



Veazie Town Council

Regular Meeting

**October 23rd, 2017
6:30pm**

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 25th, 2017 Regular Council Meeting Minutes
- ITEM 6:** Comments from the Public

New Business:

- ITEM 7:** Resolution Approval
- ITEM 8:** Grant Application Authorization
- ITEM 9:** Principal Presentation
- ITEM 10:** Assessor Presentation
- ITEM 11:** Forester Presentation
- ITEM 12:** Ground Maintenance Contract Award
- ITEM 13:** RFP Policy Discussion

Old Business:

- ITEM 14:** FY 17/18 Goals and Objectives Approval
- ITEM 15:** Manager's Report
- ITEM 16:** Comments from the Public
- ITEM 17:** Requests for information and Town Council Comments
- ITEM 18:** Review & Sign of AP Town Warrant #7 and Town Payroll #7 & #8, School Payroll Warrant #7 & #8, AP School Warrant #7 & #8.
- ITEM 19:** Adjournment

Chris Bagley
16 Silver Ridge
cbagley@veazie.net

Paul Messer
1010 School St
249-1361

Michael Reid
14 Prouty Dr.
573-1300

Aaron Turcotte
14 Silver Ridge
578-0750

Jeff Manter
3 Prouty Dr.
991-7612

-
Veazie Town Council Meeting
September 25th, 2017

Members Present: Chairman Chris Bagley, Councilor Paul Messer, Councilor Michael Reid, Councilor Aaron Turcotte, Councilor Jeff Manter, Town Manager Mark Leonard, and various members of the public.

ITEM 1: Call to order

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

ITEM 2: Secretary to do the roll call:

All present

ITEM 3: Pledge of Allegiance

ITEM 4: Consideration of the Agenda

None

ITEM 5: Approval of the September 11th, 2017 Regular Council Meeting Minutes.

Councilor Paul Messer made a motion, seconded by Councilor Aaron Turcotte to approve the September 11th, 2017 Regular Council Meeting Minutes as written. Voted 4-0-1. Motion carried. Councilor Michael Reid abstained.

ITEM 6: Comments from the public

None

New Business:

ITEM 7: Public Hearing

Councilor Jeff Manter made a motion, seconded by Councilor Paul Messer to move into Public Hearing to hear public comments on the proposed ordinance. Voted 5-0-0. Motion carried. There was no discussion.

Councilor Paul Messer made a motion, seconded by Councilor Jeff Manter to close the Public Hearing on the proposed ordinance. Voted 5-0-0. Motion carried.

ITEM 8: Adoption of General Asst. Ordinance

Councilor Paul Messer made a motion, seconded by Councilor Jeff Manter to adopt the MMA Model Ordinance GA Appendices (A-D) for the period of October 1, 2017- September 30, 2018. Voted 5-0-0. Motion carried.

ITEM 9: School Committee Appointment

Councilor Paul Messer made a motion, seconded by Michael Reid to appoint D. Todd Zerfoss to the Veazie School Committee until the next municipal election as outlined in the Town of Veazie Charter. Voted 5-0-0. Motion carried.

Agenda Items For October 23, 2017 Council Meeting

The following are brief explanations of some of the items on the agenda:

ITEM 5: Minutes from the previous meeting will be reviewed.

Suggested Motion- I motion we approve the minutes as presented.

ITEM 7: Eaton Peabody has prepared all the necessary paperwork for the loan which was approved at the Town Meeting for the Municipal Building Renovations. This is the final step in the process to authorize the closing of the loan.

Suggested Motion- I move that the Council adopt the “Resolutions of the Town of Veazie, Maine Authorizing Issuance of a \$300,000 2017 General Obligation Bond” as written and presented.

ITEM 8: The fire department is applying for the 2017 Assistance to Firefighter’s grant and as part of the process they need assurance from the Council if they are awarded the grant we will accept the funding. Lt. Sirois has prepared a letter outlining what the Fire Department is applying for and will be present at the meeting to answer any questions Council may have concerning this.

Suggested Motion- I authorize the Fire Department to apply for the 2017 Assistance to Firefighter’s grant and further more state if the grant request is approved the Town of Veazie will accept the funding.

ITEM 9: Principal/ Superintendent Matthew Cyr will present an update to Council. His report has been included in the packet for review.

ITEM 10: Assessor Ben Birch will present an update to Council. His report has been included for review.

ITEM 11: Town Forester David Wardrop will present an update to Council on the Towns Forest.

ITEM 12: Council will review the ground maintenance bids which were received. Three companies provided bids. A summary memo was prepared by Manager Leonard and is included in the packet.

Suggested Motion: I motion we award the bid to * enter the company name* as presented in the bid packet and furthermore authorize Manager Leonard to prepare and enter into a contract with this company.

ITEM 13: Council will continue discussions on a request for proposal (RFP) policy and review the current administration regulation purchasing policy and discuss if this needs updating. The purchasing policy has been included in the packet for review.

ITEM 14: Council will review and finalize the 2017/ 2018 goals and objectives which had been discussed at a prior meeting.

Suggested Motion: I motion we approve the 2017-2018 Goals and Objectives as presented.

ITEM 10: Citizen Involvement Appointments

Councilor Aaron Turcotte made a motion, seconded by Councilor Jeff Manter to appoint Brian Lunt to the Planning Board for the term of 3 years. Voted 5-0-0. Motion carried.

The Council agreed to table the Citizen Involvement Appointment for Ravi Chilumula until a later meeting.

ITEM 11: Year to Date Financial Review

Manager Leonard reviewed the financials with the Council.

ITEM 12: Goals and Objectives Discussion

The Councilors discussed goals and objectives for FY 17/18. Manager Leonard will provide a draft copy of the FY17/18 goals and objectives for the next meeting.

ITEM 13: Manager's Report

Manager Leonard reviewed his report with the Councilor's. Manager Leonard updated the Council on the times an outdoor firing range could be open, it is sunrise to sunset.

ITEM 14: Comments from the Public

ITEM 15: Requests for information and Town Council Comments

None

ITEM 16: Review & sign of AP Town Warrant #6, Town Payroll #6, School Payroll Warrant #6 and AP School Warrant #6.

The warrants were circulated and signed.

ITEM 17: Adjournment

Councilor Michael Reid motioned to adjourn.

Councilor Aaron Turcotte seconded. No discussion. Voted 5-0-0. Motion carried.

Adjourned at 6:58pm

True Copy Attest

Mark Leonard
Town Manager



ITEM # 8



Veazie Fire/Police Department
1084 Main Street
Veazie, Maine 04401-7091
Chief Mark Leonard

A/C Pete Metcalf

Sgt. Eugene Fizell

October 19, 2017

Dear Veazie Town Council Members,

Veazie Fire/Rescue is looking for your support in applying for the 2017 Assistance to Firefighter's Grant. This year we are looking for funding to replace our aging SCBA equipment and the purchase of a respirator fit testing machine. Funding for the total project will be \$104,485.

The largest portion of the grant will go toward funding for fourteen SCBA Harness/Back packs; replacing the current packs. The normal life expectancy according to the Assistance to Firefighters Grant Program for a SCBA Pack is 15 years. With that in mind, we have two SCBA Packs that are 17 years old, three that are 16 years old and nine that are 15 years old. Veazie Fire/Rescue has spent approximately \$1600 a year over the past three years, on SCBA maintenance. With the age of our SCBA this cost is expected to rise as the years go on.

Twelve times of the past three years, 10 of our packs have had to be removed from service for maintenance issues. The combined time out of service for these packs adds up to 102 days. On one occasion, we had four packs out of service all at the same time. Some of the reasons for removing our packs from service or repairs are due to air leaking from regulators, donning switches not working properly, issues with pass alarms, head up displays and broken bottle retention clips. With these increasing problems it will only be a matter of time before a critical failure occurs, which could put the lives of our personnel and the lives of our citizens in jeopardy.

Included with the packs are SCBA Cylinders (two cylinders per pack) and fourteen, High Temperature SCBA face pieces. The funds requested for this section of the grant is \$92,750. If funding is awarded, our SCBA program will be brought up to current 2013 NFPA standards.

Additional funding under PPE is being sought for seven additional face pieces. As found in the 2011 NIST Study (NIST TN-1724), SCBA face pieces are the first part of a firefighter's PPE ensemble to fail. Newer technology and materials have allowed for development of "High Temperature" or HT face pieces. Veazie Fire/Rescue

FIRE PREVENTION IS EVERYBODY'S BUSINESS

currently does not own any HT face pieces, and would like to provide that extra protection for its personnel. We are requesting \$1,925 to fund this section of the grant.

The final item in this grant that we are requesting funding for is a quantitative respirator fit testing machine to properly fit test our personnel to the correct size face pieces. Proper respirator fitting is important for firefighter safety. It is also a requirement through the Maine Bureau of Labor Standards, which all fire departments in the State of Maine must comply with. The Maine Bureau of Labor Standards has adopted OSHA 29 CFR 1910.134 which states: "*1910.134(f)(1) The employer shall ensure that employees using a tight-fitting facepiece respirator pass an appropriate qualitative fit test (QLFT) or quantitative fit test (QNFT) as stated in this paragraph.*"

Currently the Veazie Fire Department relies on another agency to provide their respirator fit testing machine and a trained person to operate the machine. Respirator fit testing for our department takes one whole training night (approximately 2.5 to 3 hours, about 8 to 10 minutes per person). The respiratory fit testing machine in which we are seeking funding for is of a newer technology that is more accurate and completes a respiratory fit test in less than half the time (3 minutes per test vs. 8 to 10 minutes). It currently costs the Veazie Fire Department approximately \$537 to fit test our 17 personnel. By completing the respiratory fit testing in half the time, the department could save approximately \$332 in wages, which are funds that could be put toward a high quality training class on another training night. We are requesting \$9,810.00 in funding for this part of the grant.

If awarded the grant, the Town of Veazie would be required to match 5% of the total cost of the project. With the total cost being \$104,485, our responsibility would be \$5,224.25.

In closing, I thank you for your continual support of Veazie Fire/Rescue and your consideration in approving our 2017 Assistance to Firefighter's Grant project. Please feel free to contact Asst. Chief Pete Metcalf or myself if you have any questions.

Sincerely,



Nicholas Sirois
Lieutenant
Veazie Fire/Rescue



Veazie Community School

1040 School Street Veazie, ME 04401

(207)947-6573 / FAX(207)947-6570

Superintendent of Schools & Principal: Matthew D. Cyr

10/23/17

Veazie Town Council Update

What have we been doing recently?

*The first edition of 'The VIKING' outlined many great projects going on at the Veazie Community School. I would be happy to answer any questions related to the information presented in this publication.

What are we doing right now?

*We have been awarded multiple grants that have enabled us to provide professional development opportunities for staff, design and implement STEM after school programs and a STEM summer learning program, and inject a much needed focus into our library.

- The after school programs started a week ago and are well attended

- We have purchased 400 new library books this fall and still have enough grant funds to approximately purchase another 600 new titles.

- We have contracted the service of University of Maine consultants to work with staff on improving our RTI model (Response to Intervention). Much of our time during staff meetings and in-service days has been dedicated to this.

*Collaboration with the Town of Veazie for a unified marketing plan

- Work with Sutherland Weston has recently begun

- First edition of 'The VIKING' was a success and work on the February publication has already begun

What does the future bring?

*All of the work we have been doing since my arrival has been driven by our capital improvement plan and school strategic plan. I have included the capital plan with this update. Much of our current strategic plan has already been addressed and we are in the process of re-writing it.

- *During FY19 we will look to address the replacement of failing windows as well as re-paving the back of the school. We will also continue to improve the appearance of our school as "curb appeal" will be a vital part of our marketing plan for going forward.

*The fiscal belt is tight. The local share of the school budget is 2.22% less than it was 2 years ago, despite annually increasing costs in health care and staff payroll.

*For the past 2 years we have focused on fiscal responsibility by eliminating non-essential programming, creating new efficiencies and partnerships, renegotiating

almost all contracted services and significantly reducing staff so that our staff-to-student ratio was proportionate to enrollment.

*During this time we have created new programs and updated/modified old programs.

