



Veazie Town Council

Regular Meeting

September 22, 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 September 8th, 2014 Council Meeting Minutes.
- ITEM 6:** Comments from the Public

New Business:

- ITEM 7:** Discussion on Council Meetings scheduled for Oct 13th, Nov 24th and Dec 22nd
- ITEM 8:** MDOT – School St discussion
- ITEM 9:** Community Center Redevelopment Committee Update

Old Business:

- ITEM 10:** Senior Program Discussion
- ITEM 11:** Manager's Report
- ITEM 12:** Comments from the Public
- ITEM 13:** Requests for information and Town Council Comments
- ITEM 14:** Review & Sign of AP Town Warrant #6 and Town Payroll #6 School Payroll Warrant #6 and AP School Warrant #6.
- ITEM 15:** Adjournment

Tammy J Perry
5Prouty Drive
9479624

Chris Bagley
16 Silver Ridge
cbagley@veazie.net

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 September 22, 2014

Council Meeting

ITEM 7: The next scheduled Council meeting is October 13 which is Columbus Day. The 2nd meeting in November is November 24, which is school vacation and also the week of Thanksgiving. The second meeting in December is December 22 which is school vacation and the week of Christmas. I wanted to bring these dates to the Council's attention in case it's the wishes of the Council to reschedule or cancel any of these meetings.

ITEM 8: Peter Coughlin who is the Director of the Community Service Division of Maine Department of Transportation sent a letter dated September 8, 2014 and I met with him on September 16, 2014 to discuss returning School Street's status to be a local road versus a State Aid road. Currently, with School Street being a State Aid road DOT takes care of the summer road maintenance and the Town is responsible for the winter road maintenance. Hence, the road was recently paved by the State. Once it is reclassified as a local road we will be responsible for all of the work on School Street. However the State will still set the speed limit. Included in the packet for review is the letter from Director Coughlin along with attachments that describe how the function of a road is determined. It would be Management's recommendation to give management approval to work with the State to change the road from a State Aid road to a local road.

ITEM 9: Don Mackay will present an update to the Council from the Community Center Redevelopment Committee. Included in the Council packet is a grant narrative that the Committee has been using to apply for grants.

ITEM 10: Norma Noble will be at the meeting to provide additional information on her recent request for the Town to provide funding to assist the senior citizens with a bus trip. Management has contacted Cyr Bus to inquire about a discount for the Town and the pricing was no different than the price provided to Mrs. Noble. Staff would recommend that we be allowed to continue to work with Mrs. Noble to facilitate assisting with funding for the bus trip.

Veazie Town Council Meeting
September 8th, 2014

Members Present: Chairman Tammy Perry, Councilor Chris Bagley, Councilor Robert Rice, Councilor Karen Walker, Councilor David King, Manager Mark Leonard, Secretary Julie Strout, Attorney Tom Russell, Planning Board Member Anthony Cappuccio and various members of the public.

Members Absent:

None

ITEM 1: Call to order

Chairperson Tammy Perry called the meeting to order at 6:32pm.

ITEM 2: Secretary to do the roll call:

All present

ITEM 3: Pledge of the allegiance:

ITEM 4: Consideration of the Agenda

Chairman Perry wanted to add Item #9b as notice of Public Hearing regarding dangerous building. Table Item #10 regarding Committee Policy until the next meeting.

ITEM 5: Approval of the August 25th, 2014 Council Meeting Minutes

Councilor Karen Walker made a motion, seconded by Councilor David King to accept the August 25th, 2014 Council Meeting Minutes as written. Voted 5-0-0. Motion carried.

ITEM 6: Comments from the public

None

New Business:

ITEM 7: Public Hearing – proposed amendments to Town Charter

Councilor Robert Rice made a motion, seconded by Councilor David King to open the public hearing at 6:35pm. Voted 5-0-0. Motion carried.

There was no discussion.

Councilor David King made a motion, seconded by Councilor Robert Rice to exit the public hearing at 6:37pm. Voted 5-0-0. Motion carried.

Councilor Robert Rice made a motion, seconded by David King to order, pursuant to Title 30-A M.R.S Section 2104(1), that the proposed amendments be placed on the ballot at the election to be held on November 4, 2014, and that the Town Clerk take all necessary and appropriate action to implement this order. Voted 5-0-0. Motion carried.

ITEM 8: Senior Program Discussion

Council would like Mrs. Norma Noble to work with Manager Leonard to come up with a proposal with possible dates and transportation costs by the September 22nd Council Meeting.

ITEM 9: Voting Credentials for MMA Annual Business Meeting

Councilor Robert Rice made a motion, seconded by Councilor David King to appoint Councilor Karen Walker as a voting representative for the Town of Veazie at the MMA Annual Business Meeting being held on October 1st, 2014. Voted 4-0-1 Councilor Karen Walker abstained.

ITEM 9B: Discussion of Public Hearing regarding dangerous building

Councilor Robert Rice made a motion, seconded by Councilor Chris Bagley to accept the notice of Public Hearing Pursuant to 17 M.R.S.A. 2851-2859 (dangerous building) on property owned by C.W. Crowe, to be held on Monday, October 13th, 2014 at the Veazie Town Hall. Voted 5-0-0. Motion carried.

Old Business:**ITEM 10: Committee Policy Review**

Tabled until next Council Meeting.

ITEM 11: Cemetery Discussion

Councilor Robert Rice made a motion, seconded by Councilor David King to have Manager Leonard contact Black Bear Lawn Care and Casey's Lawn Care and to authorize Manager Leonard to approve the reduced scope of work contract with one or the other of them at his discretion by the close of business tomorrow. Voted 5-0-0. Motion carried.

