Call</b>	<b>4</b>	<b>14.81%</b>
735 - Alarm system sounded due to malfunction	1	3.70%
<b>Total - False Alarm &amp; False Call</b>	<b>1</b>	<b>3.70%</b>
<b>Total for Station</b>	<b>27</b>	<b>100.00%</b>

### Incidents by Day of Week

Sunday	6
Monday	4
Tuesday	3
Wednesday	5
Thursday	1
Friday	6
Saturday	2

# Town of Veazie Fire/Rescue Department

## Incidents by Time of Day

Time of Day	Number of Incidents
01:00:00 to 01:59:59	1
04:00:00 to 04:59:59	1
06:00:00 to 06:59:59	1
07:00:00 to 07:59:59	1
08:00:00 to 08:59:59	1
09:00:00 to 09:59:59	4
10:00:00 to 10:59:59	6
11:00:00 to 11:59:59	2
12:00:00 to 12:59:59	1
13:00:00 to 13:59:59	2
15:00:00 to 15:59:59	2
17:00:00 to 17:59:59	1
19:00:00 to 19:59:59	2
20:00:00 to 20:59:59	2

## Average Response Time by Time of Day\*

Please note that the response time includes the time the call is taken at dispatch not from when call is toned out.

Time	Count	Count in Average	Average Response Time HHMMSS
01:00:00 to 01:59:59	1	0	
04:00:00 to 04:59:59	1	1	00:09:23
06:00:00 to 06:59:59	1	1	00:09:04
07:00:00 to 07:59:59	1	1	00:05:57
08:00:00 to 08:59:59	1	1	00:03:00
09:00:00 to 09:59:59	4	3	00:06:02
10:00:00 to 10:59:59	6	6	00:03:55
11:00:00 to 11:59:59	2	1	00:02:00
12:00:00 to 12:59:59	1	1	00:03:40
13:00:00 to 13:59:59	2	1	00:03:25
15:00:00 to 15:59:59	2	2	00:05:50
17:00:00 to 17:59:59	1	1	00:05:56
19:00:00 to 19:59:59	2	1	00:15:57
20:00:00 to 20:59:59	2	2	00:20:21
<b>Totals:</b>	<b>27</b>	<b>22</b>	

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

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



# Town of Veazie Fire/Rescue Department

## Response Time Recap\*

2014130	Cancelled	Dispatched and no response
2014121	Not Priority	Service Call, other
2014135	0 min(s), 7 sec(s)	Rescue, emergency medical call (EMS) call, other
2014140	2 min(s), 0 sec(s)	Service Call, other
2014131	2 min(s), 27 sec(s)	Smoke scare, odor of smoke
2014123	3 min(s), 0 sec(s)	Unauthorized burning
2014129	3 min(s), 25 sec(s)	EMS call, excluding vehicle accident with injury
2014118	3 min(s), 40 sec(s)	Burn Permit
2014120	4 min(s), 0 sec(s)	Assist police or other governmental agency
2014125	4 min(s), 23 sec(s)	EMS call, excluding vehicle accident with injury
2014142	Not Priority	Service Call, other
2014133	5 min(s), 13 sec(s)	EMS call, excluding vehicle accident with injury
2014126	5 min(s), 18 sec(s)	EMS call, excluding vehicle accident with injury
2014119	5 min(s), 30 sec(s)	EMS call, excluding vehicle accident with injury
2014134	5 min(s), 56 sec(s)	EMS call, excluding vehicle accident with injury
2014138	5 min(s), 57 sec(s)	EMS call, excluding vehicle accident with injury
2014122	6 min(s), 10 sec(s)	Service Call, other
2014128	6 min(s), 20 sec(s)	EMS call, excluding vehicle accident with injury
2014117	6 min(s), 35 sec(s)	Alarm system sounded due to malfunction
2014124	7 min(s), 15 sec(s)	Hazmat release investigation w/ no hazmat
2014116	9 min(s), 4 sec(s)	EMS call, excluding vehicle accident with injury
2014137	9 min(s), 23 sec(s)	EMS call, excluding vehicle accident with injury
2014132	9 min(s), 43 sec(s)	EMS call, excluding vehicle accident with injury
2014136	Fill-In, Standby	Rescue, emergency medical call (EMS) call, other
2014127	15 min(s), 57 sec(s)	EMS call, excluding vehicle accident with injury
2014139	Fill-In, Standby	EMS call, excluding vehicle accident with injury
2014141	30 min(s), 59 sec(s)	Smoke scare, odor of smoke

\* Please note that the response time **includes** the time the call is taken at dispatch not from when call is toned out.