*We have been very successful at "doing more with less" while balancing the local tax contribution along with creating a progressive educational experience that rivals most if not all schools in the area.

Having said that.....

*For the first time in many years, our enrollment is growing. People are moving into the area specifically because of our school—I have a growing list of stories told to me by new families that have researched places to live before purchasing a home in Veazie, and VCS was one of their main reasons for choosing our community. We are also accepting and enrolling students who live in other communities.

*As I begin to build our FY19 budget, I am closely looking at a very large Pre-K class of 18 students while taking into consideration the waiting list of 3 known Veazie resident 4-year olds who were not able to get into our program due to DOE size limitations; and, the possibility of there being even more 4-year olds we are not aware of.

*Increased enrollment can also mean increased needs for students qualifying for special education services.

**Simply stated, FY19 could require that we increase staffing*

I will continue to look for efficiencies, write grants, create partnerships and responsibly build and manage future budgets. I would like to publically thank the Town Council for the support I have received during my short tenure in Veazie, and look forward to further collaboration and success. Specifically, I would like to thank Veazie Town Manager, Mark Leonard for his vision and unmatched level of dedication.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'M. Cyr', with a long horizontal line extending to the right.

Matthew D. Cyr
Veazie Community School
Superintendent & Principal

VEAZIE COMMUNITY SCHOOL

VEAZIE, MAINE

MAINTENANCE/CAPITAL IMPROVEMENT PLAN

Revise July 20, 2016

VEAZIE COMMUNITY SCHOOL

Item	Priority	Deficiency	Corrective Action Required	Estimated Cost	Year	Notes
1	-----	Main Entrance Drive, Bus Loop, Parking and Play Areas need to be repaved.	Remove existing pavement and regrade approximately 8,000 SF of area. Install new pavement. Shim and resurface approximately 20,000 SF. Total repaved area – 28,672 SF	47,300	Done	
2	-----	Teacher Parking area needs to be repaved.	Remove existing pavement and regrade approximately 4,600 SF of area. Install new pavement. Shim and resurface approximately 27,000 SF. Total repaved area – 32,793 SF	39,710	Summer FY19	
3	-----	There are areas near the main Entrance that need to be loamed seeded.	Loam and Seed.	15,000	Done	
4	-----	The existing glazed masonry block veneer at the Main Entrance has cracked and spalled.	Remove the existing glazed block and install new white brick.	21,450	Done	
5	-----	The existing exterior split-face masonry is not a good water barrier.	This type of masonry requires an application of a clear waterproof coating every 4 to 5 years. Recommend applying a waterproof coating on one side of the building each year.	5,000/yr.	Done	
6	-----	At the main entrance, snow piles up in front of doors.	Re-design the entrance to prevent snow from sliding off the metal roof and to protect the entrance from blowing snow and rain.	49,500	Done	

7	-----	The operating hardware on existing windows is breaking. Parts are no longer available and the insulating glass is starting to fail.	Replace the existing windows.	54,670	<i>Summer FY19</i>
8	-----	The Kalwall Skylight needs to be re-coated every 10 years.	Apply a coat of Kalwall clear finish.	7,150	<i>Not due until 2022</i>
9	-----	Prefinished siding needs to be repaired and repainted.	Repair and repaint	15,200	Done
10.	-----	Existing classroom doors do not have the latest recommended security type cylinders.	Install double-cylinder conversion kits on all classroom doors.	8,250	
11	-----	The trend in schools today is to replace the carpet in classrooms to prevent mold and mildew and other health related issues.	Remove carpet in classrooms and install new vinyl composition tile.	30,370	
12	-----	The existing wood gym floor has been damaged by a water leak.	Repair the damaged area.	9,000	
13	-----	Existing emergency lights are performing poorly.	Upgrade Emergency lights	16,500	
14	-----	Existing Fire Alarm & Security Provide minimum protection and maintenance costs are high. and high.	Upgrade Fire Alarm & Security systems and include card readers at exterior doors and add security cameras.	77,000	Done
15	-----	Boilers are inefficient and maintenance costs are increasing.	Replace boilers with high-efficiency gas-fired, condensing boilers	132,000	<i>Summer FY19??</i>

16	-----	Lighting system is inefficient with High costs for lamp replacement	Upgrade lighting with high-efficiency LED lights, on dimmers with occupancy Sensors, project includes exterior lights	40,000	Done
17	-----	Building HVAC control system is beyond its useful life. Replacement parts not available.	Replace all controls with new "open protocol" DDC controls	50,000	Done

Notes: 1-There will be operational cost savings associated with these projects.

Town of Veazie

FY2017 COMMITMENT REPORT

**Prepared by: Benjamin F. Birch Jr., Tax Assessor
(September 26, 2017)**



TOWN OF VEAZIE
1084 Main Street
Veazie, Maine 04401-7091
Tel : (207) 947-2781 Fax: (207) 942-1654



Date: September 26, 2017

TO: Veazie Town Council
Veazie Town Manager
Veazie Tax Collector

RE: FY2017 Tax Commitment Report

Following this letter please find several reports and tax information regarding the Town of Veazie. These reports are timely and informative regarding valuation and tax information.

I forward this information to help familiarize you with the Assessing Department and valuation reports we are responsible for. The Municipal Valuation Report will give you current data on the Town of Veazie

I encourage you to meet with me to discuss any of the data in these reports, which you may have questions about.

Respectfully,

A handwritten signature in cursive script that reads "Benjamin F. Birch Jr.".

Benjamin F. Birch Jr.
City Assessor

Town of Veazie

Fiscal Year 2017 Commitment Report

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26	List of Real Estate Highest 25 Taxpayers
27	List of Personal Property Highest 10 Taxpayers

TOWN OF VEAZIE
ASSESSING DEPARTMENT - MISSION STATEMENT
April 16, 2017

Mission Statement

The mission of the Assessor's Office in administering property tax law is to discover, list, make accurate estimates of just value and defend assessments of all property, both real and personal, within the jurisdiction according to the Constitution and Laws of the State of Maine, in keeping with current assessment techniques and accepted technologies.

The mission requires the Assessor's Office to provide taxpayers with equitable assessments and the best available assessment services. Additional duties provide a high level of understanding and advice of matters relating to property tax policy as they may impact the Town of Veazie and to promote goodwill through professionalism and education of assessment processes.

Departmental Programs

Administration

Property Assessments

Property Inspections

Property Tax Maps

Customer Services

Veazie Assessing Department
PROGRAM ORGANIZATION
April 1, 2017

Administration

Assessor

- General Administration
- Data Processing
 - Real Property
 - Personal Property
- Information Distribution
- Abatement Hearings
- Appeal Hearings

Appraisal

Assessor

- Real Property
- Personal Property
- General Review
- Assessing Standards
- Statistical Analysis
- Equalization/Revaluation
 - Real Property
 - Personal Property
- Defend Assessments

Special Projects

All Personnel

- As Assigned
- Manager
- Assessor Reappointment
- Licensing/ Continuing Ed
- Assessor /Assistant
Designation Continuing Ed
- Education Classes for
Special Assessments
- Public Relations

Real Estate/Personal Property Sequence of Activities April 1, 2017

A. Preparatory Activities

1. Design/Update Personal Property Declaration Forms/Instruction letters - December
2. Order personal property declaration forms/Instruction letters - December
3. Mail personal property declaration forms/Instruction letters -January
4. Update computer software program on all changes for upcoming tax year – January – March
5. Review Department Budget – January – March
6. Review state turnaround document / previous years reports – October/November/December
7. Review Exemptions other than Veterans and Homestead – February/March
8. Review Tree Growth Tax Roster – Annual Update – August

B. Inspection - Assessment

1. Transfer information to new real estate property record cards. This might include sketches and characteristics from the existing property record cards or information such as lot sizes and neighborhood codes zoning, new subdivision lot numbering from recorded plot plans, or subdivision.
2. Collect data from inspections on building permits and requests for inspections/assessment reviews.
3. Perform supervisor quality checks
4. Perform office check of property record cards and personal property itemized lists.
5. Enter appropriate information in computer.
6. Make field checks and phone calls.

C. Valuation activities

Data Collection:

Mass appraisers must identify and collect two basic groups of data: (1) comparative data and (2) site and improvement data. Comparative data included sales, cost, and income and expense data. These data are needed to determine valuation schedules and tables. Site improvement data relate to specific characteristics of subject parcels, such as lot size, square feet of living area, construction grade, and so forth. It is imperative that the data inventory be complete and current.

- a. sales data
- b. cost data
- c. income/expense data
- d. Economic Forces

1. Analyze sales, cost and income information
2. Develop cost index, depreciation tables, and capitalization rates.
3. Maintain Sales Files and print Monthly Sales Report.
4. Generate computer estimates of value.

D. Review activities

1. Review estimated values by the appraiser in the office or in the field.
2. Verify that mathematical calculations are accurate.
3. Determine if appraisers' methodology is correct.
4. Verify that data used are appropriate, adequate and internally consistent.
 - Quality Ratings
 - Condition Ratings
 - Functional Ratings if appropriate
 - Economic Ratings if appropriate
5. Inspect the exteriors of comparable properties and compare assessment record information of comparables
6. Perform independent research to gather additional information to verify appraisers estimated values
7. Finalize values. This may include running a final sales ratio analysis and making adjustments to those classes or neighborhoods that are out of line.

E. New construction update activities

1. Complete listing and processing of new construction.
2. Produce final estimates of value on completed new construction.
3. In March of each year, check new construction work-in progress and estimate percentage of completion for April 1.

F. Taxpayers notification activities

1. Personal property when requested
2. Real estate when requested
3. Valuation letters on assessment updates on new construction and interior inspections.
4. Assessors notice of Decision on Abatement applications
5. Notification of Appeals process with local BOAR
6. BOAR Hearing Decision notices

**Town of Veazie Assessing Department
FY17 Recurring Projects
April 1, 2017**

Recurring Projects

- Municipal Valuation Report
- Tree Growth Tax Roster – Annual Update
- State Sales Turn-Around Document
- Sales Analysis for Coming Year Update
- Personal Property Declaration Form/Letter of Instruction Updates
- Personal Property Declaration Form Mailings
- Personal Property Depreciation Tables Update
- Assessor's Coming Year Projections with Selectmen
- Tax Map Annual Update
- Process/building permits on new construction and establish or update assessments as required
- Process/review Occupancy Permits to collect information to be used for finalizing real property assessments and setting up new personal property accounts when required
- Process “exempt” applications and verify eligibility:
 - Veterans Exemption
 - Homestead Exemptions
 - Blind Exemptions
- Commitment of Tax Roll

Town of Veazie Assessing Department
FY17 Goals
April 1, 2017

The assessing office will assess all property at a level between 90 and 110 percent of their current market value as of the sales date shown by the Sales ratio study. This level will be achieved by the coming year.

The assessing office will assess all property uniformly so that the coefficient of dispersion will be 15 or less. This level will be achieved by the coming year.

The assessing office will maintain the TRIO Assessing Software (computer-assessed mass appraisal system) as circumstances warrant.

The assessment office will list promptly all Real Property in Veazie by processing deeds received from the recorder's office Penobscot Registry of Deeds (PRD) within one month (on average) of receipt.

The assessment office will list promptly all Personal Property Declaration Forms (property lists) received from property owner within one week (on average) of receipt of all pertinent information

Building permits provide forewarnings on construction activity. Using these permits assessments for new construction and building improvements will be completed annually as of April 1.

Review and process all exemption applications annually by March 31.

The Town Tax Maps will be updated annually as of April 1.

The coming tax roll will reflect any tax shift caused by Legislative changes and the Governor's Budget.

- April 1, 2017 Assessment – Homestead Exemption increases to \$20,000 up from \$15,000.

Town of Veazie Assessing Department

FY17 Department Programs Goals, Objectives and Priorities

April 1, 2017

Administration Assessor is responsible for planning and directing the operations of the Assessing Department, managing departmental personnel and evaluating performances, and prepares and monitors annual budget. The first requirement of a legal assessment is that it shall be uniform according to standards fixed by law. Title 36 M.R.S.A. 327 (1) a minimum assessment of 70% and an assessment quality of 20. The first objective of the Assessing Department, then, should be *equitable* and *uniform* assessments. As equity is lost in individual cases, the tax burden starts to shift, and equity is slowly destroyed. The department assists taxpayers with submitting applications for abatements and defends values on property when needed.

