

MEETING AGENDA

Mechanic Falls Town Council
Nov. 4, 2019
6:30pm



I. Call Meeting to Order

Time: _____

II. Pledge of Allegiance

III. Roll Call

Councilors Absent: _____

IV. General Reports

4.1	Meeting Minutes for Oct.7	Motion and approve
4.2	Department Reports as Submitted	Motion and approve

V. Public Hearings

5.1	Liquor License: Village Pizza	
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VI. Comments from the Public

(5 Minutes Each – 30 Minutes Max)

VII. Old Business

Notes:

7.1	Codes Review Agent	
7.2	Governance & Codification	Informational
7.3	22 Pleasant St Update	Informational

VIII. New Business

Notes:

8.1	Registrar accepting new voters	Motion to approve
8.2	Processing Absentees on Election Day	Motion to approve
8.3	Appointment of Elections Clerks	Motion to approve Preston, Emery & Petersons
8.4	Notice: DOT Spot Improvement	Informational
8.5	Andro PSAP & Dispatch Contract renewal	Motion to approve
8.6	Water Dept Budget Meeting Schedule	Wed. Nov 20 th @ 6:30pm at the Water Department Office
8.7	Historical Society	Discussion
8.8	Authorization of Bank account access	Motion to approve
8.9	PD Union Negotiation Liaison	Choose 1 Council Member
8.10	Council Long-Range Planning	Discussion

IX. Ordinances, Resolves Policies & Licenses

Notes:

9.1	Liquor License: Village Pizza	Motion to Approve
9.2	Conflict of Interest Resolution	Third Reading
9.3	Transparency in Action Resolution	Third Reading
9.4	Council Qualifications Resolution	Third Reading
9.5	Town Manager Role Resolution	Third Reading
9.6	Poverty Abatement	
9.7	Office Closure: Veterans Day	Monday November 11
9.8	Office Closure: Thanksgiving	Half Day Wed Nov.27 - Closed Nov 28 & 29

X. Executive Session Notes: None

10.1	Executive Session: Poverty Abatement	Title 1 M.R.S.A. Section 405(6) Sub-section C
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XI. Adjourn Time: _____ Next Meeting: (Dec. 4th, 6:30pm – Second Floor Conference)

Mechanic Falls Town Council

October 7, 2019

MEMBERS PRESENT:

Cathy Fifield, Chair
Wayne Hackett, Vice Chair

Nicholas Konstantoulakis
John Emery II

Kieth Bennett

STAFF PRESENT:

Zakk Maher – Town Manager
Julie Ward – Town Clerk
John Rowe-Public Works

Lisa Prevost-Treasurer
Steve Turner-Transfer Station

OTHERS PRESENT:

Milton Walker
Mark Elliott
Martha Yates
Rena Berry
Pam Doyle
William Herrick

Walter Berry
Penny Emery
Sandra Ballard
Donald Boyd
Victoria Cleary
Randal Madore

Eriks Petersons-Sun Journal
Bobbi Jo Nugent
Tim Nugent
Catherine Pressey
Valerie Emery
Dorothy Bouchles

Lori Vadeboncoeur
Jimmy Vadeboncoeur
Charles Vincent
Laurie Crane Turton
Brenda Coleman

1.0 Councilor Hackett called the meeting to order at 6:31pm.

2.0 We stood and saluted the flag.

3.0 Roll Call complete, all Council Members present (Councilor Fifield late @ 6:35pm)

4.0 General Reports:

4.1 Council Meeting Minutes for September 3rd, 16th, 23rd, 2019

Councilor Konstantoulakis moves to accept all the September minutes as written, seconded by Councilor Bennett and voted to accept by unanimous vote.

4.2 Municipal Financial Reports

Councilor Bennett moves to accept the Financial Reports as submitted, seconded by Councilor Emery. All in favor, so voted.

5.0 Public Hearings: Liquor License: Little Brick Pub

No Comments from the public

6.0 Comments from the Public:

Catherine Pressey expressed her concern again regarding the fence on the corner of North Main and Bucknam Street and said that it shouldn't be the CEO's responsibility since the fence sits on a public way, it should be left up to the council to determine if the fence should be removed.

Steve Turner of True Street wanted to know if we could post the meetings in more places to inform the towns people about monthly meetings.

Penny Emery of Clifford Street said the sign outside is very hard to read while you are driving by and wondered if we could post stuff of the Facebook page.

7.0 Old Business:

7.1 Legal Question: Council Quorum

Milton Walker of Riverside Drive doesn't think there is a problem with 3 council members on the Sanitary District Trustee Board. There seems to be no one that wants to hold a seat on that board. Councilor Konstantoulakis suggested to wait until Spring and see if people still have an issue. Councilor Bennett agreed that he felt like there would be no issue with the members staying on the board. Sandra Ballard of Clifford Street suggested to leave as is.

7.2 Planning Board Member Appointment

It came to Town Manager Zakk Maher that the appointment of Lou Annance was done via email in June of 2018 and wanted to correct the issue. Councilor Hackett motioned to appoint Lou Annance to the Planning Board, seconded by Councilor Konstantoulakis, all in favor so voted. Mr. Annance's term will begin October 2019.

8.0 New Business:

8.1 IPAD donation to Pink Feather

Councilor Emery motioned to donate 4 IPADs to Pink Feather Foundation, seconded by Councilor Bennett, all in favor, so voted.

8.2 Spirit of America Award- Gary Purington

Town Manager Zakk Maher asked if any of the Councilors would be interested in going to the Spirit of America award since Gary Purington was receiving this year. Councilor Fifield and Councilor Konstantoulakis will attend.

8.3 Vehicle Registration Fee Increase.

The legislation passed an increase of \$2.00 for BMV Agent fees, Councilor Hackett motioned to increase the fees by \$2.00, seconded by Councilor Konstantoulakis, all in favor so voted, effective immediately.

8.4 GA Maximums

Councilor Konstantoulakis motioned to approve the 2019-2020 GA Maximums set by the state, Councilor Bennett seconded, all in favor so voted.

8.5 Codes Review

The individual that agreed to look at the codes and ordinance's felt there were too many contradicting ordinance's regarding code in the town. Town Manager Zakk Maher is still working on agents, and will also gather pricing. There is a company that will come in and review the towns ordinance and flag any that they feel should be reviewed but it would cost between \$10,000-\$12,000. It might have to go out to vote for residents to agree.

9.0 Ordinances, Resolves & Licenses:

9.1 Liquor License: Little Brick Pub

Councilor Hackett motioned to approve Little Brick Pub's Liquor License, seconded by Councilor Bennett, all in favor so voted.

9.2 Abatement request

Five abatement requests were issued to the Tax office. Philip Ritchie was due to receive the Homestead exemption and it was not applied to his 2020 taxes; his abatement request was for \$398.00. Councilor Konstantoulakis motioned to approve the request, seconded by Councilor Emery, all in favor, unanimous.

Second Request was submitted by O'Donnell & Associate's for a Personal Property error for Auburn Manufacturing. O'Donnell is requesting \$1497.72 due to calculation error made. Councilor Hackett motioned to approve the abatement, seconded by Councilor Konstantoulakis, all in favor, so voted.

Third request was for Natalie and Rudolph Kyllonen requesting an abatement for a pool that was removed years ago, but still be assessed for. Councilor Konstantoulakis motioned to deny the request seconded by Councilor Emery, all in favor, so voted.

Fourth request was submitted by O'Donnell & Associates as well for Rhonda and David Huskins. The Huskins's purchased a foreclosed property from the Town in 2018 with the intentions of demoing the building. No Demo permit was issued and resident. The requested amount was \$1027.22. Councilor Konstantoulakis motioned to accept the abatement, seconded by Councilor Emery, all in favor, unanimous.

Fifth request was also from O'Donnell & Associates for the Estate of Brenda Cronin, Brent Wyman reached out to the assessor requesting to look at the home because he felt that it should be condemned and was looking for some tax relief. Councilor Hackett motioned to deny the request, seconded by Councilor Bennett, all in favor so voted.

9.3 Draft: Conflict of Interest Resolution:

9.4 Draft Transparency in Action

9.5 Draft: Councilor Qualifications

9.6 Draft: Town Manager Role

Councilor Hackett mentioned that Town Attorney Jack Conway recommended not signing the four draft items. Councilor Fifield recommended they go to a work shop on October 15 in Bridgton that MMA was teaching. All councilors agreed they would attend with Town Manager.

Councilor Hackett motioned to table all items until the next meeting, seconded by Councilor Konstantoulakis, all in favor so voted.

10.0 Executive Session: NONE

11.0 Adjourn:

Councilor Konstantoulakis motioned to adjourn, Seconded by Councilor Bennett. All in favor, so voted. Meeting adjourned 7:45pm

Expense Summary Report

Department(s): 01 - 49
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government	255,102.00	84,910.09	170,191.91	33.28
05 - Boards & Councils	15,466.00	7,438.49	8,027.51	48.10
01 - Salaries	3,238.00	650.00	2,588.00	20.07
02 - Other Personnel	2,300.00	1,000.00	1,300.00	43.48
06 - Subscriptions	6,628.00	3,333.49	3,294.51	50.29
27 - Training & Travel	300.00	455.00	-155.00	151.67
32 - Minor Cip	3,000.00	2,000.00	1,000.00	66.67
10 - Municipal Complex	0.00	6,133.72	-6,133.72	----
16 - Operating Supplies	0.00	6,133.72	-6,133.72	----
15 - Town Clerk/Elections	107,025.00	26,619.09	80,405.91	24.87
01 - Salaries	71,669.00	12,889.05	58,779.95	17.98
02 - Other Personnel	1,740.00	657.85	1,082.15	37.81
03 - Communications	1,950.00	497.62	1,452.38	25.52
06 - Subscriptions	640.00	72.00	568.00	11.25
10 - Utilities	1,825.00	469.54	1,355.46	25.73
15 - Office Supplies	4,000.00	1,283.91	2,716.09	32.10
16 - Operating Supplies	5,675.00	1,992.14	3,682.86	35.10
20 - Advertising	300.00	0.00	300.00	0.00
25 - Repairs	100.00	222.95	-122.95	222.95
27 - Training & Travel	3,000.00	208.10	2,791.90	6.94
30 - Contracted Services	15,220.00	8,325.93	6,894.07	54.70
32 - Minor Cip	906.00	0.00	906.00	0.00
20 - Administration	132,611.00	44,718.79	87,892.21	33.72
01 - Salaries	113,368.00	32,138.11	81,229.89	28.35
02 - Other Personnel	2,500.00	1,336.36	1,163.64	53.45
03 - Communications	2,750.00	389.54	2,360.46	14.17
06 - Subscriptions	210.00	57.50	152.50	27.38
10 - Utilities	3,100.00	1,337.15	1,762.85	43.13
27 - Training & Travel	3,450.00	3,073.71	376.29	89.09
30 - Contracted Services	7,233.00	6,386.42	846.58	88.30
05 - Public Works	355,614.00	101,136.24	254,477.76	28.44
01 - Public Wks	355,614.00	101,136.24	254,477.76	28.44
01 - Salaries	186,243.00	45,767.07	140,475.93	24.57
02 - Other Personnel	1,700.00	252.96	1,447.04	14.88
03 - Communications	1,865.00	562.04	1,302.96	30.14
10 - Utilities	13,410.00	518.04	12,891.96	3.86
15 - Office Supplies	890.00	0.00	890.00	0.00
16 - Operating Supplies	89,110.00	32,768.58	56,341.42	36.77
20 - Advertising	300.00	0.00	300.00	0.00
25 - Repairs	5,000.00	1,797.74	3,202.26	35.95
27 - Training & Travel	600.00	2.50	597.50	0.42
28 - Motor Vehicle	41,420.00	11,840.00	29,580.00	28.59
30 - Contracted Services	12,876.00	7,627.31	5,248.69	59.24
32 - Minor Cip	2,200.00	0.00	2,200.00	0.00
10 - Public Safety	539,140.00	160,752.53	378,387.47	29.82
01 - Fire/Rescue Dept	145,801.00	41,686.21	104,114.79	28.59
01 - Salaries	60,155.00	11,513.60	48,641.40	19.14
03 - Communications	2,500.00	709.08	1,790.92	28.36
06 - Subscriptions	2,985.00	2,296.20	688.80	76.92
10 - Utilities	10,415.00	518.03	9,896.97	4.97
15 - Office Supplies	400.00	0.00	400.00	0.00
16 - Operating Supplies	10,200.00	3,587.39	6,612.61	35.17
25 - Repairs	1,850.00	0.00	1,850.00	0.00
27 - Training & Travel	6,125.00	811.84	5,313.16	13.25