## Department Training

Propane Live Fire Training with Orono

6/5//2014 1800

RIT/Mayday Procedures and Practical Exercise

6/12//2014 1800

# Town of Veazie Fire/Rescue Department

## MEMORANDUM

**To:** Chief Leonard

**From:** Capt Metcalf

**Date:** July 5, 2014

**Re:** May 2014 Monthly Report



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### Incidents

#### Station:

113 - Cooking fire, confined to container	2	6.90%
<b>Total - Fires</b>	<b>2</b>	<b>6.90%</b>
321 - EMS call, excluding vehicle accident with injury	14	48.28%
<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>	<b>14</b>	<b>48.28%</b>
400 - Hazardous condition, other	1	3.45%
<b>Total - Hazardous Conditions (No fire)</b>	<b>1</b>	<b>3.45%</b>
500 - Service Call, other	1	3.45%
5001 - Burn Permit	2	6.90%
511 - Lock-out	1	3.45%
551 - Assist police or other governmental agency	2	6.90%
5710 - Mutual Aid, Cover assignment, standby at fire station	1	3.45%
<b>Total - Service Call</b>	<b>7</b>	<b>24.14%</b>
611 - Dispatched & cancelled en route	1	3.45%
6111 - Dispatched and no response	2	6.90%
651 - Smoke scare, odor of smoke	1	3.45%
<b>Total - Good Intent Call</b>	<b>4</b>	<b>13.79%</b>
736 - CO detector activation due to malfunction	1	3.45%
<b>Total - False Alarm &amp; False Call</b>	<b>1</b>	<b>3.45%</b>
<b>Total for Station</b>	<b>29</b>	<b>100.00%</b>

### Incidents by Day of Week

Sunday	3
Monday	4
Tuesday	4
Wednesday	3
Thursday	4
Friday	6
Saturday	5

# Town of Veazie Fire/Rescue Department

## Incidents by Time of Day

Time of Day	Number of Incidents
00:00:00 to 00:59:59	2
06:00:00 to 06:59:59	2
07:00:00 to 07:59:59	5
08:00:00 to 08:59:59	1
09:00:00 to 09:59:59	2
10:00:00 to 10:59:59	5
11:00:00 to 11:59:59	1
12:00:00 to 12:59:59	1
13:00:00 to 13:59:59	1
14:00:00 to 14:59:59	1
15:00:00 to 15:59:59	1
16:00:00 to 16:59:59	2
17:00:00 to 17:59:59	1
19:00:00 to 19:59:59	3
23:00:00 to 23:59:59	1

## Average Response Time by Time of Day\*

Please note that the response time includes the time the call is taken at dispatch not from when call is toned out.

Time	Count	Count in Average	Average Response Time HHMMSS
00:00:00 to 00:59:59	2	1	00:19:02
06:00:00 to 06:59:59	2	2	00:11:06
07:00:00 to 07:59:59	5	4	00:07:10
08:00:00 to 08:59:59	1	1	00:06:08
09:00:00 to 09:59:59	2	2	00:04:22
10:00:00 to 10:59:59	5	4	00:04:17
11:00:00 to 11:59:59	1	1	00:05:09
12:00:00 to 12:59:59	1	1	00:03:56
13:00:00 to 13:59:59	1	0	
14:00:00 to 14:59:59	1	1	00:03:34
15:00:00 to 15:59:59	1	1	00:03:56
16:00:00 to 16:59:59	2	2	00:10:13
17:00:00 to 17:59:59	1	1	00:06:43
19:00:00 to 19:59:59	3	3	00:12:03
23:00:00 to 23:59:59	1	0	
<b>Totals:</b>	<b>29</b>	<b>24</b>	