Assessments – In general, the Town of Veazie uses an assessing process that starts from the basis of the replacement cost of the structure. Once this cost is established, depreciation is applied to reflect current market conditions. Variations in the value of similar homes in different neighborhoods are generally dealt with through adjusting the value of the underlying land. This recognizes that certain neighborhoods have a higher market appeal than others.

The focus of the Assessing Department is to *calibrate the values* derived in this way to actual market conditions, by making necessary adjustments, in an effort to establish assessed values which are as close to market value as possible.

Property Inspections – Inspections of Real & Personal Property. The assessor should begin as soon as possible after April 1st the first steps of the assessment process, which is to ascertain as accurately as possible the nature (*land, building, personal*) amount (*size and number*), and value of all taxable property (36 M.R.S.A. 708). Property taxes in Maine are assessed annually on the basis of the status of property as of April 1, and the *tax year is April 1 to April* (36 M.R.S.A. 502).

Property Tax Maps – Review recorded documents verifying legal descriptions, updated demographic information relating to property ownership. These documents are then used to update computer file, tax maps, and verify and maintain land value cost tables.

Customer Service – The Assessing staff responds to inquires from surveyors, contractors, realtors, appraisers, financial institutions, members of the general public and property owners regarding a full array of assessing and appraisal practices including current valuations on properties within the Town.

At the local level, the Town Council have followed a policy of maintaining our assessed values as close to *100% of market value* as practical. Our policy was adopted in an effort to insure fairness by maintaining equitable assessments on an annual basis.

2017 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

Municipality:

veazie

Data entry fields

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

1. Local taxable real estate valuation 1
2. Local taxable personal property valuation 2
3. Total taxable valuation (Line 1 plus line 2) 3
(should agree with MVR Page 1, line 11)
4. Total of all homestead exempt valuation 4(a)
(should agree with MVR Page 1, line 14)
- Total of all Homestead Exempt Valuation multiplied by 50% 4(b)
5. Total of all BETE exempt valuation 5(a)
(+Enhanced BETE Calc sheet IJ12)
- Enhanced total of all reimbursable BETE exempt valuation 5(b)
(+Enhanced BETE Calc sheet IJ50:J50, Line 4.a)
6. Total valuation base (Line 3 plus line 4(b) plus line 5) 6

ASSESSMENTS

7. County tax 7
8. Municipal appropriation 8
9. TIF financing plan amount 9
\$07,000.00
10. Local education appropriation (Local share/contribution) 10
(Adjusted to municipal fiscal year)
11. Total appropriations (Add lines 7 through 10) 11

ALLOWABLE DEDUCTIONS

12. State municipal revenue sharing 12
13. Other revenues: All other revenues that have been formally 13
appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. (Do Not Include any Homestead or BETE Reimbursement)
14. Total deductions (Line 12 plus line 13) 14
15. Net to be raised by local property tax rate (Line 11 minus line 14) 15

16. x 1.05 = Maximum Allowable Tax
(Amount from line 15)
17. ÷ = Minimum Tax Rate
(Amount from line 15) (Amount from line 6)
18. ÷ = Maximum Tax Rate
(Amount from line 16) (Amount from line 6)
19. x = Tax for Commitment
(Amount from line 3) (Selected Rate) (Enter on MVR Page 1, line 13)
20. x 0.05 = Maximum Overlay
(Amount from line 15)
21. x = Homestead Reimbursement
(Amount from line 4b) (Selected Rate) (Enter on line 8 Assessment Warrant)
22. x = BETE Reimbursement
(Amount from line 5b) (Selected Rate) (Enter on line 9 Assessment Warrant)
23. - = Overlay
(Line 19 plus lines 21 and 22) (Amount from line 15) (Enter on line 5 Assessment Warrant)

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

ASSESSORS' CERTIFICATION OF ASSESSMENT

WE HEREBY CERTIFY, that the pages herein, numbered from 1 to 127 inclusive, contain a list and valuation of Estates, Real and Personal, liable to be taxed in the Municipality of Veazie 2017 for State, County, District, and Municipal Taxes for the fiscal year 07/01/2017 to 06/30/2018 as they existed on the first day of April 2017.

IN WITNESS THEREOF, we have hereunto set our hands at Veazie 2017 this 26 day of July, 2017.

Benjamin F. Birch Jr

Municipal Assessor(s)

MUNICIPAL TAX ASSESSMENT WARRANT

State of Maine Municipality Veazie 2017 County Penobscot
To Mark E Leonard, Tax Collector

In the name of the State of Maine you are hereby required to collect of each person named in the list herewith committed to you the amount set down on said list as payable by that person.

Assessments:

1. County Tax	306,088.00	
2. Municipal Appropriation	1,749,730.00	
3. TIF Financing Plan Amount	967,661.00	
4. Local Educational Appropriation	2,766,047.00	
5. Overlay (Not to Exceed 5% of "Net To Be Raised" (see tax rate calculation #16)	39,151.70	
6. Total Assessments		5,828,677.70

Deductions:

7. State Municipal Revenue Sharing	111,267.00	
8. Homestead Reimbursement	84,238.69	
9. BETE Reimbursement	8,633.76	
10. Other Revenue	477,289.00	
11. Total Deductions		681,428.45
12. <u>Net Assessment for Commitment</u>		5,147,249.25

You are to pay to Mark E Leonard, the Municipal Treasurer, or to any successor in office, the taxes herewith committed, paying on the last day of each month all money collected by you, and you are to complete and make an account of your collections of the whole sum on or before 06/30/2018.

In case of the neglect of any person to pay the sum required by said list until after 09/30/2017; you will add interest to so much thereof as remains unpaid at the rate of 7.00 percent per annum, commencing 10/01/2017 to the time of payment, and collect the same with the tax remaining unpaid.

Given under our hands, as provided by a legal vote of the Municipality and Warrants received pursuant to the Laws of the State of Maine, this 07/26/2017.

Benjamin A. Burkh

Assessor(s) of: Veazie 2017

CERTIFICATE OF COMMITMENT

To Mark E Leonard
Veazie 2017

the Collector of the Municipality of
, aforesaid.

Herewith are committed to you true lists of the assessments of the Estates of the persons wherein named; you are to levy and collect the same, of each one their respective amount, therein set down, of the sum total of \$5,147,249.25 (being the amount of the lists contained herein), according to the tenor of the foregoing warrant.

Given under our hands this 07/26/2017

Benjamin A. Burkh

Assessor(s) of: Veazie 2017

File the original certificate with the Tax Collector. File a copy in the Valuation Book

**CERTIFICATE OF ASSESSMENT TO BE RETURNED TO MUNICIPAL TREASURER
STATE OF MAINE**

County Penobscot, ss.

We hereby certify, that we have assessed a tax on the estate, real and personal liable to be taxed in the Municipality of Veazie 2017 for the fiscal year 07/01/2017 to 06/30/2018, at 18.15 mils on the dollar, on a total taxable valuation of \$283,595,000

Assessments:

1. County Tax	306,088.00	
2. Municipal Appropriation	1,749,730.00	
3. TIF Financing Plan Amount	967,661.00	
4. Local Educational Appropriation	2,766,047.00	
5. Overlay (Not to Exceed 5% of "Net To Be Raised" (see tax rate calculation #16)	39,151.70	
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9. BETE Reimbursement	8,633.76	
10. Other Revenue	477,289.00	
11. Total Deductions		681,428.45
12. <u>Net Assessment for Commitment</u>		5,147,249.25

Lists of all the same we have committed to Mark E Leonard, Tax Collector of said Municipality, with warrants in due form of law for collecting and paying the same to Mark E Leonard, Municipal Treasurer of said Municipality, or the successor in office, on or before such date, or dates, as provided by legal vote of the Municipality and warrants received pursuant to the laws of the State of Maine. (Title 36 MRSA, section 712)

Given under our hands this 07/26/2017

Benjamin D. Burchette

Municipal Assessor(s)

File the original with the Treasurer. File a copy in the Valuation Book

State of Maine



PENOBSCOT, SS

TO THE ASSESSOR(S) OF THE TOWN OF **Veazie** IN THE COUNTY OF PENOBSCOT,

GREETINGS:

WHEREAS, pursuant to MRSA Title 30-A, §900F-900J, upon an estimate by the County Commissioners for said County, of the sums necessary for defraying the charges of the County for the year ensuing, and exhibited by the Administrator of said County, the Penobscot County Budget Committee granted a tax of **\$ 14,252,446.00** Fourteen Million, Two Hundred Fifty-two Thousand, Four Hundred Forty-six Dollars and Zero Cents to be assessed, collected and paid according to law and applied for the purpose aforesaid.

And Whereas, the Court of County Commissioners, held at Bangor in and for the County of Penobscot on the **Seventh Day of February, 2017**, made apportionment of said tax as the law directs upon several Cities, Towns, Plantations and Unorganized Places within said County and ordered that the Clerk of said County forthwith send out warrants for assessing the several Cities, Towns, Plantations & Unorganized Places proportion thereof as the law directs and for paying the same.

And whereas upon a due apportionment of said sum, your Town's proportion thereof is found to be **\$ 306,087.11** Three Hundred Six Thousand, Eighty-seven Dollars and Eleven Cents

You are Therefore Hereby Required, in the name of the County of Penobscot, to assess the said sum last mentioned, upon the inhabitants of said Town, agreeable to the laws of said State, and cause the same in like manner to be collected and paid to the Treasurer of said Town of **Veazie** to be paid by him/her to **Daniel Tremble** *Treasurer of said County of Penobscot* or to his successor in said office, upon his warrant issued for the same on or before the **first day of September next**.

Hereof Fail Not, and make due the Assessors' return where the names of the person or persons to whom your list or lists of assessments shall be committed, to the said County Treasurer as soon as may be thereafter.

Pursuant to MRSA Title 36 §892-A, you are hereby notified that interest at the rate of **7% Seven Percent simple annual interest**, as specified by vote of the County Commissioners, shall accrue on all unpaid balances of the County Tax that are then due, beginning on the **60th day after the first of September next**. County taxes not paid prior to the 60th day after the date for payment are delinquent. The rate of interest specified herein shall apply to the delinquent taxes committed during the taxable year until those taxes are paid in full and the interest shall be added to become part of the taxes.

By order of the County Commissioners.

William J. Collins

Administrator of Penobscot County

ASSESSOR'S RETURN

Pursuant to a Warrant to us directed from **William J. Collins**, Administrator of the Court of County Commissioners for the County of Penobscot, dated the **7th Seventh Day of February, 2017** we have assessed the polls and estates of the inhabitants, and the estates of the non-resident proprietors of the Town of **Veazie** in said County, the sum of Three Hundred Six Thousand, Eighty-seven Dollars and Eleven Cents \$ **306,087.11** and have committed lists thereof to MARK E. LEONARD Collector of said municipality with a warrant in due form of law for collecting and paying the same to MARK E. LEONARD, Treasurer of said municipality or the successor in office, to be paid by the same to **Daniel Tremble** Treasurer of said County of Penobscot or the successor in said office on or before the first day of September next.

In Witness Whereof, we have hereunto set our hands at
Veazie the 26 day of July 2017

Benjamin F Birch Jr

Assessor(s) for the municipality of:

Benjamin F Birch Jr

Veazie

\$ **306,087.11**

To be completed & forwarded to the County Treasurer as soon as the assessment shall be completed.