Councilor Robert Rice made a motion, seconded by Councilor David King to terminate the contract with Lagassee Lawncare & Seasonal Services immediately for services and take all action necessary to perform that termination under the provisions of the contract, authorize Manager Leonard to do so and no further payments will be made. Voted 5-0-0. Motion carried.

Councilor David King made a motion, seconded by Councilor Chris Bagley to authorize Manager Leonard to put out the RFP for the mowing contract for 2015/2016. There was an amended motion made by Councilor David King, seconded by Councilor Karen Walker to make it a one year contract with an option for additional years without rebidding. Voted 5-0-0. Motion carried.

Councilor Karen Walker made a motion, seconded by Councilor Chris Bagley to hire Thomas Stevens Cemetery Restorations to repair, reset and clean all three sections of monuments as outlined in the proposal, for a total of \$20,235.00 using the undesignated perpetual funds account, authorize Manager Leonard to sign the contract and this should all be done by Memorial Day 2015. Voted 5-0-0. Motion carried.

Manager Leonard reviewed a draft copy of the Town of Veazie Cemetery Rules and Regulations with the Council. They would like this to be reviewed by Sexton Dick Coffin and the Cemetery Committee Members as well as Attorney Tom Russell before they approve it

ITEM 12: Approval of updated Land Use Ordinance

Councilor David King made a motion, seconded by Councilor Chris Bagley to adopt the Land Use Ordinance as written, minus the typos. Councilor David King made an amended motion seconded by Councilor Chris Bagley to include the suggested wording about the

Veazie Historical Society that the Planning Board recommended. Voted 5-0-0. Motion carried.

ITEM 13: Approval of updated ShoreLand Zoning Ordinance

The Council agreed that the map should be corrected or confirmed before moving forward.

ITEM 14: Manager's Report

Manager Leonard reviewed his report with the Councilor's.

ITEM 15: Comments from the Public

Citizen Joan Perkins wanted to remind everyone about the Orono/Veazie Water District Meeting that will be held tomorrow night in the Veazie Council Chambers.

Candidate Teresa Montegue wanted to invite everyone to a community dinner at Colemans Hall on October 11th.

ITEM 16: Requests for information and Town Council Comments

Chairman Perry wanted to also let everyone know of the Water District Meeting tomorrow night at 7:00pm and to put Manager Leonard's review on a future Meeting Agenda.

ITEM 17: Review & sign of AP Town Warrant #5, Prior Year Warrant #5A and Town Payroll #5. School Payroll Warrant #5 and AP School Warrant #5.

The warrants were circulated and signed.

ITEM 18: Adjournment


Councilor David King motioned to adjourn

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

Motion carried.

Adjourned at 8:04pm

A True Copy Attest:


Julie Strout
Deputy Clerk



Paul R. LePage
GOVERNOR

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016



David Bernhardt
COMMISSIONER

September 8, 2014

Mark Leonard, Town Manager
1084 Main Street
Veazie, ME 04401

SCHOOL STREET

DOT Region Manager Steve Theborge called me back on 8/14/14 and said that both of you had been discussing this road and some recent work. He mentioned that it really ought to be a local road vs a State Aid road. I would tend to agree based on its functionality. Roads are classified by the way they function and we follow Federal Guidelines and a State Rule to determine how a road functions in an area.

School Street has been a Federal major collector highway designated as state aid #5 and is 0.38 miles long to Merrick Street at which point it becomes a townway. I strongly believe that the functionality of that road does not change at that intersection. This "state aid" classification has been in place for decades for an unknown reason but it may've related to the former facility along the river. It certainly appears that School Street is not really functioning at any level higher than other local roads like Chase Road or Main Street. Conversely, it really is not functioning like other major collectors in the area, like Stillwater Ave or Mt Hope Ave.

We would like to work with town officials on this issue and preferably have a meeting with you soon to discuss and explain this situation. We want to ensure that the right entity is responsible for this road. Our goal is fairness and consistency across the State so that similar roads are classified in a similar manner. "State Highways" are normally the arterial roads (ie US Rt 2), "State Aid" roads are collectors (Mt Hope, Stillwater Ave, etc), and local roads are your local streets that serve local land uses.

It is likely that the proper classification for this road is a Local Road. As a result of this determination, the state designation of this road would be changed from State Aid back to a Townway. This means that the town would now be responsible for both summer and winter maintenance on this road and have full legal authority over it (except speed limits). You would start getting LRAP funds for it too.

Please contact me soon with a couple possible meeting dates. **Could you meet on the morn of Sept. 16?**

Sincerely,

Peter Coughlan, Director
Community Services Division
peter.coughlan@maine.gov
207/624-3266

Cc: Steve Theborge, Region 4



PRINTED ON RECYCLED PAPER

Maine Department of Transportation

Functional Classifications vs Designations

The issue of road classifications and designations is confusing because there are **TWO** different mechanisms for labeling and identifying Maine's Public Roads. **Designations** serve to identify which entity is responsible for MAINTAINING roads. **Functional Classifications** serve to identify the **PURPOSE** of the road. BOTH - functional classifications and designations - apply to all public roads in Maine.

The two terms are also linked within State law -- the functional classification of a road relates directly to its designation.

The following glossary is intended to shed some light on this identification system.

