



**Veazie Town Council**

**Regular Meeting**

**February 9, 2015**

**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 January 26th, 2015 Council Meeting Minutes.
- ITEM 6:** Comments from the Public

**New Business:**

- ITEM 7:** Update from Assessor Ben Birch
- ITEM 8:** FY 15/16 Budget discussion with Budget Committee
- ITEM 9:** Community Center Lease
- ITEM 10:** Discussion of March meeting dates
- ITEM 11:** Appointment of Economic Development Committee Member

**Old Business:**

- ITEM 12:** Review Draft Manager Evaluation
- ITEM 13:** Manager's Report
- ITEM 14:** Comments from the Public
- ITEM 15:** Requests for information and Town Council Comments
- ITEM 16:** Review & Sign of AP Town Warrant #15 and Town Payroll #16 School Payroll Warrant #16 and AP School Warrant #16.
- ITEM 17:** 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 February 9, 2015

### Council Meeting

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**ITEM 7:** Assessor Ben Birch will be with the Council tonight to provide them with an update as we begin preparing for the FY 15/16 Budget. Assessor Birch has drafted a memo dated February 3, 2015 that is included in your packet for review.

**ITEM 8:** The members of the Budget Committee will be present at the Council meeting to receive direction from the Council as we begin drafting the FY 15/16 budget. Included in the packet for review, and to assist with the discussion, are three items marked item 8. One document provides a snap shot comparing FY 13/14 – FY 14/15 from July to December of 2013/2014. Another document shows the roads that were paved last year and additional roads that had been discussed but weren't completed, and the third document is from Phil Ruck discussing high priority maintenance that needs to be done to the Town's Stormwater infrastructure.

**ITEM 9:** The Community Center lease with Eastern Maine School of Self Defense is set to expire on March 17, 2015. Owner of Eastern Maine School of Self Defense, Glen Kennedy, wishes to extend the lease with the Town of Veazie. No proposal for extending the lease has been presented to him by Staff. Staff would look for guidance on how the Council wants to proceed with this lease agreement. Once suggestions are received a new lease will be drafted for discussion at a future Council meeting prior to March 17, 2015.

**ITEM 10:** At the request of Councilor Rice the 1st meeting date for March will be discussed. He has relayed that he will be out of Town on March 9<sup>th</sup> and unavailable. Councilor Rice is in hopes that this date can be changed as it is set for the Manager's review and he would like to participate in the process.

**ITEM 11:** An application has been received from Sarah Zmistowski for the economic development committee. Mrs. Zmistowski's application is included in the council packet for review and she will be present at the meeting to introduce herself and answer any questions you may have about her application. It would be staff's recommendation that she be appointed to the economic development committee.

**ITEM 12:** A draft manager's review has been compiled by Chairman Perry for review and discussion by the members of the Council. This is included in the council packet for review.

Veazie Town Council Meeting  
January 26th, 2015

**Members Present:** Chairman Tammy Perry, Councilor Robert Rice, Councilor Chris Bagley, Councilor Karen Walker, Councilor David King, Manager Mark Leonard, Secretary Julie Strout, Supt. Rick Lyons, Town Auditor Craig Costello and various members of the public.

**Members Absent:**  
None

**ITEM 1: Call to order**

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

**ITEM 2: Secretary to do the roll call:**

All present.

**ITEM 3: Pledge of Allegiance**

**ITEM 4: Consideration of the Agenda**

Councilor Walker wanted to add 8a to discuss closing the Town Office on 1/27 and opening at noon on 1/28, Chairman Perry wanted to add 8c for a brief budget discussion and 9a to discuss the Town Manager job evaluation, and 8d for a Cemetery Committee appointment.

**ITEM 5: Approval of the January 12th, 2015 Council Meeting Minutes**

Councilor Robert Rice made a motion, seconded by Councilor Chris Bagley to accept the January 12th, 2015 Council Meeting Minutes as written. Voted 4-0-0. Motion carried. Councilor King abstained.

**ITEM 6: Comments from the public**

Rep. Peter Lyford updated the Council on the state budget and suggested that the Eagle Scouts could possibly help out with our cemetery records this spring. Manager Leonard will contact their director.

**New Business:**

**ITEM 7: FY 13/14 Town Audit Presentation**

Auditor Craig Costello reviewed sections of the Town Audit with the Councilor's.

**ITEM 8A: Discuss Town Office closing**

Councilor Karen Walker made a motion, seconded by Councilor David King to close the Town Office on Tuesday, January 27<sup>th</sup> and reopen at noon on Wednesday, January 28<sup>th</sup> due to an upcoming blizzard. Voted 5-0-0. Motion carried.

**ITEM 8B: Presentation from Superintendent Rick Lyons**

Supt. Rick Lyons reviewed the audited carryover report he handed out to the Councilor's and answered questions.

**ITEM 8C: FY 15/16 Budget Discussion**

Council discussed the FY 15/16 budget, the need to work on paving more roads and fixing catch basins around town. They want to look at each municipal budget and the school budget. Council would like Assessor Ben Birch at the next meeting.

**ITEM 8D: Appointment of Cemetery Committee Member**

Councilor David King made a motion, seconded by Councilor Karen Walker to appoint Sandra Patterson to the Cemetery Committee. Voted 5-0-0. Motion carried.

**Old Business:**

**ITEM 9A: Potential Managers Job Evaluation**

Council agreed on the evaluation form and requested that they receive them back by Feb. 20<sup>th</sup> to review at the Feb. 23<sup>rd</sup> meeting in Executive session. Councilor Rice will not be available for the March 9<sup>th</sup> meeting. Council will discuss the March meeting dates at the Feb. 9<sup>th</sup> meeting.

**ITEM 9: Manager's Report**

Manager Leonard reviewed his report with the Councilor's.

**ITEM 10: Comments from the Public**

None

**ITEM 11: Requests for information and Town Council Comments**

No comments made by Councilors.

**ITEM 12: Review & sign of AP Town Warrant #13 and Town Payroll #15 School Payroll Warrant #14 and AP School Warrant #15.**

The warrants were circulated and signed.

**ITEM 13: Adjournment**

Councilor Dave King motioned to adjourn

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

Motion carried.

Adjourned at 7:28pm

A True Copy Attest:

Julie Strout  
Deputy Clerk

ITEM # 7

MEMORANDUM FOR RECORD

FROM: Benjamin F. Birch Jr., Veazie Tax Assessor

TO: Mark Leonard, Veazie Town Manager

CC: Veazie Town Council

**RE: Governor's Proposed FY 2016 – 2017 General Fund Budget**

DATE: February 3, 2015

I have reviewed the January 12, 2015 Review of Governor Le Page's Proposed State Budget from Geoff Herman, Maine Municipal Association and the Legislative Bulletins number 1,2 and 3 the latest dated January 30, 2015 .

There are four issues that may affect assessing:

- Part F. Homestead Exemption Changes.
- Part E. Taxing Tax Exempt Property.
- Part D. Transfer of Tax Jurisdiction for Telecommunications Property.
- Part G. BETR to BETE Conversion.

**Part F, Homestead Exemption Changes.** The current homestead property tax exemption is valued at \$10,000, with the state reimbursing the municipalities for 50% of the lost tax revenue. Beginning with the upcoming tax year (April 1, 2015), the Governor is proposing to eliminate the exemption for all homesteads owned by persons under the age of 65. The proposal would double the value of the homestead exemption for homesteaders 65 year old or older, to \$20,000. The rate

of municipal reimbursement for the exemption would remain at the 50% level.

Last year Veazie had 501 total homestead exemptions. I estimated that 85% of these homestead exemptions were granted to persons under the age of 65. Revenue loss calculation would be: 501 times .85 = 425 homestead exemption times \$10,000 (Homestead Exemption amount) = \$4,258,500 in Homestead valuation times .01775 (tax rate) = \$75,588.00 in tax dollars times 50% reimbursement = \$37,794.00.

*As result, homeowners under the age of 65, in Veazie, would lose an average of \$177.50 in annual property tax relief.*

Revenue calculation for folks 65 years and older would be: 501 time .15 = 75 homestead exemptions times \$20,000 (Homestead Exemptions amount) = \$1,500,000 in Homestead valuation times .01775 (tax rate) = \$26,625.00 in tax dollars times 50% reimbursement = \$13,312.00. The net loss in revenue Homestead Exemption reimbursement is estimated at \$24,482.00.