Expense Summary Report

Department(s): 01 - 49
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
10 - Public Safety CONT'D				
28 - Motor Vehicle	18,604.00	4,453.51	14,150.49	23.94
30 - Contracted Services	19,567.00	8,742.37	10,824.63	44.68
32 - Minor Cip	13,000.00	9,054.19	3,945.81	69.65
05 - Police Dept	384,681.00	116,112.82	268,568.18	30.18
01 - Salaries	293,624.00	82,736.49	210,887.51	28.18
02 - Other Personnel	4,500.00	549.64	3,950.36	12.21
03 - Communications	7,600.00	1,993.15	5,606.85	26.23
06 - Subscriptions	10,944.00	10,787.25	156.75	98.57
10 - Utilities	6,790.00	549.90	6,240.10	8.10
15 - Office Supplies	2,500.00	72.00	2,428.00	2.88
16 - Operating Supplies	5,000.00	1,083.26	3,916.74	21.67
25 - Repairs	800.00	64.73	735.27	8.09
27 - Training & Travel	5,000.00	2,746.84	2,253.16	54.94
28 - Motor Vehicle	17,260.00	2,921.46	14,338.54	16.93
30 - Contracted Services	27,663.00	12,608.10	15,054.90	45.58
32 - Minor Cip	3,000.00	0.00	3,000.00	0.00
20 - Animal Control Officer	8,658.00	2,953.50	5,704.50	34.11
01 - Salaries	4,680.00	1,350.00	3,330.00	28.85
30 - Contracted Services	3,978.00	1,603.50	2,374.50	40.31
15 - Code Enforce/Planning	49,193.00	14,110.77	35,082.23	28.68
01 - Code Enforce/Planning	49,193.00	14,110.77	35,082.23	28.68
01 - Salaries	39,538.00	11,612.52	27,925.48	29.37
03 - Communications	650.00	168.10	481.90	25.86
06 - Subscriptions	300.00	45.00	255.00	15.00
10 - Utilities	715.00	469.54	245.46	65.67
15 - Office Supplies	400.00	61.20	338.80	15.30
20 - Advertising	300.00	0.00	300.00	0.00
27 - Training & Travel	1,500.00	35.00	1,465.00	2.33
30 - Contracted Services	5,790.00	1,719.41	4,070.59	29.70
20 - Library	37,967.00	10,037.77	27,929.23	26.44
01 - Library	37,967.00	10,037.77	27,929.23	26.44
01 - Salaries	21,174.00	5,536.72	15,637.28	26.15
03 - Communications	650.00	168.10	481.90	25.86
06 - Subscriptions	1,000.00	171.00	829.00	17.10
10 - Utilities	3,450.00	469.53	2,980.47	13.61
15 - Office Supplies	700.00	22.98	677.02	3.28
16 - Operating Supplies	9,750.00	2,779.35	6,970.65	28.51
27 - Training & Travel	200.00	0.00	200.00	0.00
30 - Contracted Services	793.00	690.09	102.91	87.02
32 - Minor Cip	250.00	200.00	50.00	80.00
25 - Recreation	22,986.00	10,967.58	12,018.42	47.71
01 - Recreation	22,986.00	10,967.58	12,018.42	47.71
01 - Salaries	14,560.00	3,891.30	10,668.70	26.73
03 - Communications	650.00	168.10	481.90	25.86
30 - Contracted Services	7,776.00	6,908.18	867.82	88.84
26 - Utilities	171,500.00	43,727.29	127,772.71	25.50
01 - Utilities	171,500.00	43,727.29	127,772.71	25.50
06 - Subscriptions	250.00	250.00	0.00	100.00
10 - Utilities	168,175.00	42,940.98	125,234.02	25.53
25 - Repairs	3,075.00	536.31	2,538.69	17.44
30 - Assessor	24,750.00	16,018.65	8,731.35	64.72
01 - Assessor	24,750.00	16,018.65	8,731.35	64.72

Expense Summary Report

Department(s): 01 - 49
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
30 - Assessor CONT'D				
30 - Contracted Services	24,750.00	16,018.65	8,731.35	64.72
31 - Auditor	10,550.00	0.00	10,550.00	0.00
01 - Auditor	10,550.00	0.00	10,550.00	0.00
30 - Contracted Services	10,550.00	0.00	10,550.00	0.00
32 - Contingency	10,000.00	0.00	10,000.00	0.00
01 - Contingency	10,000.00	0.00	10,000.00	0.00
30 - Contracted Services	10,000.00	0.00	10,000.00	0.00
33 - Debt Service	184,036.00	48,145.56	135,890.44	26.16
01 - Debt Service	184,036.00	48,145.56	135,890.44	26.16
30 - Contracted Services	184,036.00	48,145.56	135,890.44	26.16
34 - Pensions & Insurances	487,849.00	169,988.01	317,860.99	34.84
01 - Pensions & Insurances	487,849.00	169,988.01	317,860.99	34.84
01 - Salaries	14,079.00	14,079.00	0.00	100.00
05 - Payroll Expenses	445,770.00	140,901.51	304,868.49	31.61
16 - Operating Supplies	1,500.00	2,500.00	-1,000.00	166.67
30 - Contracted Services	26,500.00	12,507.50	13,992.50	47.20
35 - Social Services/Welfare	11,500.00	2,579.40	8,920.60	22.43
05 - Welfare	11,500.00	2,579.40	8,920.60	22.43
01 - Salaries	4,500.00	615.40	3,884.60	13.68
30 - Contracted Services	7,000.00	1,964.00	5,036.00	28.06
40 - Solid Waste	126,285.00	30,915.00	95,370.00	24.48
01 - Solid Waste	126,285.00	30,915.00	95,370.00	24.48
01 - Salaries	50,343.00	11,959.75	38,383.25	23.76
02 - Other Personnel	800.00	45.49	754.51	5.69
03 - Communications	1,068.00	254.94	813.06	23.87
10 - Utilities	1,750.00	269.56	1,480.44	15.40
16 - Operating Supplies	2,700.00	2,071.92	628.08	76.74
25 - Repairs	6,000.00	4.41	5,995.59	0.07
27 - Training & Travel	800.00	0.00	800.00	0.00
28 - Motor Vehicle	1,294.00	245.06	1,048.94	18.94
30 - Contracted Services	60,530.00	16,063.87	44,466.13	26.54
32 - Minor Cip	1,000.00	0.00	1,000.00	0.00
45 - County Tax	200,113.00	200,112.95	0.05	100.00
01 - County Tax	200,113.00	200,112.95	0.05	100.00
30 - Contracted Services	200,113.00	200,112.95	0.05	100.00
49 - Capital Improvements	242,750.00	221,300.00	21,450.00	91.16
01 - Capital Improvements	242,750.00	221,300.00	21,450.00	91.16
33 - Capital Improvements	242,750.00	221,300.00	21,450.00	91.16
Final Totals	2,729,335.00	1,114,701.84	1,614,633.16	40.84

Revenue control report

Accounts: R 01-100 - R 01-400

ALL

Account	YTD Budget Net	YTD Net	Uncollected Balance	Percent Collected
01 - General Government	1,125,897.31	555,095.56	570,801.75	49.30
100 - Auto Excise	485,000.00	173,482.79	311,517.21	35.77
101 - Boat Excise	1,600.00	437.60	1,162.40	27.35
102 - MV Agent Fee	9,200.00	3,380.00	5,820.00	36.74
103 - Snow/ATV Agent Fee	300.00	99.00	201.00	33.00
104 - Boat Agent Fee	120.00	42.00	78.00	35.00
105 - Cash Management Interest	6,000.00	2,628.72	3,371.28	43.81
106 - RE Interest	16,000.00	5,540.60	10,459.40	34.63
107 - Lien Costs	7,400.00	3,059.40	4,340.60	41.34
108 - Will/Fax/Notary	300.00	50.00	250.00	16.67
109 - Postage/Copies/Voter	500.00	539.95	-39.95	107.99
110 - Transfer Station Stickers	5,000.00	3,763.00	1,237.00	75.26
111 - Driveway Entrance Permit	200.00	80.00	120.00	40.00
112 - Pole Permit	0.00	20.00	-20.00	----
113 - Building Permit	10,000.00	3,593.10	6,406.90	35.93
114 - Plumbing Permit	3,500.00	1,372.50	2,127.50	39.21
115 - Electric Permit	2,000.00	175.00	1,825.00	8.75
116 - Commercial Haulers Permit	0.00	0.00	0.00	----
117 - Conditional Use Permit	300.00	348.25	-48.25	116.08
118 - Hunt/Fish Agent Fee	400.00	66.00	334.00	16.50
119 - Weapon Permits	200.00	79.00	121.00	39.50
120 - Birth/Death License	675.00	247.00	428.00	36.59
121 - Marriage License	650.00	468.00	182.00	72.00
122 - Victualer's License	500.00	60.00	440.00	12.00
123 - Liquor License	500.00	100.00	400.00	20.00
124 - Marriage Certificate	400.00	221.00	179.00	55.25
125 - Burial Permits	500.00	266.00	234.00	53.20
126 - Additional Certified copies	500.00	235.20	264.80	47.04
128 - Dog License (R3306)	950.00	32.00	918.00	3.37
129 - Dog Fees (R3408)	450.00	21.00	429.00	4.67
130 - Rabies Call	0.00	0.00	0.00	----
131 - Public Safety Reports	350.00	209.05	140.95	59.73
132 - Geneology Fee	0.00	0.00	0.00	----
133 - Fire Works Permit	150.00	100.00	50.00	66.67
140 - Zoning Fee	0.00	0.00	0.00	----
141 - Court Fee	350.00	56.17	293.83	16.05
142 - Variance Fee	0.00	0.00	0.00	----
143 - Water Administration Fee	21,000.00	0.00	21,000.00	0.00
144 - Home Occupation Fee	50.00	0.00	50.00	0.00
145 - Sign Permit Fee	50.00	25.60	24.40	51.20
146 - Special Amusement Fee	250.00	0.00	250.00	0.00
147 - Cable Franchise Fee	30,000.00	17,841.07	12,158.93	59.47
148 - Transfer Station Fee	4,000.00	2,202.00	1,798.00	55.05
149 - Carnival Service Fee	0.00	0.00	0.00	----
150 - CEO Citations	100.00	0.00	100.00	0.00
160 - Police Fines	175.00	0.00	175.00	0.00
161 - Late/Pick Up Fees (Dogs)	400.00	25.00	375.00	6.25
162 - Service Charges	1,500.00	0.00	1,500.00	0.00
163 - Tree Growth Penalty	0.00	0.00	0.00	----
164 - RSU 16 Winter Maint	0.00	0.00	0.00	----
170 - Municipal Gym Rent	200.00	80.00	120.00	40.00
171 - Adult Education Rent	0.00	0.00	0.00	----
172 - USCTC Rent	4,850.00	1,283.31	3,566.69	26.46
173 - Headstart Rent	1,800.00	665.68	1,134.32	36.98