FUNCTIONAL CLASSIFICATIONS:

Arterials: serve countywide, statewide or interstate travel, linking cities and large towns to an integrated highway network. They provide long distance connections at relatively high speeds, although speeds are low through urban areas. Volumes of traffic typically range from 10,000 to 30,000 vehicles per day. Arterials are subdivided into principal and minor arterial roads.

Collectors: Link smaller towns, villages and major facilities to the arterial network. Collectors serve as conduits between residential neighborhoods and arterials. Volumes typically range from 2,000 to 8,000 vehicles per day. Collectors are divided between rural and urban collector roads. As a further division, rural collectors are divided between major and minor collector roads.

Local Roads: Provide direct access to abutting properties, residential neighborhoods, local businesses, agricultural properties and timberlands. Volumes typically range from 100 to 500 vehicles per day. Roads not classified as arterials or collectors are considered local roads.

DESIGNATIONS:

State Highways: A system of connected main highways throughout the state that primarily serve intra- and interstate traffic as arterials for through traffic. With the exception of compact areas, the **Maine Department of Transportation maintains state highways.**

State Aid Highways: A system of highways which are not included in the system of state highways, and which primarily serve as collectors and feeder routes connecting local service roads to arterial State Highway System. **Generally, state aid roads are maintained by MDOT in the summer and by towns in the winter.**

Town Ways: All other highways not included in the State Highway or State Aid classifications that are maintained by municipalities or counties and primarily serve as local service roads providing access to adjacent land.

Road Classification: What it means to Towns

- *What is a 'State Aid Road'?*
- *What is the difference between an arterial and a collector?*
- *Can a road classification be changed?*

The concepts of 'Highway Functional Classification' and 'State Highway Designation' can be confusing and are easily misinterpreted. The expressions 'local road' and 'townway' may sound interchangeable and are often used to describe the same road; however, they mean very different things. What is important to realize about these two terms is that the first describes the federal road classification and the second describes the corresponding state designation. The difference between the two categorizations is simple: Federal Functional Class (FFC) describes the functionality and geographical characteristics of a road based upon federal guidelines; and, State Highway Designation identifies which entity (State or local) is responsible for maintenance and capital expenditure of that road.

The proper classification of all roads is important to towns because it ensures that Federal, State, and local highway funds are spent on the proper roads. In addition, State "block grant" funds (now called Urban/Rural Initiative Program (URIP)) are calculated using these classifications. State Highway Designations also establish highway and bridge maintenance responsibilities and determine authority on traffic ordinances and other related issues.

What are the Federal Functional Classifications and State Highway Designations?

Functional classification is the process by which public streets and highways are grouped into classes according to the character of service they are intended to provide. Generally, highways fall into one of three broad categories:

Arterials serve countywide, statewide or interstate travel, linking cities and large towns to an integrated highway network. As a general rule of thumb, speeds on the arterial system are relatively high, although speeds may be lower through urban areas. Volumes of traffic typically range from thousands to tens of thousands of vehicles per day. Arterials are further divided between principal and minor arterial roads.

Collectors link smaller towns, villages, neighborhoods, and major facilities to the arterial network. Traffic is collected from local residential roads and delivered to the nearest arterial. Daily traffic volumes generally range in the thousands. Collectors are divided between rural and urban collector roads. As a further division, rural collectors are divided between major and minor collector roads.

Local roads provide direct access to residential neighborhoods, local businesses, agricultural properties and timberlands. Volumes typically range from less than one-hundred to possibly thousands of vehicles per day. Roads not classified as arterials or collectors are considered local roads.

While federal classification describes functionality, State Highway Designations determine maintenance responsibility. The State Highway System is grouped into three designations:

State Highways form a system of connected routes throughout the state that primarily serve intra- and interstate traffic. With the exception of compact areas, the MaineDOT has responsibility for the year-round maintenance of state highways. The State Highway Designation generally corresponds with the

Criteria for the Designation of State Highways and State Aid Highways

To be designated a State Highway, a road must meet ALL of the following criteria:

- (1) Serve functionally as an ARTERIAL highway, and
- (2) Carry relatively HIGH existing traffic volumes, and
- (3) Connect or serve a facility of UNIQUE importance to the State.,
- (4) Also, State Highway Spurs are to be designated ONLY in unique circumstances.

To be designated a State-Aid Highway, a road must serve functionally as a collector. To be a collector, the best total fit of all the criteria must apply and generally meet three of the five following criteria:

(1) Land Use:

How is the adjacent land presently being used? Collector (and arterial) roads are primarily used for business or recreational purposes that generate significant amounts of traffic. A local road generally serves residential areas, local businesses or timber or agricultural lands.

(2) Relative Annual Average Daily Traffic (AADT):

How does the volume of traffic using this particular road relate to other nearby roads? Traffic volumes vary widely in the State due to both heavily and sparsely populated areas. Thus, the AADT is used on a percentage basis. The average of the area's three (3) highest traffic volumes are multiplied by established percentages to determine the relative AADT of area's collector and local highways. The available traffic volume on the road-in-question will then be compared to these relative AADT's to determine its functional classification.

(3) Trip Length:

Are a majority of travelers using this road for short trips originating or terminating at locations in the local area or as a road to pass through the region? Travel distances on collector roads are shorter than those on arterials and generally reflect the movement of traffic between local residential or commercial areas and locally important traffic generators like schools and hospitals. Travel distances on local roads are short and accommodate the movement of traffic from adjacent land areas to collector and arterial roads.