*As result, homeowners age 65 and older would receive \$355.00 in property tax relief.*

**Part E, Taxing Exempt Property.** The change to tax law would take effect on April 1, 2016 and would not apply to churches or tax exempt property owned by any government. As proposed, if the aggregate value of tax exempt property under the same ownership within the municipality exceeds \$500,000, the property would be entitled to a 50% exemption (rather than 100%) with respect to the aggregate value exceeding \$500,000. Although there are several categories of exempt properties potentially affected, the proposal would primarily impact

just the larger “charitable” corporations and the “literary and scientific” institutions.

These two property types are identified as exempt codes 48, “benevolent and charitable” and exempt code 49, “literary and scientific institutions”. The information is recorded in the 2014 Municipal Valuation Report for Veazie items 40h and 40i.

The “benevolent and charitable” category has one account totaling \$113,300 in exempt value. The Community Housing of Maine, Inc. has a valuation under \$500,000. Last years exemption valuation was \$113,300 and the 50% reimbursement should have been \$1,005.53. This category will not be affected by the proposed change.

The “literary and scientific institution” category will not be affected by this proposed change; Veazie doesn’t have any real property account in this category.

#### **Part D, Transfer of Tax Jurisdiction for Telecommunications Property.**

Also taking effect for municipal purposes in the tax year beginning April 1, 2016, this proposal repeals the state’s excise tax on two-way or interactive telecommunications personal property. Much of this type of property is bolted onto the cell towers located along the major highways and throughout the state. (The municipalities have always had tax jurisdiction over one-way telecommunications, property, which was first generation cable t.v. infrastructure.)

Repealing the state’s jurisdiction opens up this type of property to municipal taxation. Under current law, the state’s excise tax rate that is applied to the value of this property is the applicable property tax rate for the municipality where the property is located. Accordingly, there is

apparently \$600 million (approximately) worth of this type of property in various municipalities across the state, all of which are apparently known to Maine Revenue Services as the state agency that “discover” the property and applies the appropriate municipal mill rate. Under the Governor’s proposal, when this property is discovered by the municipal assessors, it will yield a little over \$8 million in tax revenue each year to the group of municipalities in the aggregate. Annually, owners of the property (i.e., telephone companies, broadband service providers, etc.) file a return with Maine Revenue Services (MRS) describing the telecommunications property, its value and the municipality where the property is located. Once the reports are filed, the state assesses a tax based on the mill rate of the community where the property is located.

It’s clear that the state’s revenue loss of shifting \$8.25 million of annual revenue loss is a gain for municipalities. *What is unclear is which municipalities will benefit and how much.*

MRS does not compile the telecommunications property tax data on a municipality-by-municipality basis. MRS is in the process of reassembling the data so that municipal impacts can be evaluated. According to MRS, over 50 telecommunications property owners annually file a return. At this time, I am unable to provide any impact for Veazie.

**Part G, BETR to BETE Conversion.** As he did two years ago, the Governor is proposing to convert all the property currently enrolled in the Business Equipment Tax Rebate program (BETR), which is fully liable to taxation, into the Business Equipment Tax Exemption Program (BETE), thus making it exempt.



The impacts of this proposal are complicated. General speaking, it results in municipalities losing 50% of the tax revenue associated with BETR-enrolled property when it is converted to exempt status. Because this type of property is often part of tax increment financing agreements at the local level (TIFs), the financial impacts can be especially negative for municipalities with “municipally-supported” TIFs and similarly negative for the owners of the property in the circumstances of “credit enhancement” TIFs.

Since 2008, the only type of property that can be enrolled in BETR is retail personal property. This proposal would close off new enrollment of any property whatsoever in BETR. Since retail property is not eligible for the BETE program, this proposal represents a policy shift away from providing property tax benefits to retailers.

The conversion of BETR property to exempt status would be accomplished over a 4 year period.

- On April 1, 2016, 25% of the value of BETR-enrolled property would become exempt from taxation.
- On April 1, 2017, 50% of that value would become tax exempt
- On April 1, 2018, 75% of that value would become tax exempt
- On April 1, 2019, 100% of all BETR property would be exempt from taxation.

Currently, Veazie has 3 business personal property accounts, having eligible property under this program. The total BETR valuation last year was \$107,300.00 generating \$1,904.58 in tax dollars. The 50% reimbursement would be \$952.29.

In summary, the estimated revenue loss as best I can estimate at this time is \$24,482.00. It would require approximately \$1,379,267.60 in new valuation in Veazie to make up the revenue loss using the existing tax rate of 0.01775 per thousand dollars of valuation.

ITEM # 8

## 2 Quarter Snap Shot Comparison between FY 13/14 and FY 14/15

JULY 2014 TO DECEMBER 31, 2014					JULY 2013 TO DECEMBER 31, 2013				
<u>Department</u>	<u>CURRENT BUDGET</u>	<u>EXPENDED</u>	<u>UNEXPENDED BALANCE</u>	<u>% REMAINING</u>	<u>Department</u>	<u>CURRENT BUDGET</u>	<u>EXPENDED</u>	<u>UNEXPENDED BALANCE</u>	<u>% REMAINING</u>
<b>General Governmentment</b>	\$278,976.00	\$120,163.57	\$158,812.43	56.93%	<b>General Governmentment</b>	\$303,418.00	\$151,775.07	\$152,350.36	50.21%
Police	\$329,971.00	\$165,800.36	\$164,170.64	49.75%	Police	\$331,189.00	\$166,033.22	\$170,278.52	51.41%
Fire	\$198,490.00	\$86,325.43	\$112,164.57	56.51%	Fire	\$171,767.00	\$91,744.95	\$82,124.00	47.81%
Public Works	\$0.00	\$0.00	\$0.00		Public Works	\$72,600.00	\$22,420.68	\$51,106.06	70.39%
Recreation	\$14,553.00	\$1,456.88	\$13,096.12	89.99%	Recreation	\$67,897.00	\$29,820.11	\$38,076.89	56.08%
Community Investment	\$14,553.00	\$1,456.88	\$13,096.12	89.99%	Community Investment	\$67,897.00	\$29,820.11	\$38,076.89	56.08%
Capital Funds	\$165,000.00	\$171,140.00	-\$6,140.00	-3.72%	Capital Funds	\$10,000.00	\$3,943.23	\$6,106.75	61.07%
Reserve Accounts	\$64,000.00	\$64,000.00	\$0.00	0.00%	Reserved Accounts	\$53,800.00	\$13,957.60	\$39,918.50	74.20%
Fixed/Variable Cost	\$419,249.00	\$156,555.30	\$262,693.70	62.66%	Fixed/Variable Cost	\$344,249.00	\$131,174.98	\$214,492.90	62.31%
Mandatory	\$1,340,883.23	\$1,110,531.40	\$230,351.83	17.18%	Mandatory	\$1,495,503.00	\$1,122,791.70	\$372,711.30	24.92%
Education	\$2,714,264.00	\$1,357,131.82	\$1,357,132.18	50.00%	Education	\$2,778,083.00	\$1,389,041.28	\$1,389,041.72	50.00%
<b>Total</b>	\$5,549,186.23	\$3,244,515.39	\$2,304,670.84	41.53%	<b>Total</b>	\$5,655,206.00	\$3,059,099.46	\$2,372,318.01	41.95%



# Memo



**To:** Veazie Town Council  
**From:** Mark Leonard  
**CC:** Barney Silver; Lou Silver Construction  
**Date:** 05-15-2014  
**Re:** Capital Highway Maintenance Projects for FY14/15

In preparation for the Town meeting I have put together a few suggestions for the use of the proposed FY14/15 Capital Highway Maintenance Funds. Suggestions are as follows:

Suggestion 1:

End of Mt Hope Avenue	\$5,000.00
Chase Rd (1000LF)	\$55,000.00
Merrick/Summer St	\$35,000.00
Ridgeview Lane	\$18,000.00
Highview Terrace	\$45,000.00
Total:	\$158,000.00 (\$8,000.00 would be used from capital highway maintenance reserve)

Suggestion 2:

End of Mt Hope Avenue	\$5,000.00
Chase Rd. (Mt View/Longmeadow)	\$85,000.00 ————— Completed 2014
Merrick/Summer St	\$35,000.00
Riverview Park	\$31,575.00
Total:	\$156,575.00 (\$6,575.00 would be used from capital highway maintenance reserve)

Suggestion 3:

End of Mt Hope Avenue	\$5,000.00
Chase Rd (1000LF)	\$55,000.00
Thompson Road	\$105,000.00
Total:	\$165,000.00 (\$15,000.00 would be used from capital highway maintenance reserve)

Suggestion 4:

End of Mt Hope Avenue	\$5,000.00
Thompson Road	\$105,000.00
Riverview Park	\$31,575.00
Total:	\$141,575.00 (if this suggestion is chosen I would also look for an estimate to do Old County Rd to Riverview Park) Funding from this would come from the remaining proposed funds \$8,425.00 and highway maintenance reserves \$38,261.99





ITEM # 8

SEE

January 30, 2015

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

Dear Mr. Leonard,

Upon your request we have created a summary of all catch basins, outfalls, and ditches which, according to our inspections, require high priority maintenance.