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

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

# Town of Veazie Fire/Rescue Department

## Response Time Recap\*

2014088	Cancelled	Dispatched and no response
2014106	Cancelled	Dispatched & cancelled en route
2014104	Cancelled	Dispatched and no response
2014110	0 min(s), 26 sec(s)	EMS call, excluding vehicle accident with injury
2014087	2 min(s), 0 sec(s)	Lock-out
2014112	Not Priority	Assist police or other governmental agency
2014097	3 min(s), 0 sec(s)	Burn Permit
2014109	3 min(s), 34 sec(s)	EMS call, excluding vehicle accident with injury
2014098	3 min(s), 43 sec(s)	Burn Permit
2014100	3 min(s), 56 sec(s)	EMS call, excluding vehicle accident with injury
2014107	3 min(s), 56 sec(s)	Cooking fire, confined to container
2014102	5 min(s), 9 sec(s)	Cooking fire, confined to container
2014096	6 min(s), 8 sec(s)	Service Call, other
2014115	6 min(s), 21 sec(s)	EMS call, excluding vehicle accident with injury
2014099	6 min(s), 25 sec(s)	EMS call, excluding vehicle accident with injury
2014105	6 min(s), 33 sec(s)	EMS call, excluding vehicle accident with injury
2014089	6 min(s), 41 sec(s)	EMS call, excluding vehicle accident with injury
2014114	Fill-In, Standby	Mutual Aid, Cover assignment, standby at fire station
2014094	6 min(s), 43 sec(s)	EMS call, excluding vehicle accident with injury
2014093	6 min(s), 44 sec(s)	EMS call, excluding vehicle accident with injury
2014091	7 min(s), 3 sec(s)	Assist police or other governmental agency
2014103	8 min(s), 39 sec(s)	EMS call, excluding vehicle accident with injury
2014092	10 min(s), 9 sec(s)	EMS call, excluding vehicle accident with injury
2014101	11 min(s), 47 sec(s)	Hazardous condition, other
2014111	11 min(s), 54 sec(s)	EMS call, excluding vehicle accident with injury
2014108	12 min(s), 4 sec(s)	EMS call, excluding vehicle accident with injury
2014090	12 min(s), 6 sec(s)	EMS call, excluding vehicle accident with injury
2014095	17 min(s), 50 sec(s)	CO detector activation due to malfunction
2014113	19 min(s), 2 sec(s)	Smoke scare, odor of smoke

\* Please note that the response time **includes** the time the call is taken at dispatch not from when call is toned out.

## Department Training

EMS Skills Review – Cardiac, Respiratory, Anaphylaxis & Diabetic Emergencies	5/1/2014 1800
Fire Extinguisher Annual Review	5/15/2014 1800
Class B Propane Fires - lecture	5/29/2014 1800



**Community Health and Counseling Services**  
*Home Health, Hospice and Mental Health Services*

PO Box 425  
Bangor, Maine 04402-0425  
Tel. 207-947-0366  
TTY 207-990-4730  
[www.chcs-me.org](http://www.chcs-me.org)

June 18, 2014

Mr. Mark Leonard, Town Manager  
Town of Veazie  
1084 Main Street  
Veazie, ME 04401-7056

*Thank you for your  
generous support.*

Dear Mr. Leonard:

On behalf of Community Health and Counseling Services (CHCS) and its Board of Directors, I wish to thank you and the citizens of the Town of Veazie for your appropriation in support of our Mental Health and Health Services in the amount of \$450.

We deeply appreciate the faith you have in the work of CHCS. Your appropriation reflects the concern we all share for the quality of life in our communities.

Thank you again for your valuable financial support.