(4) Network Configuration & Continuity:

How does this particular road fit within the present road network? Does the present classification of roads in the surrounding geographical area allow for the efficient movement of traffic through the area? Generally, a collector road connects local roads to arterial roads with no stub or dead ends. A traffic route number is often (but not always) associated with a collector road. A local road carries traffic from the adjacent land to the arterial and collector system and can connect with roads of any classification. No route numbers are usually found on local roads. From an aerial and mapping perspective, there should be a distinction between local and collector roads in the network of area roads.

(5) Route Spacing:

Based on population density, are the routes spaced correctly to provide reasonable access to population centers without producing parallel roads with the same classification? Routes on the collector system are spaced at intervals to provide service to important traffic generators, such as schools, hospitals, etc. From an aerial perspective, the spacing of roads with similar classifications should be properly distributed in the area. If similar parallel routes exist, then one road should predominate and the other road will revert to the lower classification.

If the above criteria are not applicable, then three additional criteria will be used to make a distinction between collector and local highways. In all cases, if a road meets all the following three criteria, it will be designated a collector:

1. The road has a State Route Number assigned to it,
2. The road is within a city, town, or plantation, and
3. The road provides direct access to a significant acreage of Maine Public Reserve Land.

In addition, overall Federal Highway Administration percentage guidelines for federal functional classes of Maine roads must be satisfied and this could affect any future reclassification efforts.

Community Center Grant Narrative

Draft

9/19/2014

Up until the 1970's the Veazie Town Hall, located on the corner of Olive and Flagg Streets, was at the heart of the center of Town and was a critical anchor for community activities ranging from afterhours youth activities to committee meetings and senior activities. In the mid-1970's the Town Office was forced to move due to space constraints. The unanticipated consequence of this move was a shift away from the historic "center" of town. Since then, the small community has lacked a focus for community activities, and instead become more dispersed and relying more on out of town venues for activities such as youth clubs, group meetings, senior activities, and after school programs.

Many residents have expressed a desire for a greater sense of community and more identifiable town center. These efforts culminated in a series of community meetings in the summer of 2009 in which the Town focused on reuse of the former Town Office Building. The result was support for revitalizing the building so that can be used as a multifunctional Community Center that all Town residents can use. The potential uses that have been identified are: a supervised teen center/tutor facility, a site for a local farmer's market, a hall for various uses- wedding receptions, book club meetings, drop in play groups, a location for a clothing/book swap space, and a space for classes (yoga, dance, karate, etc.).

The plan has been to improve the efficiency of the facility so that it would be affordable to operate and then to begin using the facility as a formal Community Center. Since 2009, the Town has invested almost \$30,000 dollars, including funds from a tax increment financing (TIF) district, and secured over \$40,000 in grant funding for projects ranging from window/door replacement, roof repair, lighting improvements, building insulation and replacing the boiler. With these improvements completed the plan was to begin using the facility "as is" to immediately bring a Community Center to Town while the fundraising efforts continued for a more significant renovation.

Unfortunately, these plans have recently been put on hold after a code review from the State Fire Marshall's office identified several deficiencies in the buildings' life safety codes which make using the building for any of the planned activities impossible. The Committee has worked closely with WBRC, an architectural firm in Bangor with extensive experience with renovation projects of this nature, to better understand the basic level of improvements which would be needed to make the Community Center usable. The renovations needed to make the first floor accessible to the public are in the range of \$50,000.

Based on input from WBRC and others the Committee decided to focus on the following projects needed to bring the building up to code for general use.

Project 1 - Install First Floor Sprinkler System: The state fire code requires the Community Center to be sprinkled due to its size and number of floors. This project will focus on installing a sprinkler system on the first floor of the building at this time as well as the necessary site work needed to connect the system to Town water infrastructure located nearby. The estimated budget for this project is approximately \$20,785.

Project 2 – Renovations to the First Floor Bathrooms: The existing bathrooms on the first floor are not handicapped accessible and need to be improved. For this project the Town will hire a contractor to relocate non-compliant partitions and doors, and add grab bars and other accessories for ADA compatibility. The estimated budget for this project is approximately \$4,730.

Project 3 – ADA Entrance Improvements: The main entrance to the building is not fully accessible. For this project the Town will install new doors and hardware at the outside entrance and relocate the secondary doors within the vestibule to be code complaint. In addition, the outside entrance slab will be regarded and reconstructed to allow safer ingress and egress for overall ADA accessibility. The estimated budget for this project is approximately \$20,750.

We working to raise \$50,000 in grants and matching funds to fund these critical projects to make the first floor accessible.

While bringing the first floor up to code is a good first step, ideally we would prefer to bring the entire building up to code. Our understanding is that to have new uses on the second floor, it will need to have a sprinkler.

A second project is installing a second floor sprinkler system: While installing sprinklers on the first floor will allow the town to create new use opportunities for that space; complete sprinkler coverage for the entire building is preferred. If funds allow, the sprinkler installation will be expanded to cover the second floor as well. The estimated budget for this project is approximately \$18,879.

Thus, based on our understanding of the current code, the cost to bring both floors up to minimum standards is roughly \$70,000.

Manager's Report For September 22, 2014 Council Meeting

Since the last council meeting here are some things I've been working on and/or have been occurring around Town:

I contacted Thomas Stevens of Cemetery Restoration and notified him that the Council had awarded him the bid for work in the cemetery. He will not be able to do the work until the spring of 2015. A contract will be drafted and sent to him for approval.