Daniel Tremble, Treasurer
County of Penobscot
97 Hammond Street
Bangor, ME 04401

VEAZIE

Municipality

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

(36 M.R.S. § 383)

DUE DATE - NOVEMBER 1, 2017 (or within 30 days of commitment, whichever is later)

1. County: **PENOBSCOT**

Commitment Date: **7/26/2017**
mm/dd/yyyy

2. Municipality **VEAZIE**

3. 2017 Certified Ratio (Percentage of current just value upon which assessments are based.) 3 **100.00%**
Homestead, veterans, blind, and BETE Exemptions, Tree Growth and Farmland values must be adjusted by this percentage

TAXABLE VALUATION OF REAL ESTATE
(Exclude exempt valuation of all categories)

4. Land (include value of transmission, distribution lines & substations, dams and power houses) 4 **39,807,300**
5. Buildings 5 **98,813,600**
6. Total taxable valuation of real estate (sum of lines 4 & 5 above) 6 **138,620,900**
(See Municipal Tax Rate Calculation Standard Form page 10, line 1)

TAXABLE VALUATION OF PERSONAL PROPERTY
(Exclude exempt valuation of all categories)

7. Production machinery and equipment 7 **143,669,500**
8. Business equipment (furniture, furnishings and fixtures) 8 **246,800**
9. All other personal property 9 **1,057,800**
10. Total taxable valuation of personal property (sum of lines 7 through 9 above) 10 **144,974,100**
(See Municipal Tax Rate Calculation Standard Form page 10, line 2)

OTHER TAX INFORMATION

11. Total taxable valuation of real estate and personal property (sum of lines 6 & 10 above) 11 **283,595,000**
(See Municipal Tax Rate Calculation Standard Form page 10, line 3)
12. 2017 Property Tax Rate (example .01520) 12 **0.018150**
13. 2017 Property Tax Levy (includes overlay and any fractional gains from rounding) 13 **\$5,147,249.25**
Note: This is the exact amount of 2017 tax actually committed to the collector
(See Municipal Tax Rate Calculation Standard Form page 10, line 19)

HOMESTEAD EXEMPTION REIMBURSEMENT CLAIM

Homestead exemptions must be adjusted by the municipality's certified ratio

14. a. Total number of \$20,000 homestead exemptions granted 14a **426**
b. Total exempt value for all \$20,000 homestead exemptions granted (Line 14a x \$20,000) 14b **8,520,000**
c. Total number of properties fully exempted (valued less than \$20,000) by homestead exemptions granted 14c **69**
d. Total exempt value for all properties fully exempted (valued less than \$20,000) by homestead exemptions granted 14d **762,500**
e. Total number of homestead exemptions granted (sum of 14a & 14c) 14e **495**
f. Total exempt value for all homestead exemptions granted (sum of 14b & 14d) 14f **9,282,500**
(Must be the same as Municipal Tax Rate Calculation Standard Form page 10, line 4a)
g. Total assessed value of all homestead qualified property (land & buildings) 14g **69,271,500**

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: VEAZIE

BUSINESS EQUIPMENT TAX EXEMPTION (BETE) REIMBURSEMENT CLAIM

15. a. Number of BETE applications processed for tax year 2017.	15a	9
b. Number of BETE applications approved	15b	9
c. Total exempt value of all BETE qualified property (Must be the same as Municipal Tax Rate Calculation Standard Form page 10, line 5a)	15c	629,100
d. Total exempt value of BETE property located in a municipal retention TIF district.	15d	0

TAX INCREMENT FINANCING (TIF)

16. a. Total amount of increased taxable valuation above Original Assessed Value within TIF Districts.	16a	
b. Amount of Captured Assessed Value within TIF Districts.	16b	140,274,300
c. Property tax revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16c	967,661
d. BETE reimbursement revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16d	

(Lines 16c and 16d combined must be the same as Municipal Tax Rate Calculation Standard Form page 10, line 9)

EXCISE TAX

17. a. Excise taxes collected during a recently completed twelve month period. Enter either calendar or fiscal.	17a	FISCAL
b. Motor vehicle excise tax collected.	17b	\$408,075.00
c. Watercraft excise tax collected.	17c	\$2,751.00

ELECTRICAL GENERATION AND DISTRIBUTION PROPERTY

18. Total valuation of distribution and transmission lines owned by electric utility companies.	18	\$21,146,300
19. Total valuation of all electrical generation facilities.	19	\$6,319,200

FOREST LAND CLASSIFIED UNDER THE TREE GROWTH TAX LAW

(36 M.R.S. §§ 571 - 584-A)

20. Average per acre unit value used for undeveloped acreage (land not classified).	20	\$5,000
21. Classified forest land. (Do Not include land classified in Farmland as woodland).		
a. Number of parcels classified as of April 1, 2017	21a	2
b. Softwood acreage	21b	11.00
c. Mixed wood acreage	21c	19.00
d. Hardwood acreage	21d	48.00
e. Total number of acres of forest land only (sum of lines 21 b, c, & d above).	21e	78.00
22. Total assessed valuation of all classified forest land for tax year 2017.	22	10,864
a. Per acre values used to assess Tree Growth classified forest land value:		
Softwood	22a(1)	1,595.00
Mixed Wood	22a(2)	3,173.00
Hardwood	22a(3)	6,096.00

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: VEAZIE

TREE GROWTH TAX LAW CONTINUED

23. Number of forest acres first classified for tax year 2017.	23	<input type="text" value="0.00"/>
24. Land withdrawn from Tree Growth classification. (36 M.R.S. § 581)		
a. Total number of parcels withdrawn from 4/2/16 through 4/1/17.	24a	<input type="text" value="0"/>
b. Total number of acres withdrawn from 4/2/16 through 4/1/17.	24b	<input type="text" value="0.00"/>
c. Total value of penalties assessed by the municipality due to withdrawal of classified Tree Growth land from 4/2/16 through 4/1/17.	24c	<input type="text" value="\$0.00"/>
d. Total number of \$500 penalties assessed for non-compliance	24d	<input type="text" value="0"/>
24-1 Since April 1, 2016, have any Tree Growth acres been transferred to Farmland?	24-1	<input type="text" value="no"/> Yes/No

LAND CLASSIFIED UNDER THE FARM AND OPEN SPACE TAX LAW
(36 M.R.S. §§ 1101 to 1121)

FARM LAND:

25. Number of parcels classified as Farmland as of April 1, 2017.	25	<input type="text" value="0"/>
26. Number of acres first classified as Farmland for tax year 2017.	26	<input type="text" value="0.00"/>
27. a. Total number of acres of all land now classified as Farmland (Do not include Farm woodland)	27a	<input type="text" value="0.00"/>
b. Total valuation of all land now classified as Farmland (Do not include Farm woodland)	27b	<input type="text" value="0"/>
28. a. Number of <u>Farm</u> woodland acres:		
28a(1) Softwood acreage	28a(1)	<input type="text" value="0.00"/>
28a(2) Mixed wood acreage	28a(2)	<input type="text" value="0.00"/>
28a(3) Hardwood acreage	28a(3)	<input type="text" value="0.00"/>
b. Total number of acres of all land now classified as <u>Farm</u> woodland.	28b	<input type="text" value="0.00"/>
c. Total valuation of all land now classified as <u>Farm</u> woodland.	28c	<input type="text" value="0"/>
d. Per acre rates used for <u>Farm</u> woodland:		
Soft wood	28d(1)	<input type="text" value="145.00"/>
Mixed wood	28d(2)	<input type="text" value="167.00"/>
Hard wood	28d(3)	<input type="text" value="127.00"/>
29. Land withdrawn from Farmland classification. (36 M.R.S. § 1112)		
a. Total number of parcels withdrawn from 4/2/16 through 4/1/17.	29a	<input type="text" value="0"/>
b. Total number of acres withdrawn from 4/2/16 through 4/1/17.	29b	<input type="text" value="0.00"/>
c. Total value of penalties assessed by the municipality due to the withdrawal of classified Farmland from 4/2/16 through 4/1/17.	29c	<input type="text" value="\$0.00"/>
OPEN SPACE:		
30. Number of parcels classified as Open Space as of April 1, 2017.	30	<input type="text" value="0"/>
31. Number of acres first classified as Open Space for tax year 2017.	31	<input type="text" value="0.00"/>
32. Total number of acres of land now classified as Open Space.	32	<input type="text" value="0.00"/>
33. Total valuation of all land now classified as Open Space.	33	<input type="text" value="0"/>

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: _____

VEAZIE

OPEN SPACE TAX LAW CONTINUED

34. Land withdrawn from Open Space classification. (36 M.R.S. § 1112)

a. Total number of parcels withdrawn from 4/2/16 through 4/1/17.	34a	0
b. Total number of acres withdrawn from 4/2/16 through 4/1/17.	34b	0.00
c. Total value of penalties assessed by the municipality due to the withdrawal of classified Open Space land from 4/2/16 through 4/1/17.	34c	\$0.00

LAND CLASSIFIED UNDER THE WORKING WATERFRONT TAX LAW

(36 M.R.S., §§ 1131 - 1140-B)

35. Number of parcels classified as Working Waterfront as of April 1, 2017.

35

36. Number of acres first classified as Working Waterfront for tax year 2017.

36

37. Total acreage of all land now classified as Working Waterfront.

37

38. Total valuation of all land now classified as Working Waterfront.

38

39. Classified Working Waterfront withdrawn. (36 M.R.S. § 1138)

a. Total number of parcels withdrawn from 4/2/16 through 4/1/17.	39a	0
b. Total number of acres withdrawn from 4/2/16 through 4/1/17.	39b	0.00
c. Total value of penalties assessed by the municipality due to the withdrawal of classified Working Waterfront land from 4/2/16 through 4/1/17.	39c	\$0.00

EXEMPT PROPERTY

(36 M.R.S. §§ 651, 652, 653, 654-A, 656)

40. Enter the **exempt value** of all the following classes of property which are exempt from property taxation by law.

a. Public Property (§ 651(1)(A) and (B)).

(1) United States	40a(1)	0
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(2) State of Maine (excluding roads)	40a(2)	800
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TOTAL VALUE [40a (1) + (2)]

40a

b. Real estate owned by the Water Resources Board of the State of New Hampshire located within this state. (§ 651(1)(B-1))

40b

c. Property of any public municipal corporation of this state (including county property) appropriated to public uses. (§ 651(1)(D))
(County, Municipal, Quasi-Municipal owned property)

40c

d. Pipes, fixtures, hydrants, conduits, gatehouses, pumping stations, reservoirs and dams of a public municipal corporation supplying water, power or light if located outside the limits of the municipality. (§ 651(1)(E)).

40d

e. Airport or landing field of a public municipal corporation used for airport or aeronautical purposes. (§ 651(1)(F))

40e

f. Landing area of a privately owned airport when owner grants free use of that landing area to the public. (§ 656(1)(C))

40f

g. Pipes, fixtures, conduits, buildings, pumping stations, and other facilities of a public municipal corporation used for sewerage disposal if located outside the limits of the municipality. (§ 651(1)(G))

40g

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: _____

VEAZIE

EXEMPT PROPERTY CONTINUED

40. h. Property of benevolent and charitable institutions. (§ 652(1)(A))	40h	115,700
i. Property of literary and scientific institutions. (§ 652(1)(B))	40i	0
j. Property of the American Legion, Veterans of Foreign Wars, American Veterans, Sons of Union Veterans of the Civil War, Disabled American Veterans and Navy Clubs of the USA. (§ 652(1)(E))		
1) Total exempt value of veterans organizations.	40 j(1)	0
2) Exempt value attributable to purposes other than meetings, ceremonials, or instruction facilities (reimbursable exemption).	40 j(2)	0
k. Property of chambers of commerce or boards of trade. (§ 652(1)(F))	40k	0
l. Property of houses of religious worship and parsonages. (§ 652(1)(G))		
1) Number of parsonages within this municipality.	40 l(1)	0
2) Indicate the total exempt value of those parsonages.	40 l(2)	0
3) Indicate the total taxable value of those parsonages.	40 l(3)	0
4) Indicate the total exempt value of all houses of religious worship.	40 l(4)	176,000
TOTAL EXEMPT VALUE OF ALL HOUSES OF RELIGIOUS WORSHIP AND PARSONAGES		
[Sum of 40 l(2) and 40 l(4)]	40l	176,000
m. Property owned or held in trust for fraternal organizations operating under the lodge system (do not include college fraternities). (§ 652(1)(H))	40m	0
n. Personal property leased by a benevolent and charitable organization exempt from taxation under § 501 of the Internal Revenue Code of 1954 and the primary purpose is the operation of a hospital licensed by the Dept. of Health and Human Services, health maintenance organization or blood bank. (§ 652(1)(K)) (Value of property <u>owned</u> by a hospital should be reported on line 40h)	40n	0
o. Exempt value of real property of all persons determined to be legally blind. (§ 654-A) (\$4,000 adjusted by certified ratio)	40o	0
p. Aqueducts, pipes and conduits of any corporation supplying a municipality with water. (§ 656(1)(A))	40p	525,900
q. Animal waste storage facilities constructed after April 1, 1999 and certified as exempt by the Commissioner of Agriculture, Conservation and Forestry. (§ 656(1)(J)) (reimbursable exemption)	40q	0
r. Pollution control facilities that are certified as such by the Commissioner of Environmental Protection. (§ 656(1)(E))	40r	0
s. Snowmobile trail grooming equipment registered under 12 M.R.S. § 13113. (§ 655(1)(T)) (reimbursable exemption)	40s	0