Revenue control report

Accounts: R 01-100 - R 01-400

ALL

Account	YTD Budget Net	YTD Net	Uncollected Balance	Percent Collected
01 - General Government CONT'D				
174 - Tennis Lights	0.00	0.00	0.00	----
175 - Trfr Stat Rolloff Can Parking	1,827.00	304.50	1,522.50	16.67
180 - Insurance Reimbursement	1,500.00	3,256.00	-1,756.00	217.07
181 - Recycling Reimbursement	10,000.00	3,759.71	6,240.29	37.60
182 - Welfare Reimbursement	0.00	0.00	0.00	----
183 - Police Reimbursement	0.00	0.00	0.00	----
184 - DARE Reimbursement	0.00	0.00	0.00	----
185 - GAs Tax Reimbursement	0.00	0.00	0.00	----
186 - Electric Reimbursment	0.00	0.00	0.00	----
187 - Business Advertising	0.00	0.00	0.00	----
190 - Sold Items	0.00	0.00	0.00	----
191 - Town Owned Sale	0.00	0.00	0.00	----
192 - Reimbursement Ball Field Light	0.00	0.00	0.00	----
193 - Oxford Bank Accounts	0.00	0.00	0.00	----
194 - Tree Harvesting	0.00	0.00	0.00	----
195 - Reserve Accts	25,358.00	0.00	25,358.00	0.00
198 - Tax Acquired Prop	0.00	82,225.63	-82,225.63	----
199 - Payment in Lieu of Taxes	1,700.00	0.00	1,700.00	0.00
200 - Veteran's Exemption	1,850.00	0.00	1,850.00	0.00
201 - Tree Growth	3,200.00	0.00	3,200.00	0.00
202 - BETE	18,510.27	0.00	18,510.27	0.00
203 - Highway Block Grant	22,500.00	0.00	22,500.00	0.00
204 - State Revenue Sharing	252,870.00	109,880.23	142,989.77	43.45
205 - Welfare Reimbursement	2,000.00	738.50	1,261.50	36.93
206 - Library Grant	0.00	0.00	0.00	----
207 - Homestead Reimbursement	165,347.04	132,026.00	33,321.04	79.85
208 - Snowmobile Refund	800.00	0.00	800.00	0.00
209 - Tree Growth Refund	0.00	0.00	0.00	----
210 - State Burn Permit Rev Sharing	25.00	0.00	25.00	0.00
211 - General Education	0.00	0.00	0.00	----
300 - FEMA	0.00	0.00	0.00	----
350 - Boiler Reimbursement	0.00	0.00	0.00	----
400 - Sex Offender Registry	40.00	10.00	30.00	25.00
Final Totals	1,125,897.31	555,095.56	570,801.75	49.30

Notes to the Financial Reports

10/29/2019

Revenues should be at approximately 33% collected and per the report we are 49.30% collected. We have already received a payment from the State for 75% of the total Homestead exemption money we are expecting for the year. We received the first half year payment for franchise fees. We have also collected the money from the sale of the foreclosed properties. We did not budget that money as it was unknown how much if anything we would get. These items are making the percentage higher.

Expenditures should also be at approximately 33%. Per the attached report you can see that we are currently at 40.84% expended. As you look down through the individual budgets, you will see some that are already more than 33% expended but some items are due in full or at least half due at the beginning of the fiscal year. For instance, Trio software maintenance and licensing, property and casualty insurance and half a year of animal shelter fees. Also, a half year of dispatching for fire, rescue and police are due at the beginning of the year and we have paid the County Tax bill for the year making that budget 100% expended. I have also moved the majority of the CIP money to the reserve accounts, making that line 91% expended.

You will notice the line Municipal Complex operating supplies with a \$6,100 negative balance. As you remember, we eliminated the municipal complex budget and distributed those expenses over the other budgets. This line is fuel that has been purchased for use by the Town departments but hasn't yet been distributed to the budgets that use fuel. I distribute the costs quarterly, so theoretically, this cost will be distributed to the over departments on a quarterly basis. Of course, since we never let the gas tanks go empty, there will always be a balance in this line.

As always, if you have any questions, please feel free to ask me.

Lisa Prevost

Finance Director

lprevost@mechanicfalls.org

Reserve Account Balances

As of 9/30/2019

Town of Mechanic Falls

Account Name	Amount	Interest	Paid In	Paid Out	New Balance	Owed to Town	Real Balance	Int rate	Matures
	7/1/2019	\$	-	\$	-	9/30/2019	9/30/2019		
One year CD	\$ 151,157.57	\$ 579.41			\$ 151,736.98		\$ 151,736.98	1.65%	10/17/2019
Cash Mgmt/Reserve accts	\$ 1,371,868.88	\$ 2,345.41	\$	7,967.42	\$ 1,366,246.87		\$ 1,366,246.87		
Mutual Fund	\$ 12,124.27	\$ 35.63			\$ 12,159.90		\$ 12,159.90	1.14%	10/4/2021
			\$	-	\$	-			
Total	\$ 1,535,150.72	\$ 2,960.45	\$	-	\$ 7,967.42	\$	1,530,143.75	\$0.00	\$ 1,530,143.75

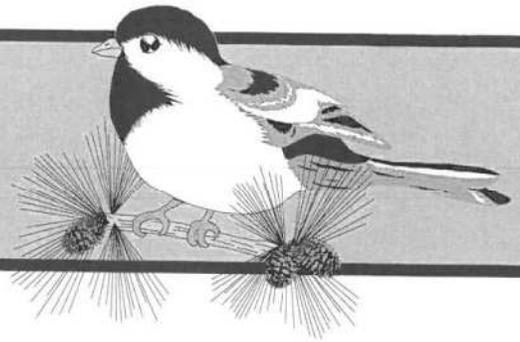
Tax Commitment 2019/2020	Collected Thru 10/28/2019	% Collected
\$3,088,033.47	\$1,511,338.77	48.94%
Total Town Budget	\$2,729,336.00	
Total RSU Assessment	\$1,645,440.00	
TIF District	\$0.00	
Total Budget	\$4,374,776.00	
Homestead Exemption	\$165,347.00	
BETE Reimbursement	\$18,510.00	
Total Anticipated Non Tax Revenues	\$942,040.00	
From Fund Balance	\$185,000.00	
Total Anticipated Tax Revenues	\$3,088,033.00	
Total Revenues	\$4,398,930.00	
Overlay	\$24,154.00	

Town Reserve Accounts
As of 9/30/2019

	7/1/2019				9/30/2019		9/30/2019
	Beginning Balance	Paid In	Paid Out	Interest	New Balance	Owed to Town	Ending Balance
Cash Management	\$98,162.29			\$185.70	\$98,347.99		\$98,347.99
Computer Reserve	\$13,016.99			\$25.16	\$13,042.15		\$13,042.15
Unemployment Fund	\$64,371.29			\$121.75	\$64,493.04		\$64,493.04
Municipal Complex	\$25,096.98		\$2,597.16	\$47.07	\$22,546.89	\$0.00	\$22,546.89
Fire/Rescue Funds	\$91,838.38			\$138.98	\$91,977.36		\$91,977.36
Highway Funds	\$332,172.62			\$502.70	\$332,675.32		\$332,675.32
Solid Waste	\$30,971.88			\$46.87	\$31,018.75		\$31,018.75
Assessing	\$75,386.25			\$114.08	\$75,500.33		\$75,500.33
Library Computers	\$1,212.70			\$2.34	\$1,215.04		\$1,215.04
Recreation	\$412.90			\$0.79	\$413.69		\$413.69
BAN Escrow	\$394,356.85			\$745.95	\$395,102.80		\$395,102.80
Winterbrook Escrow	\$12,149.48			\$18.39	\$12,167.87		\$12,167.87
Police Cruiser	\$22,423.84			\$33.95	\$22,457.79		\$22,457.79
Police Training	\$24,371.78			\$46.10	\$24,417.88		\$24,417.88
Debt Service	\$40,215.01			\$76.07	\$40,291.08		\$40,291.08
Sidewalks	\$82,724.09			\$125.19	\$82,849.28		\$82,849.28
MFPD Forfeiture	\$2,851.67			\$5.51	\$2,857.18		\$2,857.18
Insurance Reimb	\$60,133.88		\$5,370.26	\$108.81	\$54,872.43		\$54,872.43
Totals	\$1,371,868.88	\$0.00	\$7,967.42	\$2,345.41	\$1,366,246.87	\$0.00	\$1,366,246.87

Town of Mechanic Falls

108 Lewiston Street
Mechanic Falls, ME 04256
Phone: 345-2871 FAX: 345-9201
mechanicfalls.govoffice.com



Code Enforcement

Monthly Report October 2019

Total Building Permit	# 2	Approx \$ 180,000 increase in tax value or more
Total Plumbing Permits	# 1	
Total Electrical Permits	# 1	
Total Driveway Permits	# 2	
Total Conditional Use	# 4	

The permits for October has been modest with a great number of inspections due to the volume of previous pulled permits. The planning board have received 4 applications for conditional use including 2 marijauna medical caregiver store fronts that was approved. The planning board will be holding a workshop November 18th to review the town ordinance in regards to the marijuana and what direction the town of mechanic falls would like to go. I would like to welcome any suggestions from the town council.

Mechanic Falls Public Library
"Providing Lifelong Enjoyment of Learning Exploring and Reading"

Librarian's Report
November 4, 2019

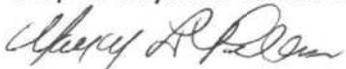
Circulation	Oct	Oct	Usage	Oct	Oct
	'18	'19		'18	'19
Adult Fiction	235	209	Computer Usage	73	86
Adult Non-Fic	55	59	Walk Ins	320	329
Children's Pic	94	84	ILL's	57	32
Juvenile Fic	57	80	Reference	98	89
YA Fic	42	52	Wi-Fi	75	86
J/YA Non-Fic	11	19	New Patrons	16	11
DVD's	31	32	Programs	26	3
Audio/Cloud Lib.	0	3	Pre-school Storytime	23	10
Total	525	538	Total	666	640

I was accepted into the Academy for Small/Rural Public Library Directors. My first class is November 15th in Augusta. It is a year-long program to help with understanding the scope of a library director and an increased understanding of the role I play in the community. I am looking forward to attending all the classes throughout the year. I will receive a Certificate of Completion and Advanced Library Certification from the Voluntary Public Library Certification Program. Only twenty librarians from the state were accepted into the class.

Our Book Group is reading "Stars are Fire" this month. It is the story of the fires on the coast in Maine in 1947.

I have invited an author to speak about her new Christmas Book on November 6th. It should be interesting.

Stop in anytime to see what is new.