Lagasse Lawn Care was notified by phone of the termination of their contract. A certified letter was sent as well with a request for \$5,449.97 to be sent to the Town of Veazie by no later than 430PM on October 10, 2014. The letter is attached for review.

As requested I contacted both Casey Lawn Care and Black Bear Lawn Care to make arrangements with one of them to finish out the ground maintenance contract. Casey Lawn Care stated they would be unable to take on the work as the owner was returning to school and would not be able to staff the job. Black Bear Lawn Care agreed to perform the work. A new contract was completed and Black Bear has begun the work.

The RFP for ground maintenance for 2015 has been completed and circulated. A bidders meeting is scheduled for October 16, 2014 at 12:30PM and the bid opening is scheduled for October 27, 2014 at 2:00PM.

As requested I have reported the picture problem to Google on 4 separate occasions from the search of Town of Veazie. As of this writing no change has occurred. I will continue to monitor the page and continue to report the problem.

I have spoken to Code Enforcement Officer Larson and expressed the concerns with the map included in the Shore Land Zoning ordinance. He was going to review the map with the company that produced it and attempt to resolve the concern.

I attended the Orono- Veazie Water Trustee meeting which was held in the Veazie Council Chambers.

I have received and reviewed the RALA report that I participated in. The report is attached for your review.

I met with the Paving Contractor and finalized the contract for paving. The paving occurred on 09-18 and 09-19. We will review the current cost associated with this paving and look to see if additional paving can be done with the remaining funds. Inspection was completed by SW Cole.

The Town of Veazie was the host for the September Bangor Area Storm Water Group meeting. The meeting was well attended.

Manager's Report For September 22, 2014 Council Meeting

I've met with Glen Kennedy in reference to the Community Center and we talked about better ways to communicate when events are occurring that may impact his business. He has expressed an interest in continuing to lease the space. A review shows that the lease for his space is set to expire in March 17, 2015.

I have spoken to Don MacKay in reference to the Community Center Redevelopment Committee after they met to discuss future grant opportunities. Don will be at the September 22 Council meeting to provide the Council with an update

I have met with personnel from the unemployment office to correct a reporting issue that occurred when our prior payroll company did not report correctly to them. We had a discussion on a program that they offer to perform reporting online. We have since signed up for this program and will be using it for future reports. At this same meeting we discussed recovering funds from overpayments that we had been awarded from appeals hearings. From this discussion it was learned that since a large amount of time had passed and we had not received payment more likely than not, the person(s) had received waivers and we will not be reimbursed.

The Town's FY1 Annual report reference storm water has been completed and submitted for approval. This is part of the requirements for the Town's storm water permit

I met with Peter Coughlin from the State of Maine reference returning School Street to the Town of Veazie. It currently is a State Aid road but under Federal Guidelines and State Rule it no longer meets the criteria and should be a local road. His letter and the guidelines will be discussed during the 09-22-2014 Council meeting.

A meeting with the Cemetery Committee has been scheduled for September 23 at 6PM. At this meeting we will be discussing the rules and regulations that I provided you at a previous meeting. I have heard from one Councilor on changes and ideas they have in reference to the rules and regulations along with the cemetery itself. These ideas will be discussed as well at the meeting

I assisted members of the Conservation Committee with planting apple trees in the Buck Hill Town Forest. This is part of the requirements for the tree city grant that we received.

I've met with Norma Noble reference her request for funding to assist with a senior citizen bus trip. She will be at the September 22 Council meeting to discuss her proposal.

I held an Officer's meeting with the Fire Department Officers and also met with the call fire fighters after the Officer's meeting. Numerous items were discussed at both meetings. The department currently has three applicants that they will be putting through the hiring process.

Manager's Report For September 22, 2014 Council Meeting

I have begun the process of receiving pricing for heating fuel for the coming heating season.

Attachments:

Termination of Contract to Lagasse Lawn Care
Rural Active Living Assessment (RULA) Summary
MRC Board of Directors Election- Candidate Form
Letter from Orono Land Trust
Email from Don MacKay ref Conservation Commission items
Letter from Penobscot County Commissioners

Town of Veazie

September 9, 2014

Lagasse Lawn Care and Seasonal Services
576 Main Road North
Hampden, Maine 04444
Attn: Michael Lagasse; Owner

Ref: Termination of Contract

Dear Mr. Lagasse,

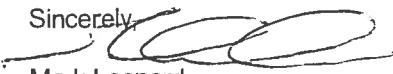
First, I'm writing this as a follow up to the phone conversation we had today in reference to the Town Council's decision, at the September 9, 2014 Council Meeting, to terminate the contract between the Town of Veazie and Lagasse Lawn Care and Season Service for ground maintenance services. This termination is effective immediately and any and all work being performed under this contract should be discontinued.

Secondly, having terminated your contract prior to the expiration date is a breach of contract as outlined in the contract, signed on January 16, 2014 by an authorized representative of your company. This breach holds Lagasse Lawn Care and Seasonal Services liable for cost that exceeds the rate agreed upon when the contract was signed. As of this writing, ground maintenance services have been re-contracted and the difference in rate is **\$2,000.00**. The ground maintenance contract for 2015 will be re-bid, and possibly awarded on October 27, 2014, at which time, a review of the contract price will be compared to the **\$15,000.00** contract price you provided the Town of Veazie. Lagasse Lawn Care and Seasonal Services will be liable for any additional cost if the new contract price is found to be higher. An additional letter will be sent notifying you of any additional monies that will be owed to the Town of Veazie.