Sincerely,

Dale Hamilton  
Executive Director

DAH/smb



STATE OF MAINE  
OFFICE OF THE GOVERNOR  
1 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0001

Paul R. LePage  
GOVERNOR

June 23, 2014

Municipal Administrator  
Town of Veazie  
1084 Main St  
Veazie, Maine 04401-7091

Dear Municipal Administrator of Veazie:

By now, you have received a letter of guidance from the Maine Department of Health and Human Services regarding enforcement of the federal law that prohibits giving General Assistance to illegal aliens. In addition, you may have received contradictory information from Attorney General Janet Mills and the Maine Municipal Association about the guidance from DHHS.

It is not my job to advise you what to do in this circumstance, but I do want to take this opportunity to explain more about my Administration's decision.

Since 1996, when President Clinton and the Republican Congress together enacted sweeping welfare reforms, it has been illegal under federal law for states to provide General Assistance to illegal aliens. The same federal law acknowledges that states could make a legislative decision to offer General Assistance to illegal aliens, but only if they passed new laws after 1996. The Maine Legislature never passed such a law.

DHHS worked with the Office of the Attorney General for months on a proposed rule to exclude certain non-citizens from General Assistance. That proposed rule initially was approved by the Attorney General's office, but Attorney General Mills then said the rule was unconstitutional. We went back and tailored our proposed rule to meet the Attorney General's concerns, but she turned us down again.



PRINTED ON RECYCLED PAPER

We found it inexplicable that the state's top law enforcement official would encourage municipalities to violate federal law. After further investigating the issue, it became clear that a rulemaking process was not necessary to implement existing federal law. Confident with our legal standing and given the Attorney General's intransigence, DHHS decided to provide guidance based on the federal prohibition.

Some have claimed this marks a policy change that should go through the legislative process. Well, it did: our elected Congress enacted this law in 1996, and it remains on the books today. The Maine Legislature has had every opportunity in the past 18 years to pass a law mandating that municipalities provide General Assistance to illegal aliens. They have chosen not to. I fail to understand how DHHS's enforcement of an existing federal law somehow reflects a desire to ignore the will of the people.

During my administration, we have worked to eliminate Maine's status as a sanctuary state. I started by repealing Governor Baldacci's executive order that prevented state employees from asking about immigration status. We also aligned Maine's state welfare payments (TANF) with federal law by eliminating coverage for certain non-citizens.

Enforcing the federal prohibition is another common-sense measure to make sure local taxpayer dollars are helping Mainers, U.S. citizens or those living here with legal status. I expect the head of each municipality to communicate with DHHS to certify in writing compliance with federal law.

If DHHS finds that a municipality fails to comply with the law, it will cut off all General Assistance reimbursement to that community. I encourage you to send any questions on how to comply as soon as possible to DHHS officials so they may help you.

Sincerely,

A handwritten signature in black ink that reads "Paul R. LePage". The signature is written in a cursive, flowing style.

Paul R. LePage  
Governor

Dear Mark,

I'm writing to thank you properly for the many ways you've helped Outtery Semper Without Walls: scheduling speakers, milling bengers and hot dogs, getting the projector and screen setup, giving us 3 excellent representatives: Haven, Nana, and Jay, giving us funds, and sponsoring our group. This list could continue.

We are deeply grateful to you!

Best,

Ann-Dan & M



June 21, 2014

Dear Mark,

I just want to thank you  
and your daughter so very much  
for cooking at the Gateway  
B-B-Q. Everyone had a great  
time and great food Thanks to  
your help. Thank you for all the  
support you have given to Gateway  
Seniors.

Sincerely,

Karen Weelken  
Gateway Seniors without walls.