Nancy Petersons, Library Director

Pay Roll Report Fire Oct 2019 (09-30...10-27)

Arsenault, Chris	10:00	\$113.50
Arsenault, Robert	10:00	\$120.50
Barton, David	17:15	\$189.75
Boyd, Don	01:00	\$11.00
Casey, Tom	08:00	\$96.00
Damon, Jon	27:15	\$242.44
Doherty, Kelli	02:00	\$24.00
Doherty, Tom	02:00	\$28.50
Downing, Brady	28:00	\$177.00
Fifield, Dale	00:45	\$8.25
Harvey, Paul	28:45	\$244.38
Herbert, Devin	10:00	\$114.50
Hodgkin, Caleb	43:00	\$523.19
Lane, Denise	08:00	\$88.00
Limerick, Ben	12:30	\$156.12
Limerick, Micheal	10:00	\$120.00
Madore, Randy	28:45	\$249.94
Madore, Stephanie	23:30	\$176.00
Merrick, Uriah	49:00	\$243.00
Smith, Eric	15:15	\$167.75
Sturtevant, Fred	13:00	\$166.75
Toth, Zac	08:00	\$96.00

Pay Roll Report Fire Oct 2019 (09-30...10-27)

Total

356:00

\$3,356.57

FRED C STURTEVANT
CHIEF

Pay Roll Report Fire Oct 2019 (09-30...10-27)

Arsenault, Chris			10:00	\$113.50
<i>Firefighter/Private</i>			<i>\$11.00</i>	<i>08:00</i>
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness	:: Ff	08:00	\$88.00
<i>Lieutenant</i>			<i>\$12.75</i>	<i>02:00</i>
Sun	10/27/2019 55 Woodman Hill Rd Minot Cover Assignment, Standby, Moveup	:: Lt	02:00	\$25.50
Arsenault, Robert			10:00	\$120.50
<i>Driver</i>			<i>\$12.25</i>	<i>02:00</i>
Tue	10/8/2019 18 Maple View Circle Poland Cover Assignment, Standby, Moveup	:: Dr	02:00	\$24.50
<i>Firefighter/Private</i>			<i>\$12.00</i>	<i>08:00</i>
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness	:: Ff	08:00	\$96.00
Barton, David			17:15	\$189.75
<i>Firefighter/Private</i>			<i>\$11.00</i>	<i>17:15</i>
Tue	10/8/2019 18 Maple View Circle Poland Cover Assignment, Standby, Moveup	:: Ff	02:00	\$22.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness	:: Ff	08:00	\$88.00
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher	:: Ff	02:00	\$22.00
Tue	10/22/2019 :: Firefighter I :: Firefighter 1+ 2 Ladders Part 1	:: Ff	05:15	\$57.75
Boyd, Don			01:00	\$11.00
<i>Firefighter/Private</i>			<i>\$11.00</i>	<i>01:00</i>
Mon	10/14/2019 :: Truck Check :: Engine 2 Truck Check	:: Ff	01:00	\$11.00
Casey, Tom			08:00	\$96.00
<i>Firefighter/Private</i>			<i>\$12.00</i>	<i>08:00</i>
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness	:: Ff	08:00	\$96.00
Damon, Jon			27:15	\$242.44
<i>Credit Only</i>			<i>07:30</i>	<i>\$0.00</i>
Thu	10/10/2019 :: Fire Prevention :: Fire Prevention Detail,	:: Cr	07:30	\$0.00
<i>Deputy Chief Fire</i>			<i>\$14.25</i>	<i>07:45</i>
Fri	10/4/2019 882 Main St Oxford Cover Assignment, Standby, Moveup	:: Dc/f	02:00	\$28.50
Tue	10/8/2019 18 Maple View Circle Poland Cover Assignment, Standby, Moveup	:: Dc/f	02:00	\$28.50
Thu	10/17/2019 25 Judson Street Mechanic Falls Power Line Down / Arcing	:: Dc/f	01:00	\$14.25



MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road
Mechanic Falls, ME 04256

10/28/2019
3:50:45 PM

Pay Roll Report Fire Oct 2019 (09-30...10-27)

Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Dc/f	02:00	\$28.50
Sat	10/26/2019 184 North Main St Mechanic Falls Authorized Controlled Burning :: Dc/f	00:45	\$10.69
<i>Firefighter/Private</i>		<i>\$11.00</i>	<i>12:00</i>
Fri	10/11/2019 :: Fire Prevention :: Fire Prevention :: Ff	04:00	\$44.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$88.00
Doherty, Kelli		02:00	\$24.00
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>02:00</i>
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Ff	02:00	\$24.00
Doherty, Tom		02:00	\$28.50
<i>Deputy Chief Fire</i>		<i>\$14.25</i>	<i>02:00</i>
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Dc/f	02:00	\$28.50
Downing, Brady		28:00	\$177.00
<i>Credit Only</i>		<i>13:15</i>	<i>\$0.00</i>
Tue	10/8/2019 :: Firefighter I :: Firefighter 1 And 2 Class :: Cr	04:00	\$0.00
Tue	10/15/2019 :: Firefighter I :: Firefighter 1 Fire Tools :: Cr	04:00	\$0.00
Tue	10/22/2019 :: Firefighter I :: Firefighter 1+ 2 Ladders Part 1 :: Cr	05:15	\$0.00
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>14:45</i>
Sun	10/6/2019 13 Back St Mechanic Falls Good Intent Call, Other :: Ff	01:00	\$12.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$96.00
Mon	10/14/2019 :: Truck Check :: Engine 2 Truck Check :: Ff	01:00	\$12.00
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Ff	02:00	\$24.00
Sat	10/26/2019 184 North Main St Mechanic Falls Authorized Controlled Burning :: Ff	00:45	\$9.00
Sun	10/27/2019 55 Woodman Hill Rd Minot Cover Assignment, Standby, Moveup :: Ff	02:00	\$24.00
Fifield, Dale		00:45	\$8.25
<i>Firefighter/Private</i>		<i>\$11.00</i>	<i>00:45</i>
Sat	10/26/2019 184 North Main St Mechanic Falls Authorized Controlled Burning :: Ff	00:45	\$8.25
Harvey, Paul		28:45	\$244.38
<i>Credit Only</i>		<i>07:30</i>	<i>\$0.00</i>
Thu	10/10/2019 :: Fire Prevention :: Fire Prevention Detail, :: Cr	07:30	\$0.00

Pay Roll Report Fire Oct 2019 (09-30...10-27)

<i>Driver</i>		<i>\$12.25</i>	<i>08:30</i>	<i>\$104.13</i>
Tue	10/8/2019 18 Maple View Circle Poland Cover Assignment, Standby, Moveup Dr		02:00	\$24.50
Mon	10/14/2019 :: Truck Check :: Engine 2 Truck Check :: Dr		01:00	\$12.25
Thu	10/17/2019 25 Judson Street Mechanic Falls Power Line Down / Arcing :: Dr		01:00	\$12.25
Wed	10/23/2019 :: Basic Firefighting Training :: Chimney Fire Training In Poland With Ladder 1. Setting And Operating Off Of The Arial Device. Jones And Bartlett Chapter 12 Ladders Was Used As A Reference While Local Guidelines For Chimnet Fires And Roof Operations ,. :: Dr		02:30	\$30.63
Sun	10/27/2019 55 Woodman Hill Rd Minot Cover Assignment, Standby, Moveup Dr		02:00	\$24.50
<i>Firefighter/Private</i>		<i>\$11.00</i>	<i>12:45</i>	<i>\$140.25</i>
Fri	10/11/2019 :: Fire Prevention :: Fire Prevention :: Ff		04:00	\$44.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff		08:00	\$88.00
Sat	10/26/2019 184 North Main St Mechanic Falls Authorized Controlled Burning Ff		00:45	\$8.25
Herbert, Devin			10:00	\$114.50
<i>Captain</i>		<i>\$13.25</i>	<i>02:00</i>	<i>\$26.50</i>
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Capt		02:00	\$26.50
<i>Firefighter/Private</i>		<i>\$11.00</i>	<i>08:00</i>	<i>\$88.00</i>
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff		08:00	\$88.00
Hodgkin, Caleb			43:00	\$523.19
<i>Credit Only</i>		<i>\$12.25</i>	<i>28:45</i>	<i>\$352.19</i>
Tue	10/8/2019 :: Firefighter I :: Firefighter 1 And 2 Class :: Cr		04:00	\$49.00
Thu	10/10/2019 :: Fire Prevention :: Fire Prevention Detail, :: Cr		07:30	\$91.88
Tue	10/15/2019 :: Firefighter I :: Firefighter 1 Fire Tools :: Cr		04:00	\$49.00
Sat	10/19/2019 :: Firefighter I :: Firefighter 1+2 :: Cr		08:00	\$98.00
Tue	10/22/2019 :: Firefighter I :: Firefighter 1+ 2 Ladders Part 1 :: Cr		05:15	\$64.31
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>14:15</i>	<i>\$171.00</i>
Sun	10/6/2019 13 Back St Mechanic Falls Good Intent Call, Other :: Ff		01:00	\$12.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff		08:00	\$96.00
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Ff		02:00	\$24.00

Pay Roll Report Fire Oct 2019 (09-30...10-27)

Wed	10/23/2019 :: Basic Firefighting Training :: Chimney Fire Training In Poland With Ladder 1. Setting And Operating Off Of The Arial Device. Jones And Bartlett Chapter 12 Ladders Was Used As A Reference While Local Guidelines For Chimnet Fires And Roof Operations ,. :: Ff	02:30	\$30.00
Sat	10/26/2019 184 North Main St Mechanic Falls Authorized Controlled Burning :: Ff	00:45	\$9.00
Lane, Denise		08:00	\$88.00
<i>Firefighter/Private</i>		<i>\$11.00</i>	<i>08:00</i>
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$88.00
Limerick, Ben		12:30	\$156.12
<i>Firefighter/Private</i>		<i>\$11.00</i>	<i>01:00</i>
Sun	10/6/2019 13 Back St Mechanic Falls Good Intent Call, Other :: Ff	01:00	\$11.00
<i>Lieutenant</i>		<i>\$11.75</i>	<i>01:30</i>
Sat	10/26/2019 184 North Main St Mechanic Falls Authorized Controlled Burning :: Lt	00:45	\$8.81
Sat	10/26/2019 20 True St Mechanic Falls Construction Or Demolition Landfill Fire :: Lt	00:45	\$8.81
<i>Lt Driver</i>		<i>\$12.75</i>	<i>10:00</i>
Sun	10/27/2019 55 Woodman Hill Rd Minot Cover Assignment, Standby, Moveup :: Ltldr	02:00	\$25.50
Sun	10/27/2019 :: Department Detail :: Pump Testing One Engine Two And Ladder 1 .placed All Truck Back Into Service. Installed New Led Lighting On Ladder 1 :: Ltldr	08:00	\$102.00
Limerick, Micheal		10:00	\$120.00
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>10:00</i>
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$96.00
Sun	10/27/2019 55 Woodman Hill Rd Minot Cover Assignment, Standby, Moveup :: Ff	02:00	\$24.00
Madore, Randy		28:45	\$249.94
<i>Credit Only</i>		<i>07:30</i>	<i>\$0.00</i>
Thu	10/10/2019 :: Fire Prevention :: Fire Prevention Detail, :: Cr	07:30	\$0.00
<i>Firefighter/Private</i>		<i>\$11.00</i>	<i>12:00</i>
Fri	10/11/2019 :: Fire Prevention :: Fire Prevention :: Ff	04:00	\$44.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$88.00
<i>Lieutenant</i>		<i>\$12.75</i>	<i>09:15</i>
Tue	10/8/2019 18 Maple View Circle Poland Cover Assignment, Standby, Moveup :: Lt	02:00	\$25.50