There are a total of 44 catch basins which require repair. These repairs include:

- loose bricks
- rim failure and settling
- cracked pavement/grout
- erosion

There are a total of eight outfalls which require erosion/scour repair, and a total of three ditches which require their culverts to be cleaned out.

We can provide further detail to you, or to Barney Silver of Public Works, upon request. Please feel free to contact us if you have any questions or require further assistance.

Sincerely,

Philip Ruck, P.E., President

Philip L. Ruck P.E., *President*

TELEPHONE: (207) 949-0074

EMAIL: [pruck@stillwaterenv.com](mailto:pruck@stillwaterenv.com)

WEBSITE: [www.stillwaterenv.com](http://www.stillwaterenv.com)





**TOWN OF VEAZIE**  
1084 Main Street  
Veazie, Maine 04401  
**Community Center Lease Agreement**

ITEM # 9

LEASE AGREEMENT made this **17th** day of **March, 2013** by and between the **Town of Veazie**, a Maine municipal corporation situated in Penobscot County, Maine ("Town") and **Eastern Maine School of Self Defense** with a place of business in Veazie, Maine ("School").

In consideration of the mutual conditions and covenants contained herein, the parties agree as follows:

1. The Town leases the Community Center and the School does hereby rent and take as lessee, subject to the terms and conditions contained herein, 2<sup>nd</sup> floor of the 44' x 77' wood frame building (hereafter referred to as the "leased premises" or "premises") located on the real property commonly known as the Community Center, which property is situated on 1005 Olive St. in the Town of Veazie, Maine; together with the right to use in common with others such other portions of the Community Center as are reasonably required by the School.

That the School shall have the right to use in common with others the parking lot of the premises. The School use of the leased premises shall not interfere with public access and use of the remainder of the Community Center property, including but not limited to public use of meeting rooms downstairs.

No modifications may be made by the School without express written approval of the Town. In addition to the approved modifications, the School shall provide maintenance and upkeep of the property as outlined below. Town will reasonably share in the cost of emergency improvements.

The Town will pay the following from **March 17, 2013 till March 17, 2015**:

- (1) Water
- (2) Sewer
- (3) Electrical
- (4) Heating Fuel
- (5) Alarm Service

The School will provide the following from **March 17, 2013 till September 17, 2013**:

- (1) Phone Service
- (2) All cleaning supplies and janitorial needs
- (3) Cleaning services for the premise

The above commitment will not be guaranteed from year to year of the lease.

**TOWN OF VEAZIE**  
1084 Main Street  
Veazie, Maine 04401  
**Community Center Lease Agreement**

1. The School may use the leased premise for storage and display of any and all necessary equipment; as well as an office.
2. The term of this Lease Agreement shall be for a period of two years commencing **March 17, 2013** and expiring **March 17, 2015**. This lease shall automatically renew for successive six-month terms with the rent being negotiated two-months prior to the end of the lease arrangement, unless either party notifies the other in writing sixty (60) days before commencement of the new lease term of its desire to terminate the lease.
3. The School shall pay **\$425.00 per month from March 17, 2013 till September 17, 2013 and pay \$500.00 per month from September 18, 2013 till March 17, 2015** which was negotiated between the Town and the School. In addition the School shall keep and maintain the leased premises in good clean order and condition, and shall not cause or permit any portion of the leased premises of the Community Center property to become unsightly or offensive due to litter, garbage or otherwise.
4. The Town shall be responsible for snow plowing on the leased premises. The School **shall maintain all egress and walkways which shall include shoveling of snow and ice removal of all doorways and exits.**
5. At the expiration or other termination of this Lease Agreement, the School shall deliver up and surrender to the Town the leased premises, including all fixtures and equipment, in good clean order (premises) and good working condition (fixtures), reasonable wear and tear expected. At such time, the School shall promptly deliver to the Town all keys to the leased premises. At such time, title to all equipment and other personal property provided by the School and not removed from the leased premises and title to all alterations or improvements which cannot be removed without damaging the leased premises shall be in the Town.
6. The School shall not make any alteration of or improvement to the leased premises or any portion thereof without first obtaining the written approval of the Town Manager and the Code Enforcement Officer. All signs must be approved in advance by the Town Manager and Code Enforcement Officer.
7. All applications and connections for utility services, on the leased premises shall remain in the name of the Town.

**TOWN OF VEAZIE**  
1084 Main Street  
Veazie, Maine 04401  
**Community Center Lease Agreement**

8. The School shall comply with all Federal, State and local laws and ordinances during the original or additional term of this Lease Agreement. The School agrees to obtain and maintain all necessary licenses and/or permits at its own cost. No taxes shall be assessed to the School for real or personal property owned by the Town.
9. The School agrees to obtain and maintain in full force and effect at all times during the original or additional term of this Lease Agreement insurance coverage with a company licensed to do business in the State of Maine, with the Town, its officers, agents, and employees as additional named insured, as follows: Comprehensive General Liability Insurance covering personal injury, death, and damage to property, in the following amounts:

Bodily Injury and Property Damage	\$1,000,000
Personal Injury and Advertising Injury	\$1,000,000
Per Project Aggregate	\$1,000,000
Products and Completed Operations Aggregate	\$2,000,000
General Aggregate	\$2,000,000
Medical Payments	\$5,000

Such insurance shall bear an endorsement by which the Town must be given thirty (30) days' prior written notice before cancellation. The School shall provide the Town Manager with a written certificate evidencing such insurance coverage prior to this lease taking effect. Such policy or policies shall inure to the benefit of the School and the Town, as their interests may appear, so that each must be a party to any settlements thereon.

10. The School shall defend, indemnify and hold harmless the Town, its officers, agents and employees from and against any and all claims, liability, damages, expenses, causes of action, suits or judgments, by or on behalf of any person, firm or corporation arising from the School possession, use or occupancy of the leased premises and use of any other portion of the Community Center property being used permanently or temporarily by the School.
11. If all or any part off the leased premises is so damaged or destroyed by fire or other casualty without fault of the School as to be unfit for use by the School as provided in Paragraph 2, then the rent, or a fair and just proportion thereof, according to the nature and extent of the damages sustained, shall be suspended or abated until the premises are rebuilt and put in proper condition for use and occupation by the Town; or this Lease Agreement shall, at the election of either the School or the Town, upon written notice to the other within thirty (30) days after such damage or destruction, be terminated.