Additionally, 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) zero turn lawn mowers that the Town of Veazie had for sale. The estimate for the work was \$3,449.97 and the sale 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 ground maintenance contract. To date the Town has discounted the \$1,050.03 from payments made on the contract, but minimal to no work has been completed on the cul-de-sacs. Please, let this serve as notice, this agreed upon work to the cul-de sacs needs to be discontinued immediately as well, and the Town of Veazie is seeking the remaining **\$3,449.97** that is owed from Lagasse Lawn Care taking possession of the mowers and failing to complete the work as agreed upon.

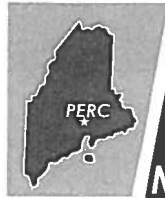
In closing, the Town of Veazie is currently seeking to recover **\$5,449.97** in losses from Lagasse Lawn Care and Seasonal Services by **no later than 4:30 PM on October 10, 2014**. Failure to comply with this request will result in additional action being taken by the Town of Veazie. I look forward to resolving this matter in a timely fashion. Please don't hesitate to contact me with any questions, comments or concerns reference this matter. I can be reached by calling 207-947-2781, via email at mleonard@veazie.net or by mail at 1084 Main Street Veazie, Maine 04401.

Sincerely,



Mark Leonard
Town Manager


■ 395 State Street
■ Ellsworth, ME 04605
■ www.mrcmaine.org



MRC
Municipal Review Committee, Inc.

866-254-3507
207-664-1700 ■ Voice
207-667-2099 ■ Fax
glounder@mrcmaine.org ■ E-mail

Memorandum

To: MRC Member Communities
From: Greg Lounder, MRC Clerk 
Date: September 5, 2014
Subject: **MRC Board of Directors Election – Candidate Nomination Form**

Please find enclosed a nomination form for candidates to serve on the MRC Board of Directors. Candidates receiving the three highest numbers of votes in the upcoming election will fill three seats whose terms expire on December 31, 2014. The three-year terms of office will run from January 1, 2015 through December 31, 2017. The MRC Bylaws limit the slate of candidates to the first nine nominations received. Nominees are placed on a slate of candidates for election by a vote of the MRC membership and Directors are elected to serve the membership at large. Current MRC Directors whose terms expire are eligible to be nominated.

Please complete and return the enclosed form if your municipality wishes to nominate an individual for consideration of placement on the slate of candidates. The Board of Directors is a highly active decision and policy-making body for the organization. **We highly encourage you to discuss, with potential nominees, the level of Board of Directors activity described below.**

The Board of Directors meets, at a minimum, six times annually. Regular board meetings are at least four hours long. In light of the substantial volume of work associated with the Post 2018 Planning process, there will be a number of additional duties and time commitments including special meetings, sub-committee assignments and general oversight of the organization's business.

Regular and Special board meetings are held in the greater Bangor area, with Regular meetings typically held on the 4th Wednesday in January, April, July and October from 10:00 AM to 2:00 PM. The Annual Meeting is usually held the second week of December. If potential candidates have questions concerning the Board of Directors' duties, please contact a current member of the MRC Board of Directors (contact list enclosed) or Greg Lounder (866-254-3507 or 664-1700).

The deadline for submitting a nomination form is October 10, 2014. An annual election ballot with the final slate of candidates will be prepared and mailed to all MRC Members on or before October 24, 2014. The results of the election will be announced at the MRC Annual Meeting to be held in the second or third week of December of 2014.

Enclosures: Nomination Form
2014 Board of Directors List

2014 Election – BOARD OF DIRECTORS
NOMINATION FORM

Submitted by MRC Member: _____
(Town/city/county/regional association)

Nominee Name: _____

Circle and list all that apply to Nominee for questions 1. through 3. below:

1. YES / NO - Legal Resident of MRC Member: _____
2. YES / NO - Elected or Appointed Official of MRC Member: _____
3. YES / NO – Employee of MRC Member: _____

Mailing Address: _____

Telephone: _____ FAX: _____ Email: _____

The below provided biographical information is to be provided by the nominee. The information, as provided, will accompany the voting ballot provided for the MRC membership's consideration.

Biography:

REMINDER: The final slate is limited to the first nine (9) nominations received

Please return this form by mail on or before October 10, 2014 to:
Municipal Review Committee, Inc.
395 State Street
Ellsworth, Maine 04605

Delivery via FAX is permitted at: (207) 667-2099 Attn: Greg Lounder or via email
attachment to: glounder@mrcmaine.org

Municipal Review

2014

Board of Directors

January 2012 to December 2014

Philip O. McCarthy

Town of Clinton
780 Hinckley Road
Clinton, Maine 04927

Voice: 426-2003

[no fax]

pcmccarthy987@roadrunner.com

Joshua Reny

Town Manager
Town of Fairfield
19 Lawrence Ave
PO Box 149
Fairfield, Maine 04937-0149

Voice: 453-7911

FAX: 453-4280

jreny@fairfieldme.com

Sophia Wilson

Town Manager
Town of Orono
59 Main Street
Orono, Maine 04473

Voice: 889-6905

FAX: 866-5053

sophiew@oronome.org

January 2013 to December 2015

Catherine Conlow

City Manager
City of Bangor
73 Harlow Street
Bangor, Maine 04401

Voice: 992-4200

FAX: 945-4449

cathy.conlow@bangormaine.gov

Karen Fussell

Finance Director
City of Brewer
80 North Main Street
Brewer, Maine 04412

Voice: 989-8440

FAX: 989-8435

kfussell@BrewerMaine.gov

Tony Smith

Director of Public Works
Town of Mount Desert
PO Box 248
Northeast Harbor, Maine
04662-0248