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: VEAZIE

40t. VETERANS EXEMPTIONS - The following information is necessary in order to calculate reimbursement. (Section 653)

SECTION 1: The section is only for those veterans who served during a federally recognized war period

	NUMBER OF EXEMPTIONS		EXEMPT VALUE	
Widower:				
1. Living male spouse or male parent of a deceased Veteran. <i>\$6,000 adjusted by the certified ratio. [Section 653(1)(D)]</i>	40t(1)A	3	40s(1)B	18,000
Revocable Living Trusts:				
2. Paraplegic veteran (or their widow) who is the beneficiary of a revocable living trust. <i>\$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]</i>	40t(2)A	1	40s(2)B	6,000
3. All other veterans (or their widows) who are the beneficiaries of revocable living trusts. <i>\$6,000 adjusted by the certified ratio. [Section 653(1)(C) or (D)]</i>	40t(3)A	3	40s(3)B	30,000
WW I Veterans:				
4. WW I veteran (or their widow) enlisted as Maine resident. <i>\$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]</i>	40t(4)A	0	40s(4)B	0
5. WW I veteran (or their widow) enlisted as non-Maine resident. <i>\$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]</i>	40t(5)A	0	40s(5)B	0
Paraplegic Veterans:				
6. Paraplegic status veteran or their unremarried widow. <i>\$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]</i>	40t(6)A	0	40s(6)B	0
Cooperative Housing Corporation Veterans:				
7. Qualifying Shareholder of Cooperative Housing Corporation <i>\$6,000 adjusted by the certified ratio. [Section 653(2)]</i>	40t(7)A	0	40s(7)B	0
All Other Veterans:				
8. All other veterans (or their widows) enlisted as Maine residents. <i>\$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]</i>	40t(8)A	51	40s(8)B	306,000
9. All other veterans (or their widows) enlisted as non-Maine residents. <i>\$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]</i>	40t(9)A	9	40s(9)B	54,000

SECTION 2: This section is only for those veterans who did not serve during a federally recognized war period

	NUMBER OF EXEMPTIONS		EXEMPT VALUE	
10. Veteran (or their widow) disabled in the line of duty. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(2) or (D)]	40t(10)A	0	40s(10)B	0
11. Veteran (or their widow) who served during the periods from August 24, 1982 to July 31, 1984 and December 20, 1989 to January 31, 1990. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(11)A	0	40s(11)B	0
12. Veteran (or their widow) who served during the period from February 27, 1961 and August 5, 1964, but did not serve prior to February 1, 1955 or after August 4, 1964. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(12)A	0	40s(12)B	0

Total number of ALL veteran exemptions granted in 2017 40t(A) **67**

Total exempt value of ALL veteran exemptions granted in tax year 2017 40s(B) **414,000**

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: VEAZIE

EXEMPT PROPERTY CONTINUED

40. **u. Other.** The Laws of the State of Maine provide for exemption of quasi-municipal organizations such as authorities districts and trust commissions. These exemptions will not be found in Title 36.

Examples: Section 5114 of Title 30-A provides for exemption of real and personal property of an Urban Renewal Authority or Chapter 164, P. & S.L. of 1971 provides for exemption of real estate owned by the Cobbossee-Annabessacook Authority. (See also 30-A M.R.S., § 5413, Revenue Producing Municipal Facilities Act.)

Please list the full name of the organization in your municipality that has been granted exempt status through such a law, the provision of the law granting the exemption and the estimated full value of real property.

NAME OF ORGANIZATION	PROVISION OF LAW	EXEMPT VALUE
HOMESTEAD EXEMPTIONS	TITLE 36	\$9,282,500
CEMETRY	TITLE 13	24,000
TOTAL		40u 9,306,500

40. TOTAL VALUE OF ALL PROPERTY EXEMPTED BY LAW 40 20,945,300
(sum of all exempt value)

MUNICIPAL RECORDS

41. a. Does your municipality have tax maps? 41a YES YES/NO
If yes, proceed to b, c and d. If no, move to line 42. Give date when tax maps were originally obtained and name of contractor.
(This does not refer to the annual updating of tax maps.)
- b. Date 41b 4/1/2017 mm/dd/yyyy
- c. Name of Contractor 41c
- d. Are your tax maps PAPER, GIS or CAD? 41d PAPER
42. Please indicate the number of *land parcels* within your municipal assessing jurisdiction. (Not the number of tax bills) 42 854
43. Total taxable land acreage in your municipality. 43 1682.95
44. a. Has a professional town-wide revaluation been completed in your municipality?
If yes, please answer the questions below. 44a YES YES/NO
If no, please proceed to line 45.
- b. Did the revaluation include any of the following? Please enter each category with YES or NO.
- 44b (1) YES LAND
- 44b (2) YES BUILDINGS
- 44b (3) YES PERSONAL PROPERTY
- c. Effective Date 44c 4/1/2013 mm/dd/yyyy
- d. Contractor Name 44d RJD APPRASIAL COMPANY
- e. Cost 44e \$75,000

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: VEAZIE

MUNICIPAL RECORDS CONTINUED

45. Please indicate the best choice that describes how the municipality administers its assessment function. Choose **SINGLE ASSESSOR**, **ASSESSORS' AGENT** or **BOARD OF ASSESSORS**. Please provide the name if single assessor or agent.

a) Function 45a SINGLE ASSESSOR
 b) Name 45b BENJAMIN F. BIRCH JR
 c) Email address 45c bbirch@veazoe.net

46. List the beginning and ending dates of the fiscal year in your municipality.

FROM 46a 7/1/2017 TO 46b 6/30/2018
 mm/dd/yyyy mm/dd/yyyy

47. Interest rate charged on overdue 2017 property taxes (36 M.R.S. § 505) 47 7.00
 (not to exceed 7.00%)

48. Date(s) that 2017 property taxes are due. 48a 9/30/2017 48b 10/1/2017
 48c mm/dd/yyyy 48d mm/dd/yyyy

49. Are your assessment records computerized?

49a yes YES/NO Name of software used 49b TRIO

50. Has your municipality implemented a local tax relief program similar to the state's circuitbreaker program or property

tax fairness credit? 50a no YES/NO How many people qualified? 50b

How much relief was granted? 50c

51. Has your municipality implemented a local elderly volunteer tax credit program under 36 M.R.S. § 6232(1-A)?

51a no YES/NO How many people qualified? 51b

How much relief was granted? 51c

I/We, the Assessor(s) of the Municipality of VEAZIE do state that the foregoing information contained herein is, to the best knowledge and belief of this office, reported correctly and that all of the requirements of the law have been followed in valuing, listing and submitting the information.

ASSESSOR(S)
SIGNATURES

Benjamin F Birch Jr
 BENJAMIN F. BIRCH JR

DATE 9/12/2017
 mm/dd/yyyy

NOTICE: This return must be completed and sent to the Property Tax Division by November 1, 2017 or within 30 days after the commitment date, whichever is later, in order to avoid reduction or loss of any entitlement under the Tree Growth Tax Law municipal reimbursement program for the 2017 tax year.

MAINE REVENUE SERVICES - 2017 MUNICIPAL VALUATION RETURN

Municipality: VEAZIE

County: PENOBSCOT

VALUATION INFORMATION

1. List the number and type of new, demolished and converted residential buildings in your municipality since April 1, 2016, giving the approximate increase or decrease in full market value.

	One Family	Two Family	3-4 Family	5 Family Plus	Mobile Homes	Seasonal Homes
New					4	
Demolished					4	
Converted						
Valuation Increase (+)					\$140,000	
Valuation Loss (-)					\$48,000	
Net Increase/Loss	\$0	\$0	\$0	\$0	\$92,000	\$0

2. List any new industrial or commercial growth started or expanded since April 1, 2016, giving the approximate full market value and additional machinery, equipment, etc.

Casco Bay Energy filed an asset list resulting the changing of the estimated value of their personal property. This listing changed the personal property and real estate assessments for April 1, 2017.

3. List any extreme losses in valuation since April 1, 2016, giving a brief explanation such as "fire" or "mill closing", etc. giving the loss at full market value.

None

4. Explain any general increase or decrease in valuation since April 1, 2016 based on revaluations, change in ratio used, adjustments, etc.

Homestead Exemption amount changed from \$15,000 to \$20,000 for April 1, 2017.
Penobscot County Tax increased from previous year.

REAL ESTATE
HIGHEST 25 VALUATIONS

Acct	Name / Location	Land	Buildings	Exemption	Total
32	Bangor Hydro Electric CO	15,200,600	0	0	15,200,600
918	Casco Bay Energy Co. LLC	900,000	5,419,200	0	6,319,200
949	Bangor Hydro Electric	851,000	4,763,200	0	5,614,200
9	American Concrete	127,300	1,790,100	0	1,917,400
1035	Veazie Village Senior	40,000	1,160,000	0	1,200,000
304	B & L Properties LLC	58,200	1,127,400	0	1,185,600
925	Maritimes & Northeast	0	1,062,200	0	1,062,200
195	Grey Stone Mobile Home	866,300	14,100	0	880,400
612	Silver, Barney	652,100	14,900	0	667,000
176	Sampson, Mark	58,600	607,500	0	666,100
454	Cloutier Veterinary Real	52,600	577,300	0	629,900
613	Silver, Barney	140,000	453,300	0	593,300
14	Arata, Sally	64,900	508,400	20,000	553,300
209	Flagg, Bruce	48,000	491,200	0	539,200
690	B & L Properties LLC	36,000	494,300	0	530,300
244	Dagher, Habib	45,800	488,100	20,000	513,900
917	Lynch, Sandra	47,900	477,300	20,000	505,200
280	My Three Sons Realty, LLC	47,200	452,600	0	499,800
980	Hsu, Helen H.	44,800	454,300	0	499,100
997	Reilly, John	38,000	479,200	20,000	497,200
994	Carmack, David	38,400	466,400	20,000	484,800
640	Hashmi Bros, Inc.	56,600	428,900	20,000	465,500
416	Lynch, Vincie	50,600	410,400	0	461,000
422	Lacombe, Jeffrey	49,000	411,300	0	460,300
217	Dalton, William	55,900	421,600	20,000	457,500
		19,569,800	22,973,200	140,000	42,403,000

Veazie
11:22 AM

Highest Assessment Report

10/03/2017

1

Account	Name	Assessment
	CASCO BAY ENERGY LLC	140,274,300
	EMERA MAINE	1,400,500
	American Concrete Industries, Inc.	1,086,800
	Bangor Gas	1,066,500
	TIME WARNER CABLE NORTHEAST LLC	251,300
	EDDINGTON MARKET INC	236,300
	Qualey Granite & Stone	210,400
	Lou Silver, Inc.	180,000
	Veazie Veterinary Clinic Inc	74,300
	Lacombe, Jeffrey	54,100
	Total	<hr/> 144,834,500

ITEM #12

Town of Veazie

To: Veazie Town Council

From: Mark Leonard; Town Manager

Date: 10-06-2017

Ref: Ground Maintenance Bid Opening

On 10-04-2017 at 400PM I opened (3) ground maintenance bids that was received from the RFP which were solicited in September. The results of the bid posting are as follows:

1. **Black Bear Lawn Care:** 2018= \$17,000.00
2019=\$18,000.00
Optional= \$600.00/year for municipal building mulch and weeding
\$500.00/year for mowing of Buck Hill Conservation area

18 years in business with \$900,000.00 gross amount of contracts in hand with 20 employees and 72 pieces of equipment.
2. **Casey's Lawn Service:** 2018=\$18,800.00
2019= \$18,800.00
Optional= \$600.00/year for municipal mulch and weeding
\$300/year for mowing of Buck Hill Conservation area

9 years in business with \$150,000.00 gross amount of contracts in hand with 2 employees (*plan to hire 2 employees next season) and 22 pieces of equipment.
3. **2DUBB All Seasons Care:** 2018= \$78,000.00
2019= \$81,000.00
Optional=\$1,500.00/ year for municipal mulch and weeding
\$2,000.00/year for mowing of Buck Hill Conservation area

4 years in business with \$110,000.00 (+ depending on weather) gross amount of contracts in hand with 3 employees and 14 pieces of equipment

Complete bid packets from each bidder will be available for review at the Council meeting. In the RFP a general requirement was 5 years of commercial experience with references. As you may note 2 DUBB All Season Care doesn't meet this general requirement.