**TOWN OF VEAZIE**  
1084 Main Street  
Veazie, Maine 04401  
**Community Center Lease Agreement**

12. If the School shall fail to pay rent when due or shall fail or neglect to perform any obligation imposed on it by this Lease Agreement, then the Town, in addition to any other rights or remedies it may have, shall have the right to re-enter the premises, to remove all property there from and to store such property at the School's expense. The School shall be given written notice of any such failure or neglect, and the Town's right to re-enter hereunder shall not arise if, within ten (10) days after delivery of the notice, the School has made the required payment or has performed the required obligation. The Town will not be deemed guilty of trespass or liable for loss or damage occasioned by exercise of its right of re-entry herein. No such re-entry shall be construed as a termination of this Lease Agreement unless a written notice of such intention is given to the School by the Town. All rights of the Town which shall have accrued prior to such termination, including all rights relating to the condition of the leased premises, shall survive such termination. The School shall also be liable for any reasonable attorney fees incurred by the Town in enforcing any of its rights hereunder.
13. The School shall not assign, sublet, mortgage or otherwise encumber the leased premises, nor permit the premises to be used or occupied by others, without the prior written consent of the Town.
14. The waiver by the Town of any breach of any term, covenant or condition herein shall not be deemed to be a waiver of such term, covenant or condition on any subsequent breach of the same, or any other term, covenant or condition herein. The subsequent acceptance of rent by the Town shall not be deemed to be a waiver of any preceding breach by the School of any term, covenant or condition of this Lease Agreement, other than the failure of the School to pay the particular rent so accepted.
15. The School understands and agrees that the Premises may have renovation and/or construction occurring during portions of this lease and although the Town will make ever effort to work with the School during this time the School agrees to allow unrestricted access to the location, after notification from the Town, so that the renovation an/or construction can take place. These renovations and/or construction may cause portions of the Premise to be unavailable and/or unusable for limited periods of time. Notification will be made to the School as soon as the Town is aware that renovation and/or construction will be occurring. Any and all notifications will occur as outlined in section 16 of this lease agreement

**TOWN OF VEAZIE**  
1084 Main Street  
Veazie, Maine 04401  
**Community Center Lease Agreement**

16. Any notice, demand, or request which may be or is required to be or is required to be given pursuant to this Lease Agreement shall be delivered in person or sent by United States certified mail, postage prepaid (except that rent payments need not be sent by certified mail), and shall be addressed:

(a) to the Town of Veazie:

Mark Leonard  
Interim Town Manager  
Town of Veazie  
1084 Main St.  
Veazie, Maine 04401-7091

(b) to The Eastern Maine School of Self Defense:

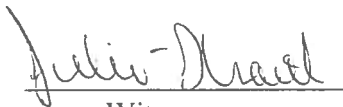
Glen Kennedy, Owner  
Eastern Maine School  
School of Self Defense

240 Stetson Rd.  
Levant, ME 04456

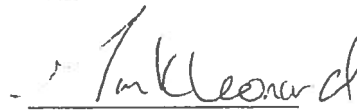
or at such other address as either party may from time to time designate by written notice.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the date first above written.

Town of Veazie

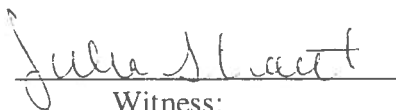


Witness:

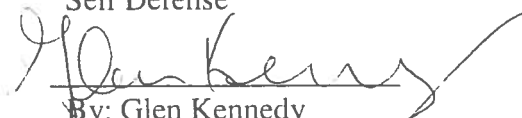


By: Mark Leonard  
Interim Town Manager

Eastern Maine School of  
Self Defense



Witness:



By: Glen Kennedy  
It's Owner





VeazieME\_Involvement

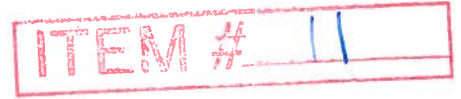
Wed, Feb 04, 2015 1:35 PM

From: "Sarah S. Zmistowski" <szmistowski@eatonpeabody.com>



To: VeazieME\_Involvement

Cc:



Subject: Citizen Involvement Application

Attachments: Attach0.html / Uploaded File

2K

Request From: Sarah S. Zmistowski  
Email: szmistowski@eatonpeabody.com  
Source IP: 216.220.240.117

Address: 1030 Main Street, Veazie, ME 04401  
Phone: 922-2092, 852-9028  
Years Resided in Veazie: 1.5

Civic Involvement

Old Town/Orono YMCA : past board member and president

Old Town Rotary Club : past member and president

Resurrection Parish : past board member and president

Bangor Symphony Orchestra : past development member

Specialty or Field

Real estate law and commercial finance

Committee or Boards Interested In

Economic Development Committee

#### Additional Information

I am an attorney practicing at Eaton Peabody in the real estate department. I enjoy being involved in my community where I live.





**Town of Veazie**  
**Evaluation of Town Manager, Police Chief, and Acting Fire Chief**

ITEM # 12

This form should be completed by each member of the Council to evaluate the performance in each of the areas noted below. Performance levels should be noted, based on the following scale:

- 1 = Poor (rarely meets expectations)
- 2 = Below average (usually does not meet expectations)
- 3 = Satisfactory (meets performance expectations)
- 4 = Above average (generally exceeds performance expectations)
- 5 = Excellent (almost always exceeds expectations & performs at a high standard)

Each member of the council should complete the form and bring it to the Executive Session scheduled for March 9, 2015 at 6:00 p.m.

Evaluation Period: March 2014 to March 2015

**1. PERSONAL**

- \_\_\_\_\_ Exercises good judgment.
- \_\_\_\_\_ Is enthusiastic, cooperative and adaptable.
- \_\_\_\_\_ Has composure, appearance, and attitude that are fitting for these positions.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2. PROFESSIONAL SKILLS**

- \_\_\_\_\_ Knowledgeable of current state and issues affecting the Town.
- \_\_\_\_\_ Has effective proactive and reactive problem-solving skills.
- \_\_\_\_\_ Has good time management and communication skills.
- \_\_\_\_\_ Maintains sound, positive public relations between the Town and its citizens and between the Town and the governmental agencies of surrounding towns.
- \_\_\_\_\_ Is able to accept criticism and exercises good conflict resolution skills.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 3. RELATIONS WITH COUNCIL

- \_\_\_\_\_ Carries out the directives of the Council as a whole, rather than those of any one member of the Council.
- \_\_\_\_\_ Prepares and provides supporting documents and information to the Council pertinent to agenda items ahead of each meeting.
- \_\_\_\_\_ Responds to requests for information or assistance by the Council.
- \_\_\_\_\_ Keeps the Council informed on current issues and affairs of the Town in a timely manner.
- \_\_\_\_\_ Supports the actions of the Council after a decision has been reached, both within and outside of the Town.
- \_\_\_\_\_ Serves as a liaison between the Council and public and private agencies and business as well as the citizens of Veazie.

Comments:

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### 4. POLICY EXECUTION

- \_\_\_\_\_ Understands and enforces the local government's laws, policies, and ordinances.
- \_\_\_\_\_ Implements Council policy decisions.
- \_\_\_\_\_ Provides staff with clear and efficient operating procedures necessary to carry out these policies.

Comments:

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### 5. STAFF AND CITIZEN RELATIONS

(Council may use comments received from citizens as well as direct or indirect experience with town employees, police officers, and firefighters.)

- \_\_\_\_\_ Is responsive to complaints from citizens.
- \_\_\_\_\_ Is dedicated to the community and its citizens.
- \_\_\_\_\_ Ensures office staff is well trained and acts professionally with citizens and others.
- \_\_\_\_\_ Ensures police officers are well trained and act professionally with citizens and others.
- \_\_\_\_\_ Ensures firefighters are well trained and act professionally with citizens and others.

Comments:

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## 6. SUPERVISION

- \_\_\_\_\_ Recruits and retains competent personnel for staff positions.
- \_\_\_\_\_ Directs and motivates staff.
- \_\_\_\_\_ Completes evaluations of staff members, and provides salary increases when appropriate.
- \_\_\_\_\_ Applies personnel policies fairly among staff members.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 7. FISCAL MANAGEMENT

- \_\_\_\_\_ Assists the Budget Committee with schedules and provides the documents and presentations needed for them to develop the proposed budget.
- \_\_\_\_\_ Prepares the proposed budget for presentation to the Council.
- \_\_\_\_\_ Monitors the adopted budget and financial affairs of the Town.
- \_\_\_\_\_ Administers the yearly operating budget and capital improvement budgets, and provides the Council with regular reports on the financial status of the Town.
- \_\_\_\_\_ Makes recommendations to the Council on cost-saving measures.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 8. EMPLOYEE EVALUATIONS

(Council will use evaluation forms completed by employees in all departments.)

- \_\_\_\_\_ Maintains good public relations between the Town and its citizens.
- \_\_\_\_\_ Has knowledge of state and federal programs and statutes that affect the Town.
- \_\_\_\_\_ Communicates effectively, both orally and in writing.
- \_\_\_\_\_ Is organized and uses his time efficiently.
- \_\_\_\_\_ Understands my job and what I do well enough to help me with problems.
- \_\_\_\_\_ Is available when needed.
- \_\_\_\_\_ Has a positive attitude and encourages an enjoyable and productive work environment.
- \_\_\_\_\_ Handles employee conflict in an appropriate manner.
- \_\_\_\_\_ Has good overall conflict resolution skills.
- \_\_\_\_\_ Gives me feedback on how I am doing my job.