**American Red Cross**  
Maine

[www.MaineRedCross.org](http://www.MaineRedCross.org)

**Regional Headquarters**  
2401 Congress Street  
Portland, ME 04102  
Tel (207) 874-1192  
Fax (207) 874-1976

**United Valley**  
475 Pleasant Street  
Lewiston, ME 04240  
Tel (207) 795-4004  
Fax (207) 795-4037

**Mid Coast**  
16 Community Way  
Topsham, ME 04086  
Tel (207) 729-6779  
Fax (207) 729-2738

**Pine Tree**  
145 Exchange St., Suite 1  
Bangor, ME 04401  
Tel (207) 941-2903  
Fax (207) 941-2906

**Aroostook County**  
7 Hatch Drive, #250  
Caribou, ME 04736  
Tel (207) 493-4620  
Fax (207) 493-4869

July 1, 2014

Town of Veazie  
1084 Main Street  
Veazie, ME 04401

Dear Friends,

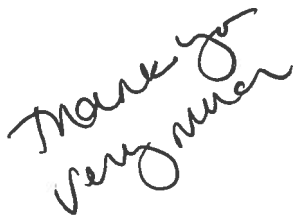
Down the street, across the country and around the world, the American Red Cross delivers help and hope to people in need. The town of Veazie's donation of \$450.00 to Pine Tree Chapter Disaster Relief enables us to provide the essential services that can help our communities before, during and after a disaster.

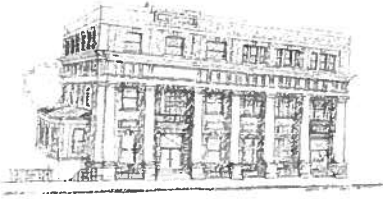
Last year the Pine Tree Chapter responded to 131 local disasters, helping 451 Mainers in the communities we serve with \$86,268.17 in assistance. This year we continue to work to ensure that needs are met before emergencies strike. Shelters are identified and disaster volunteers are trained. Once disasters hit, *Local Disaster Response Services* will provide food, clothing, shelter and emotional support to hundreds of people facing a personal disaster. *Service to the Armed Forces* will help keep hundreds of military families in touch with each other during family emergencies. *Health and Safety Education* in CPR, first aid, and water safety will train 10,000 Mainers this year in skills that help save lives.

The American Red Cross helps individuals and families prevent, prepare for and respond to disasters. Your generous donation helps ensure that we are at the ready, whenever and wherever we are needed. Thank you for helping us deliver our lifesaving mission.

Sincerely,

  
Todd M. Nadeau, MSB, CFRE  
Executive Director





# Hammond Street Senior Center

Established by the Couri Foundation in 1999

2 Hammond Street  
Bangor Maine 04401  
Tel. 207.262.5532  
Fax 207.262.2475

[www.hammondstreet.org](http://www.hammondstreet.org)

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*"Where the region's seniors come to learn, create, play, keep fit, make friends & stay young"*

---

July 1, 2014

Town of Veazie  
1084 Main Street  
Veazie, ME 04401

Dear Town of Veazie,

As I am sure you are aware, ownership of the Hammond Street Senior Center was recently signed over from its founders, John and Elaine Couri, to its members. *What a wonderful gift to our ever expanding community!* However, with this incredible gift comes great responsibility, especially financially. Because of this, I cannot thank you enough for your generosity and support as we head into this New Year.

We are fortunate to be at the heart of so many of our member's lives. Hundreds of seniors in the Bangor area are able to take advantage of the many activities, classes, performances and trips that are part of the offerings at the Center. Without support from kind individuals like yourself, we could not hope to offer all that we do each year.

HSSC is a place where both new and seasoned members are able to feel a sense of belonging. Being a part of a meaningful facility and extended family creates a friendly environment with the space and opportunity to stay healthy, learn and socialize.

It is truly an honor and my privilege to work with you as HSSC grows and flourishes as a vibrant addition to the region. Thank you again for your donation and all that you bring to not only the Center, but our community.

Sincerely,

Kathy Bernier  
Executive Director

*Thank you so much.*

*The Hammond Street Senior Center is an independent 501(C)(3) non-profit public charity.  
Your donation of \$450.00 (6/16/14; Check #22099) is fully tax-deductible as allowed by law.*

Leazie Fire Dept.

Thank you for taking  
such good care of my dear  
friend this week. She was  
impressed by your professionalism  
and kindness.

Sincerely,  
Suzanna Malis-Anderson