Please let me know prior to the meeting if you have additional questions, concerns or comments reference this that I could assist with.

Town of Veazie – Administrative Regulations Purchasing Policy v.1e

Effective Date: March 2nd 2010

Regulation No.: 1

Revision Date: None
Issue

Supersedes: First

Approved By: 

Subject: Purchasing Policy

I. PURPOSE

The purpose of this policy is to provide for the purchasing of goods and services required by the Town of Veazie.

II. POLICY

A. The Town Manager and / or his/her designee shall act as purchasing agent for all departments and officers of the Town of Veazie.

B. Purchasing and Competitive Bidding

The Town Council shall designate the level at which purchases shall be made on a bid basis, Request for Proposals, Request for Qualifications and Negotiated Procurement Basis as deemed necessary. The Town Manager or his/her designee will be responsible for the proper bid procedures.

1) **Over \$5,000:** Any new capital equipment purchase over \$5,000 must be awarded through one of the following: competitive bid process, Request for Proposal process, a Request for Qualifications process or negotiated procurement basis as deemed appropriate by management. The Town Council will authorize the award prior to an issuance of a contract of award or purchase order.

2) **\$2,500 to \$4,999:** Heavy equipment parts and repairs, vehicle parts and repairs, and budgeted capital items, may be purchased directly by the department head with a purchase order signed by the department head. The purchase order will have (3) three written quotes whenever possible or may exercise the use of negotiation procurement process.

3) **\$1000 to \$2,499:** All equipment parts and repairs, vehicle parts and repairs or budgeted capital items, may be purchased directly by the department head. The department head will have (3) three verbal quotes whenever possible or exercise the use of the negotiation procurement process.

4) **\$0 to \$999:** All equipment parts and repairs, vehicle parts and repairs, and or budgeted capital items, may be purchased directly. However the purchaser is required to obtain verbal quotation whenever possible or exercise the use of the negotiation procurement process. A department head or his/her designee may approve the purchase.

Negotiation Procurement: Negotiated procurement shall be on a competitive basis to the maximum practical extent. It is understood that some items or services are of a very limited nature, timeliness of a situation that needs to be addressed may prohibit lengthy "Bid, RFP or RFQ" processes, or that a distributor may have distribution rights over large areas which would make seeking "bids" impractical. Whenever supplies or services are procured by negotiation, price quotations or other evidence of reasonable prices and other vital matters deemed necessary by the Town Manager and staff shall be solicited from the maximum number of qualified sources of supplies or services consistent with the nature of and requirements for the supplies or services to be purchased, in accordance with the basic policies set with in this policy

The Town Council may make awards following competitive bids (RFP/RFQ submittals) or negotiated procurement agreements to a bidder, considering price, quality, and overall value of the service offered and reliability of past and expected future service. All bids will be scheduled and opened at a publicly announced Time and Place. Lowest cost is not the sole determinant for the award and the Town of Veazie is not obligated to accept the lowest cost bid. The Town of Veazie reserves the right to reject any and all bids, RFP's and RFQ's.

William Reed
Town Manager

Memo

To: Veazie Town Council
From: Mark Leonard; Town Manager
Date: September 26, 2017
Re: Fiscal Year (FY) 2017/2018 Council Goals and Objectives

On September 25, 2017 during a regular Council meeting a discussion was held to discuss the goals and objectives for the Council for Fiscal Year (FY) 2017/2018. From this meeting the following was determined to be the goals and objectives of the council for FY 2017/2018 in no certain order;

1. Expand our Tax Increment Financing (TIF) district.
2. Look for ways to brand the Town of Veazie through improvements in our communications and marketing plan.
3. Evaluating the effectiveness of the ambulance contract and determine the best path forward for this service.
4. Set some long-term goals for the old Veazie Hydro Dam property while at the same time look at long term goals for the other trail systems located throughout the Town.
5. Review and update the capital improvement plan for the Town of Veazie and look at funding options to make certain we are adequately funding the proposed capital projects
6. Implement an updated Request for Proposal (RFP) policy.

Manager's Report For October 23, 2017 Council Meeting

Since the last council meeting here are some things I've been working on as well as things occurring around Town.

I have spoken to a home owner about adding onto his home. We went over the rules regarding setbacks and variances along with how much availability they had to expand their home. This was done in consultation with code enforcement.

The signed General Assistance Ordinance was returned to the State following the September 25 Council meeting. These changes go into effect October 1, 2017

I attended the Regional Dispatch Board of Directors meeting. Main topic of discussion was the radio report that we had recently received. We will review this in depth over the next few weeks and ultimately prepare a recommendation to the County Commissioners.

I held a ground maintenance bidders meeting. Four bidders attended and several questions were answered. The bids were due on October 4th and the vendor will be chosen at the October 23 Council meeting.

I have continued to work with the paper editor in preparation for the first issue of the Viking. I believe the articles are coming together very well.

I have met with the tree contractor and had the cedar hedge removed from the town's right of way on Davis Drive. This is in preparation for the road reconstruction.

I have spoken to the paving contractor and they will be paving the community center and sidewalks on September 29. They will then return and finish the small projects which are left around town. This will complete the paving for this year.

In preparation for the Halloween hullabaloo I have brought the Halloween items to the school. The event this year will be on Halloween night and will run from 5-630 at the school. Additionally, the fire department will have a haunted house hear at the fire station. They started this last year and it was very well received.

The sprinkler work continues at the community center and should be completed within the next few weeks.

It was determined in order to close on the loan for the renovation of the municipal building which was approved at the annual town meeting needed to also be approved by the council. I have been working with bond counsel from Eaton Peabody to complete the necessary paperwork which will be presented to council at the October 23, 2017 council meeting.

I have met with Matt Polo as we continue to plan the renovations for the municipal building. He will begin with the lighting project and ceiling tile replacement on October 23. Additionally, we have been finalizing the plans for the new space for the police department. These plans will be presented for review within the next few weeks with possible construction beginning in November.

Manager's Report For October 23, 2017 Council Meeting

The fire department was notified they were not successful with the fire fighter grant they applied for last year. They will be meeting with a consultant to see how to strengthen the grant for this year's consideration. Additionally, they will be presenting to the council to receive approval from them that the town will accept the grant in the future if their application is successful this year.

I have ordered a picnic table and signs for the Davis Forest entrance. These items along with hazardous tree removal at that location will be paid from thru a grant which was approved earlier in the year.

We have held our initial meeting on marketing the town. This was a small focus group and we will be having a larger group meeting in November. The group felt the meeting was productive and we are excited to get this project moving forward.

I have met with some residence of Graham Senior Housing and will be working with them to get some dead trees removed from behind 3 Flagg Street. This area was cleaned up several years ago and they are working to restore the area but the trees that need removing are too large for them to remove.

I attended the Maine Chiefs of Police Board meeting and also a Policy Committee meeting for them as well. Both meetings were very productive.

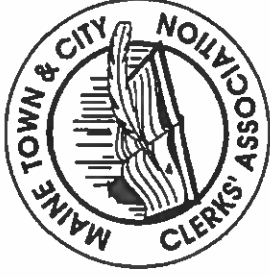
The paving for this season has been completed. All areas completed were well received and Hopkins did another outstanding job this year.

I have spoken to Barney on setting up a leaf collection date and at this point one has not been set because a majority of the leaves are still on the trees. I will continue to work with him on choosing a date and then getting this date out to the public.

Attachments:

1. Certified Clerk of Maine Certificate for Julie Strout
2. Letter from EMERA
3. Letter from Hermon Oil
4. School Committee Agenda and Financials
5. BASWG Agenda
6. Thank you note from Katahdin Trust
7. Letter of resignation from Todd Zerfoss
8. Thank you note to Fire Department
9. Letter of approval on homeland security grant
10. Information/ Newsletter from MRC

The Maine Town and City Clerks' Association



*has conferred the title of
Certified Clerk of Maine upon*

Julie Strout

*who has completed the requirements prescribed by the
Maine Town and City Clerks' Association for Certification.*

*Certified this 12th day of September, A.D. 2017
(Certification valid through September 2022)*

Lisa J. Goshorn

President

Notice of Proposed Increase in Distribution Rates
Maine Public Utilities Commission Docket No. 2017-00198

September 20, 2017

Dear Customer:

On October 2, 2017, Emera Maine will be filing a request with the Maine Public Utilities Commission (the Commission) to increase the revenue from its distribution rates by approximately \$10.1 million, or 12.0%. "Distribution" rates cover the costs of delivering electricity over the local electric system to your home or business.

The proposed distribution rate change is estimated to be approximately \$3.60 per month for a residential customer with typical usage of 500kWh per month, approximately a 4.0-5.0% increase in the total electricity bill. Emera Maine will propose that any increase in distribution rates approved by the Commission be shared equally amongst all residential, commercial and industrial customers. The proposed increase to distribution rates includes investments in system reliability, customer service, and operations.

The distribution rate proposal will be filed in accordance with Maine law, pursuant to 35-A M.R.S. § 307 and Chapter 120 of the Commission's Rules and has been assigned Docket No. 2017-00198. This notice is provided in accordance with Chapter 110 § 8.A.1(c) of the Commission's Rules of Practice and Procedure.

You may participate in the distribution proceeding in one of three ways:

1. If you wish to be notified when a filing is made in the case or when Commission orders are issued, you may add your name to the case notification list using the Commission's case management system (CMS). For information on how to register and use the Commission's CMS, please access this information at www.maine.gov/mpuc/online.
2. You may petition to intervene. If your petition to intervene is granted, you will be a party with the right to participate formally in the hearings and in negotiations. Your petition must be submitted through the Commission's CMS and must include the name and docket number of this proceeding (2017-00198), and the manner in which you are affected by this proceeding. Your petition must also include a short and plain statement of the nature and extent of the participation you seek, and a statement of the nature of the evidence or argument you intend to submit. You may also submit your petition in writing via U.S. mail to the Commission's Administrative Director, Public Utilities Commission, 18 State House Station, Augusta ME 04333-0018. Your petition to



August 30, 2017

A message from Todd Jackson at Hermon Oil:

Thank-you for being a loyal customer of Hermon Oil! Since 1996, we have had the honor of serving your heating fuels, propane and equipment needs. At this time in my life I have decided to close this chapter and look forward to new adventures. Therefore, I have decided it is time for me to retire.

It is important to me to make sure that your home energy needs are met with the same level of service you have come to expect from Hermon Oil. It was also important to me that the buyer was a Maine based, family owned and operated company with similar values. Fabian Oil, headquartered a short distance from here in Oakland, Maine is that company. Fabian has been a family owned and operated company since 1988 and has the experience and resources to meet your energy needs. Additionally, and most importantly, Fabian has an impeccable reputation throughout the communities they serve.

What does this mean for you?