- \_\_\_\_\_ Acts professionally when dealing with members of the public.
- \_\_\_\_\_ Clearly communicates assignments, instructions, or expectations.
- \_\_\_\_\_ Delegates duties when appropriate.
- \_\_\_\_\_ Maintains appropriate confidentiality.

Comments:

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# **Manager's Report For February 9, 2015 Council Meeting**

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

I have been requested to review records to see if the water district is supposed to be paying the Town to shovel out the hydrants. Councilor King believes that the town is supposed to be receiving \$1,500.00 per year for this service. I have reviewed records and cannot locate any such document. I have contact Chief St. Louise of Orono Fire and he was going to review his records as it was his understanding that they too were supposed to be receiving monies for the service.

As winter sets in I have seen an increase in the general assistance applications. This occurred similarly last year.

Because of the large amount of snow that has been received over the past few weeks the Town Office has been closed at the direction of the Council and we have closed another early at my discretion.

I have been contacted by Glenn Kennedy who rents space at the Community Center. His lease is set to expire in March and he wants to know how the Council is going to proceed. This has been added to the agenda for discussion at the February 9<sup>th</sup> Council meeting

A letter along with the approved evaluation for my upcoming evaluation has been given to all employees.

I have completed paper work for the speed trailer loan program through the State of Maine. We will now be put into a lottery with any other community in Region 4-5 that signs up. If we are chosen then we will be able to use the speed sign for (2) weeks during the summer.

The church had requested information on cleaning the fire hydrant in front of the Church. This was completed and sent to them at their request.

At the request of the Council I provided a list of the roads that were paved last year, along with the other roads that we had discussed. This document will be discussed at the Council meeting.

At the request of the Council I have prepared a comparison document between year to date last year and this year. This document will be discussed at the council meeting.

John Larson and I met with Michael White on GIS Mapping. Ben Birch and I met with Aaron Weston on GIS mapping as well. Both people that we met with will be providing proposals for review at a later date.

Office staff and I participated in a webinar on the Cemetery Management Software, Pontem, which was recently purchased. After the training we have begun entering the data. Software Training.

# **Manager's Report For February 9, 2015 Council Meeting**

I have reviewed and discussed a letter prepared by Assessor Birch on the impact of the Governors proposed budget. This document will be presented by Assessor Birch at the Council meeting.

Members of the Police Department started the Crime Scene investigation class with the 7<sup>th</sup> class. We have done this class now for several years. It gives the students great exposure to the law enforcement profession and allows the officers to interact with the students in a positive light. This class has always been greatly received by all involved.

The Fire Department did its monthly blood pressure check at Graham Senior Housing. They have approximately 10 participate in the event each month.

Sgt Nichols and I participated in the Maine Chiefs of Police winter meeting. The event is 2 days long and we attended 1 day of it.

#### **Attachment:**

Article from the Maine Campus on the Orono Veazie Water District

Letter and Evaluation sent to staff on Manager's Evaluation

School Committee Agenda

School Committee Minutes from January 5, 2015 meeting

Thank you letter from Orono Fire

Letter from Maine DEP on review of Town of Veazie's MS4 Permit

Letter from Rep Peter Lyford on Governor Lepage's Tax reform and relief plan

Email from the Office of Governor Lepage

# The Maine Campus

Monday, Jan. 26, 11:38 a.m.

## **Orono-Veazie Water District builds new facility for emergency sharing of water, continues search for superintendent**

A pump that was previously constructed for sharing water between Orono and neighboring Old Town in case of emergencies is being placed in a more permanent location, one that will better facilitate the sharing of water between the two towns if needed.

Previously, the water-sharing device was positioned atop a trailer in a small building, similar to a garden shed. In the winter months, this set-up would make the pump susceptible to freezing. With the construction of this new building, the two towns will be able to share water in emergencies regardless of weather conditions.

"The two former superintendents of the town water districts, Dennis Cross [in Orono] and Frank Kearney [in Old Town] recognized the advantage of a crossover between the towns that would work in any weather conditions," said Ron Hidu, interim Superintendent of the Orono Veazie Water District (OVWD).

According to Hidu, the purpose of the previous set-up was so the towns could put the pump in place temporarily if they ever needed to provide water from Old Town to Orono. However, with no way to regulate temperature, the system was problematic in winter, due to the freeze-up of structures. Eventually, says Hidu, it was agreed to make that installation a little more protected so it can be used at any time if there's an emergency.

Hidu says construction of the new building has been proceeding steadily, saying, "The staff does work whenever they get time."

Last December, there were rumors that the OVWD was in talks with the Old Town Water District about possibly purchasing water from the neighboring town. However, this seems to have been inaccurate. Last week, the Penobscot Times interviewed former Superintendent Dennis Cross, who contended that no such plan was in the works.

According to a December report from the Bangor Daily News, Joan Perkins, a member of the OVWD Board of Trustees, said that the Board was considering purchasing water from Old Town as a means to counteract the level of THMs (trihalomethanes) in the town's water. According to Hidu, this isn't the case.

"Some have characterized this [construction project] as a means of long-term purchasing of water from Old Town. It's not intended for that. "It's intended for emergency assistance for both [towns]," Hidu said.

Hidu is serving as the OVWD's interim Superintendent after Dennis Cross, the town's previous superintendent, retired last year. Hidu works for Woodard & Curran engineers, an firm of over 600 people that primarily works with water and

wastewater engineering. When Cross retired, Woodard & Curran Engineers was recommended to fulfill the role, and they agreed to fill the need.

"The district wanted someone to oversee and maintain continuity between their staff and the board [of trustees] while they search for a permanent superintendent," Hidu said.

The District's search for a new superintendent continues. At last Tuesday's trustee meeting, the board enlisted the Maine Municipal Association to help the District with the process of selecting a candidate and to help them review resumes. According to Hidu, the district recognizes the urgency of getting a full-time, permanent Superintendent in place.

"It's very high on their priority list," Hidu said. "It depends on how interviews go, but [it could take] at least another month, possibly several. It depends on when the candidate can start, and other factors."

Last month, the District hired a new member of the Board of Trustees, Farahad Dastoor, Professor of Biology at UMaine and a resident of Orono. He will serve a five-year term on the Board.

This entry was posted on Sunday, January 18th, 2015, 11:00 pm. You can follow any responses to this article through the RSS feed.



## Town of Veazie

**To:** Town of Veazie Employees

**From:** Mark Leonard 

**Date:** 01-29-2015

**Ref:** Manager Evaluation

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The Members of the Town Council will be conducting a yearly review in March of my performance. As in all evaluation process I think it's important to learn what areas you excel in, and what areas need improvement, so that you can continue to work on both areas. As the members of the Council were developing the process, I requested that all employees be included in the evaluation process. I think that it's important that the Council hear from you, and that I too am able to see what you feel are my strengths and weaknesses.

The attached document was compiled by the Council and they are requesting that it be turned into Julie Strout by February 20, 2015 once completed. I am requesting that each of you take the time to complete it. Please include any comments, negative or positive, which you feel will help with the overall process.

If you have any questions reference this process please don't hesitate to contact me so that we can discuss them.

In closing, I would like to thank each of you for all you do on a daily basis for this Town. I don't say that expecting it to help with my review, but I say it because I mean it. The Citizens of Veazie are very fortunate to have such a dedicated staff working for them.



**Town of Veazie**  
**Employee Evaluation of Supervisor**

The Town Council is requesting your help in reviewing your supervisor, Mark Leonard. Please answer the questions below, keeping in mind that you are rating his performance in the job. Please turn in your completed evaluation to Julie Strout at the Town Office by Friday, Feb. 20, 2015. Forms will be given directly to the Town Council to use as part of their evaluation of your supervisor. The rating scale is as follows:

Strongly agree	5		
Agree	4	Does not apply	NA
Neither agree nor disagree	3	Prefer not to answer	X
Disagree	2		
Strongly disagree	1		

My supervisor:

- \_\_\_\_\_ Maintains good public relations between the Town and its citizens.
- \_\_\_\_\_ Has knowledge of state and federal programs and statutes that affect the Town.
- \_\_\_\_\_ Communicates effectively, both orally and in writing.
- \_\_\_\_\_ Is organized and uses his time efficiently.
- \_\_\_\_\_ Understands my job and what I do well enough to help me with problems.
- \_\_\_\_\_ Is available when needed.
- \_\_\_\_\_ Has a positive attitude and encourages an enjoyable and productive work environment.
- \_\_\_\_\_ Handles employee conflict in an appropriate manner.
- \_\_\_\_\_ Has good overall conflict resolution skills.
- \_\_\_\_\_ Gives me feedback on how I am doing my job.
- \_\_\_\_\_ Acts professionally when dealing with members of the public.
- \_\_\_\_\_ Clearly communicates assignments, instructions, or expectations.
- \_\_\_\_\_ Delegates duties when appropriate.
- \_\_\_\_\_ Maintains appropriate confidentiality.