Pay Roll Report Fire Oct 2019 (09-30...10-27)

Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Lt	02:00	\$25.50
Tue	10/22/2019 :: Firefighter I :: Firefighter 1+ 2 Ladders Part 1 :: Lt	05:15	\$66.94
Madore, Stephanie		23:30	\$176.00
<i>Credit Only</i>		<i>07:30</i>	<i>\$0.00</i>
Thu	10/10/2019 :: Fire Prevention :: Fire Prevention Detail, :: Cr	07:30	\$0.00
<i>Firefighter/Private</i>		<i>16:00</i>	<i>\$176.00</i>
Tue	10/8/2019 18 Maple View Circle Poland Cover Assignment, Standby, Moveup :: Ff	02:00	\$22.00
Fri	10/11/2019 :: Fire Prevention :: Fire Prevention :: Ff	04:00	\$44.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$88.00
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Ff	02:00	\$22.00
Merrick, Uriah		49:00	\$243.00
<i>Credit Only</i>		<i>28:45</i>	<i>\$0.00</i>
Tue	10/8/2019 :: Firefighter I :: Firefighter 1 And 2 Class :: Cr	04:00	\$0.00
Thu	10/10/2019 :: Fire Prevention :: Fire Prevention Detail, :: Cr	07:30	\$0.00
Tue	10/15/2019 :: Firefighter I :: Firefighter 1 Fire Tools :: Cr	04:00	\$0.00
Sat	10/19/2019 :: Firefighter I :: Firefighter 1+2 :: Cr	08:00	\$0.00
Tue	10/22/2019 :: Firefighter I :: Firefighter 1+ 2 Ladders Part 1 :: Cr	05:15	\$0.00
<i>Firefighter/Private</i>		<i>20:15</i>	<i>\$243.00</i>
Thu	10/3/2019 :: Truck Check :: Utility 4 Truck Check Had To Wash Exterior As It Was Left Dirty :: Ff	01:15	\$15.00
Fri	10/4/2019 882 Main St Oxford Cover Assignment, Standby, Moveup :: Ff	02:00	\$24.00
Fri	10/11/2019 :: Fire Prevention :: Fire Prevention :: Ff	04:00	\$48.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$96.00
Mon	10/14/2019 :: Truck Check :: Engine 2 Truck Check :: Ff	01:00	\$12.00
Fri	10/25/2019 :: Station Duty Reinmbursment :: Ff	04:00	\$48.00
Smith, Eric		15:15	\$167.75
<i>Firefighter/Private</i>		<i>15:15</i>	<i>\$167.75</i>
Fri	10/4/2019 882 Main St Oxford Cover Assignment, Standby, Moveup :: Ff	02:00	\$22.00
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$88.00
Mon	10/14/2019 :: Truck Check :: Engine 2 Truck Check :: Ff	01:00	\$11.00
Thu	10/17/2019 25 Judson Street Mechanic Falls Power Line Down / Arcing :: Ff	01:00	\$11.00

Pay Roll Report Fire Oct 2019 (09-30...10-27)

Wed	10/23/2019 :: Basic Firefighting Training :: Chimney Fire Training In Poland With Ladder 1. Setting And Operating Off Of The Arial Device. Jones And Bartlett Chapter 12 Ladders Was Used As A Reference While Local Guidelines For Chimnet Fires And Roof Operations ,. :: Ff	02:30	\$27.50
Sat	10/26/2019 184 North Main St Mechanic Falls Authorized Controlled Burning :: Ff	00:45	\$8.25
Sturtevant, Fred		13:00	\$166.75
<i>Chief</i>		<i>05:00</i>	<i>\$78.75</i>
<i>\$15.75</i>			
Fri	10/4/2019 882 Main St Oxford Cover Assignment, Standby, Moveup :: Ch	02:00	\$31.50
Sun	10/6/2019 13 Back St Mechanic Falls Good Intent Call, Other :: Ch	01:00	\$15.75
Mon	10/21/2019 :: Fire Extinguishers :: Fire Extinguisher And Scba Refresher :: Ch	02:00	\$31.50
<i>Firefighter/Private</i>		<i>08:00</i>	<i>\$88.00</i>
<i>\$11.00</i>			
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$88.00
Toth, Zac		08:00	\$96.00
<i>Firefighter/Private</i>		<i>08:00</i>	<i>\$96.00</i>
<i>\$12.00</i>			
Sat	10/12/2019 :: Haz-mat Training :: Haz-mat Ops, Awaerness :: Ff	08:00	\$96.00
		356:00	\$3356.57

FRED C STURTEVANT
CHIEF



MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road
Mechanic Falls , ME 04256

10/28/2019
3:47:52 PM

Pay Roll Report Fire Oct 2019 (09-30...10-27)

FIRE Payroll		356:00	\$3,356.57
CAPT	Captain	02:00	\$26.50
CH	Chief	05:00	\$78.75
CR	Credit Only	100:45	\$352.19
DC/F	Deputy Chief Fire	09:45	\$138.94
DR	Driver	10:30	\$128.63
FF	Firefighter/Private	205:15	\$2,343.00
LT	Lieutenant	12:45	\$161.06
LTDR	Lt Driver	10:00	\$127.50
Total		356:00	\$3,356.57

FRED C STURTEVANT
CHIEF

Pay Roll Report Rescue Oct 2019 (09-30...10-27)

Barton, David	05:00	\$58.75
Damon, Jon	01:00	\$13.25
Doherty, Tom	01:00	\$13.25
Hodgkin, Caleb	03:00	\$36.75
Lane, Denise	01:00	\$12.25
Total	11:00	\$134.25

FRED C STURTEVANT
CHIEF

Pay Roll Report Rescue Oct 2019 (09-30...10-27)

Barton, David			05:00	\$58.75
<i>Emt-Basic</i>			<i>05:00</i>	<i>\$58.75</i>
Mon	9/30/2019 :: Truck Check :: Truck Check And Bag Check On Rescue-		02:00	\$23.50
	All In Service And Ready To Go. :: Emt-b			
Thu	10/10/2019 99 Elm Street Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-b		01:00	\$11.75
Wed	10/16/2019 10 Water Street Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-b		01:00	\$11.75
Fri	10/18/2019 207 Pleasant Street Mechanic Falls Rescue, Ems Incident, Other :: Emt-b		01:00	\$11.75
Damon, Jon			01:00	\$13.25
<i>Emt-Intermediate</i>			<i>01:00</i>	<i>\$13.25</i>
Thu	10/24/2019 91 Elm Street Mechanic Falls Ems Call :: Emt_i		01:00	\$13.25
Doherty, Tom			01:00	\$13.25
<i>Emt-Paramedic</i>			<i>01:00</i>	<i>\$13.25</i>
Thu	10/24/2019 91 Elm Street Mechanic Falls Ems Call :: Emt-p		01:00	\$13.25
Hodgkin, Caleb			03:00	\$36.75
<i>Emt-Basic</i>			<i>03:00</i>	<i>\$36.75</i>
Thu	10/10/2019 99 Elm Street Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-b		01:00	\$12.25
Wed	10/16/2019 10 Water Street Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-b		02:00	\$24.50
Lane, Denise			01:00	\$12.25
<i>Rescue/Driver</i>			<i>01:00</i>	<i>\$12.25</i>
Thu	10/24/2019 91 Elm Street Mechanic Falls Ems Call :: Em/d		01:00	\$12.25
			11:00	\$134.25

FRED C STURTEVANT
CHIEF

Pay Roll Report Rescue Oct 2019 (09-30...10-27)

EMS Payroll	11:00	\$134.25
EM/D Rescue/Driver	01:00	\$12.25
EMT_I Emt-Intermediate	01:00	\$13.25
EMT-B Emt-Basic	08:00	\$95.50
EMT-P Emt-Paramedic	01:00	\$13.25
Total	11:00	\$134.25

FRED C STURTEVANT
CHIEF

MECHANIC FALLS POLICE DEPARTMENT

October 1, 2019 THRU October 28, 2019

CRIMINAL SUMMONSES: 24

CIVIL SUMMONSES: 1

2 JUVENILE(S) CHARGED W/ JUVENILE CRIME

16 ADULT(S) CHARGED w/ CRIMINAL OFFENSE(S)

BACK-UP ANALYSIS

MECHANIC FALLS PD ASSISTED ASO: 10

ASO ASSISTED MECHANIC FALLS PD: 12

MECHANIC FALLS PD ASSISTED OXFORD PD: 03

OXFORD PD ASSISTED MECHANIC FALLS PD: 01

MECHANIC FALLS PD ASSISTED STATE POLICE 00

STATE POLICE ASSISTED MECHANIC FALLS P D 01

2017 FORD: 46,856

2016 FORD: 65,823

POLICE HIGHLIGHTS

10/1/19 – 10/28/19

TYPE OF CALL	CALLS THIS MONTH	LAST MONTH
Abandoned E911	8	12
Accidents	9	12
Alarm calls	5	7
Animal complaints	11	8
Assault	4	0
Burglary	1	0
Children troubles	2	4
Criminal mischief	2	6
Disturbance/disorder/fight	0	2
Domestic	2	5
Harassment	4	1
Hazardous condition	3	4
Missing person	1	1
Parking violations	1	0
Suspicious conditions/person/vehicle	8	25
Theft	4	5
Threatening	4	2
Wellbeing check	1	6

Arrests/summons issued this month for: Operating under the influence, Refusing to submit to arrest, Disorderly conduct, Operating after habitual offender revocation, Theft by unauthorized taking, Operating after suspension, Failure to register vehicle, Violating conditions of release, Criminal speed, Attaching false plates, Domestic violence aggravated assault – strangulation, Obstructing report of a crime, Criminal trespass, Domestic violence assault, Possession of marijuana by a person under 21 years of age, Eluding an officer, Driving to endanger, Assault, and Criminal mischief.

Traffic summons issued this month for: Speeding 1-9, 10-14, 15-19, and 20-24 mph over the limit, Failure to produce evidence of insurance, Failure to stop at stop sign, Operating after suspension, Imprudent speed, and Failure to notify state of name/address change.

MONTHLY REPORT FOR OCTOBER 2019
MECHANIC FALLS PUBLIC WORKS DEPT.
SUBMITTED BY SCOTT R. PENNEY, FOREMAN

TUES*10/1/19**

Work on #3 rear axle studs that are broke, dig on Lane road looking for more sand, go to town with skidsteer tires to be changed, get saw blades and light for little garage.

WED*10/2/19**

Put #3 back together, ditch on Lane Road rest of day.

THURS*10/3/19**

Work on Thunder Road entrance, haul gravel to site, excavate, mow ballfields, clean catch basins.

MON*10/7/19**

Start to haul winter sand from Hebron, going to take awhile, 14 miles round trip.

WED*10/8/19**

Haul winter sand, #14 oil pan springs bad leak, rent dump truck till oil pan comes in.

THURS*10/9/19**

Haul winter sand after installing new oil pan on #14.

MON*10/14/19**

Haul winter sand all day, push up pile with dozer.

TUES*10/15/19**

Haul winter sand.

WED*10/16/19**

Haul winter sand, mow ballfield.