Voice: 276-5742

FAX: 276-5742

director@mtdesert.org

January 2014 to December 2016

Elery Keene

Executive Director,
KVCOG (retired)
3 Pat Street
Winslow, Maine 04901

Voice: 872-5231

[no fax]

wekeene@me.acadia.net

Jim Guerra

Manager
Mid Coast Solid Waste Corp
90 Union Street
P.O. Box 1016
Rockport, Maine 04856

Voice: 236-2467

FAX:

mcswc@roadrunner.com

Chip Reeves

Director of Public Works
50 Public Works Way
Bar Harbor, Maine 04609

Voice: 288-1026

FAX: 288-0961

chip@barharbormaine.gov



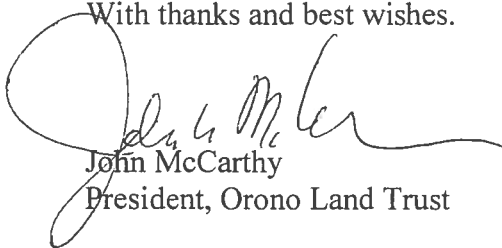
September 10, 2014

Dear Friend,

The Orono Land Trust is seeking accreditation from the national Land Trust Alliance. As part of this process, we are letting our neighbors and community partners know that the Land Trust Accreditation Commission welcomes any comments you might have about Orono Land Trust's work.

With this in mind, we are sending you our accreditation announcement.

With thanks and best wishes.



John McCarthy
President, Orono Land Trust

John McCarthy, President; Bucky Owen, V.P; Pat Thompson; Treasurer, Erik da Silva; Secretary
P O Box 4, Orono, ME 04473-0004
oronolandtrust@gmail.com

Accreditation Announcement

In 1989 the national Land Trust Alliance (LTA) issued a set of Standards and Practices to guide land trusts forming all across the United States, and in 2004 LTA revised this document and began designing a way to recognize land trusts that operate according to those Standards and Practices. The Land Trust Accreditation Commission was founded in 2006, as an independent program of the Land Trust Alliance, and in 2007 it began accepting applications for accreditation.

In 2011 the Orono Land Trust officially resolved to commit itself to operating in compliance with the LTA Standards and Practices. We have been working on this continuous quality improvement project ever since. In 2010 the Maine Land Trust Network awarded us an Excellence Grant to help us meet the expenses of this demanding project.

The land trust accreditation program recognizes land conservation organizations that meet national quality standards for protecting important natural places and working lands forever. Orono Land Trust is pleased to announce it is applying for accreditation. A public comment period is now open.

The Land Trust Accreditation Commission, an independent program of the Land Trust Alliance, conducts an extensive review of each applicant's policies and programs. The Commission invites public input and accepts signed, written comments on pending applications. Comments must relate to how Orono Land Trust complies with national quality standards. These standards address the ethical and technical operation of a land trust. For full list of standards see <http://www.landtrustaccreditation.org/tips-and-tools/indicatorpractices>.

To learn more about the accreditation program and to submit a comment, visit www.landtrustaccreditation.org, or email your comment to info@landtrustaccreditation.org. Comments may also be faxed or mailed to the Land Trust Accreditation Commission, Attn: Public Comments: (fax) 518-587-3183; (mail) 36 Phila Street, Suite 3, Saratoga Springs, NY 12866. Comments on Orono Land Trust's application will be most useful if received by November 22, 2014.

Town of Veazie, Maine

Rural Active Living Assessment (RALA) Summary

Summary

The town of Veazie does not have a specific town center, largely due to the fact that it has a total area of less than 5 square miles. The town's size also means that recreational amenities in Veazie are within a less than 5 mile radius, making them easily accessible for residents. Such amenities include public parks, a playground and athletic fields and courts located at Veazie Community School, an ice skating rink in the winter months, and walking and biking trails. Additionally, there are many recreational amenities located in neighboring Bangor and Orono. As a result, Veazie residents have the opportunity to access a variety of recreational amenities outside their own town. These amenities are accounted for in a separate scoring section below.

The paved roads throughout town are in mixed conditions, but most are fair to excellent and there are ongoing and planned projects to repair sections of road where needed. State St. (or Rt. 2) sees the highest traffic volume and speed, and has intermittent sidewalks, but otherwise many roads in town are easily walkable or bikeable, or will be in the near future when construction projects are completed.

Veazie Community School is centrally located and within walking distance of approximately 25% of students. Additionally, the school also has interscholastic sports programs for students, and the town's Parks & Recreation Department runs physical activity-oriented programs for children and adults both in the summer and throughout the school year.

Recreational Amenities

Playground
Athletic Fields & Courts
Ice Skating Rink (winter months)
Walking/Biking Trails
Public Park
Access to the Penobscot River

RALA Scoring[†]

Town Wide Assessment

1. School Location: 11/15
 2. Trails: 20/20
 3. Parks & Playgrounds: 15/25
 4. Water Activities: 1/10
 5. Recreation Facilities: 11/30
- Total: 54/100**

Town Wide Assessment, including recreational amenities within a 15-mile radius

1. School Location: 11/15
 2. Trails: 20/ 20
 3. Parks & Playgrounds: 21/ 25
 4. Water Activities: 6/ 10
 5. Recreation Facilities: 24/ 30
- Total: 82/ 100**

Program & Policy Assessment

1. Town Policies 3/ 10
 2. Town Programs: 26/ 30
 3. School Policies: 15/30
 4. School Programs: 30/ 30
- Total: 84/ 100**

†Scoring details:

Town Wide Assessment (Veazie only):

1. School Location: 4 points lost for lack of high school that students can walk to
2. Trails: No points lost
3. Parks and Playgrounds: 8 points lost for lack of public, non-school playground, 2 points lost for lack of additional park or playground
4. Water Activities: 4 points lost for lack of public use swimming pool, 4 points lost for lack of swimming beach, 1 point lost for lack of other water activity amenity
5. Recreation Facilities: 10 points lost for lack of private recreational center, such as a YMCA, that offers physical activity programming, 7 points lost for lack of skate park, 2 points lost for lack of other recreation facilities (inc. private fitness facility, etc.)