Additional Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name (Optional): \_\_\_\_\_

Department: \_\_\_\_\_ Date Completed: \_\_\_\_\_

**Veazie School Administrative Unit**  
**1040 School Street**  
**Veazie, Maine 04401**  
Telephone (207) 947-6573

TO: Veazie School Committee  
FROM: Scott Nichols, Principal  
Richard A. Lyons, Superintendent of Schools  
  
DATE: February 2, 2015  
  
SUBJECT: **School Committee Meeting - 7:00 p.m.**  
**Veazie Community School Library**

**AGENDA**

- I. Call of the Roll
- II. Pledge of Allegiance
- III. Approval of Minutes of Regular Meeting of January 5, 2014
- IV. Adjustment to Agenda
- V. Persons Desiring to Address the Committee
- VI. Acknowledgements
- VII. A. Board Chair  
  
B. Board Vice-Chair
- VIII. Personnel
  - A. Resignations
  - B. Nominations

IX. Principal Report (Exhibit)

X. Superintendent Report

A. January Financial Statement (Exhibit)

B. Governor's Proposed Budget (Exhibit)

C. January 26th Town Council Meeting (Exhibit)

D. Legislative Update (Exhibit)

E. Principal - Teacher Evaluation System (Exhibit)

XI. New Business

A. Discuss collective bargaining contracts pertaining to health insurance and Affordable Care Act.

B. Discuss and act on Botball (Robotics) competition.

C. Discuss and act on grade 7 science camp.

XII. Old Business

A. Discuss information relating to busing for Bangor secondary students.

XIII. Board Policy

XIV. Request for Information

XV. Executive Session to discuss a personnel matter, according to 1 M.R.S.A. § 405(6)(A)

XVI. Next Meeting - March 3, 2015

XVII. Adjournment

**Monday, January 5, 2015**  
**Veazie School Committee Meeting - 7:00 p.m.**  
**Veazie Community School Library**

The Veazie School Administrative Unit Committee met at the Veazie Community School Library on Monday, January 5, 2015 at 7:00 p.m. School committee members present were Gavin Batchelder, Julia Hathaway, and Bill Reed. Principal Scott Nichols, Superintendent Richard Lyons, and Assistant Superintendent for Business Emil Genest were also in attendance.

Excused: Kristen Bagley, Valli Vel

**II. Pledge of Allegiance**

**III. Approval of Minutes of Regular Meeting of December 1, 2014**

Reed moved, Hathaway seconded, and the Committee voted unanimously to approve the minutes of the regular meeting of December 1, 2014.

**IV. Adjustment to Agenda**

An activity nomination was added to Article VIII-B.

**V. Persons Desiring to Address the Committee**

None.

**VI. Acknowledgements**

Principal Nichols acknowledged Anne Deschesene, Lisa Swift, and Emil Genest from the RSU #22 business office, "for their excellent work during the business office transition from Glenburn. It is clear that Veazie will be in very good hands."

**VII. Board Chair**

**A. Chair**

None.

**B. Vice Chair**

Committee Vice Chair Julia Hathaway stated that she has been in contact with Kristine Knapp of Community Schools Initiative whom she believes will be a valuable contact. She plans to invite Kristine to the school for a tour and lunch.

Mrs. Hathaway also announced that if she becomes a full time graduate student in September the Committee may need to select a new vice chair.

## **VIII. Personnel**

### **A. Resignations**

None.

### **B. Nominations**

Upon recommendation of Principal Nichols, Hathaway moved, Reed seconded, and the Committee voted unanimously to approve Gail Harrison and Gail Carter for yearbook advisors.

## **IX. Principal's Report**

Principal Nichols presented the principal's report.

## **X. Superintendent's Report**

### **A. December Financial Statement**

Superintendent Lyons stated that Veazie is in great fiscal shape and welcomed Assistant Superintendent Genest who said that the business office transition is going very well.

### **B. Nominee for Commissioner of Education**

Superintendent Lyons announced Governor LePage's appointment of Tom Desjardin to serve as Acting Commissioner of the Department of Education.

### **C. Regional School Board Workshop**

Superintendent Lyons discussed a regional school board workshop that will be held at Bangor's William S. Cohen School on January 27, and encouraged Committee members to attend.

## **XI. New Business**

None.

## **XII. Old Business**

A. Discuss and act on contracts for services in superintendency, business, and special services.

Upon the recommendation of Superintendent Lyons, Hathaway moved, Reed seconded, and the Committee voted unanimously to extend contracts for superintendent, business, and special services through fiscal year 2016 and 2017.

	<u>2015</u>	<u>2016 &amp; 2017</u>
Superintendent	\$25,000	\$25,000
Special Services	\$65,000	\$65,000
Business	\$46,000	\$59,141

**B. Follow up and discuss theme of exclusive high school**

Committee Chair Gavin Batchelder expressed concern that Hampden may be a hard sell due to distance. Superintendent Lyons agreed to contact Superintendent Betsy Webb to see if she is interested in an arrangement between Veazie and Bangor High School.

**C. Discussion of goal statements**

The Committee is still working in arranging a date for Heather Wilmot to deliver her PowerPoint presentation on community involvement.

**XIII. Board Policy**

None.

**XIV. Request For Information**

None.

**XV. Executive Session**

None.

**XVI. Next Meeting - February 2, 2015**

**XVII. Adjournment**

The meeting was adjourned at 7:29 p.m.

Respectfully submitted,  
Julia Hathaway  
Vice Chair

Richard A. Lyons  
Superintendent of Schools



Message

Mon, Feb 2, 2015 8:54 AM

From: "Robert O. St Louis" <rstlouis@orono.org>

To: **Mark Leonard**

Cc: Pete Metcalf <pmetcalf1902@gmail.com> nicholas sirois <nsirois2@msn.com>

Subject: Thank You

Attachments: Attach0.html / Uploaded File

6K

Veazie Fire Thank you engine.doc / Uploaded File

29K

Dear Chief Leonard,

On behalf of the Orono Fire Department and the Town of Orono I would like to extend sincere thanks and gratitude to the Veazie Fire Department for allowing use of an engine and personnel, without hesitation, while Orono's engine was out of service for repair.

Captain Pete Metcalf and Lieutenant Nick Sirois were especially helpful in organizing this and graciously allowed OFD's personnel to spend additional time to become familiar with the unit that would be used.

The assistance by all Veazie Fire Department personnel involved is appreciated. OFD is honored to have a great working relationship with such an outstanding department and would be happy to return the favor should it ever be needed.

Sincerely,

Chief Robert St. Louis  
Orono Fire Department





STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

PAUL R. LEPAGE  
GOVERNOR

PATRICIA W. AHO  
COMMISSIONER

January 29, 2015

Mark Leonard  
Town Manager  
1084 Main Street  
Veazie, ME 04401

Sent via email: [mleonard@veazie.net](mailto:mleonard@veazie.net)

Dear Mr. Leonard,

The Department has reviewed the Town of Veazie's permit year ("PY") One MS4 annual report for the Department's 2013 MS4 GP. Your General Permit number is MER041001. My comments on your annual reports are as follows.

Minimum Measure (MCM)	Status
1 - Education & Outreach	Meets
2 - Public Participation	Meets
3 - Illicit Discharge Detection & Elimination	Needs Work
4 - Construction Site Runoff Control	Meets
5 - Post-Construction Runoff Control	Meets
6 - Pollution Prevention/Good Housekeeping	Needs Work

**MCM 1. Education & Outreach**

MCM1 requires that during PY 1 three plans be developed and implementation started (Awareness, BMP Adoption and Municipal Permit Awareness). The permit also stipulates that the municipality identify a Focused effort for a pollutant or pollutant source of concern. All of these permit requirements were met through Veazie's participation in the BASWG but there was no mention in the Annual Report. We recommend that Veazie make mention of the BASWG's efforts in helping Veazie meet permit requirements. This could be simply referring to BASWG's Annual Report so that there is documentation.