THURS*10/17/19**

Big rain storm and wind, plugged catch basins and ditches. Deal with storm all day.

MON*10/21/19**

Haul sand all day, Poland helps with a couple trucks.

TUES*10/22/19**

Finish up winter sand, 3,500 yds all piled up mixed with 190 tons of salt.

WED*10/23/19**

Do maintenance on trucks, grease, oil changes, work on plow frames, do dump run, take dozer back to transfer station.

THURS*10/24/19**

Work on washout down back, big hole, put spinners on, another plow frame, paint frames, clean catch basins.

MON*10/28/19**

Work on wiring for new plow lights on #14, move summer stuff into storage and winter equipment out, steam skidsteer, new cutting edge on snowblower, v plow for pickup, build ramp for loading trucks at sandpile.

TUES*10/29/19**

Bring in sweeper and winterize it and put away outside, dig up gravel at borrow pit by transfer station and take over to snowmobile club.

Smooth up area, push up metal pile, haul more oil down.

WED*10/30/19**

Suck up leaves around town, patch areas all over, take the bushog to transfer and store for winter.

THURS*10/31/19**

Mulch leaves in parks, last time, put sander in pickup and get ready for winter, clean shop, work on washout down back, put in a catch basin so it will not washout anymore.

Thanks, Scott

**MECHANIC FALLS WATER DEPT.
62 HIGHLAND AVE.
MECHANIC FALLS, MAINE 04256**

TEL: 345-5351

TO: Town Manager

FROM: Stephen L. French, Superintendent

DATE October 2019

RE Monthly Report

Town Manager and Council,

The Poland Trailer park project continues to be our main topic. The main is in, tests have been completed and our water is to their pumping station. The plumbing is almost complete to connect to our water. We can supply about thirteen pounds to the park where they need to boost the pressure to a more serviceable pressure. The residents we have spoken to are anxious for "quality" water. The tank has given us problems passing the bacteria test. There is no e-coli present, but there is still coli form bacteria. It isn't a harmful bacteria only an indicator bacteria. We will re-chlorinate the tank and re-test the water. There was some rather difficult paperwork that went along with this project. Michelle stayed on top of it and received very positive comments from the CDBG representative. There will be some close out paperwork shortly. I have been in contact with the engineer. We are concerned that we might need a valve pit in front of the tank. We have an issue where the tank overflows before the pump shuts off. We had the same problem with our Southview tank and had to install a valve pit there. We can solve the problem by only opening the main valve slightly. But that isn't a proper fix. We will know shortly if there is enough CDBG money left for this. The two new hydrants have been accepted and we will start to bill Poland for them. Part of this project included grant money from the State Drinking Water program to connect the park to our system. We cannot collect any of this money until the park is on our system and disconnected from their wells.

I received permission from you to pull the main pump for repairs and install a generator at the pumping station. These two projects haven't been accomplished yet. With the trailer park job being difficult I didn't want to have any cash flow problems. I have since found out that the yearly EMA (Emergency Management Agency) grants could provide us with the generator we need. I would like to get the generator installed first. So this project will be pushed back until we apply for the EMA grant. We probably will not hear from them until late fall of 2020. When these two projects are completed we will have a more efficient main pump and a generator system that will be able to support

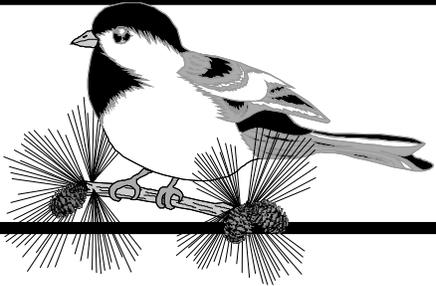
both our main pump and our back up pump along with all the power the station requires.

We have our fall chores done, so bring on the snow!!! You know I really didn't mean that!!!

Steve French

Town of Mechanic Falls

108 Lewiston Street
Mechanic Falls, ME 04256
Phone: 345-2871 FAX: 345-9201
www.MechanicFalls.org



Codes Review Agents

Robert Overton

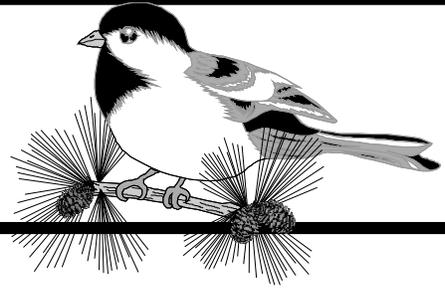
Work History

Director of Code Enforcement
City of Augusta

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Town of Mechanic Falls

108 Lewiston Street
Mechanic Falls, ME 04256
Phone: 345-2871 FAX: 345-9201
www.MechanicFalls.org



Governance & Codification

Conducted preliminary interviews with staff at General Code. Will begin the process by scanning all relevant files into useable PDF documents. Preliminary scanning done by in-house staff is needed to generate an accurate page count and quote for services.

General Governance & Policy Page Estimate

Document	Page Count
Land Use	150
Charter	18
Com Membership	2
Rules of Order (Bylaws)	8
ISO Policy	12
Past Meeting Minutes	1440
Various Ordinances	1260
Personnel Policy	20
Total=	2910

What is Codification?

"Codification" is a process that organizes laws in a logical way.

Governments are continually adding new laws and amending existing laws. Codification gathers your legislation together by topic and orders it into a systematic Code of Laws that lets people easily locate specific legislated areas of interest. The process is an ongoing one and may also necessitate periodic 're-codification' to clean up obsolete or outdated references and to identify and fix conflicts and inconsistencies.

Why Codify?

Some of the more compelling reasons to have a Code of Laws for your community include:



Providing a quick and accurate resource for citizens and municipal officials that everyone can easily access to get the information they need.



Fulfilling a community obligation to maintain your laws in a comprehensive, up-to-date and understandable form in a location that anyone in your community can find and use.



Equipping courts, police and other enforcement officials with an accurate, efficient tool they can rely on to enforce laws with confidence and consistency.



Planning for future growth and development with a clear view of existing situations that makes it easier to determine the impact of proposed changes and amendments.

How Does the Codification Process Work?

With more than 50 years of experience working and partnering with local governments, General Code has developed a highly-effective process for developing your Code of Laws:

1. Research

Complete, as-adopted copies of your legislation are collected, adoption is verified, and a list of the legislation to be codified is compiled.

2. Organization

We organize your legislation alphabetically or grouped by topic with similar pieces of legislation. Repealed or superseded provisions are eliminated and amendments are inserted as necessary.

3. Legal and Editorial Analysis

A thorough review and analysis of your legislation is performed to identify conflicts and inconsistencies, duplicative situations, and statutory compliance issues. Any recommended changes are submitted to your municipal attorney and governing body for approval.

4. Incorporation of Changes

We incorporate any revisions that have been approved by your attorney and governing body. The document then moves through various stages of production including editing, layout, proofreading and indexing.

5. Publication

Once completed, we can deliver your Code in print—and online. General Code's **eCode360®** is the ideal online Code experience that provides you and your constituents with exceptional capabilities for accessing, searching and sharing your municipal laws and related information.

6. Adoption

To establish your Code as the official body of municipal law recognized by the courts, it's necessary that your governing body formally adopt your Code. This will also ratify any changes that have been made during the codification project.

Why General Code?

Your Code of Laws is a declaration of who you are as a community. It tells everyone what you will and will not abide, what you value as the quality of life for your citizens and what you want your legacy to be for future generations. It's not just about the laws themselves, but how those laws identify you to the world at large. Such a critical document should only be entrusted to a company that:



Shares the same vision and values as your municipality



Has the depth of experience to understand your municipality's distinctive needs



Innovates processes, products and services that are designed to enhance your ability to serve your community



Employs highly qualified codification professionals with a uniquely specialized knowledge base



Is passionate about the work they do and is committed to delivering the higher standard of service you expect and deserve

General Code is that company.

Contact us to discuss your codification needs. Call **800.836.8834** or send an email to info@generalcode.com. We look forward to hearing from you!



Paul R. LePage
GOVERNOR

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

David Bernhardt
COMMISSIONER

October 22, 2019

Zachary Maher, Town Manager
Town of Mechanic Falls
108 Lewiston Street
Mechanic Falls, Maine 04256

Subject: Highway Safety and Spot Improvement
Project: 22924.00
Mechanic Falls, Route 121

Dear Mr. Maher:

The Maine Department of Transportation is currently working on estimating a Highway Safety and Spot Improvement Project on Route 121 in the Town of Mechanic Falls for advertisement of the subject project for competitive bids in November of 2019. Construction will occur during the summer months; exact start and completion dates will be forwarded once a schedule from the Contractor has been reviewed and approved.

The project is further described as follows:

Replace Retaining Wall, beginning 0.02 miles southeast of East Chestnut Street and extending southeast 0.06 miles.

After the new pavement is placed, no permit to open this segment of highway will be granted for a period of 3 years except as provided in Title 23, M.R.S.A. §3352. The purpose of this letter is to make the necessary notifications of the project to abutters, municipal officials and occupants of the highway under the provisions of 23 M.R.S.A. § 3351.

If the municipality has existing loop detection at signalized intersection(s) impacted by the project and wishes to upgrade to video detection, there may be opportunities for the Department to assist with a portion of those costs.

We hereby request that you provide a copy of this notice to all municipal officials, employees and boards with responsibilities for utility and/or land-use planning/permitting, and that you post this letter on any municipal public bulletin boards, media outlets and/or municipal websites as a public meeting will not be held regarding this project unless specifically requested by the municipality.

Should you have any questions, concerns or other areas of interest, we would appreciate your comments and input. LaRay Hamilton is the Project Manager for this project, and can be reached at 885-7029.

Sincerely,

LaRay L. Hamilton
Senior Project Manager, Region 1
Highway Program, MaineDOT

**ANDROSCOGGIN COUNTY SHERIFF'S OFFICE
MUNICIPAL/COUNTY AGREEMENT FOR
PSAP and DISPATCH SERVICES**

JANUARY 1, 2020 TO DECEMBER 31, 2020

THIS AGREEMENT made and entered into this 1st day of **January 2020** by and for the **COUNTY of ANDROSCOGGIN**, hereinafter referred to as the "County" and the **INHABITANTS of the TOWN of MECHANIC FALLS** hereinafter referred to as the "Town."

WITNESSETH:

WHEREAS, the Town is desirous of entering into a contract with the County, for the provision of Public Safety Answering Point (PSAP) and Dispatch services hereinafter described within the limits of said Town.

WHEREAS, the County is agreeable through the Androscoggin County Commissioners and Office of the Sheriff to render and provide PSAP and Dispatch services on the terms and conditions hereinafter set forth:

I. STATEMENT OF AGREEMENT:

1. The County hereby agrees to provide PSAP and Dispatch services for the Town of **MECHANIC FALLS** hereinafter known as "The Town," through its County Sheriff's 9-1-1 Communication Center, hereinafter known as "County 9-1-1." The department agrees with and shall be subject to the terms of this agreement.

II. PSAP SERVICES DEFINED:

1. Service Area: The County 9-1-1 shall provide PSAP and Dispatch services to the Town at all times during the term of this Agreement.
2. The County 9-1-1 will provide:
 - a. Adequate facilities; equipment and personnel to carry out the purposes stated in the PSAP standards of the State of Maine.
 - b. Call answering, which shall include but not be limited to all emergency and non-emergency calls for service.
 - c. Emergency communications service, which shall include but not be limited to dispatching personnel and equipment for emergency and non-emergency calls for service, dispatching for all on-going incidents, as well as coordination of all support services as deemed appropriate by the Incident Commander and/or authorized agency personnel.
 - d. All services in the most cost effective and efficient manner possible.