Fabian will immediately assume responsibility of your account. They will continue to provide the same level of service that Hermon Oil has in the past but with the additional resources that Fabian has to offer. You can continue to use the Hermon Oil phone number that you have in the past. In the event that you need after-hours services, Fabian maintains an employee staffed 24 hour emergency call center to immediately respond to your needs. If you are an automatic delivery customer, your deliveries will continue as normal. If you are on will call, you just need to call as you have done in the past. The office will still be located at 1818 Hammond Street in Hermon so feel free to stop by anytime.

A message from E.J. Fabian at Fabian Oil:

I would like to thank Todd and Lisa for entrusting the energy needs of Hermon Oil customers to Fabian Oil. I am confident that you will continue to receive the same level of quality service and competitive pricing while also benefiting from all that Fabian has to offer. Since 1988, our focus has been on **customers, employees and community**. Nothing is more important to us. Feel free to visit our website at www.fabianoil.com for additional company and customer information. Thank-you in advance for giving us the opportunity to service your energy needs. We promise to do everything we can to continue to earn your business.

Warmest regards,

A handwritten signature in black ink that reads "TODD JACKSON". The signature is stylized with a large, sweeping "T" and "J".

Todd Jackson
Hermon Oil

A handwritten signature in black ink that reads "E.J. Fabian". The signature is stylized with a large, sweeping "F" and "B".

E.J. Fabian, President
Fabian Oil

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

TO: Veazie School Committee

FROM: Matthew D. Cyr, Superintendent and Principal

DATE: October 2, 2017

SUBJECT: School Committee Meeting - 6:00 p.m.
Veazie Community School Library

AGENDA

- I. Call of the Roll
- II. Pledge of Allegiance
- III. Approval of Minutes of Regular Meeting of September 11, 2017
- IV. Adjustment to Agenda
- V. Persons Desiring to Address the Committee
- VI. Acknowledgements
- VII. A. Board Chair

VIII. Personnel

- A. Resignations**
- B. Nominations**

IX. Principal's Report (Exhibit)

X. Superintendent Report

- A. MSMA Fall Conference October 26-27 Invite for Board Members**
- B. SMLC and Regionalization Update**
- C. New Legislature Proposed for Child Development Services, ages 3 - 5**
- D. Policy Audit through MSMA (Exhibit)**
- E. September Financials**

XI. New Business

- A. Discussion of ESEA Funds and Public Comment:**
 - a. Title 1A—Reading Recovery**
 - b. Title IIA—Professional Development**
 - c. Title IV—STEM after school program and summer program**
 - d. Homeless Project—Transportation & Supplies**

XII. Old Business

XIII. Board Policy

- A. Second Reading and Adoption of Policy ADC Tobacco Use and Possession**

XIV. Request for Information

XV. Executive Session

XVI. Next Meeting - November 10, 2017 at 6:00 p.m. in the VCS Library Media Center

XVII. Adjournment

Veazie School Department

Budget by Warrant Articles - Total

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Amendments 7/1/2017 - 6/30/2018	Amended Budget 7/1/2017 - 6/30/2018	YTD Expended 7/1/2017 - 9/30/2017	Encumbrances 7/1/2017 - 9/30/2017	Amount Remaining 7/1/2017 - 9/30/2017	Percent Remaining 7/1/2017 - 9/30/2017
Total Article 1 - Reg Instr.	\$2,041,913.17	\$0.00	\$2,041,913.17	\$264,503.44	\$4,624.13	\$1,772,785.60	86.81%
Total Article 2 - Sp/Ed Instr.	\$678,978.35	\$0.00	\$678,978.35	\$83,002.89	\$328.68	\$595,646.78	87.72%
Total Article 3 - CTE Instr.	\$25,080.47	\$0.00	\$25,080.47	\$6,270.12	\$0.00	\$18,810.35	74.99%
Total Article 4 - Other Instr.	\$36,094.64	\$0.00	\$36,094.64	\$1,405.22	\$250.00	\$34,439.42	95.41%
Total Article 5 - Stu & Staff	\$198,858.55	\$9,369.83	\$208,228.38	\$39,412.17	\$1,858.01	\$166,958.20	80.18%
Total Article 6 - System Admin	\$112,977.54	\$27,000.00	\$139,977.54	\$9,645.81	\$0.00	\$130,331.73	93.10%
Total Article 7 - Schl Admin.	\$104,516.52	\$0.00	\$104,516.52	\$32,011.92	\$346.54	\$72,158.06	69.03%
Total Article 8 - Transport.	\$143,300.00	\$0.00	\$143,300.00	\$0.00	\$0.00	\$143,300.00	100.00%
Total Article 9 - Op & Maint	\$372,645.00	\$37,039.65	\$409,684.65	\$173,347.30	\$2,725.00	\$233,612.35	57.02%
Total Article 10 - Debt Svc.	\$269,165.12	\$0.00	\$269,165.12	\$0.00	\$0.00	\$269,165.12	100.00%
Total Article 11 - Other	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	100.00%
Subtotal Adult Education	\$1,760.00	\$0.00	\$1,760.00	\$392.94	\$0.00	\$1,367.06	77.67%
TOTAL BUDGET	\$4,025,289.36	\$73,409.48	\$4,098,698.84	\$609,991.81	\$10,132.36	\$3,478,574.67	84.87%

Veazie School Department

YTD Revenue

Statement Code: Revenue

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Amendments 7/1/2017 - 6/30/2018	Revised Budget 7/1/2017 - 6/30/2018	Current Period 9/1/2017 - 9/30/2017	Reported Period 7/1/2017 - 9/30/2017	Amount Remaining 7/1/2017 - 9/30/2017	Percent Remaining 7/1/2017 - 9/30/2017
1000-0000-0000-41211-000 Local Allocation - Veazie	(1,895,508.50)	22,865.00	(1,872,643.50)	(156,053.62)	(468,160.86)	(1,404,482.64)	75.00%
1000-0000-0000-41213-000 Additional Local Funds - Veazie	(868,778.56)	(22,865.00)	(891,643.56)	(74,010.33)	(222,910.93)	(668,732.63)	74.99%
1000-0000-0000-41214-000 Local for Adult Ed	0.00	0.00	0.00	0.00	0.00	0.00	---
1000-0000-0000-41322-000 Tuition - Elementary	0.00	0.00	0.00	0.00	0.00	0.00	---
1000-0000-0000-41325-000 Tuition-Special Education Elementary	0.00	0.00	0.00	0.00	0.00	0.00	---
1000-0000-0000-41510-000 Interest Income	0.00	0.00	0.00	0.00	(2,009.96)	2,009.96	---
1000-0000-0000-41910-000 Use of Facilities	0.00	0.00	0.00	0.00	0.00	0.00	---
1000-0000-0000-41981-000 Refund Prior Year's Expenditures	0.00	0.00	0.00	(3.81)	(1,716.31)	1,716.31	---
1000-0000-0000-41991-000 Refund MSMA WC premium	0.00	0.00	0.00	0.00	0.00	0.00	---
1000-0000-0000-42200-000 Efficiency Maine rebate	0.00	0.00	0.00	0.00	0.00	0.00	---
1000-0000-0000-43110-000 State Allocation - Veazie	(691,020.30)	(73,409.48)	(764,429.78)	(63,702.48)	(191,107.44)	(573,322.34)	75.00%
1000-0000-0000-43111-000 State Subsidy/Debt Service	(268,297.00)	0.00	(268,297.00)	0.00	0.00	(268,297.00)	100.00%
1000-0000-0000-44340-000 E-Rate	0.00	0.00	0.00	0.00	0.00	0.00	---
1000-0000-0000-45000-000 Veazie Balance Forward	(270,000.00)	0.00	(270,000.00)	0.00	0.00	(270,000.00)	100.00%
1000-0000-0000-45430-000 State share SHRF	(29,925.00)	0.00	(29,925.00)	0.00	0.00	(29,925.00)	100.00%
1500-0000-0000-41214-000 Local Share for Adult Ed	(1,760.00)	0.00	(1,760.00)	(439.97)	(439.97)	(1,320.03)	75.00%
GRAND TOTAL	\$ (4,025,289.36)	\$ (73,409.48)	\$ (4,098,698.84)	\$ (294,210.21)	\$ (886,345.47)	\$ (3,212,353.37)	78.37%



Bangor Area Storm Water Group Meeting

October 12, 2017

Location: Hampden Town Office, Hampden, Maine

9:00 am – 11:00 am


DRAFT AGENDA

- 9:00 am** **Welcome and Round-robin Introductions (5 min)**
- 9:05 am** **MS4 Next Cycle Permit Discussion (10 min)**
- Status and DEP Timeline
 - Preparation to review MCM 1 And 2
- 9:10 am** **Organizational Business (15 min)**
- Approval of the BASWG Minutes (V)
 - Treasurer's Update (Patrick D.)
- 9:20 am** **Continued Group Discussion (40 min)**
- PY5 Activities and Reserve Spending Plans**
- Plans for October O&M Training with Penobscot Nation
 - Review of identified priorities and BASWG options
- 10:00 am** **Presentation by Sharon Newman (60 min)**
- What to do after an EPA MS4 Audit**
- Followed by Q&A Session*
- 11:00 am** **BASWG Meeting Adjourns**
- Executive Committee members should be prepared stay for up to a half hour after the meeting to address additional business items, if needed*

Please accept my sincere thanks for giving us the opportunity to serve you. Our staff will always do everything possible to merit the confidence you have shown in us.

Enclosed is my card. Please call on me whenever I may be of further service.

Again, thank you.


John J. Prescott
President & CEO

October 6, 2017

Town of Veazie,

I regretfully have to resign from the Town of Veazie Finance Committee since I was recently appointed to the Veazie Community School Board. I want to thank Town Manager Leonard and the all the residence of Veazie for allowing me the opportunity to be a part of the Finance Committee and look forward to serving on the School Board with the same dedication and commitment.

Humbly Yours,

A handwritten signature in dark ink, appearing to read "D. Todd Zerfoss". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Donald Todd Zerfoss

Dear Nick

Words cannot express our
gratitude for all you've done
for us. The Spaghetti lunch
was great and a real hit
with the V-2 Seniors. Thank you
Veggie Seniors and friends



PENOBSCOT COUNTY EMERGENCY MANAGEMENT AGENCY

97 Hammond Street, Bangor, ME 04401 | Telephone: 207-945-4750 | Fax: 207-942-8941

October 17, 2017

Pete Metcalf, Assistant Chief
Mark Leonard, Town Manager
The Town of Veazie/Veazie Fire
1084 Main Street
Veazie, ME 04401

Dear Pete & Mark,

I am pleased to inform you that your request for Fiscal Year 2017 Homeland Security Grant Program funding has been approved.

The Veazie Fire & Police Departments have been awarded \$ 5, 261.45 through the Penobscot County Emergency Management Agency under the State of Maine's FY2017 Homeland Security Grant Program to improve preparedness and response capabilities for Homeland Security related events in the State of Maine.

Specifically, the purchase of school Go Bags for \$ 1,948.45, Simunition Program for \$1,093.00 and \$2,220.00 for Class A Fire Fighting Foam was approved and you may move forward with your purchases in accordance with your grant application. The funding will be available from the date of this letter until either: 1.) the funds are completely drawn down for eligible expense or 2.) August 31, 2020. Please send in one (1) reimbursement request per item for your grant when spending has been completed.

This year I've included the Department of Homeland Security's Terms & Conditions that come with the Memorandum of Understanding that I sign when accepting the Penobscot County Allotment. Please review and keep on file as you are a sub grantee of Penobscot County and the same rules apply to you for receiving federal funding.

Thank you for your grant request and let me know if you have any questions!

Sincerely,

Michelle Tanguay, Director

MEMORANDUM

TO: MRC Membership
FROM: Greg Louder
DATE: October 18, 2017
RE: Regular Meeting of MRC Board of Directors – October 25, 2017

Upcoming Meeting

Please find enclosed an agenda for the upcoming meeting of the MRC Board of Directors to be held in Orono, Maine in the town council chambers at the Orono Town Office located at 59 Main Street on October 25, 2017 starting at **10:00 a.m.**

What's New

Included with this meeting notice is copy of the October 2017 Newsletter describing the progress being made at the new facility site and other news and information relating to the transition by the Joining Member communities the new MRC/Fiberight facility in Hampden in 2018.