Regarding BMP 1A – great and thank you for the detail. BMP 1B might add brags or announcements after stream clean ups or HHW days to the town email listserv. This helps create more awareness for the non-participants and pride for those who do. Might even use BASWG's FB page for more mileage.

AUGUSTA  
17 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0017  
(207) 287-7688 FAX (207) 287-7826  
RAY BLDG., HOSPITAL ST.

BANGOR  
106 HOGAN ROAD, SUITE 6  
BANGOR, MAINE 04401  
(207) 941-4570 FAX: (207) 941-4584

PORTLAND  
312 CANCO ROAD  
PORTLAND, MAINE 04103  
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE  
1235 CENTRAL DRIVE, SKYWAY PARK  
PRESQUE ISLE, MAINE 04769-2094  
(207) 764-0477 FAX: (207) 760-3143

## **Minimum Control Measure 2. Public Participation**

Veazie depended on participation in the BASWG to help meet MCM 2 permit requirements, this again should be referenced to assure Veazie receives credit. Regarding BMP 2A, sounds like hosting the HHW at the Town had great success compared to the regional effort; was it just location or were there other factors that increased participation? Knowing the factors that increased participation can be used to help future efforts be successful.

## **MCM 3. Illicit Discharge Detection and Elimination**

BMP 3.A. Map Maintenance: Additional infrastructure was identified during PY1. What types of revisions or updates were made to the Town's storm sewer infrastructure map? Ensure that all outfalls are mapped as per the definition of outfall in the MS4 General Permit. Ensure that an overlay of the Town's sanitary sewer map is checked with the storm sewer map.

BMP 3.B. Non-Stormwater Discharge Ordinance: The report stated that one illicit discharge occurred during PY1. The incident involved "a noticeable oil sheen in the catch basin system on Arbor Drive". The origin of the petroleum sheen was not identified. MDEP spill response was notified and spill control and containment procedures were implemented. Did receiving waters become negatively affected due to this event? Was follow-up sampling conducted? What parameters were tested? How does the town *enforce* their existing non-stormwater discharge ordinance?

BMP 3.C. Dry Weather Inspections: Of the 36 outfalls inspected, five (5) are listed as being in poor condition and ten (10) are listed as being in fair condition. One of the outfalls (vz 10-E), which according to the report is in *excellent* condition, is also listed as "could not find outfall". Of the 21 outfalls listed as excellent, several are reported as having minor erosion or needing "mucking out at the outfall" which is the same as what many of the *in fair condition* outfalls have listed. What criteria are used to determine if a condition is excellent, good, fair, or poor? What measures are being taken to repair and/or maintain the outfalls that are listed in fair and poor condition? If dry weather flows were observed, what is the Town's SOP and follow-up action to ensure that there are no illicit connections or discharges associated with the documented flow? What criteria were used in determining that no illicit discharges were detected? Does the Town test for surfactants, ammonia, *e.coli*, or other parameters? Please be aware that a dry weather outfall inspection is only a "snap shot in time" and is only one tool to evaluate if there is an illicit discharge associated with an outfall.

BMP 3.D. Open Ditch IDDE Program: Please be aware that Maine's MS4 GP defines an outfall as the following:

"Outfall" means the point source where the MS4 discharges from a pipe, ditch or other discrete conveyance to the waters of the State other than groundwater, or to another MS4 and does not

include pipes, such as cross culverts, tunnels or other conveyances which connect segments of the same stream or other waters of the State and are used to convey waters of the State.”

Of the 131 ditches inspected, 16 were listed as being in fair condition and all of the others in excellent condition. How many linear feet or miles of ditches does the Town have in its urbanized area? Has the Town categorized the flow from any pipe or other discrete conveyance into its ditch system (“MS4”) to ensure any flows comprise only stormwater or allowable non-stormwater or discharges as outlined in the MS4 GP? Please ensure that this is documented and records are retained should the Town receive an audit from EPA or DEP.

BMP 3.E. Septic System Evaluation: Limited action initiated in PY 1.

BMP 3.F. Hydrant Flushing: The report states that hydrant maps were obtained and that an SOP has been discussed during PY1. Has the Town mapped all the hydrants on its storm sewer infrastructure map? It would be good for the Town to inform the water utility that ambient water quality criteria is not limited to the UA, and flushing activities that violate ambient water quality criteria is a violation of State and federal law.

#### **MCM 4. Construction Site Runoff Control**

BMP 4.A. Notification: The Town appears to have an acceptable notification procedure. Please ensure that this is documented and records are retained should the Town receive an audit.

BMPs 4.B. Tracking construction activity: Town staff provided erosion and sedimentation control brochures to building permit applicants and continued to rely on MCGP and Chapter 500 permitting requirements when notifying prospective developers. Is the tracking done through a specific department such as planning or engineering?

BMPs 4.C. Construction activity site inspections: If the Town relies on Chapter 500 or the MCGP ensure that inspections are not limited to erosion and sediment controls. Inspections must include but are not limited to: review of site plan, including sequencing of activity and disturbed area and the installation of BMPs; E & S control plan; review of contractor’s log; management of solid waste; and storage of waste products or potential pollutants. The Town’s annual report indicates that no new projects needed to be inspected. Please be aware that off-site sediment tracking from a construction activity regardless of the size to the Town’s MS4 is considered an illicit discharge and must be dealt with pursuant to MCM 3.

### **MCM 5. Post Construction Runoff Control**

BMP 5.A. Ordinance: The Town of Veazie appears to have met the requirements of this MCM. Please ensure that this is documented and records are retained should the Town receive an audit.

BMP 5.B. BMP Inspection and Maintenance: The Town of Veazie appears to have met the requirements of this MCM. Please ensure that this is documented and records are retained should the Town receive an audit.

### **MCM 6. Pollution Prevention/Good Housekeeping**

BMP 6.A. Municipally owned or operated facilities: The town evaluated its O&M Plan and found that it adequately addressed stormwater pollution prevention from municipal operations. Does any municipal facility inside or outside of the UA have 1,320 gallons of oil or oil-like material in 55 gallon containers or larger in aggregate? If yes, ensure that the facility has a SPCC Plan. Does the Town implement an IPM Plan on its municipal properties? O & M Plans must be located on site at each municipal facility and must be reviewed at least once a year to ensure that the Plans capture activities and potential pollutants associated with the given facility.

BMP 6.B. Training: The Town continues to implement its training program. Angie Dijanic, DEP Industrial Stormwater Inspector, 735-3667, is available to provide SWPPP technical assistance and on-site training to municipal staff upon request.

BMP 6.C. Street Sweeping: The Town continues to employ and report on the implementation of this BMP. How much grit was collected and disposed of or re-used? Where was it disposed of or stored?

BMP 6.D. Catch Basin and Stormwater Structure Cleaning: Of the 283 catch basins inspected, 150 were listed in fair condition and 45 in poor condition. Of the 88 catch basins listed as being in excellent condition, 22 had defects listed that are the same as those for fair or poor ratings (cracked grout, cracked pavement, settled rim, erosion). How many catch basins were found to have  $\geq 50\%$  of their sump volume in sediment? How much sediment was collected and disposed of? Where was the silt disposed of? What criteria are used to determine if a condition is excellent, good, fair, or poor? What's being done to ensure better accuracy and consistency in reporting data collected during inspections?

BMP 6.E. MS4 Infrastructure Maintenance: The Town has employed a prioritized approach in implementing this BMP. Cleaning and maintenance activities for *identified deficiencies* will be conducted PY2. Why were these identified deficiencies not maintained or repaired during PY1?

BMP 6.F. Trash Management Program: The Town continues to implement its existing solid waste management program including weekly curbside collection of household waste, bi-weekly curbside collection of zero sort recycling materials, and universal waste collection and disposal

by a licensed contractor. How much solid waste was collected and disposed of during PY1? How much paper, cardboard, plastic, glass, aluminum, tin, other were collected and recycled during PY1? How much waste oil generated from municipal operations was collected, stored and consumed during PY1? How many gallons of paint and waste gasoline were collected? Does a database exist that catalogs amounts/pounds of mercury containing lamps/devices, batteries, cathode ray tubes, spent antifreeze, pesticides, other universal waste that were collected and disposed of or recycled?