Program & Policy Assessment:

1. Town Policies: 7 points lost for lack of policy requiring bikeways/walkways in new public infrastructure projects
2. Town Programs: 4 points lost for lack of organized transportation options to help kids get to physical activity opportunities
3. School Policies: 15 points lost for lack of late bus option
4. School Programs: No points lost

STATE OF MAINE
COUNTY OF PENOBSCOT
COURT OF COUNTY COMMISSIONERS



PETER K. BALDACCI
THOMAS J. DAVIS
STEPHEN S. STANLEY

BANGOR, MAINE
(207) 942-8535

William Collins, County Administrator

COURTHOUSE
97 Hammond Street – Bangor, Maine 04401-4998

November 16, 2014

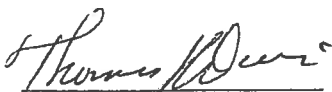
Dear Municipal Officials,

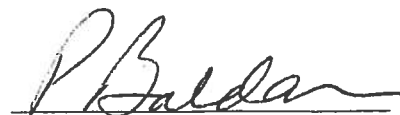
The Municipal Review Committee has recently invited member communities to submit nominations for service on the MRC Board of Directors. Candidates elected will serve a three-year term from January 1, 2015 through December 31, 2017. The MRC is currently experiencing challenging times with the volume of work associated with the Post 2018 planning process and they will need dedicated individuals to assist with the many aspects of the organization's business.

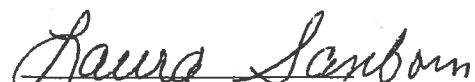
Penobscot County's Unorganized Territory Administration Director, Barbara Veilleux has expressed her interest in serving on the MRC Board. Barbara has worked on solid waste issues in the UTs for 18 years and in an effort to learn as much as possible about the Post 2018 planning options, she has recently become very involved in MRC activities. Her objective is to keep solid waste disposal rates affordable for all MRC communities while simultaneously setting the highest possible standards under Maine's solid waste hierarchy. Although Barbara realizes there may be more challenging days ahead for the MRC, she is excited to be part of an organization that she believes could become the leader of solid waste management in the State of Maine.

The Penobscot County Commissioners are offering their full support of Barbara's nomination. We hope you will join us by offering your support during the annual election in October.

Respectfully,


Thomas J. Davis, Jr.


Peter K. Baldacci


Laura Sanborn



Message

Wed, Sep 17, 2014 1:39 PM

From: "Don MacKay" <don@forestresearchllc.com>
To: <james_killarney@umit.maine.edu>
 "'Suzanne Malis-Anderson'" <malismermaid@aol.com> <chathaway@veaziecs.org>
Cc: **Mark Leonard** "'Andy Brown'" <andyb@maine.edu>
 "'Dave Wardrop'" <Wardrop@roadrunner.com>
 "'David Wardrop'" <David@GoldenForestry.com>

Subject: Conservation Commission items

Attachments: Attach0.html / Uploaded File

6K

Hi everyone. A quick update. I spoke with Dave today, and we have two projects on the front burner.

First, we are planning to plant some apple trees as part of the Tree City USA/Arbor Day program. Dave recommended some apple trees for Buck Hill, following up on the idea of planting some fruit trees and highbush blueberry bushes up there. Good idea! We can do the blueberry bushes in the spring, when they are available. If Dave can acquire the apple trees, we may try to do that tree planting tomorrow. Look for an e-mail update on this! If the trees can't be acquired in the next two days, we will have to wait a week or so.

Second, we lost more treads on the McPhetres bridges. It's time to replace some of those stream crossings. Dave has acquired some cedar logs, which will be sawn down the middle, to place some on some of the key stream crossings. We will need to drag down the cedar logs to the various stream crossings, and move the old ones away. We will need some volunteers for that. We will try to coordinate the moving of the cedar logs with an Orono Land Trust trail day, but we still may need some help. An update will be coming on this, too.

Look for follow on e-mails regarding these two items.

Finally, Andy's suggestion of having a "volunteer of the month" to look after the kiosks is a good one. We can set that up at our next meeting, which is scheduled for October 21st at 7:00 pm.

Enjoy the great weather!

Regards,

Don

Don MacKay
1011 Olive Street
Veazie, ME 04401

Mobile: 207.299.3280
e-mail: mainemackays@gmail.com



Message

Fri, Sep 19, 2014 12:25 PM

From:  Jane Robbins-Teel <janerobbinsteel102@gmail.com>

To:  Mark Leonard

Subject: Note of Thanks

Attachments:  Attach0.html / Uploaded File

2K

We want to express our thanks for the Merrick Street paving. We realize the Town's budget constraints but greatly appreciate the street improvement.

Would you also share this with members of the Town Council?

Thank you.

Brad and Jane Teel
5 Merrick Street