- e. "Back-up" services to ensure that coverage for emergency services continues without interruption.
 - f. Transcripts of transferred 9-1-1 calls received in connection with the performance of emergency communication services under this Agreement, upon the request of the Town.
 - g. Copies telephone and radio recordings received in connection with the performance of dispatch services under this Agreement, upon the request of the Town (for court and investigative purposes); and County 9-1-1 shall provide such documents only to those municipal officials or employees designated in writing by the Mechanic Falls Administrator, Mechanic Falls Fire/Rescue/Police Chief as authorized to receive such documents on behalf of Town of Mechanic Falls.
3. Service Management: The operation of the County 9-1-1, including but not limited to the planning, organization, scheduling, direction, and supervision of the dispatch personnel, as well as matters incidental to the delivery of dispatching services to the Town, shall be determined by the Androscoggin County Sheriff's Office. The Androscoggin County Sheriff's Office shall retain exclusive authority over the activities of its personnel and operation.

III. DELIVERY OF SERVICES:

1. Requests with respect to services: The County 9-1-1 shall give prompt consideration to all requests of the Town regarding the delivery of their PSAP and Dispatch Service; the County 9-1-1 will comply with these requests if they are judged consistent with the County 9-1-1 communications policies and procedures.
2. Resolution of operational disputes: Any conflict between the parties regarding the delivery of PSAP and Dispatch Services by the County 9-1-1 will be thoroughly reviewed in a dialogue between the Communications Director of the Androscoggin County Sheriff's Office or his/her designated representative and the Mechanic Falls Fire/Rescue/Police Chief or a designated representative of the Town. If an agreement cannot be reached between the parties, the matter shall be resolved between the Mechanic Falls Board of Selectmen and the Sheriff of Androscoggin County. If a resolution cannot be reached between the Sheriff and the Board of Selectmen, the Select Board of the Town of Mechanic Falls may vote to either defer to the Sheriff of Androscoggin County or the Town of Mechanic Falls may withdraw from this contract in writing with a thirty (30) day notice.
3. Coordination: The Communications Director of the Androscoggin County Sheriff's Office or his designated representative and the Mechanic Falls Fire/Rescue/Police Chief or a designated representative of the Town shall be the designated individuals to make or receive requests and confer upon matters concerning the delivery of PSAP and Dispatch Services.

IV. FEES:

1. This contract is based on a per capita fee using a population taken from the 2010 U.S. Census. Said fees are as follows:

Service	Population	*CPC	Total
PSAP	3031	\$2.31	\$7,001.61
POLICE	3031	\$6.50	\$19,701.50
FIRE/EMS	3031	\$2.78	\$8,426.18
Total			\$35,129.29

*Cost Per Capita

2. Payment- The Town agrees to pay the full amount due of \$35,129.29 by **July 15, 2020**.
3. Fees for Service Payment Schedule- The Town agrees to pay the full amount due in subsequent renewal years as outlined in Section VII. 2. below directly to the County by **July 15**.

V. TERM:

1. This agreement shall take effect from the date of execution thereof.
- 2, Dispatch services will commence January 1, 2019.

VI. LEGAL:

1. The County of Androscoggin shall indemnify and hold harmless the Inhabitants of the Town of Mechanic Falls, its employees and board or committee members from claims, suits or liabilities resulting from negligence of the County of Androscoggin, its employees, commissioners and agents.
2. The Inhabitants of the Town of Mechanic Falls shall indemnify and hold harmless the County of Androscoggin, its employees, commissioners and agents from claims, suits or liabilities resulting from negligence of the Inhabitants of the Town of Mechanic Falls, its employees and board or committee members.
3. The County of Androscoggin and Inhabitants of the Town of Mechanic Falls shall share this agreement with their respective insurers to make certain that insurance coverage is adequate. Each party agrees to execute any reasonable amendments to this agreement required by their insurers.
4. In the event of any litigation between the parties with regard to the Agreement, each party shall be responsible for its own expenses, costs and attorney fees.
5. The invalidity or unenforceability of any particular provision or part thereof of this Agreement shall not affect the remainder of said provision or any other provisions, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision or part thereof had been omitted.

6. The parties acknowledge that during performance of this Agreement they each may be exposed to or acquire confidential information. Subject to the requirements of Federal and State law, the parties agree to hold such information in strict confidence and not to copy, reproduce, sell, assign, license, market, transfer, give or otherwise disclose such information to third parties or to use such information for any purpose other than for the provision of services covered by this agreement. The parties shall advise each of their employees, agents and representatives of their obligations to keep such information confidential. The parties shall use reasonable efforts to assist each other in identifying and preventing any unauthorized use or disclosure of such information. Without limitation of the foregoing, the parties shall make reasonable efforts to advise each other immediately in the event that either learns or has reason to believe that any person who has had access to such information has violated or intends to violate either the terms of this Agreement, or applicable law and will reasonably cooperate in seeking injunctive relief against any such person. Nothing in this shall prohibit disclosure of public records or other information by either party when such disclosure is required by Maine's Freedom of Access law, 1 MRSA sec. 401 *et seq.*, the Criminal History Record Information Act, 16 MRSA secs. 611, *et seq.*, or by court order. The parties shall cooperate in responding to requests for public records related to this contract. The terms of this Section shall survive the expiration or termination of this Agreement.

VII. RENEWAL:

1. Unless terminated by a party giving written notice of termination not later than November 1st of each calendar year, this agreement shall be renewed yearly, subject to paragraph 2 below.
2. The County will notify the Town by September 1st of each calendar year of the County's fee schedule for the following calendar year, which will become the fee schedule for the following calendar year unless the Town gives notice of termination as provided in paragraph 1 above.
3. The Inhabitants of Mechanic Falls are obligated only to pay costs to provide 9-1-1 and dispatch services under this agreement as may be lawfully made from funds budgeted and appropriated for said purpose during Mechanic Falls' current fiscal year. In the event sufficient funds will not be appropriated or are not otherwise legally available to pay for the services under this agreement, the Inhabitants of Mechanic Falls will notify the Sheriff of Androscoggin in writing and be released from this agreement with thirty (30) day notice. The Select Board of Mechanic Falls is obligated to present a warrant article to the Town at the yearly Town meeting which seeks to appropriate sufficient funds to cover this agreement, unless the Town has notified the Sheriff of Androscoggin County of its decision to terminate this Agreement.

VIII. EXECUTION:

1. Signatories: The parties hereto have executed this agreement the day and year first written above by their duly authorized representatives, and this agreement is the binding and enforceable obligation of all parties.

IN WITNESS THEREOF, the **Town of MECHANIC FALLS** by approval of the Board of Selectmen has caused this agreement to be signed by its Board Chairman/Administrator attested by the Town Clerk, and the County of Androscoggin by resolution by the Board of Commissioners, has caused this agreement to be signed by the Sheriff, for the County of Androscoggin, the Chair of the Androscoggin Board of Commissioners, and attested by the County Administrator, on the ____ day of _____, _____.

TOWN OF MECHANIC FALLS

BY: _____
Board Chairman/Administrator

ATTEST:

Town Clerk

COUNTY OF ANDROSCOGGIN

BY: _____
Chairperson, County Commissioners

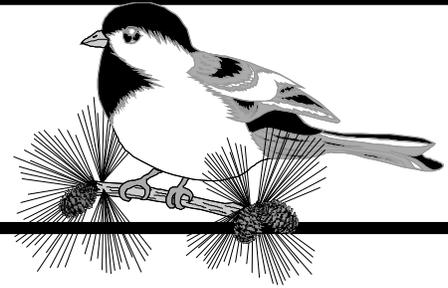
BY: _____
Sheriff

ATTEST:

Administrator

Town of Mechanic Falls

108 Lewiston Street
Mechanic Falls, ME 04256
Phone: 345-2871 FAX: 345-9201
www.MechanicFalls.org

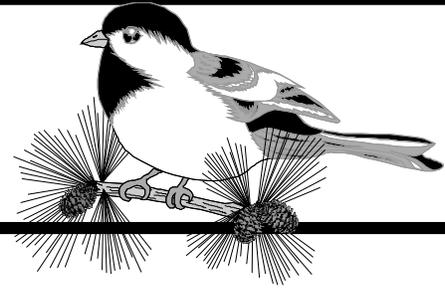


Bank Account Access

1. Motion to remove Fred Collins from the Mechanic Falls Santa Program account located at Dirigo Credit Union and to approve and add Julie Ward and Michelle Emery to that same account.
 2. Motion to remove Fred Collins from the Mechanic Falls Homecoming (Community Day) account located at Dirigo Credit Union and to approve and add Ashley Cleaves to that same account.
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Town of Mechanic Falls

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A Resolution of the Mechanic Falls Town Council November 2019

SUBJECT: Conflict of Interest & Notice of Personal Gain

BACKGROUND

Title 30-A Part 2 Subpart 3 Chapter 123 Subchapter1 section 2605-6: Conflicts of Interest

Every municipal and county official shall attempt to avoid the appearance of a conflict of interest by disclosure or by abstention.

BE IT KNOWN:

The Mechanic Falls Town Council believes that the appearance of a conflict of interest or personal gain by members of the Town Council or appointed members of town committees, where their duties are subject to the provisions of state statute, Town Charter and Town Council Rules of Order, will be disclosed publicly and interested parties will abstain from any discussion or vote relating to the identified conflict.

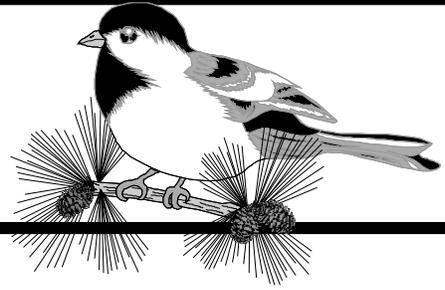
Therefore, the Town Council approves the following Resolution.

RESOLUTION

- WHEREAS** It would be a violation of the public trust for Municipal Officials to receive any direct or indirect pecuniary interest, aside from their budgetarily approved stipend, due to their status as a municipal official ; and
- WHEREAS** In the absence of actual fraud, an official of a body of the municipality, county government or a quasi-municipal corporation involved in a question or in the negotiation or award of a contract is deemed to have a direct or indirect pecuniary interest in a question or in a contract where the official is an officer, director, partner, associate, employee or stockholder of a private corporation, business or other economic entity to which the question relates or with which the unit of municipal, county government or the quasi-municipal corporation contracts only where the official is directly or indirectly the owner of at least 10% of the stock of the private corporation or owns at least a 10% interest in the business or other economic entity (Title 30-A Part 2 Subpart 3 Chapter 123 Subchapter1 section 2605-4); and
- WHEREAS** When an official is deemed to have a direct or indirect pecuniary interest, the vote on the question or the contract is not voidable and actionable if the official makes full disclosure of interest before any action is taken and if the official abstains from voting, from the negotiation or award of the contract and from otherwise attempting to influence a decision in which that official has an interest. The official's disclosure and a notice of abstention from taking part in a decision in which the official has an interest shall be recorded with the clerk or secretary of the municipal or county government or the quasi-municipal corporation (Title 30-A Part 2 Subpart 3 Chapter 123 Subchapter1 section 2605-4); and
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WHEREAS Nepotism is recognized as the practice among those with power or influence of favoring relatives or friends, especially in regard to employment or awarding of contracts; and

WHEREAS Council members and appointed committee members of the Town of Mechanic Falls agree to abstain from any vote or use of influence for their own personal gain or that of their friends or relatives.