PUBLIC MEETING AGENDA - PLEASE POST
MUNICIPAL REVIEW COMMITTEE, INC. (MRC) BOARD OF DIRECTORS MEETING
Town of Orono, Council Chambers, 59 Main Street, Orono, Maine
October 25, 2017 at 10:00 AM

1. 10:00 AM - Call to Order.
2. Consideration of Minutes of July 26, 2017 Regular Meeting.
3. Consideration of Financial Statement & Bills Payable.
4. PERC Facility Operations Report – Hank Lang, PERC Plant Manager.
5. Fourth Quarter 2016 Tipping Fee Calculation.
6. Charter Municipality Asset Management Report – Custody Account, Tip Fee & Operating Budget Stabilization Funds, Tracking of PERC Settlement Agreement Payments & 4th Quarter Cash Distribution.
7. Consideration of allocation and distribution of PERC \$1,333,000 Debt Service Reserve. .
8. Communications Committee Report and recommendation regarding outside services to update and improve the MRC website for the post 2018 era.
9. Report on MRC road and infrastructure construction project.
10. Report on Fiberight facility development progress and schedule.
11. Approval of Slate of Nominees for 2017 Annual Election of Directors.
12. Administrative Report –Trends in MSW deliveries, MMA Conference, MRC Annual Meeting/2017 and 2018 regular meeting schedule, Put Options.
13. Consideration of amendments to Site Lease and Waste Management Waste Disposal Agreement, including approval of security documents contemplated by the Site Lease.
14. Consideration of contract amendments and undertakings pertaining to Fiberight/Coastal bond financing.
15. Consideration of approval of form of Withdrawal Agreement to support the wind up of the PERC Partnership.
16. Discussion on development of the 2018 operations budget and the MRC management and monitoring role of the Fiberight facility.

Noon Lunch Break

17. Executive Session per 1 MRS 405(6)(e) - Discussion with legal counsel concerning legal rights and duties regarding certain MSW delivery contract negotiations.
18. Adjourn.



PUT OPTION DEADLINE FAST APPROACHING

Has Your Community Exercised its Put Option for Sale of PERC Ownership?

In a letter dated February 6, 2017, MRC provided detailed information to a subset of member communities (Equity Charter Municipalities) regarding local steps necessary to exercise a Put Option to sell their municipal interest in PERC. As of this writing, 54 out of the 86 Equity Charter Municipalities have provided MRC with documentation of locally exercised Put Options. These 54 communities have secured their share of sale proceeds.

The absolute deadline, established by a Settlement Agreement recorded with the Maine Business Court, for the Put Option exercise is December 15, 2017.

Communities that do not exercise their Put Option by the deadline will be subject to PERC's exercise of its Call Option, which may result in a price different from the one that has been agreed to. These communities will need to negotiate with PERC directly regarding possible retention of shares, or reaching terms of a sale of their interests with PERC.

If your community needs assistance with the exercise of its Put Option, MRC would be pleased to help. Contact us anytime via email to glounder@mrcmaine.org or call us at 664-1700.

Detailed information regarding local exercise of the Put Option can also be accessed at MRCMaine.org under "Post 2018".



NEWSLETTER

Municipal Review Committee | 395 State Street | Ellsworth, ME 04605 | www.MRCMaine.org

ISSUE 6.3 | October 2017

Letter from Executive Director Greg Lounder

With the Fiberight processing facility construction well underway, tracking local weather has taken on a new meaning for the MRC. Unseasonably warm late summer weather has cooperated well with the construction crew's efforts to prepare the site for foundation placement, all which is on track to be complete by or before the end of October. The brilliant display of fall foliage color and the chill in the evening air serves to remind us that weather change is coming and construction progress needs to continue nevertheless.

The next major construction phase beginning in November is the erection and enclosure of the facility steel building, which, mother nature and other factors allowing, is scheduled to be complete by mid-December. This will make way for the installation of the front-end materials recovery processing equipment as soon as possible before the winter solstice. All involved are keenly aware of the importance of getting facility processing equipment installed, commissioned and started up in time to accept and process Joining Member MSW by Monday, April 2, 2018.

Based upon feedback received from a number of Joining Members at the October 4-5 MMA Convention, interest is focused clearly on facility construction progress and the ability of the facility to accept and process MSW by April 2, 2018. This feedback has focused the content of this newsletter as we report on repurposing of the MRC website and preparation steps to consider for the transition to the new facility in April of 2018. As the pace to the new facility commercial operation phase quickens, MRC is also committed to providing you more frequent and in-depth updates from this point forward.

MRC continues its work with all involved to ensure that the Fiberight processing and recycling facility is available to process our MSW as completely as possible as soon as possible. Weather, among other factors, will play a role. Whatever the weather, on behalf of the MRC

Continued on pg. 4

UPCOMING MEETINGS

Wednesday, October 25

9 AM: Finance Committee Meeting

10 AM: Regular Board of Directors Meeting

Orono Municipal Building
59 Main Street, Orono

ABOUT THE MRC

The Municipal Review Committee (MRC) is a non-profit association of Maine communities led by an elected, volunteer board of directors. For more than 25 years, the member communities of the MRC, now numbering more than 180 cities and towns, have used the PERC waste-to-energy incinerator in Orrington to process their municipal solid waste (MSW). After 2018, the contracts with PERC will expire. The MRC has partnered with Fiberight to offer an innovative solution to recycle and process our MSW post 2018.

Visit www.mrcmaine.org or contact Greg Lounder at 207-664-1700 or glounder@mrcmaine.org to learn more about the Municipal Review Committee and to add your name to our email contact list.

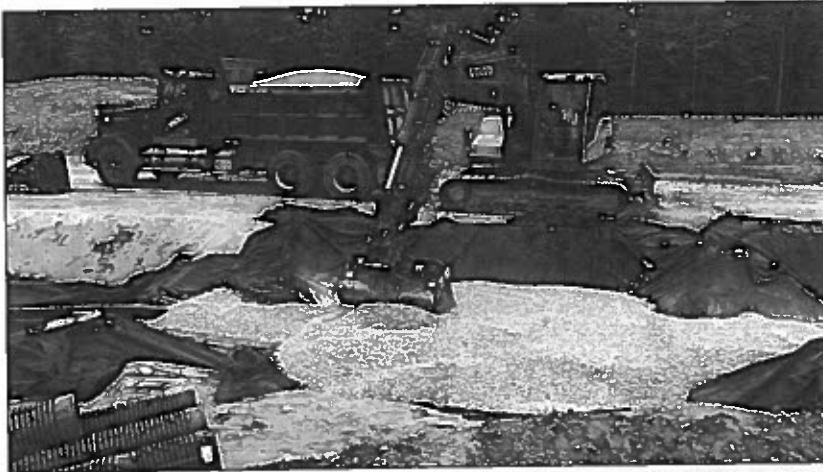
JOIN OUR EMAIL LIST & FOLLOW US ON SOCIAL MEDIA

MRC regularly sends updates and announcements by email to those who have signed up for our alerts. We also have active Facebook and Twitter accounts, and we've posted informative videos from recent meetings on our YouTube account. All of these are accessible from the homepage of our website, mrcmaine.org.



Site Progress

Rapid progress is being made at the site; concrete has been poured, and the access road has been constructed. **Success is just around the bend!**



Election Underway for New Board Members

The last day for nominations of new members of the Board of Directors is Wednesday, October 18. Candidates receiving the three highest numbers of votes in the upcoming election will fill three seats whose terms expire on December 31, 2017 currently held by Sophia Wilson, Jim Guerra, and Mike Roy. The three-year terms of office will run from January 1, 2018 through December 31, 2020.

The year 2018 represents a significant transition for MRC member communities. The majority of the MRC member communities chose to remain with the MRC and sign a long-term commitment to MSW disposal at Fiberight. Other member communities have made alternative arrangements. Consistent with the MRC Bylaws, all MRC member communities are eligible to present nominations to the Board of Directors and to cast votes in the upcoming annual election. However, it is prudent to consider the eligibility criteria for serving on the Board of Directors. Elected individuals must be an elected or appointed official, an employee, or legal resident of a Member Community. Thus, any person from a current Member Community that did not commit to MRC/Fiberight would be obligated to notify the MRC Board on April 1, 2018 (3 months thru a 3-year term) that they cease to meet the eligibility criteria. Upon receipt of such notice, the MRC Board, in its discretion, could remove such director.

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. MRC Board members are elected to serve the membership at large. Current MRC Board members whose terms expire are eligible to be nominated.

An annual election ballot with the final slate of candidates will be prepared and mailed to all MRC Members on or before October 27, 2017. The results of the election will be announced at the MRC Annual Meeting to be held in the second or third week of December 2017.

MRC Supports #MaineRecyclesWeek

November 13th through 18th is Maine Recycles Week (MRW), a statewide event that promotes recycling and the purchase of recycled goods. Use #MaineRecyclesWeek to help build social media awareness on the week. The goal is to educate Maine people on the practice as well as the importance of recycling and the solid waste hierarchy. Schools, municipalities, and businesses are all encouraged to participate in MRW by holding recycling related events. If you're interested in more information go to www.mainerecycles.com or call Shelby Wright of the MRRA at 592-6432 to learn about how you can help raise public awareness on this important topic.

MRC Website Changes

With the new facility coming in 2018, the MRC is taking steps to redesign its website. Our goal is to improve the site to make it more intuitive and easier for members and the public to find information without having to search through a document landfill (excuse the pun). We will finalize our contract with our website development partner at the MRC Board Meeting later this month. The MRC is seeking ideas and suggestions on how to improve the website. We would love to know what you would like to see. Please send comments to Jessica Anderson at janderson@ces-maine.com.

Joining Members: Are you ready for April 2018?

Ten things to do in preparation for changes in Municipal Solid Waste (MSW) management on April 1, 2018:

- Ensure your hauler knows where to take the MSW you receive and transfer or arrange to have collected and transferred. (I-95 Exit 180, turn south onto Coldbrook Road for about one-half of a mile and turn onto Fiberight Access Road at 348 Coldbrook Road).
- Be familiar with requirements of your Joinder Agreement regarding MSW delivery practices, requirements (what is Acceptable Waste v Unacceptable Waste) and schedules and ensure your hauler is familiar with them.
- Ensure that haulers, businesses and institutions are familiar with any local flow control regulations directing MSW to be delivered to the new Hampden facility.
- Encourage businesses and institutions in your community to direct MSW they generate to the new Hampden facility consistent with your community's Estimated Delivery Amount.
- Clarify, amend or replace MSW collection and hauling contracts consistent with the above.
- Amend or replace solid waste licensing procedures, rules or ordinances to be consistent with the above.
- Communicate local changes! If you plan significant changes for MSW or recyclables collection, transfer and hauling, let the MRC know.
- Prepare now to take advantage of single stream recyclables processing in Hampden. If you arrange for the collection and transfer of or arrange for the receipt and transfer of single-sort recyclables separately from your MSW, manage your contracts to ensure you can direct the collected material to the Fiberight facility as of April 1, 2018.
- Watch those hard-to-manage wastes! Our new arrangements allow for MSW to be delivered to the new facility consistent with historical practice. If you need help managing materials that cannot be accepted, let the MRC know. As we gain operational experience with the new facility, be open to exploring whether certain items, such as tires, glass, and textiles can be managed more efficiently than being delivered to the new facility.
- If you are an Equity Charter Municipality, exercise your option to sell your position in the PERC partnership and get the paperwork to the MRC before December 8, 2017.

If you have questions about any of the above, or anything not listed above, contact Greg Lounder, Executive Director of the MRC, at (207) 664-1700 or glounder@mrcmaine.org.

Continued from pg. 1... Board and myself, we will be here as your resource to support a smooth transition to the new facility, including the management and execution of any interim delivery arrangements should they become necessary.

Sincerely yours,

Greg

**MRC
AT
MMA**

Thank you to everyone who stopped by our booth at the

MMA Convention on October 4 & 5 at the Augusta Civic Center. The feedback received focused our reporting efforts about the start of the Fiberight facility construction.