BMP 6.G. Road Salt: The Town applied 120 tons of salt to its roads. All material was stored in a covered storage building behind the Town Office. The report states that material storage and application practices for winter maintenance activities were evaluated and no modifications were made. How are activities evaluated and why were no modifications needed?

### **Conclusion**

The Town has done a good job developing its 2013-2014 MS4 annual report; the report has a few inconsistencies that need to be addressed. Supporting information necessary for the Department to evaluate compliance was provided or made readily available upon request. Either DEP or EPA will be conducting an audit of the Town's MS4 program sometime in the near future. Please answer any questions the Department has asked as part of its review within the specified time period as outlined in the 2013 MS4 GP.

Please keep working towards full permit compliance, and if you have any questions regarding this report or Maine's municipal stormwater program do not hesitate to call me.

Sincerely,



Angie Dijanic, Ph.D.  
Environmental Specialist  
Maine DEP  
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Cc: File MER041001



## Governor LePage's Tax Reform & Relief Plan Tax Relief for Maine Families

**Taxpayer Scenario One:** Two married taxpayers, both under 65, with two children and a household Maine AGI of \$86,000 a year.

### Standard Deduction

Total change in taxes: Reduction of \$396

State income tax now: \$3,212

Proposed state income tax: \$2,151

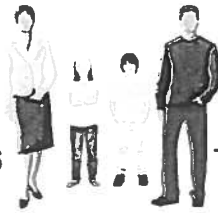
Change in state income tax: (\$1,061)

Change in sales tax: \$513

Change in property tax – loss of  
homestead exemption: \$152

### Change in Income, Sales, and Property

Taxes: Family pays \$396 less than current  
law.



### Itemized Filers

Total change in taxes: Reduction of \$221

State income tax now: \$3,037

Proposed state income tax: \$2,151

Change in state income tax: (\$886)

Change in sales tax: \$513

Change in property tax – loss of  
homestead exemption: \$152

### Change in Income, Sales, and Property

Taxes: Family pays \$221 less than under  
current law.

**Taxpayer Scenario Two:** Single taxpayer, over 65, with no dependents, and a Maine AGI of \$20,500 a year.

### Standard Deduction

Total change in taxes: Reduction of \$283

State income tax now: \$202

Proposed state income tax: \$0

Change in state income tax: (\$202)

Change in sales tax: \$226

Change in property tax – increase in  
homestead exemption: (\$158)

Change in Property Tax Fairness Credit:  
(\$149)

### Change in Income, Sales, and Property

Taxes: Taxpayer pays \$283 less than  
current law.



**Taxpayer Scenario Three:** Two married taxpayers, at least one over 65, with a household Maine AGI of \$41,000 a year.

Standard Deduction

Total change in taxes: Reduction of \$230

State income tax now: \$530

Proposed state income tax: \$0

Change in state income tax: (\$530)

Change in sales tax: \$452

Change in property tax – increase in  
homestead exemption: (\$152)

**Change in Income, Sales, and Property**

**Taxes:** Family pays \$230 less than current  
law.



**Taxpayer Scenario Four:** Two married teachers, both under 65 years of age, with one child and a household Federal AGI of \$105,200 a year.

Standard Deduction

Total change in taxes: Reduction of  
\$1,504

State income tax now: \$5,684

Proposed state income tax: \$3,490

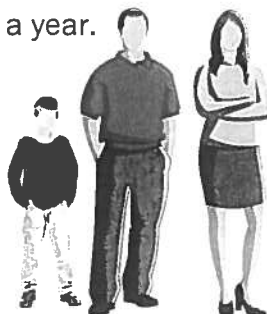
Change in state income tax: (\$2,194)

Change in sales tax: \$539

Change in property tax – loss of  
homestead exemption: \$151

**Change in Income, Sales, and Property**

**Taxes:** Family pays \$1,504 less than  
current law.



Itemized Filers

Total change in taxes: Reduction of  
\$1,250

State income tax now: \$5,430

Proposed state income tax: \$3,490

Change in state income tax: (\$1,940)

Change in sales tax: \$539

Change in property tax – loss of  
homestead exemption: \$151

**Change in Income, Sales, and Property**

**Taxes:** Family pays \$1,250 less than  
under current law.

**Taxpayer Scenario Five: Head of household filer with two children a Maine AGI of \$28,500 a year.**

**Standard Deduction**

**Total change in taxes: Reduction of \$116**

State income tax now: \$0

Proposed state income tax: \$0

Change in state income tax: \$0

Change in sales tax: \$266

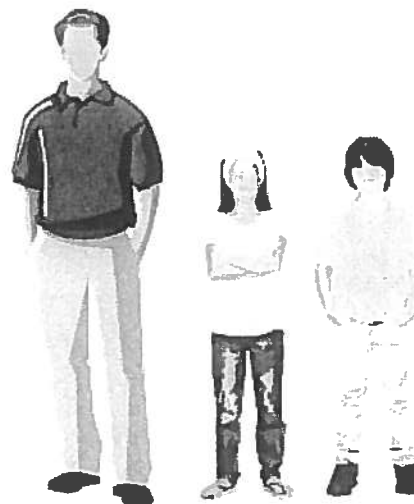
Refundable sales tax credit: (\$280)

Refundable Property Tax Fairness Credit:  
(\$258)

Change in property tax – loss of  
homestead exemption: \$156

**Change in Income, Sales, and Property**

**Taxes: Family pays \$116 less than current  
law.**



The median income and addback for the teacher example is based on 2012 tax data, aged to 2016, for married taxpayers who claimed a \$500 educator expense deduction.

Except where noted, the income tax calculation assumes that income modifications and credits are the same under current law and the proposed law.

The change in sales tax and property tax is the estimated median change for families who have Maine AGI within \$5,000 of the amount used to calculate income tax (\$10,000 for the teacher examples) and match the other characteristics listed in the example. The property tax median change is estimated from homeowner returns only.





State of Maine

## Office of Governor Paul LePage

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**Local government has failed at tax reform**

In January 2005, a law was passed that was supposed to cut property taxes and reduce government spending. A decade later, it has failed to decrease the overall tax burden on Maine residents.

Hello, this is Governor Paul LePage.

The law was called LD 1, and it set a limit on the growth of state and local government.

The State is doing its part. Spending in 2015 is 13 percent below the limit. That's almost half-a-billion dollars under. (*\$471 million*)

But in 2014, nearly one-third of municipalities (31%) exceeded the limits of the law. In recent years, one-quarter to one-third of municipalities have exceeded the limit.

Despite its good intentions, LD 1 has not made local government more efficient and less costly. It has not spurred significant efforts at collaboration between communities to reduce the local tax burden.

We cannot count on local officials to reduce taxes. That's why our budget sends relief directly to the property taxpayer.

In Fiscal Year 2015, we provide \$34 million for the new Property Tax Fairness Credit. This sends property tax relief directly to Mainers.

We are proposing a \$60 million increase in the second year of our budget. We will then maintain funding for this tax relief at \$90 million a year.

We also double the Homestead Exemption from \$10,000 to \$20,000 to help Mainers 65 and older stay in their homes.

When LD 1 was passed in 2005, 37 percent of the state's General Fund budget went to local government. In 2014, 37% of the General Fund is still going to local government.

We must focus on tax relief for Mainers, not welfare for local government.

By cutting the income tax, my plan gives money directly back to Mainers. Local officials don't talk about this side of the equation.

For example, Waterville gets \$1 million in revenue sharing. But Waterville residents pay almost \$10 million in income tax.

I'd take a 10-to-1 deal any day—and I'm sure Waterville residents would too.

In a smaller town, Greenville gets \$67,000 in revenue sharing. Its residents pay \$1.5 million in income taxes. I bet they'd like to keep the 1.5 million.

The point is this: any loss in revenue sharing pales in comparison to the hundreds of millions of dollars Mainers would keep under my plan.

It would return \$300 million to Mainers. That's a massive pay raise for hard-working families.

It's time for local officials to stop blaming the state for their budget woes. They must get creative, learn to work together and find efficiencies in delivering services regionally.

Local officials are concerned with local budgets in cities and towns. We are concerned for the Mainers who live in those cities and towns.

Let's work together to give them the relief they deserve.

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