THEREFORE, BE IT RESOLVED, that the Mechanic Falls Town Council supports the aforementioned resolutions as it applies to the declaration of conflict of interests or personal gain of Town Officials while conducting the people's business of the Town of Mechanic Falls.

Adopted this 4th day of November 2019.

Cathy Fifield, Council Chair

John Emery II, Council Member

Wayne Hackett, Council Vice-Chair

Kieth Bennett, Council Member

Nick Konstantoulakis, Council Member

Town of Mechanic Falls

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A Resolution of the Mechanic Falls Town Council November 2019

SUBJECT: Transparency in Action

BACKGROUND

Title 1 M.R.S.A. §401. Declaration of public policy; rules of construction

The Legislature finds and declares that public proceedings exist to aid in the conduct of the people's business. It is the intent of the Legislature that their actions be taken openly and that the records of their actions be open to public inspection and their deliberations be conducted openly. It is further the intent of the Legislature that clandestine meetings, conferences or meetings held on private property without proper notice and ample opportunity for attendance by the public not be used to defeat the purposes of this subchapter. [1975, c. 758, (RPR).]

BE IT KNOWN:

The Mechanic Falls Town Council believes that all municipal activity, where it is subject to the provisions of the Freedom of Access law, Town Charter or Town Council Rules of Order, shall be conducted in an open and transparent manner.

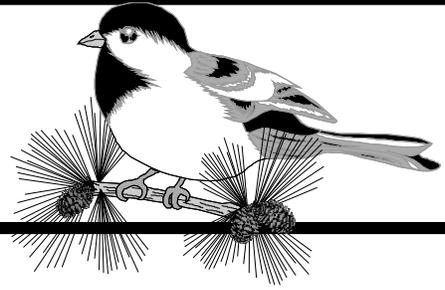
Therefore, the Town Council approves the following Resolution.

RESOLUTION

- WHEREAS** All meetings of 3 or more Council members will be advertised no less than 5 days prior (Town Charter Article 2, Section 7-B); and
- WHEREAS** All meetings of 3 or more Council members will be recorded, broadcast and posted for public viewing (Motion passed by Town Council Oct. 1, 2018); and
- WHEREAS** All written or recorded communications between Council members will be made available to the public upon request under the Freedom of Access Act (FOAA), unless such information would qualify as a "Public Records Exemption" as defined by (Title 1 Chapter 13 M.R.S.A. Sec. 431-1; and
- WHEREAS** The Council shall not use electronic communications such as fax, email, texting, etc... for municipal business (Mechanic Falls Town Council Rules of Order section 6.2); and
- WHEREAS** Individual Council members shall share with all Council members any written correspondence that is Town-related and not personal in nature (Mechanic Falls Town Council Rules of Order section 6.2); and
- WHEREAS** Attempts to violate any express prohibitions of the Town Charter or defeat the purpose of the Freedom of Access Act would be recognized as malfeasance as outlined in the Mechanic Falls
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Town Council Rules of Order section 1.5; and

WHEREAS Members found to have committed malfeasance as outlined in the Mechanic Falls Town Council Rules of Order section 1.5 would be subject to the removal from office process outlined in Article 2, Section 2 part C-2 of the Town Charter.

THEREFORE, BE IT RESOLVED, that the Mechanic Falls Town Council supports the aforementioned resolutions as it applies to transparency while conducting the people's business of the Town of Mechanic Falls.

Adopted this 4th day of November 2019.

Cathy Fifield, Council Chair

John Emery II, Council Member

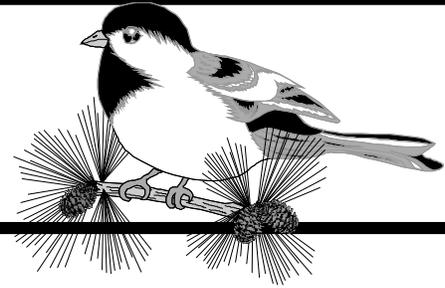
Wayne Hackett, Council Vice-Chair

Kieth Bennett, Council Member

Nick Konstantoulakis, Council Member

Town of Mechanic Falls

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A Resolution of the Mechanic Falls Town Council November 2019

SUBJECT: Qualification of Its Members

BACKGROUND

Mechanic Falls Town Charter Adopted 2010 – Amended 2019

Article 2, Section 6: COUNCIL TO JUDGE OF QUALIFICATIONS OF ITS MEMBERS.

The Council shall be the judge of the election and qualifications of its members and for such purpose shall have power to subpoena witnesses and require production of records, but the decision of the Council in any such case shall be subject to review of the courts.

BE IT KNOWN:

The Mechanic Falls Town Council believes that the qualification of Town Council members, where it is subject to the provisions of state statute, Town Charter and Town Council Rules of Order, clearly represents an expectation that Council members perform their duties to the best of their abilities and in good faith.

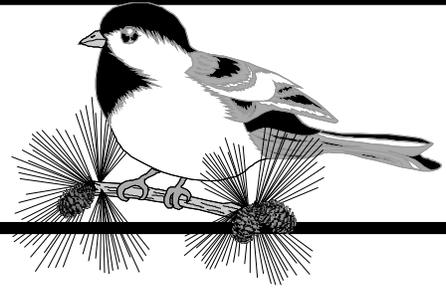
Therefore, the Town Council approves the following Resolution.

RESOLUTION

- WHEREAS** Councilors shall be qualified voters of the Town and shall reside in the Town during their term of office (Town Charter Article 2, Section 2-A); and
- WHEREAS** Each Councilor's term shall be for a term of three years and until his successor is elected and qualified (Town Charter Article 2, Section 1-B); and
- WHEREAS** No Councilor shall serve more than three consecutive terms in office except that, after a Councilor has been out of office for at least one full year following the end of the most recent term to which he or she was elected, he or she may again serve for up to three consecutive terms in office (Town Charter Article 2, Section 1-C); and
- WHEREAS** Except where otherwise allowed by law, or pursuant to an agreement under the Interlocal Cooperation Act, no Councilor shall hold other Town office or full-time or permanent part-time Town employment during the term for which they were elected to the Council, With the exception of the Fire and Rescue Chiefs, membership in the Mechanic Falls Fire and Rescue Departments, alone, shall not be grounds for disqualification from holding office as a Councilor. (Town Charter Article 2, Section 2-B); and
- WHEREAS** No Councilor shall lack at any time during their term of office any qualification for the office prescribed by the Charter or by law (Town Charter Article 2, Section 2 part C-1); and
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Town of Mechanic Falls

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- WHEREAS** No Councilor shall have violated any express prohibition of the Town Charter (Town Charter Article 2, Section 2 part C-1); and
- WHEREAS** No Councilor shall have been convicted of a felony or other crime or offense involving moral turpitude (Town Charter Article 2, Section 2 part C-1); and
- WHEREAS** No Councilor shall have failed to attend three (3) consecutive regular meetings of the Council without being excused for due cause by the Council (Town Charter Article 2, Section 2 part C-1); and
- WHEREAS** All Councilors shall complete a course of training relating to public records and proceedings. The official shall complete the training not later than the 120th day after the date the elected official takes the oath of office to assume the person's duties as an elected official (Title 1 Chapter 13 M.R.S.A. Sec. 412); and
- WHEREAS** All Councilors recognize the importance of completing a National Incident Management Systems (NIMS) training seminar that is sanctioned by FEMA and hosted by Androscoggin Emergency Management. The official shall complete the training not later than the 120th day after the date the elected official takes the oath of office to assume the person's duties as an elected official; and
- WHEREAS** All Councilors recognize the importance of completing an Elected Officials training sponsored by the Maine Municipal Association not later than the 120th day after the date the elected official takes the oath of office to assume the person's duties as an elected official.

THEREFORE, BE IT RESOLVED, that the Mechanic Falls Town Council supports the aforementioned resolutions as it applies to the qualifications of the Town Council while conducting the people's business of the Town of Mechanic Falls.

Adopted this 4th day of November 2019.

Cathy Fifield, Council Chair

John Emery II, Council Member

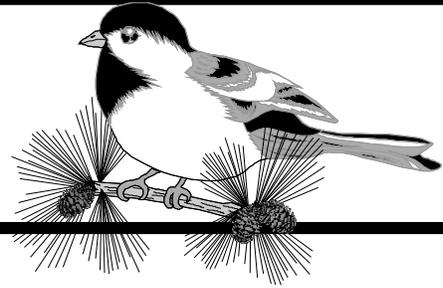
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Town of Mechanic Falls

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A Resolution of the Mechanic Falls Town Council November 2019

SUBJECT: Role of the Town Manager

BACKGROUND

Mechanic Falls Town Charter Adopted 2010 – Amended 2019

Article 1, Section 2-A: Powers and Duties

The Town shall have, exercise and enjoy all the rights, immunities, powers, privileges and franchises and shall be subject to all the duties, liabilities and obligations provided for herein, or otherwise, pertaining to or incumbent upon said Town as a Municipal Corporation or to the inhabitants or municipal authorities thereof; and may enact reasonable by-laws, regulations and ordinances for municipal purposes, not inconsistent with the Constitution and laws of the State of Maine, and impose penalties for the breach thereof.

BE IT KNOWN:

The Mechanic Falls Town Council believes that the role of the Town Manager, where it is subject to the provisions of state statute, Town Charter and employment contract, clearly represents the rights of and the structure under which the Mechanic Falls Town Manager is to perform their duties.

Therefore, the Town Council approves the following Resolution.

RESOLUTION

- WHEREAS** The Town Manager shall be the Chief Administrative Officer of the Town. The Town Manager shall be responsible to the Council for the administration of all Town affairs placed in the Town Manager's charge by or under this Charter or by direction of the Council. (Town Charter Article 3, Section 2-A); and
- WHEREAS** The Town Manager shall direct and supervise the administration of all departments, offices and agencies of the Town, except as otherwise provided by this Charter or by law (Town Charter Article 3, Section 2-D); and
- WHEREAS** Neither the Council nor any of its members shall direct or request the appointment or removal of any person directly or indirectly subordinate to the Town Manager. Except for the purpose of inquiry, the Council and its members shall deal with the administrative service solely through the Manager and neither the Council nor any member thereof shall give orders to any subordinates of the Manager, either publicly or privately (Town Charter Article 3, Section 2-M); and
- WHEREAS** The Town Manager shall see that all laws, provisions of this Charter and acts of the Council, and all acts of those within his or her supervision are faithfully executed (Town Charter Article 3, Section 2-F); and
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Town of Mechanic Falls

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WHEREAS Attempts by Council members to violate any express prohibitions of the Town Charter would be recognized as malfeasance; and

WHEREAS Council Members found to have committed malfeasance would be subject to the removal from office process outlined in Article 2, Section 2 part C-2 of the Town Charter.

THEREFORE, BE IT RESOLVED, that the Mechanic Falls Town Council supports the aforementioned resolutions as it applies to the role of the Town Manager while conducting the people's business of the Town of Mechanic Falls.

Adopted this 4th day of November 2019.

Cathy Fifield, Council Chair

John Emery II, Council Member

Wayne Hackett, Council Vice-Chair

Kieth Bennett, Council Member

Nick Konstantoulakis, Council Member
